

Minutes of the Regular meeting of the Board of the Cowichan Valley Regional District held in the Board Room, 175 Ingram Street, Duncan BC, on Wednesday, July 12, 2017 at 5:16 PM.

PRESENT Chair J. Lefebure
Director S. Acton
Director B. Day
Director K. Davis
Director M. Dorey <after 5:17 p.m.>
Director L. Iannidinardo
Director S. Jackson
Director K. Kuhn
Director M. Marcotte
Director I. Morrison
Director A. Nicholson
Director A. Stone
Director T. Walker
Alternate Director C. Morris

ALSO PRESENT J. Elzinga, A/Chief Administrative Officer
J. Barry, Corporate Secretary
M. Tippet, A/General Manager, Land Use Services
S. Moss, Manager, Finance Division
S. Carlow, Legislative Assistant

ABSENT Director M. Clement
Director K. Marsh

CLOSED SESSION

17-287 It was moved and seconded that the Closed Session agenda be approved.

MOTION CARRIED

17-288 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; (1)(e) Land Acquisition; (1)(a) Shawnigan Lake Community Centre Commission Appointments; and the adoption of the Closed Session Regular Board minutes of June 28, 2017.

MOTION CARRIED

17-293 It was moved and seconded that the Board rise with report on Item CSRES1, and return to the Open portion of the meeting.

MOTION CARRIED

**CSRES1
17-292** It was moved and seconded that the following individuals be appointed to the Shawnigan Lake Community Centre Commission for a term expiring March 31, 2018:

1. Marian Davies;
2. Sally Davies;
3. Jennie Stevens;
4. Netta Douglas;
5. Heidi Goodard and
6. Lori Treloar.

MOTION CARRIED

**17-294
5:37 PM** It was moved and seconded that the Board recess until 6:30 PM.

MOTION CARRIED

6:30 PM The meeting resumed at 6:30 PM.

APPROVAL OF AGENDA

17-295 It was moved and seconded that the agenda be amended with the addition of two New Business items:

NB1 Rescind June 14, 2017 Resolution No. 17-241 Re: "CVRD Bylaw No. 4110 - Solid Waste Management Charge and Regulations Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

Rescind June 14, 2017 Resolution No. 17-242 Re: "CVRD Bylaw No. 4110 - Solid Waste Management Charge and Regulations Amendment Bylaw, 2017", be adopted.

NB2 "CVRD Bylaw No. 4110 - Solid Waste Management Charge and Regulations Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

"CVRD Bylaw No. 4110 - Solid Waste Management Charge and Regulations Amendment Bylaw, 2017", be adopted.; and

that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Board Meeting of June 28, 2017

17-296 It was moved and seconded that the minutes of the Regular Board meeting of June 28, 2017 be amended by deleting the words "and bookkeeper" from Director Jackson's declaration of conflict of interest under Item CR1, and that the minutes, as amended, be adopted.

MOTION CARRIED

DELEGATIONS

D1 Jennifer Dorby, Cowichan Food Security Coalition Re: Annual Food Security Report Card

Judy Stafford, Executive Director, Cowichan Green Community, and Jennifer Dorby, Cowichan Food Security Coalition, provided a PowerPoint on the region's food security issues, the proposed food reclamation project, and presentation of their annual food security report card, for information.

REPORT OF THE CHAIRPERSON

The Chair noted that the Chief Administrative Officer (CAO) and Procurement Officer are in Williams Lake assisting at the Cariboo Regional District's emergency operations centre, relating to the current wildfires and the implementation of evacuation plans. The Acting CAO, advised that the CVRD Emergency Program Coordinator was assisting at the coordination centre in Victoria, and Director Day commented on the assistance provided by Lake Cowichan Firefighters.

CORRESPONDENCE

C1 Correspondence from City of New Westminster Re: UBCM Resolutions - Request for Support, was received for information.

