

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, January 10, 2018 at 5:00 PM.

**PRESENT** Chair J. Lefebure  
Director S. Acton  
Director M. Clement <after 6:30 PM>  
Director B. Day  
Director K. Davis  
Director M. Dorey  
Director L. Iannidinardo  
Director S. Jackson  
Director K. Kuhn <after 6:30 PM>  
Director M. Marcotte <after 6:30 PM>  
Director I. Morrison  
Director A. Stone  
Director T. Walker  
Alternate M. Maguire

**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  
S. Heppner, Manager, Information Technology  
B. Mohan, Manager, Human Resources  
C. Cowan, Manager, Public Safety  
C. Lockrey, Manager, Strategic Services  
L. Smith, Assistant Finance Manager  
J. deJong, Fire Services Coordinator  
S. Carlow, Legislative Assistant

**ABSENT** Director K. Marsh  
Director A. Nicholson

#### **CLOSED SESSION**

**18-01 It was moved and seconded that the Closed Session agenda be amended with the addition of one Closed Session New Business item:**

**CSNB1; Kerry Park Recreation Commission Appointments {Sub (1)(a)}; and that the agenda, as amended, be approved.**

**MOTION CARRIED**

18-02  
5:01 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)(c) Labour/Employee Relations (2 Items); (1)(a) Appointments (9 Items); and adoption of the Closed Session minutes of December 13, 2017.

MOTION CARRIED

RISE FROM CLOSED SESSION

18-14  
5:35 PM It was moved and seconded that the Board rise with report, on Items CSRES7, CSRES8 and CSNB1 and return to the Open portion of the meeting.

MOTION CARRIED

18-11 It was moved and seconded that the following individuals be appointed to the Cowichan Lake Recreation Commission:

Appointed for a Term to Expire December 31, 2018

1. Terry Akiyama;
2. Calvin Convery;
3. Dave Darling;
4. Eva Fearon;
5. Laurie Johnson; and
6. Thor Repstock.

MOTION CARRIED

18-12 It was moved and seconded that Peter Theriault (Thetis Island Residents' and Ratepayers' Association) be appointed to the Thetis Island Port Commission for a one year term expiring on December 31, 2018.

MOTION CARRIED

18-13 It was moved and seconded that the following individuals be appointed to the Kerry Park Recreation Commission:

Appointed for a Term to Expire December 31, 2018

1. Sandra Evans; and
2. Brian Harrison.

MOTION CARRIED

18-15  
5:35 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 with the addition of Directors Clement, Marcotte and Kuhn.

**APPROVAL OF AGENDA**

**18-16** It was moved and seconded that the agenda be amended with the deletion of Items B1, B2 and B3; and that the agenda, as amended, be approved.

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**M1** Regular Board Meeting of December 13, 2017

**18-17** It was moved and seconded that the minutes of the Regular Board Meeting of December 13, 2017 be adopted.

**MOTION CARRIED**

**CORRESPONDENCE**

**C1** Lynne Smith, Saltair Citizen Re: Procedural Fairness - Saltair Community Centre, was received for information.

**C2** Terri Dame, Executive Director, Cowichan Housing Association Re: Cowichan Housing Association Annual Report, was received for information.

**COMMITTEE/COMMISSION REPORTS**

**CR1** Report and Recommendations of the Electoral Area Services Committee Meeting of December 20, 2017

**18-18** It was moved and seconded:

**Rescinded  
By  
Resolution  
No. 18-33  
Jan 24/18**

1. That a bylaw be prepared to amend "CVRD Bylaw No. 3573 - Electoral Area H – North Oyster Local Service (Fire Protection) Area Establishment Bylaw", to increase the maximum annual requisition limit by 25%.

**MOTION CARRIED**

**18-19** It was moved and seconded:

2. 1. That Development Permit Application No. 08-B-17DP (2699 Courtney Way) be approved; and
2. 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.

