

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, April 11, 2018 at 5:30 PM.

PRESENT Chair J. Lefebure
Director S. Acton
Director M. Clement <after 5:34 PM>
Director B. Day
Director K. Davis
Director M. Dorey
Director L. Iannidinardo
Director S. Jackson
Director K. Kuhn
Director M. Marcotte
Director K. Marsh
Director I. Morrison
Director A. Nicholson
Director A. Stone

ALSO PRESENT B. Carruthers, Chief Administrative Officer
J. Barry Corporate Secretary
M. Kueber, General Manager, Corporate Services
J. Elzinga, General Manager, Community Service
K. Miller, Manager, Environmental Services
S. Heppner, Manager, Information Technology
M. Tippett, Manager, Community Planning
L. Smith, Assistant Finance Manager
S. Carlow, Legislative Assistant

ABSENT Director T. Walker

CLOSED SESSION

18-186 It was moved and seconded that the Closed Session agenda be amended with the addition of two New Business items:

CSNB1 Report and Recommendation of the Closed Session Transit Committee Meeting of April 11, 2018 Re: Land Acquisition {Sub (1)(e);

CSNB2 Verbal Report from the Corporate Secretary Re: Officer Appointments {Sub (1)(a)}; and

that the agenda, as amended, be approved.

MOTION CARRIED

18-187 It was moved and seconded that the meeting be closed to the public in

5:31 PM accordance with the *Community Charter* Part 4, Division 3, Section 90 (1)(e) Land Acquisition (2 Items); (1)(a) Appointments (2 Items); and the Closed Session Regular Board minutes of March 28, 2018.
MOTION CARRIED

RISE FROM CLOSED SESSION

18-193 It was moved and seconded that the Board rise with report on Item
5:39 PM CSCR2 and CSNB2, and return to the Open portion of the meeting.
MOTION CARRIED

18-190 It was moved and seconded:

That the following individuals be appointed to the Shawnigan Lake Community Centre Commission for a term to expire March 31, 2019:
1. Sally Davies;
2. Lori Treloar;
3. Heidi Goodard;
4. Netta Douglas;
5. Kim Barnard; and
6. Jennie Stevens.
MOTION CARRIED

18-192 It was moved and seconded:

1. That Natalie Wehner be appointed Financial Administration Officer for the Cowichan Valley Regional District effective April 16, 2018.
2. That Mark Kueber be appointed Deputy Financial Administration officer for the Cowichan Valley Regional District effective April 16, 2018.
MOTION CARRIED

18-194 It was moved and seconded that the Board recess until 6:30 PM.
5:39 PM
MOTION CARRIED

6:30 PM The meeting resumed at 6:30 PM.

APPROVAL OF AGENDA

18-195 It was moved and seconded that the agenda be approved.
MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Board Meeting of March 28, 2018

18-196 It was moved and seconded that the minutes of the March 28, 2018 Regular Board meeting be adopted.
MOTION CARRIED

REPORT OF THE CHAIRPERSON

RC1 The Chair advised that the CVRD recently received an award from Emergency Management BC for assistance provided to other local governments during the 2017 wildfires.

He also announced that the CVRD was a first time recipient of the Canadian Award for Financial Reporting Award from the Government Finance Officers Association for its 2016 Annual Report. As the Manager and Assistant Manager of the Finance Division are both departing the corporation in the next few weeks the Chair, on behalf of the Board, presented and recognized Sharon Moss, Manager, and Lyle Smith, Assistant Manager, with the award and wished them well in their upcoming retirement and new career opportunity.

DELEGATIONS

D1 Guy Johnston, Commercial Fishermen Re: Local Fishermen and the Commercial Fishing Industry

Guy Johnston and Lance Underwood, Cowichan Bay Commercial Fishermen; Tim Olsen, Commercial Fisherman and Vice President, United Fishermen Allied Workers Union, collectively provided an overview of issues impacting the local commercial fishing industry and asked for the Board for a letter requesting an independent west coast licensing policy review.

18-197 **It was moved and seconded that the matter of lease quotas in reference to the local commercial fishing industry, and as presented by delegates at the April 11, 2018 Regular Board meeting, be referred to a future Regional Services Committee meeting for consideration.**

MOTION CARRIED

D2 Peter Nash and Tom Buss, Citizens Re: Proposed Rail Trail Government Dock to Old Mill Park

Tom Buss, Shawnigan Lake resident, provided an overview of resident's concerns to the proposed rail trail from the government dock to Old Mill Park in Shawnigan Lake.

