

Minutes of the Regional Services Committee Meeting held on Wednesday, March 22, 2017 in the Board Room, 175 Ingram Street, Duncan BC at 10:40 AM.

PRESENT: Chair A. Stone
Director B. Day
Director M. Dorey
Director L. Iannidinardo <after 3:09 PM>
Director S. Jackson
Director K. Kuhn
Director J. Lefebure
Director K. Marsh
Director I. Morrison
Director A. Nicholson
Director T. Walker
Alternate Director S. Acton
Alternate Director C. Morris
Alternate Director B. Salmon
Alternate Director A. Bomford <until 12:41 PM>

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, Planning and Development
H. Hatami, General Manager, Engineering Services
C. Lockrey, Manager, Strategic Services
K. Miller, Manager, Environmental Services
C. Cowan, Manager, Public Safety
A. Melmock, Manager, Economic Development
B. Farquhar, Manager, Parks & Trails
T. Waraich, Manager, Recycling & Waste Management
B. Dennison, Manager, Water Management
P. Turney, Recording Secretary

ABSENT: Director M. Clement
Director K. Davis
Director S. Furstenuau
Director M. Marcotte

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 Water Management Division Re: 2017 Budget Amendment – Function 810 Mesachie Lake Sewer System; and

that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Regional Services Committee Meeting of February 22, 2017

It was moved and seconded that the minutes of the Regular Regional Services Committee Meeting of February 22, 2017 be adopted.

MOTION CARRIED

REPORTS

R1 Report from the Parks & Trails Division Re: 2017 Budget Amendment - Function 283 Kinsol Trestle

It was moved and seconded that it be recommended to the Board that the 2017 budget for Function 283 Kinsol Trestle be amended to:

- 1. Increase Provincial Conditional Grants revenue by \$100,000;**
- 2. Decrease Transfer to Capital Reserves by \$50,000; and**
- 3. Increase Capital Lease Improvements by \$150,000.**

MOTION CARRIED

R2 Report from the Recycling & Waste Management Division Re: 2017 Budget Amendment – Function 515 Curbside Collection Garbage & Recycling and Function 520 Solid Waste Management Complex

It was moved and seconded:

- 1. That it be recommended to the Board that the 2017 budget for Function 515 – Curbside Collection Garbage and Recycling be amended to:**
 - 1. Decrease Multi-Material BC (MMBC) contingency amount by \$841;**
 - 2. Decrease Surplus by \$841;**
 - 3. Increase Minor Capital expense by \$25,000; and**
 - 4. Decrease Capital Equipment expense by \$25,000.**
- 2. That it be recommended to the Board that the 2017 budget for Function 520 - Solid Waste Management Complex be amended to:**
 - 1. Increase Municipal Finance Authority long term borrowing by \$628,235;**
 - 2. Increase Federal Conditional Grant revenue by \$188,800;**
 - 3. Increase Federal Gas Tax Grant revenue by \$248,065;**
 - 4. Increase Capital Buildings expense by \$475,050;**
 - 5. Increase Capital Land Improvements expense by \$475,050;**
 - 6. Increase Long Term Debt interest expense by \$4,548;**
 - 7. Decrease Contingency expense by \$4,548;**
 - 8. Increase Provincial Conditional Grant revenue by \$25,000;**
 - 9. Increase Consultants expense by \$25,000; and**
 - 10. Increase Capital Buildings Improvement expense by \$115,000.**

MOTION CARRIED

- R3** Report from the Environmental Services Division Re: 2017 Environmental Services Budget Amendments - Functions 131, 531, 535, and 540

It was moved and seconded:

