

Minutes of the Electoral Area Services Committee Meeting held on Wednesday, March 7, 2018 in the Board Room, 175 Ingram Street, Duncan BC at 1:31 PM.

**PRESENT:** Director I. Morrison, Chair  
Director S. Acton  
Director K. Davis  
Director M. Dorey  
Director L. Iannidinardo <until 4:20 PM>  
Director K. Kuhn  
Director A. Nicholson

**ALSO PRESENT:** B. Carruthers, Chief Administrative Officer  
R. Blackwell, General Manager, Land Use Services  
K. Harrison, Deputy Corporate Secretary  
R. Conway, Manager, Development Services  
B. Dennison, Manager, Water Management  
K. Miller, Manager, Environmental Services Division  
L. Knodel-Joy, Senior Engineering Technologist  
I. MacDonald, Chief Building Inspector  
B. Suderman, Senior Planner  
K. Batstone, Planning Coordinator  
R. Rondeau, Planner II  
J. Munn, Planner II  
J. Hughes, Recording Secretary  
S. Carlow, Legislative Assistant  
K. Madge, Development Officer

**ABSENT:** Director M. Clement  
Director M. Marcotte

#### **APPROVAL OF AGENDA**

**It was moved and seconded that the agenda be amended with the addition of two New Business Items:**

**NB1 Fireworks – Annual Brentwood Regatta – Report from Inspections & Enforcement Division;**

**NB2 Water Licence Application Referral – Report from Environmental Services Division; and**

**that the agenda, as amended, be approved.**

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**M1** Regular Electoral Area Services Committee meeting of February 21, 2018

**It was moved and seconded that the minutes of the Regular Electoral Area Services Committee meeting of February 21, 2018, be adopted.**

**MOTION CARRIED**

The Committee agreed by consensus that Item R5, Application No. 03-H-16RS (13271 Simpson Road) - Report from Development Services Division, be moved after Adoption of Minutes.

**R5** Application No. 03-H-16RS (13271 Simpson Road) - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board:**

- 1. That Zoning Amendment Bylaw for Application No. 03-H-16RS (13271 Simpson Road) be forwarded to the Board for consideration of 1<sup>st</sup> and 2<sup>nd</sup> readings;**
- 2. That referrals to Ministry of Transportation and Infrastructure (Nanaimo), Island Health (Nanaimo), North Oyster Volunteer Fire Department, Regional District of Nanaimo, Agricultural Land Commission and Nanaimo Airport Commission be accepted;**
- 3. That a covenant be drafted to secure proposed amenities and environmental protection measures; and**
- 4. That a public hearing be scheduled with Directors from Electoral Areas H, G and E as delegates.**

**MOTION CARRIED****INFORMATION**

**IN1** The following Items 1 through 6 were received for information.

1. Area D - Cowichan Bay Parks Commission Minutes - January 15, 2018;
2. Area D - Cowichan Bay Parks Commission Minutes - February 19, 2018;
3. Area E - Cowichan Station/Sahtlam/Glenora Revised Parks Commission Minutes - November 9, 2017;
4. Area E - Cowichan Station/Sahtlam/Glenora Parks Commission Minutes - February 8, 2018;
5. Area G - Saltair/Gulf Islands Parks Commission Minutes - February 5, 2018; and
6. Area I - Youbou/Meade Creek Parks Commission - January 17, 2018.

**IN2** Land Use Services Department 2017 Year End Report was received for information.

**REPORTS**

**R1** Application No. 01-A-17DVP (653 Sentinel Drive) - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board that Application No. 01-A-17DVP (653 Sentinel Road) to vary Section 10.9(4) of Zoning Bylaw No. 3520 to increase the maximum permitted height of a principal residential building from 7.5 metres to 7.97 metres be approved.**

**MOTION CARRIED**

**R2** Application No. 02-A-17DVP (668 Sentinel Drive) - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board that Application No. 02-A-17DVP (668 Sentinel Drive) to vary Section 10.9(4) of Zoning Bylaw No. 3520 to increase the maximum permitted height of a principal residential building from 7.5 metres to 8.06 metres be approved.**