**MOTION CARRIED**

**18-20** It was moved and seconded:

3. 1. That amendment bylaws for Rezoning Application No. 01-B-17RS (1975 Renfrew Road) be forwarded to the Board for consideration of 1<sup>st</sup> and 2<sup>nd</sup> reading;
2. That the referrals to BC Transit, Island Health, Shawnigan Lake Volunteer Fire Department, Ministry of Transportation and Infrastructure, Agricultural Land Commission and RCMP be accepted; and
3. That a public hearing be scheduled with Directors from Electoral Areas A, B and C as delegates.

**MOTION CARRIED**

**B1** Item B1, "CVRD Bylaw No. 4167 – Honeymoon Bay Local Service (Community Water Supply and Distribution) Amendment Bylaw, 2018" was deleted upon adoption of the agenda.

**B2** Item B2, "CVRD Bylaw No. 4168 – Honeymoon Bay Water System Debt Repayment Service Amendment Bylaw, 2018" was deleted upon adoption of the agenda.

**B3** Item B3, "CVRD Bylaw No. 4169 – Honeymoon Bay Well No. 2 Repayment Service Amendment Bylaw, 2018" was deleted upon adoption of the agenda.

**BYLAWS**

**B4** **18-21** It was moved and seconded that the 2018 Budget for Function 112 – Grant in Aid - Area B be amended to increase the requisition by \$10,000 and to increase Grants to Organization by \$10,000.

**MOTION CARRIED**

**18-22** It was moved and seconded that the 2018 Budget for Function 118 - Grant in Aid – Area I be amended to increase the requisition by \$10,000, increase Grants to Organization by \$5,000, and to decrease Surplus by \$5,000.

**MOTION CARRIED**

**18-23** It was moved and seconded that the 2018 Budget for Function 233 – Community Parks – Area C be amended to increase Surplus by \$60,000 and to increase Capital – Land Improvements by \$60,000.

**MOTION CARRIED**

**18-24** It was moved and seconded that the 2018 Budget for Function 488 – Shawnigan Basin Society be amended to decrease the requisition by \$49,958, increase Grants to Organization by \$41, and to increase the Contribution from 3<sup>rd</sup> Party by \$50,000.

**MOTION CARRIED**

**18-25** It was moved and seconded that the 2018 Budget for Function 803 – Twin Cedars Sewer be amended to increase Capital by \$100,000, increase Transfer from Capital Reserves by \$70,000, and to increase Capital Connection Charges by \$30,000.

**MOTION CARRIED**

**18-26** It was moved and seconded that "CVRD Bylaw No. 4172 - Five Year Financial Plan (2018 - 2022) Bylaw, 2018", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading, as amended.

**MOTION CARRIED**

**18-27** It was moved and seconded that "CVRD Bylaw No. 4172 - Five Year Financial Plan (2018 - 2022) Bylaw, 2018", be adopted.

**MOTION CARRIED**

**BYLAWS - ELECTORAL AREA DIRECTORS**

**BEA1** It was moved and seconded that "CVRD Bylaw No. 4170 - South  
**18-28** Cowichan Official Community Plan Amendment Bylaw (1975 Renfrew Road), 2018", be granted 1<sup>st</sup> and 2<sup>nd</sup> reading.

**MOTION CARRIED**

**BEA2** It was moved and seconded that "CVRD Bylaw No. 4171 - Electoral Area  
**18-29** B - Shawnigan Lake Zoning Amendment Bylaw (1975 Renfrew Road), 2018" be granted 1<sup>st</sup> and 2<sup>nd</sup> reading.

**MOTION CARRIED**

**ADJOURNMENT**

**18-30** It was moved and seconded that the meeting be adjourned.  
**6:53 PM**

**MOTION CARRIED**

The meeting adjourned at 6:53 PM.

Certified Correct:

\_\_\_\_\_  
Chairperson

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

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