- 1. That it be recommended to the Board that the 2017 Budget for Function 131 Environmental Initiatives be amended to:**
 - 1. Increase Federal Conditional Grants revenue by \$385,438;**
 - 2. Increase Provincial Conditional Grants revenue by \$306,388;**
 - 3. Increase Partner Contributions revenue by \$59,550;**
 - 4. Increase Flood Plain Management expense by \$305,876;**
 - 5. Increase Water Study – Project Expenditures expense by \$200,000;**
 - 6. Increase Contract for Services expense by \$265,000;**
 - 7. Increase Public Education expense by \$14,500; and**
 - 8. Reduce Partnership Project expense by \$34,000.**
- 2. That it be recommended to the Board that the 2017 Budget for Function 531 South Cowichan Water Study Plan be amended to:**
 - 1. Increase Surplus revenue by \$10,000; and**
 - 2. Increase Project Expenditures expense by \$10,000.**
- 3. That it be recommended to the Board that the 2017 Budget for Function 535 Liquid Waste Plan – Central Sector be amended to:**
 - 1. Increase Surplus revenue by \$48,644; and**
 - 2. Increase Consultants – Engineering expense by \$48,644.**
- 4. That it be recommended to the Board that the 2017 Budget for Function 540 Liquid Waste Plan – South Sector be amended to:**
 - 1. Decrease Transfer from Gas Tax revenue by \$7,327; and**
 - 2. Decrease Contract for Services expense by \$7,327.**

MOTION CARRIED

- R4** Report from the General Manager, Engineering Services Department Re: 2017 Budget Amendment - Function 575 Engineering Services - Administration

(Amended from original report recommendation)

It was moved and seconded that it be recommended to the Board that the 2017 budget for Function 575 Engineering Services - Administration be amended to:

- 1. Increase surplus/deficit by \$17,153; and**
- 2. Decrease contingency by \$17,153.**

MOTION CARRIED

- R5** Report from the General Manager, Community Services Department Re: Cowichan Community Policing

It was moved and seconded that a new Cowichan Community Policing Service be created and voter approval be sought to allow the CVRD to operate the service.

It was moved and seconded that the creation of a new Cowichan Community Policing Service operated by the CVRD be referred to staff for a report.

MOTION CARRIED

- R6** Report from the Public Safety Division Re: Community Wildfire Protection Plan - UBCM Grant Application

It was moved and seconded that it be recommended to the Board that a grant application be submitted to the Union of British Columbia Municipalities (UBCM) for the Community Wildfire Protection Plan Update – Cowichan South project under the Strategic Wildfire Prevention Initiative, Community Wildfire Protection Plan & Cowichan Wildfire Protection Plan Update Program.

MOTION CARRIED

- R7** Report from the Public Safety Division Re: Emergency Management Agreement

It was moved and seconded that it be recommended to the Board that a five year Emergency Management Agreement be approved between the Cowichan Valley Regional District, the City of Duncan, the Corporation of the District of North Cowichan, the Town of Lake Cowichan and the Town of Ladysmith, effective 2017 to 2022 once all parties have signed.

MOTION CARRIED

It was moved and seconded that staff explore including an Electoral Area Director representative, when appropriate, in the Emergency Management Agreement with the four member municipalities.

MOTION CARRIED

- R8** Report from the General Manager, Community Services Department Re: Sport Tourism Launch was received for information.

The General Manager of the Community Services Department introduced Cathy Mailhot, Regional Facilitator of Sport Tourism for the Cowichan Valley Regional District, who provided a PowerPoint presentation updating the Board on the progress of the CVRD's sport tourism initiatives, and a pre-launch tour of the CVRD's new sport tourism webpage.

- R9** Report from the Parks & Trails Division Re: Streams and Trails Program - Frances Kelsey Secondary School, was received for information.

- R10** Report from the Manager, Strategic Services Re: Cowichan Watershed Community Engagement, was received for information.

NEW BUSINESS

- NB1** Report from the Water Management Division Re: 2017 Budget Amendment – Function 810 Mesachie Lake Sewer System

It was moved and seconded that it be recommended to the Board that the 2017 budget for Function 810 Mesachie Lake Sewer System be amended to:

1. Increase Grant revenue by \$1,226,567;
2. Increase Transfer from Gas Tax Phase 2 revenue by \$200,000;
3. Increase MFA Long Term Funding revenue by \$200,000;
4. Increase Capital Reserve revenue by \$40,000;
5. Increase Transfer from Operating Reserves revenue by \$10,955;
6. Increase Sundry expenses by \$126;
7. Decrease Consultants expense by \$1,000;
8. Decrease Sludge Disposal expense by \$1,500;
9. Decrease Transfer to Reserve Expense by \$5,000; and
10. Increase Capital - Engineering Structures expense by \$1,684,896.