**MOTION CARRIED**

**R3** Application No. 03-A-17DVP (649 Sentinel Drive) - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board that Application No. 03-A-17DVP (649 Sentinel Drive) to vary Section 10.9(4) of Zoning Bylaw No. 3520 to increase the maximum permitted height of a principal residential building from 7.5 metres to 8.7 metres be approved.**

**MOTION CARRIED**

**R4** Application No. 22-D-17DP (1615 Koksilah Road) - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board:**

- 1. That Development Permit Application No. 22-D-17DP be approved;**
- 2. That Sections 2.4(2)(j) and 2.4(2)(k) of Zoning Bylaw No. 3705 be varied by eliminating respective requirements for paved parking area and installation of oil-water separators; and**
- 3. That the General Manager of Land Use Services be authorized to permit minor revisions to the permit in accordance with the intent of development permit guidelines of Official Community Plan Bylaw No. 3605.**

**MOTION CARRIED**

**2:52 PM** The Committee took a recess at 2:52 PM.

**3:05 PM** The meeting resumed at 3:05 PM.

**R5** Application No. 03-H-16RS (13271 Simpson Road) - Report from Development Services Division was moved after Adoption of Minutes.

**R6** Request to Close a Portion of Watson Road - Report from Development Services Division

**It was moved and seconded that it be recommended to the Board that the request to close the portion of Watson Road between Heigh Street and Fisher Road on May 5 and 6, 2018, be supported.**

**MOTION CARRIED**

**R7** CVRD Cannabis Bylaw Amendments - Report from Community Planning Division

**It was moved and seconded that CVRD Zoning Amendment Bylaw Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125 be referred back to staff for further review and report back to the Electoral Area Services Committee.**

**MOTION CARRIED**

**R8** Twin Cedars Sewer Inclusion Request - 3576 Holland Road - Report from Water Management Division

**It was moved and seconded that it be recommended to the Board:**

- 1. That the Certificate of Sufficiency confirming that a sufficient petition requesting inclusion into the Twin Cedars Sewer System Service Area be received.**
- 2. That CVRD Bylaw No. 2871 – Twin Cedars Sewer System Service Establishment Bylaw, 2006, be amended to include the property described as PID 006-913-920.**

**MOTION CARRIED**

**R9** Cowichan Bay Sewer Inclusion Request - 1590 Cowichan Bay Road - Report from Water Management Division

**It was moved and seconded that it be recommended to the Board:**

- 1. That the Certificate of Sufficiency confirming that a sufficient petition requesting inclusion into the Cowichan Bay Sewer System Service Area be received.**
- 2. That CVRD Bylaw No. 2128 – Cowichan Bay Sewer System Service Establishment Bylaw, 2000, be amended to include the property described as Lot 2, Plan VIP34963, Section 5, Range 5, Cowichan Land District, PID 000-313-335.**

**MOTION CARRIED**

**NEW BUSINESS**

**NB1** Fireworks - Annual Brentwood Regatta - Report from Inspections & Enforcement Division

**That it be recommended to the Board that the fireworks discharge permit for the 2018 Annual Brentwood Regatta at 2735 Mount Baker Road in Mill Bay on April 27, 2018, be approved.**

**MOTION CARRIED**

**NB2** Water Licence Application Referral - Report from Environmental Services Division, was received for information.

**CLOSED SESSION**

**4:20 PM** It was moved and seconded that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90 (1)(f) Law Enforcement, (1)(g) Potential Litigation and adoption of the Closed Session Electoral Area Services Committee Minutes of February 7, 2018.

**MOTION CARRIED**

**4:20 PM** Director Iannidinardo let the meeting at 4:20 PM

**RISE FROM CLOSED SESSION**

**5:03 PM** It was moved and seconded that the Committee rise, without report, and return to the open portion of the meeting.

**MOTION CARRIED**

**ADJOURNMENT**

**5:03 PM** It was moved and seconded that the meeting be adjourned.

The meeting adjourned at 5:03 PM.

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Chair

\_\_\_\_\_  
Recording Secretary

Dated: \_\_\_\_\_