

Minutes of the Regular meeting of the Electoral Area Services Committee of the Cowichan Valley Regional District, transmitted electronically, via 175 Ingram Street, Duncan, BC, on Wednesday, November 1, 2023, at 1:30 PM

PRESENT: Director A. Nicholson, Chair
Director M. Wilson
Director H. Abbott*
Director S. Acton
Director K. Deck
Director B. Maartman
Director J. McClinton
Director I. Morrison
Director K. Segall

ALSO PRESENT: A. Stone, Board Chair
D. Myles Wilson, Chief Administrative Officer
A. Boyd, A/Deputy Corporate Officer
T. Bowen, A/Corporate Financial Officer*
A. Kjerulf, General Manager, Land Use Services Department
B. Mohan, General Manager, Corporate Services Department
C. Postings, General Manager, Strategic Services Department*
M. Pressman, Manager, Development Services Division
I. MacDonald, Senior Manager, Inspections & Enforcement Division
B. Farquhar, Manager, Parks & Trails Division
R. Buchan, Planner III
R. Woods, Planner I
C. Convery, Support Technician*
J. Hughes, Recording Secretary

* participated remotely

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended with the addition of one New Business item:

NB1 Closed Session {Sub 90 (2)(b)} ~ Verbal Report from the Parks & Trails Division Re: The Consideration of Information Received and Held in Confidence Relating to Negotiations Between the Municipality, a Provincial Government and a Third Party; and

that the agenda be approved, as amended.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Electoral Area Services Committee Meeting of October 18, 2023

It was moved and seconded that the minutes of the Electoral Area Services Committee meeting of October 18, 2023, be adopted.

MOTION CARRIED

CORRESPONDENCE

- C1** Grant-in-Aid Request, Electoral Area C – Cobble Hill Re: Cowichan Valley Hospice Society

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area C – Cobble Hill, in the amount of \$500 be provided to the Cowichan Valley Hospice Society to support the Cowichan Hospice Donor/Community Appreciation Event and Fundraising Strategy.

MOTION CARRIED

- C2** Grant-in-Aid Request, Electoral Area E – Cowichan Station/Sahtlam/Glenora Re: Cowichan Green Community

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area E – Cowichan Station/Sahtlam/Glenora, in the amount of \$4,000 be provided to the Cowichan Green Community to support food security programs delivered by Cowichan Green Community.

MOTION CARRIED

- C3** Grant-in-Aid Request, Electoral Area I – Youbou/Meade Creek Re: Cowichan Valley Primary Care Society

It was moved and seconded that it be recommended to the Board that a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$2,000 be provided to the Cowichan Valley Primary Care Society to support the start-up costs of the Cowichan Valley Primary Care Society in their efforts to create a multi-disciplinary health centre governed by this Society.

MOTION CARRIED

REPORTS

- R1** Report from the Development Services Division Re: Application No. RZ23A02 (855 Shawnigan-Mill Bay Road/PID: 000-278-122)

It was moved and seconded that it be recommended to the Board that Application No. RZ23A02 (855 Shawnigan-Mill Bay Road, PID: 000-278-122), be referred to the following external agencies:

- 1. Electoral Area A – Mill Bay/Malahat Advisory Planning Commission;**
- 2. BC Transit;**
- 3. Cowichan Valley School District (S.D. No. 79);**
- 4. Mill Bay Improvement District;**
- 5. Mill Bay Waterworks District;**
- 6. Island Health;**
- 7. Ministry of Transportation & Infrastructure;**
- 8. Royal Canadian Mounted Police (RCMP);**
- 9. Cowichan Tribes; and**
- 10. Malahat Nation.**

MOTION CARRIED

R2

Report from the Development Services Division Re: Application No. RZ23B02 (2171 Wildflower Road/PID: 025-002-392)

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

- 1. That Application No. RZ23B02 (2171 Wildflower Road, PID: 025-002-392), be referred to the following external agencies and First Nations:
 - a. Ministry of Transportation & Infrastructure;**
 - b. Ministry of Forests;**
 - c. Ministry of Environment and Climate Change Strategy;**
 - d. First Nations;**
 - e. Ministry of Water, Land and Resource Stewardship;**
 - f. BC Hydro;**
 - g. Electoral Area B – Shawnigan Lake Advisory Planning Commission;**
 - h. Cowichan Tribes;**
 - i. Malahat Nation; and**
 - j. Adjacent property owners with the same zoning on Wildflower Road.****
- 2. That the draft Zoning Amendment Bylaw for Application No. RZ23B02 (2171 Wildflower Road, PID: 025-002-392), be prepared by staff and forwarded to the Board for consideration of 1st and 2nd readings.**
- 3. That a public hearing not be held for Application No. RZ23B02 (2171 Wildflower Road, PID: 025-002-392), and that notice be undertaken in accordance with the *Local Government Act*.**

MOTION CARRIED

R3

Report from the Development Services Division Re: Application No. 01-C-17RS (Fisher Road/PID: 025-580-311, PID: 027-050-572, and PID: 002-315-408)

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

- 1. That 1st, 2nd and 3rd readings of Zoning Amendment Bylaw No. 4276 for Application No. 01-C-17RS (PID: 025-580-311 and PID: 002-315-408), be rescinded.**
- 2. That Zoning Amendment Bylaw No. 4276 for Application No. 01-C-17RS (PID: 025-580-311, PID: 027-050-572, and PID: 002-315-408), be amended and granted 1st and 2nd readings.**
- 3. That a public hearing be scheduled for Zoning Amendment Bylaw No. 4276 prior to consideration of 3rd reading.**

MOTION CARRIED

R4

Report from the General Manager, Land Use Services Department Re: Short-Term Rental Regulations

It was moved and seconded that it be recommended to the Board that staff be directed to consult with electoral area advisory planning commissions on the topic of short-term rentals, and that staff review and provide recommendations to the Electoral Area Services Committee on potential amendments to short-term rental regulations.

MOTION CARRIED

It was moved and seconded that it be recommended to the Board that staff prepare a report that outlines the Electoral Area “opt-in” provisions for short-term rental regulations from the *Short-Term Rental Accommodations Act* and report back to the Electoral Area Services Committee at an upcoming meeting.

MOTION CARRIED

CLOSED SESSION

2:51 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 (2)(b); the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

MOTION CARRIED

RISE FROM CLOSED SESSION

3:19 PM It was moved and seconded that the Committee rise, without report, and return to the Open portion of the meeting.

MOTION CARRIED

ADJOURNMENT

3:20 PM It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 3:20 PM.

Chair

Recording Secretary

Dated: _____