MOTION CARRIED

R11

Report from the General Manager, Corporate Services Department
Re: 2017 Regional Grant-in-Aid Applications

Arts & Culture Grant-in-Aid Applications

Chemainus Theatre Festival

It was moved and seconded that it be recommended to the Board that funding of \$12,000 for a Regional Grant-in-Aid for Chemainus Theatre Festival be approved.

MOTION CARRIED

Cowichan Music Festival Society

It was moved and seconded that it be recommended to the Board that funding of \$5,000 for a Regional Grant-in-Aid for Cowichan Music Festival Society be approved.

MOTION CARRIED

Cowichan Valley Performing Arts Foundation

It was moved and seconded that it be recommended to the Board that funding of \$8,000 for a Regional Grant-in-Aid for Cowichan Valley Performing Arts Foundation be approved.

MOTION CARRIED

Ladysmith Little Theatre

It was moved and seconded that it be recommended to the Board that funding of \$10,000 for a Regional Grant-in-Aid for Ladysmith Little Theatre be approved.

It was moved and seconded to amend to decrease the Regional Grant-in-Aid for Ladysmith Little Theatre from \$10,000 to \$7,000.

MOTION CARRIED

Voting resumed on the main motion as amended:

It was moved and seconded that it be recommended to the Board that funding of \$7,000 for a Regional Grant-in-Aid for Ladysmith Little Theatre be approved.

MOTION CARRIED

Arts & Culture Funding from General Government

It was moved and seconded that it be recommended to the Board that \$1,300 be paid out of Function 100 – General Government to cover Arts & Culture Regional Grant-in-Aid applications.

MOTION CARRIED

Regional Grant-in-Aid Applications*Big Brothers Big Sisters*

It was moved and seconded that it be recommended to the Board that funding of \$10,000 for a Regional Grant-in-Aid for Big Brothers Big Sisters of the Cowichan Valley be approved.

MOTION CARRIED

Byte Camp

It was moved and seconded that it be recommended to the Board that funding of \$3,100 for a Regional Grant-in-Aid for Byte Camp be approved.

MOTION CARRIED

Children & Family Council of the Cowichan Region & Communities

It was moved and seconded that it be recommended to the Board that funding of \$1,000 for a Regional Grant-in-Aid for Children & Family Council of the Cowichan Region & Communities be approved.

MOTION CARRIED

Cowichan Estuary Restoration and Conservation Association

It was moved and seconded that it be recommended to the Board that funding of \$5,000 for a Regional Grant-in-Aid for Cowichan Estuary Restoration and Conservation Association be approved.

MOTION CARRIED

Cowichan Historical Society

It was moved and seconded that it be recommended to the Board that funding of \$4,500 for a Regional Grant-in-Aid for Cowichan Historical Society be approved.

MOTION CARRIED

Cowichan Valley Intercultural Society - Multicultural Leadership Group

It was moved and seconded that it be recommended to the Board that funding of \$5,000 for a Regional Grant-in-Aid for Cowichan Valley Intercultural Society - Multicultural Leadership Group be approved.

MOTION CARRIED

Cowichan Valley Intercultural Society - Syrian Refugee Fund

It was moved and seconded that it be recommended to the Board that funding of \$7,000 for a Regional Grant-in-Aid for Cowichan Valley Intercultural Society - Syrian Refugee Fund be approved.

MOTION CARRIED

Cowichan Lake & River Stewardship Society (BC Conservation Foundation)

It was moved and seconded that it be recommended to the Board that funding of \$5,000 for a Regional Grant-in-Aid for Cowichan Lake & River Stewardship Society (BC Conservation Foundation) be approved.

MOTION CARRIED

Cowichan Therapeutic Riding Association

It was moved and seconded that it be recommended to the Board that funding of \$5,000 for a Regional Grant-in-Aid for Cowichan Therapeutic Riding Association be approved.

MOTION CARRIED

Cowichan Valley Naturalists' Society

It was moved and seconded that it be recommended to the Board that funding of \$7,500 for a Regional Grant-in-Aid for Cowichan Valley Naturalists' Society be approved.