COMMITTEE/COMMISSION REPORTS

CR1 Report and Recommendations of the Electoral Area Services Committee meeting of July 5, 2017

17-297 It was moved and seconded:

1. That a Grant-in-Aid, Electoral Area C - Cobble Hill, in the amount of \$500 be provided to Cowichan Secondary School as an extra Bursary.
2. That a Grant-in-Aid, Electoral Area I - Youbou/Meade Creek, in the amount of \$550 be provided to Cowichan Lake Days to support Lake Days Celebration Breakfast.
3. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$1,000 be provided to Vancouver Island Windsport Society (Windfest).
4. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$1,500 be provided to Honeymoon Bay Firefighters Association to support their 70th Anniversary Celebrations Summer 2017.
5. 1. That a 25 year License of Use and Occupation Agreement with

- Scout Properties (BC/Yukon) Ltd. for use of 3.21 hectares of Bald Mountain Community Park to operate as a wilderness scout camp (Camp Woodlands), for a fee of \$10 be approved; and
2. That a Notice of Land Disposition, along with Notice of Intention to Provide Assistance be published pursuant to Sections 272 and 286 of the *Local Government Act* to advise the public of the CVRD's intent to enter into a 25 Year License of Use and Occupation Agreement with Scout Properties (BC/Yukon) Ltd., for the use of approximately 3.21 hectares of Bald Mountain Park as a wilderness scout campsite for a \$10 fee.
6. That the Cowichan Valley Regional District does not wish to provide comments or recommendations to the Liquor Control and Licencing Branch with regard to the Application for a Winery Lounge & Special Event Area (SEA) Endorsements by Blue Grouse Estate Winery Ltd. located at 2182 Lakeside Road, Cowichan Station (Area E) and consideration be made to Agricultural Land Commission policy regarding "Gathering for an Event in the Agricultural Land Reserve".

MOTION CARRIED

CR2 Report and Recommendations of the Transit Committee meeting of July 12, 2017

17-298 It was moved and seconded:

1. 1. That the May 24, 2017 Board Resolution No. 220.2 be rescinded.
 2. That cash-only fares of \$10.00 per one-way trip be implemented for the Duncan-Victoria Saturday Express transit pilot service but that children age 4 years and under have free fare for consistency with existing fare policy on local and Cowichan Valley Commuter routes, be approved.
 3. That the May 24, 2017 Board Resolution No. 220.3 be rescinded.
 4. That the Duncan-Victoria Saturday Express transit pilot service use the same general routing as the Duncan Commuter Route 66 with modifications to add service to the Duncan Train Station area and to remove the Koksilah bus stop, be approved.
2. 1. That the 3 year service expansion initiatives outlined in BC Transit's letter of May 15, 2017, and the accompanying Expansion Memorandum of Understanding, be approved.
 2. That the 200 hour commuter system required hours for April 2018 implementation, be approved and the associate costs be included in the 2018 CVRD Transit budget for Function 106, be approved.
 3. That the 1,500 hour conventional system expansion targeted for March 2018 implementation, be approved and the associated local costs be included in the 2018 CVRD Transit budget for Function 107, be approved.
 4. That transit service expansion hours and associated costs for

2019/20 to 2020/2021 be incorporated into the 5 year financial plan for Transit Budget Functions 106 and 107, be approved.

3. 1. That the Transit Service Agreement with BC Transit effective April 1, 2017, be approved.
2. That the Annual Operating Agreement with BC Transit be approved for 12 months commencing April 1, 2017, be approved.

MOTION CARRIED

CR3 Report and Recommendations of the Corporate Services Committee meeting of July 12, 2017

17-299 It was moved and seconded that Temporary Borrowing for an amount not to exceed \$2,230,000 through the Municipal Finance Authority (MFA), for the Chemainus Library, be approved.

