

Minutes of the Regional Services Committee Meeting held on Wednesday, February 22, 2017 in the Board Room, 175 Ingram Street, Duncan BC at 9:31 AM.

PRESENT: Chair A. Stone
Director M. Dorey
Director B. Day
Director L. Iannidinardo
Director K. Kuhn
Director J. Lefebure
Director K. Marsh
Director M. Marcotte <after 9:49 AM>
Director I. Morrison
Director A. Nicholson
Director S. Jackson
Alternate Director S. Acton
Alternate Director C. Morris
Alternate Director A. Siebring
Alternate Director B. Salmon

ALSO PRESENT: B. Carruthers, Chief Administrative Officer
J. Barry, Corporate Secretary
J. Elzinga, General Manager, Community Services
R. Blackwell, General Manager, Planning and Development
H. Hatami, General Manager, Engineering Services
C. Lockrey, Manager, Strategic Services
A. Melmock, Manager, Economic Development
T. Waraich, Manager, Recycling & Waste Management
B. Farquhar, Manager, Parks & Trails
L. Smith, Assistant Finance Manager, Finance
T. Bowen, Accounting Supervisor, Finance
A. Tokarek, Senior Environmental Energy Analyst
P. Turney, Recording Secretary

ABSENT: Director M. Clement
Director K. Davis
Director S. Furstenau
Director T. Walker

APPROVAL OF AGENDA

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

NB1 Report from the General Manager, Engineering Services Re: Change in Scope - Ladysmith Bio-Solids Composting Facility; and

that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Regional Services Committee Meeting of January 25, 2017

It was moved and seconded that the minutes of the Regular Regional Services Committee meeting of January 25, 2017 be adopted.

MOTION CARRIED

DELEGATIONS

D1 John Baty, Cobble Hill Event Society Re: Vancouver Island Homesteading Fair

John Baty, Cobble Hill Event Society, updated the Committee as to the success of the first Vancouver Island Homesteading Fair, which received funding from the CVRD in 2016.

CORRESPONDENCE

C1 Correspondence Re: Requests to Waive Tipping Fees

1. Canadian Mental Health Association Re: Bings Creek Tipping Fee - Warmland House Shelter
2. Lions Club of Duncan Sassy Lion Thrift Store Re: Free Tipping at Bings Creek
3. Doug Sanford, Re: Mill Bay Beach Clean-Up

It was moved and seconded that the requests to waive tipping fees at Bings Creek be referred to staff for review and that a report be prepared for consideration at the March 22, 2016 Regional Services Committee meeting.

MOTION CARRIED

9:49 AM Director Marcotte joined the meeting at 9:49 AM.

REPORTS

R1 Report from the Manager, Strategic Services Re: 2016 Fourth Quarter Report, was received for information.

R2 Report from the General Manager, Community Services Re: Shunyi District, Beijing Representatives

It was moved and seconded that it be recommended to the Board that the CVRD explore opportunities for exchange, cooperation, and a potential "sister-city" relationship with government officials from Shunyi District of Beijing, China.

It was moved and seconded that the motion be amended by replacing the text "exchange, cooperation, and a potential 'sister-city' relationship" with "exchange and cooperation".

MOTION CARRIED

Voting resumed on the main motion as amended.

It was moved and seconded that it be recommended to the Board that the CVRD explore opportunities for exchange and cooperation with government officials from Shunyi District of Beijing, China.

MOTION CARRIED

R3 Report from the General Manager, Engineering Services Re: Bings Creek Recycling Centre Solar PV Demonstration Project Completion, was received for information.

A. Tokarek, Senior Environmental Energy Analyst, provided a PowerPoint presentation summarizing the completion of the Solar PV Demonstration project at the Bings Creek Recycling Centre.

R4 Report from the Recycling & Waste Management Division Re: Meade Creek Recycling Facility - Landfill Closure & Recycling Facility Construction - Sub-Committee

It was moved and seconded that a Meade Creek Capital Project subcommittee be established comprised of Directors Day, Kuhn, and Morrison together with staff from Recycling & Waste Management Division, to monitor the progress of the project, consider project scope change, participate in change management review, and report back to the Regional Services Committee with any recommendations.

MOTION CARRIED

R5 Report from the Recycling & Waste Management Division Re: Meade Creek Temporary Site Lease Agreements

It was moved and seconded that it be recommended to the Board that a 15 month lease from March 1, 2017 to May 31, 2018 with 1051147 B.C. Ltd., with an option for month-to-month extension, be approved for \$3,800 per month, for the purpose of securing a temporary public drop-off site for the duration of the Meade Creek Upgrades & Landfill Closure Project.

MOTION CARRIED

R6 Report from the Finance Division Re: Cowichan Valley Regional District 2016 Audit

It was moved and seconded that it be recommended to the Board that the 2016 Audit Planning Communication Report, as submitted by the audit firm BDO Canada LLP be received.

MOTION CARRIED

R7 Report from the Recycling & Waste Management Division Re: Recycling & Waste Division Short Term Borrowing for 2017 Capital Purchases - Roll Off Hauling Truck and Roll Off Bins

It was moved and seconded that it be recommended to the Board that short-term borrowing of up to \$100,000 be approved for the purchase of a replacement Roll Off Hauling Truck, to be paid back over five years as per the Liabilities under Agreement Section 175 of the *Community Charter*; and

That short-term borrowing of up to \$100,000 be approved for the purchase of Roll Off Bins, to be paid back over five years as per the Liabilities under Agreement Section 175 of the *Community Charter*.

MOTION CARRIED

- R8 Report from the General Manager, Community Services Re: BC Summer Games 2018 Synchronized Swimming

It was moved and seconded that it be recommended to the Board that the City of Nanaimo Council be contacted to request the use of the Nanaimo Aquatic Centre, July 18 to 22, 2018, as a venue for synchronized swimming for the 2018 BC Summer Games.

MOTION CARRIED

- R9 Report from the Parks & Trails Division Re: 2016 Parks and Trails Visitation Summary, was received for information.

MOTION CARRIED

- 10:47 AM It was moved and seconded that the Committee recess at 10:47 AM.

MOTION CARRIED

- 10:57 AM The meeting resumed at 10:57 AM.

- R10 Verbal Report from the Manager, Economic Development Division Re: Economic Development Cowichan Update

A. Melmock, Manager, Economic Development Division, provided a PowerPoint presentation of the recent and upcoming actions of the Economic Development Division for information.

NEW BUSINESS

- NB1 Report from the General Manager, Engineering Services Re: Change in Scope - Ladysmith Bio-Solids Composting Facility

It was moved and seconded that the Cowichan Valley Regional District (CVRD) supports amending the scope of work for the UBCM Gas Tax grant (Regionally Significant Project Fund) agreement by changing the location of the Town of Ladysmith bio-solids composting facility to 4142 Thicke Road, Ladysmith, BC.

MOTION CARRIED

ADJOURNMENT

11:51 AM **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 11:51 AM.

Chair

Recording Secretary

Dated: _____