MOTION CARRIED

**ADJOURN AND
RECONVENE
12:41 PM**

It was moved and seconded that the Regional Services Committee meeting be adjourned and reconvened immediately following the Board meeting.

MOTION CARRIED

**RECONVENE
3:09 PM**

The meeting reconvened at 3:09 PM, with Director Iannidinardo replacing Alternate Director Bomford.

Cowichan Wooden Boat Society

It was moved and seconded that it be recommended to the Board that funding of \$50,000 for a Regional Grant-in-Aid of Cowichan Wooden Boat Society be approved.

MOTION CARRIED

Inclusive Leadership Co-operative

It was moved and seconded that it be recommended to the Board that funding of \$10,000 for a Regional Grant-in-Aid for Inclusive Leadership Co-operative be approved.

MOTION CARRIED

Ladysmith Festival of Lights Society

It was moved and seconded that it be recommended to the Board that funding of \$10,000 for a Regional Grant-in-Aid for Ladysmith Festival of Lights Society be approved.

It was moved and seconded that the motion be amended to increase the funding amount for a Regional Grant-in-Aid for Ladysmith Festival of Lights Society from \$10,000 to \$20,000.

MOTION CARRIED

Voting resumed on the main motion as amended:

It was moved and seconded that it be recommended to the Board that funding of \$20,000 for a Regional Grant-in-Aid for Ladysmith Festival of Lights Society be approved.

MOTION CARRIED

3:24 PM

Director Jackson declared a conflict of interest, as she has worked with the Mill Bay Marine Rescue Society, and left the meeting at 3:24 PM.

Mill Bay Marine Rescue Society

It was moved and seconded that it be recommended to the Board that funding of \$10,000 for a Regional Grant-in-Aid for Mill Bay Marine Rescue Society be approved.

MOTION CARRIED

3:26 PM

Director Jackson returned to the meeting at 3:26 PM.

Our Cowichan Communities Health Network

It was moved and seconded that it be recommended to the Board that funding of \$3,000 for a Regional Grant-in-Aid for Our Cowichan Communities Health Network be approved.

MOTION CARRIED

OUR Ecovillage

It was moved and seconded that it be recommended to the Board that funding of \$15,000 for a Regional Grant-in-Aid for OUR Ecovillage be approved.

It was moved and seconded that the motion be amended to increase the funding amount for a Regional Grant-in-Aid for OUR Ecovillage from \$15,000 to \$25,000.

MOTION CARRIED

It was moved and seconded that the motion be amended to increase the funding amount for a Regional Grant-in-Aid for OUR Ecovillage from \$25,000 to \$35,000.

MOTION DEFEATED

Voting resumed on the main motion as amended:

It was moved and seconded that it be recommended to the Board that funding of \$25,000 for a Regional Grant-in-Aid for OUR Ecovillage be approved.

MOTION CARRIED

Providence Farm

It was moved and seconded that it be recommended to the Board that funding of \$7,000 for a Regional Grant-in-Aid for Providence Farm be approved.

MOTION CARRIED

Volunteer Cowichan

It was moved and seconded that it be recommended to the Board that funding of \$20,000 for a Regional Grant-in-Aid for Volunteer Cowichan be approved.

MOTION CARRIED

Regional Grant-in-Aid Surplus

It was moved and seconded that \$50,000 of the remaining Regional Grant-in-Aid fund surplus be earmarked for potential homelessness and affordable housing initiatives in the Cowichan Valley.

It was moved and seconded that the matter of unallocated Regional Grant-in-Aid funds be referred back to staff for a report.

MOTION DEFEATED

Voting resumed on the main motion:

It was moved and seconded that \$50,000 of the remaining Regional Grant-in-Aid fund surplus be earmarked for potential homelessness and affordable housing initiatives in the Cowichan Valley.

MOTION DEFEATED

4:07 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, and the Closed Session minutes of November 23, 2016.

MOTION CARRIED

4:16 PM

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

MOTION CARRIED

ADJOURNMENT

4:16 PM

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting was adjourned at 4:16 PM.

Chair

Recording Secretary

Dated: _____