MOTION CARRIED

CR4 Report and Recommendations of the Cowichan Lake Recreation Commission meeting of June 22, 2017

17-300 It was moved and seconded that the rental agreement with Canada Post for space in the foyer of the Mesachie Lake Hall be renewed for a term of five years commencing June 1, 2017 and expiring May 31, 2022 based on the following fee structure:

1. \$120.11/month plus applicable taxes for the three-month period from June 1, 2017 to August 31, 2017; and
2. Thereafter, a yearly rental increase equal to the annual change to the previous year's Consumer Price Index (Victoria) plus 2% plus applicable taxes.

MOTION CARRIED

STAFF REPORTS

SR1 Staff Report from the Corporate Secretary Re: Appointment of Chief Election Officer - 2017 Shawnigan Lake By-Election

17-301 It was moved and seconded:

1. That Kathleen Harrison be appointed Chief Election Officer for the Electoral Area B - Shawnigan Lake By-Election.
2. That Shannon Carlow be appointed Deputy Chief Election Officer for the Electoral Area B - Shawnigan Lake By-Election.
3. That Saturday, September 30, 2017 be set as "General Voting Day" for the 2017 By-Election - Electoral Area B - Shawnigan Lake.

MOTION CARRIED

BYLAWS

**B1
17-302** It was moved and seconded that "CVRD Bylaw No. 4096 - Temporary Borrowing Bylaw (Chemainus Library Bylaw No. 4029), 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B1
17-303** It was moved and seconded that "CVRD Bylaw No. 4096 - Temporary Borrowing Bylaw (Chemainus Library Bylaw No. 4029), 2017", be adopted.

MOTION CARRIED

**B2
17-304** It was moved and seconded that "CVRD Bylaw No. 4129 - Electoral Area I - Youbou/Meade Creek Critical Streetlighting Service Amendment Bylaw, 2017", be adopted.

MOTION CARRIED

**B3
17-305** It was moved and seconded that "CVRD Bylaw No. 4130 - Arbutus Mountain Estates Water System Service Amendment Bylaw, 2017", be adopted.

MOTION CARRIED

**BEA1
17-306** It was moved and seconded that "CVRD Bylaw No. 4131 - Development Application Procedures & Fees Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**BEA1
17-307** It was moved and seconded that "CVRD Bylaw No. 4131 - Development Application Procedures & Fees Amendment Bylaw, 2017", be adopted.

MOTION CARRIED

**BEA2
17-308** It was moved and seconded that "CVRD Bylaw No. 4132 - Sign Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

Opposed: Director Morrison

MOTION CARRIED

**BEA2
17-309** It was moved and seconded that "CVRD Bylaw No. 4132 - Sign Amendment Bylaw, 2017", be adopted.

Opposed: Director Morrison

MOTION CARRIED

NEW BUSINESS

NB1 Due to an administrative error the Corporate Secretary advised that the Resolutions 17-241 and 17-242 to enact Bylaw No. 4110 on June 14, 2017 need to be rescinded as a "housekeeping" item.

Rescind June 14, 2017 Resolution No. 17-241 Re: "CVRD Bylaw No. 4110 - Solid Waste Management Charge and Regulations Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

17-310 It was moved and seconded that the June 14, 2017 Board Resolution No. 17-241 be rescinded.

MOTION CARRIED

Rescind June 14, 2017 Resolution No. 17-242 Re: "CVRD Bylaw No. 4110 - Solid Waste Management Charge and Regulations Amendment Bylaw, 2017", be adopted

17-311 It was moved and seconded that the June 14, 2017 Board Resolution No. 17-242 be rescinded.

MOTION CARRIED

NB2 "CVRD Bylaw No. 4110 - Solid Waste Management Charge and Regulations Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

17-312 It was moved and seconded that Item NB2, CVRD Bylaw No. 4110 be referred to the July 26, 2017 Regional Services Committee for further review.

MOTION CARRIED

ADJOURNMENT

17-313 It was moved and seconded that the meeting be adjourned.
7:31 p.m.

MOTION CARRIED

The meeting adjourned at 7:31 p.m.

Certified Correct:

Chairperson

Corporate Secretary

Dated: _____