

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, October 11, 2017 at 6:39 PM.

PRESENT Chair J. Lefebure
Director S. Acton
Director M. Clement
Director B. Day
Director K. Davis
Director L. Iannidinardo
Director S. Jackson
Director K. Kuhn
Director M. Marcotte
Director K. Marsh
Director I. Morrison
Director A. Nicholson
Director T. Walker
Alternate Director S. Jonas

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
C. Lockrey, Manager, Strategic Services
T. Daly, Recording Secretary

ABSENT Director M. Dorey
Director A. Stone

APPROVAL OF AGENDA

17-409 It was moved and seconded that CR1 Final Report and Recommendations of the Grant-in-Aid Select Committee meeting of September 13, 2017 be deleted from the agenda.

MOTION CARRIED

17-410 It was moved and seconded that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Board Meeting of September 21, 2017

17-411 It was moved and seconded that the minutes of the Regular Board Meeting of September 21, 2017 be adopted.

MOTION CARRIED

DELEGATIONS

D1 Bruce Fraser, President; and Kelly Musselwhite, Executive Director, Shawnigan Basin Society Re: Watershed Planning Progress Report

Bruce Fraser, President; and Kelly Musselwhite, Executive Director, Shawnigan Basin Society provided a PowerPoint presentation on the watershed planning progress for information.

D2 Sherry Durnford and Brian Peckford P.C., Friends of Rails to Trails Vancouver Island Re: Proposal to Convert a Portion of the E&N Rail Bed to Multi-Purpose Trail

Brian Peckford and Sherry Durnford, Friends of Rails to Trails Vancouver Island provided an overview of their organization and rationale for converting a portion of the E&N rail bed to a multi-purpose trail from Parksville to Courtenay for information.

REPORT OF THE CHAIRPERSON

RC1 The Chair and several Directors provided an update on meetings held with Ministers at the Union of BC Municipalities 2017 convention.

CORRESPONDENCE

C1 Correspondence from Green Communities Committee Re: Climate Action Recognition Program - CVRD "Achievement of Carbon Neutrality" was received for information.

COMMITTEE/COMMISSION REPORTS

CR1 Final Report and Recommendations of the Grant-in-Aid Select Committee Meeting of September 13, 2017 was deleted upon adoption of the agenda.

CR2 Report and Recommendations of the Island Savings Centre Commission Meeting of September 14, 2017

17-412 It was moved and seconded that a Licence of Occupation for the Island Savings Centre parking lots, with City of Duncan and Municipality of North Cowichan, effective October 1, 2017 to September 30, 2022, be approved.

MOTION CARRIED

CR3 Report and Recommendations of the Electoral Area Services Committee Meeting of October 4, 2017

17-413

It was moved and seconded:

1. That the Cowichan Valley Regional District (CVRD) provide a letter of support to the Province of BC, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, for the request by Strata 1601 (Arbutus Ridge) to formally recognize the name "Arbutus Ridge".
2. That amendment bylaws be prepared to change the name of the Elkington Forest Sewer System to Malahat Sewer System and the name of the Elkington Forest Water System to Malahat Water System.
3. That a bylaw be prepared to amend "CVRD Bylaw No. 2791 – Electoral Area D - Wilmot Road Street Lighting Service Establishment Bylaw", to increase the maximum annual requisition limit from \$4,000 to \$4,990.
4. That an application be submitted for a temporary license of occupation on Crown Land approximately 1 km North West of Shawnigan Lake for the purpose of investigative work to determine the potential for a groundwater supply for Shawnigan Lake North Water System.
5.
 1. That the Electoral Area A – Brulette Place Sewer System Community Works Funds in the amount of \$220,000 be amended to "up to \$133,200 or 66.6% of total project cost".
 2. That an amendment to the 2017 Five Year Financial Plan Bylaw be prepared to include an Engineering structure capital expense of \$200,000, Municipal Finance Authority long term borrowing of \$66,800 and transfer from gas tax reserves of \$133,200 for installation of a new sewage treatment plant.
6. That an Infrastructure Planning Grant application be submitted to the Province of British Columbia on behalf of the Mill Bay Water District.
7. That the Saltair Parks Commission, represented by David Key, be approved to organize the 2017 Saltair Centennial Park Halloween Event with \$2,700 from the Saltair Community Parks budget being allocated to cover event costs.

MOTION CARRIED

17-414

It was moved and seconded that:

8.
 1. That Development Permit Application No. 22-D-16DP (PID: 029-977-266) be approved; and
 2. That the General Manager of the Land Use Services Department 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

CR4 Report and Recommendations of the Corporate Services Committee Meeting of October 11, 2017

17-415 It was moved and seconded the Community Engagement Policy attached to the October 2, 2017 Strategic Services Staff Report be approved.

MOTION CARRIED

STAFF REPORTS

SR1 Staff Report from the Legislative Services Division Re: Public Input Procedure Policy

17-416 It was moved and seconded that the Public Input Period Procedure Policy attached to the Legislative Services Division's September 29, 2017 report, be approved.

MOTION CARRIED

SR2 Staff Report from the Chief Election Officer Re: Report of the Chief Election Officer for the 2017 By-Election, Electoral Area Director, Electoral Area B Shawnigan Lake was received for information.

BYLAWS

B1 It was moved and seconded that "CVRD Bylaw No. 4148 - Regional Board
17-417 Procedures Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

17-418 It was moved and seconded that "CVRD Bylaw No. 4148 - Regional Board Procedures Amendment Bylaw, 2017", be adopted.

MOTION CARRIED

B2 It was moved and seconded that "CVRD Bylaw No. 4149 - Committee
17-419 and Commissions Procedures Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

17-420 It was moved and seconded that "CVRD Bylaw No. 4149 - Committee and Commissions Procedures Amendment Bylaw, 2017", be adopted.

MOTION CARRIED

B3
17-421 It was moved and seconded that "CVRD Bylaw No. 4151 - Mesachie Lake Sewer System Loan Authorization (Phase 1 - \$251,226) Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

B4
17-422 It was moved and seconded that "CVRD Bylaw No. 4152 - Mesachie Lake Sewer System Service Amendment (Boundary Reduction - Name Change) Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

CLOSED SESSION

17-423
7:48 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)(e) Land Acquisition; three (1)(a) Appointments; and Closed Session Minutes of September 21, 2017.

MOTION CARRIED

RISE FROM CLOSED SESSION

17-429
7:54 PM It was moved and seconded that the Board rise with report on Items CSCR2, CSRES1, CSRES2, and return to the Open portion of the meeting.

MOTION CARRIED

17-426 It was moved and seconded that Chris Mann be appointed to the Cowichan 2018 BC Summer Games Board of Directors (for Sport), in a co-director role with the current director for sport, Garrett Elliott.

MOTION CARRIED

17-427 It was moved and seconded that Sharon Arnold be appointed to the Electoral Area A – Mill Bay/Malahat Parks and Recreation Commission for a term expiring December 31, 2017.

MOTION CARRIED

17-428 It was moved and seconded that Ed Voroney be appointed to the Electoral Area C – Cobble Hill Advisory Planning Commission for a term expiring November 30, 2017.

MOTION CARRIED

ADJOURNMENT

17-430
7:57 PM It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 7:57 PM.

Certified Correct:

Chairperson

Deputy Corporate Secretary

Dated: _____