

Minutes of the Special meeting of the Electoral Area Services Committee of the Cowichan Valley Regional District, held in the Board Room, 175 Ingram Street, Duncan, BC, on Wednesday, May 8, 2024, at 10:03 AM

**PRESENT:** Director I. Morrison, Chair  
Director A. Stone <after 10:33 AM>  
Director S. Acton  
Director K. Deck  
Director B. Maartman  
Director A. Nicholson  
Director K. Segall  
Director M. Wilson  
Alternate Director K. Olive  
Alternate Director R. Smith

**ALSO PRESENT:** D. Myles Wilson, Chief Administrative Officer  
P. Robins, Corporate Officer  
A. Kjerulf, General Manager, Land Use Services Department  
B. Mohan, General Manager, Corporate Services Department  
M. Tippet, Manager, Community Planning Division  
M. Pressman, Manager, Development Services Division  
I. MacDonald, Senior Manager, Inspections & Enforcement Division  
C. Breen, Manager, Planning-Strategic Initiatives Division  
A. Garnett, Planning Coordinator  
P. Kristensen, IT Consultant  
C. Convery, Systems Support Technician  
J. Hughes, Recording Secretary

\* participated remotely

**ABSENT** Director H. Abbott  
Director J. McClinton

#### **APPROVAL OF AGENDA**

**It was moved and seconded that the agenda be approved.**

**MOTION CARRIED**

#### **REPORTS**

**R1** Report from the General Manager, Land Use Services Department Re: Official Community Plan and Zoning Bylaw Coordination (*Referred from the May 1, 2024, Electoral Area Services Committee Meeting*)

**10:33 AM** Director Stone entered the meeting at 10:33 AM.

**10:55 AM** The Committee agreed by consensus to recess at 10:55 AM.

**11:04 AM** The Committee meeting resumed at 11:04 AM.

Discussion resumed on Information Item R1 and it was received for information.

**R2** Report from the Strategic Initiatives Division Re: Local Area Plan Step 1 Visioning Report on Engagement & Communication and Step 3 Implementation Engagement & Communication Plan (*Referred from the May 1, 2024, Electoral Area Services Committee Meeting*), was received for information.

**ADJOURNMENT**

**11:45 AM** It was moved and seconded that the meeting be adjourned.

**MOTION CARRIED**

The meeting adjourned at 11:45 AM.

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Chair

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

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