

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, May 24, 2017 at 1:30 PM.

**PRESENT** Chair J. Lefebure  
Director S. Acton  
Director B. Day  
Director M. Clement <after 1:55 PM>  
Director K. Davis  
Director M. Dorey  
Director L. Iannidinardo  
Director S. Jackson  
Director M. Marcotte  
Director K. Marsh  
Director I. Morrison <after 1:34 PM>  
Director A. Nicholson  
Director A. Stone  
Director T. Walker  
Alternate Director J. Tatham

**ALSO PRESENT** B. Carruthers, Chief Administrative Officer  
J. Barry, Corporate Secretary  
M. Kueber, General Manager, Corporate Services  
J. Elzinga, General Manager, Community Services  
R. Blackwell, General Manager, Land Use Services  
H. Hatami, General Manager, Engineering Services  
C. Lockrey, Manager, Strategic Services  
B. Dennison, Manager, Water Management  
K. Miller, Manager, Environmental Services  
J. Wakeham, Manager, Facilities & Transit Management  
T. Daly, Recording Secretary

**ABSENT** Director K. Kuhn

#### **APPROVAL OF AGENDA**

17-215 It was moved and seconded that the agenda be amended with the addition of one Closed Session New Business item:  
**CSNB1 Appointment to the 2018 BC Summer Games Committee {Sub (1)(a)}; and that the agenda, as amended, be approved.**

**MOTION CARRIED**

#### **ADOPTION OF MINUTES**

**M1** Regular Board Meeting of May 10, 2017

**17-216** It was moved and seconded that the minutes of the Regular Board meeting of May 10, 2017 be adopted.

**MOTION CARRIED**

**1:34 PM** Director Morrison entered the meeting at 1:34 PM.

**COMMITTEE/COMMISSION REPORTS**

**CR1** Report and Recommendations of the Electoral Area Services Committee Meeting of May 17, 2017

**17-217** It was moved and seconded:

- 1. That a lease be prepared for the three South Cowichan Historical Societies (Mill Bay-Malahat, Bamberton, Cobble Hill) to use the historic Mill Bay Church as a museum.**
- 2. That a Land Disposition and Intention to Provide Assistance Public Notice be advertised pursuant to Section 286 of the *Local Government Act* for the lease of the Mill Bay Historic Church to the Mill Bay-Malahat, Bamberton and Cobble Hill Historical Societies.**
- 3. That a Grant-in-Aid, Electoral Area G - Saltair/Gulf Islands, in the amount of \$250 be provided to Saltair Ratepayers Association to support an appreciation event for the Saltair Cycling Group and 150 Quilters and Take 5 advertising.**
- 4. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$7,500 be provided to Cowichan Lake District Chamber of Commerce Visitor Centre to assist in delivery of Visitor Centre services.**
- 5. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$5,000 be provided to Caycuse Volunteer Fire Department to support fire/rescue services for West Cowichan Lake area.**
- 6. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$500 be provided to Honeymoon Bay Community Society to assist with Canada Day, Bay Days and Outdoor Movie Night.**
- 7. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$550 be provided to Lake Days Society to assist with Electoral Areas F & I's hosted Breakfast in the Town Event for Lake Days.**
- 8. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$500 be provided to Cowichan Lake Community Radio Society to support "Summer Nights" Music in the**

**Park Events.**

9. That a Grant-in-Aid, Electoral Area F - Cowichan Lake South/Skutz Falls, in the amount of \$2,000 be provided to Lady of the Lake Society to assist with the Ambassador Program activities.
10. That a Grant-in-Aid, Electoral Area D – Cowichan Bay, in the amount of \$500 be provided to Cowichan Bay Improvement Association to support Low Tide Day.

**MOTION CARRIED**

**17-218** It was moved and seconded:

11. 1. That Development Permit with Variance Application No. 02-B-17-DP-VAR (2054 Butler Road) be approved;
  2. That Section 5.14(a) of Zoning Bylaw No. 985 be varied to decrease the setback from a watercourse from 15 metres to 7.5 metres; 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. 3510.
12. That the Province be sent a formal request to grant the Cowichan Valley Regional District the Approving Officer authority.

**MOTION CARRIED**

**CR2** Report and Recommendations of the Regional Services Committee meeting of May 24, 2017

**17-219** It was moved and seconded:

1. That the contract for supply and delivery of one 2018 Freightliner M2-112 (tandem axle roll-off truck) be awarded to P&R Truck Centre in Duncan BC, for a total of \$224,176.34 (excluding applicable taxes and extended warranties).
2. 1. That the one year License of Occupation issued by the Municipality of North Cowichan for development and maintenance of a gravel parking area to access Stoney Hill Regional Park be renewed for up to 10 years; and
2. That \$15,000 be funded from the 2017 Regional Parks budget as a financial contribution to the Municipality of North Cowichan to expand the existing gravel parking area on their lands to accommodate increased public visitation to Stoney Hill Regional Park.

**MOTION CARRIED**

**CR3** Report and Recommendations of the Special Transit Committee meeting of May 24, 2017

17-220 It was moved and seconded:

**Resolution  
No. 220.2  
Rescinded  
July 12, 2017  
Resolution  
No. 298.1.1**

**Resolution  
No. 220.3  
Rescinded  
July 12, 2017  
Resolution  
No. 298.1.3**

1. That three southbound and three northbound trips per Saturday, excluding statutory holidays be provided for the Duncan-Victoria Express transit pilot service to maximize travel opportunities in both directions, be approved.
2. That cash-only fares of \$10.00 per one-way trip be implemented for the Duncan-Victoria Saturday Express transit pilot service, be approved.
3. That the Duncan-Victoria Saturday Express transit pilot service use the same routing and bus stops as Duncan Commuter Route 66, be approved.

**MOTION CARRIED**

#### **STAFF REPORTS**

**SR1** Staff Report from the Finance Division Re: 2017 - 2021 Five Year Financial Plan Amendment, was received for information.

**SR2** Staff Report from the Water Management Division Re: UBCM Strategic Priorities Fund Grant Applications

17-221 It was moved and seconded:

1. That two applications to the Strategic Priorities Fund be submitted for the following projects as listed in priority order:
  1. Mill Bay Wastewater Integration Project (Area A).
  2. Cobble Hill Wastewater Integration and Re-use Upgrade Project (Area C).

**MOTION CARRIED**

17-222 2. That, subject to the Strategic Priorities funding approval, capital reserve funds and operating reserve funds be used and loan authorization bylaws be prepared, and public approval be obtained to allow for borrowing to cover the remaining funds needed to pay for the local share of ineligible costs.

**MOTION CARRIED**

**SR3** Staff Report from the Corporate Secretary Re: Resignation of Director Furstenau

The Corporate Secretary announced the resignation of Director Furstenau and informed the Board that Director Acton has assumed the position of director for Electoral Area B (Shawnigan Lake) until after the by-election and the new director is sworn in.

#### **BYLAWS**

**B1**                    **It was moved and seconded that "CVRD Bylaw No. 4113 - Malahat Fire Protection Service Amendment (PID 029-941-997), Bylaw, 2017", be adopted.**

**MOTION CARRIED**

**B2**                    **It was moved and seconded that "CVRD Bylaw No. 4117 - Five Year Financial Plan (2017 - 2021) Amendment Bylaw, 2017", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.**

**MOTION CARRIED**

**B2**                    **It was moved and seconded that "CVRD Bylaw No. 4117 - Five Year Financial Plan (2017 - 2021) Amendment Bylaw, 2017", be adopted.**

**MOTION CARRIED**

**UNFINISHED BUSINESS**

**UB1**                    *Regional Overdose Prevention Site (Referred from Item D1 - May 10, 2017 Regular Board Meeting)*

**17-226**                **It was moved and seconded that a letter be sent to Island Health advising the CVRD Board supports the establishment of an Overdose Prevention Site in the Cowichan Valley.**

**MOTION CARRIED**

**UB2**                    *Correspondence from Ditidaht First Nation Re: Sponsorship of Ditidaht First Nation for the Strategic Priorities Fund (Referred from Item NB1 - May 10, 2017 Regular Board Meeting)*

The Manager, Environmental Services, provided an overview of the procedure for application to the Strategic Priorities Fund.

**1:55 PM**                Director Clement entered the meeting at 1:55 PM.

**17-227**                **It was moved and seconded that the CVRD support the Ditidaht First Nation in their Gas Tax application under the Capacity Building Fund.**

Opposed: Director Jackson

**MOTION CARRIED**

**CLOSED SESSION**

**17-228**                **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 (2 items); (1)(l) Legal Opinion; (1)(a) Appointment to the Cowichan 2018 BC Summer Games Board of Directors; and the Closed Session minutes of May 10, 2017.**

**MOTION CARRIED**

**17-233**            **It was moved and seconded that the Board rise with report on Item**  
**2:09 PM**            **CSNB1, and return to the Open portion of the meeting.**

**MOTION CARRIED**

**CSNB1**            **It was moved and seconded that Ann Danyliw be appointed to the**  
**17-232**            **Cowichan 2018 BC Summer Games Board of Directors (for Logistics)**  
                      **replacing Jim Dias.**

**MOTION CARRIED**

**ADJOURNMENT**

**17-234**            **It was moved and seconded that the meeting be adjourned.**  
**2:09 PM**

**MOTION CARRIED**

The meeting adjourned at 2:09 PM.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary

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