COMMITTEE/COMMISSION REPORTS

CR1 Report and Recommendations of the Regional Services Committee Meeting of March 28, 2018

18-198 **It was moved and seconded:**

1. That the 2018 Budget for Function 131 Environmental Initiatives be amended to:

1. Increase Federal Conditional Grants revenue by \$46,934;

2. Increase Provincial Conditional Grants revenue by \$42,494;
 3. Decrease Transfer from Gas Tax revenue by \$3,148;
 4. Increase Surplus revenue by \$35,000;
 5. Decrease Regional Sustainability Plan / Climate expense by \$3,148;
 6. Increase Contract for Services expense by \$21,678;
 7. Increase Flood Plain Management expense by \$67,750; and
 8. Increase Project Expenditures expense by \$35,000.
2. That the 2018 Budget for Function 540 Liquid Waste Plan – South Sector be amended to:
 1. Increase Transfer from Gas Tax revenue by \$18,353; and
 2. Increase Contract for Services expense by \$18,353.
 3. That Function 131 – Environmental Initiatives requested Contract for Services expenditures be authorized to proceed prior to approval of the 2018 Budget amendment.
2. That the 10-year co-location renewal agreement, for the Woodley Range 911 repeater site, between Rogers Communications Incorporated and the Cowichan Valley Regional District be approved.

Director Clement was absent at the vote.

MOTION CARRIED

CR2 Report and Recommendations of the Electoral Area Services Committee meeting of April 4, 2018

18-199 It was moved and seconded:

1. That a Grant-in-Aid, Electoral Area A – Mill Bay/Malahat, in the amount of \$500 be provided to Frances Kelsey Secondary School Dry Grad Committee to support its Dry Grad Celebrations.
2. That a Grant-in-Aid, Electoral Area B – Shawnigan Lake, in the amount of \$500 be provided to Red Willow Womyn's Society to support the acquisition of office space in Duncan for child protection services offered to aboriginal women in the community.
3. That a Grant-in-Aid, Electoral Area D – Cowichan Bay, in the amount of \$2,500 be provided to Cittaslow Cowichan to support the Cittaslow Society 2018 events.
4. That a Grant-in-Aid, Electoral Area D – Cowichan Bay, in the amount of \$550 be provided to Cowichan Bay Improvement Association to support the Maritime Centre Boat Festival on July 7 and 8, 2018.

MOTION CARRIED

18-200

It was moved and seconded:

5. That Development Variance Permit Application No. 03-C-17DVP (4172 Chelsea Place) to vary Section 10.3.4 of Zoning Bylaw No. 3520 be approved as follows:
 1. A reduced interior side parcel line setback (east) for an accessory building from 1.0 metre to 0.91 metres, and
 2. A reduced rear parcel line setback (west) for an accessory building from 4.5 metres to 1.53 metres.
6. That Development Variance Permit Application No. DVP18D01 (1099 Cherry Point Road) to vary Section 5.2(4) of Zoning Bylaw No. 3705 to decrease the minimum setback from the front parcel line from 7.5 metres to 4.5 metres be approved.
7. That Development Variance Permit Application No. 02-G-17DVP (10844 Olsen Road) to vary Section 5.4.4 of Zoning Bylaw No. 2524 to reduce the rear parcel line setback for an accessory building from 4.5 metres to 1.0 metre be approved.
8.
 1. That Development Permit Application No. 08-C-17DP (920 Chapman Road) 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 the development permit guidelines of Official Community Plan Bylaw No. 3510.
9.
 1. That second reading of Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125, be rescinded.
 2. That Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125 be amended in accordance with Attachments A through H of the Community Planning Division's March 22, 2018 staff report, and be forwarded to the Board for consideration of second reading, as amended.
 3. That Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125 not be referred to any external agencies.
 4. That a public hearing for Zoning Amendment Bylaws Nos. 4118, 4119, 4120, 4121, 4122, 4123, 4124 and 4125 be held with all Electoral Area Directors delegated to attend on behalf of the Board.

MOTION CARRIED

CR3

Report and Recommendation of the Shawnigan Lake Community Centre Commission Meeting of March 26, 2018

- 18-201 It was moved and seconded that short term borrowing of up to \$175,000 be approved for parking lot improvements at Shawnigan Lake Community Centre, to be paid back over five years as per the Liabilities under Agreement Section of 175 of the *Community Charter*.

MOTION CARRIED

STAFF REPORTS

- SR1 Staff Report from the Environmental Services Division Re: Cowichan Lake Water Use Planning Process, for information.

- SR2 Staff Report from the Legislative Services Division Re: Options and Timing for Seeking Public Approval – Cowichan Housing Association Annual Financial Contribution Service Establishment Proposal

- 18-202 It was moved and seconded that public approval for adoption of CVRD Bylaw No. 4201 – Cowichan Housing Association Financial Contribution Establishment Bylaw, 2018, be sought through the Alternative Approval Process (AAP).

Opposed: Director Dorey, Director Clement, and Director Morrison

MOTION CARRIED

- PH1 Public Hearing Report and Exhibits Re: "CVRD Bylaw No. 4155 Electoral Area E and Part of F – Cowichan-Koksilah Official Community Plan Amendment Bylaw (4681 Sahtlam Estates Road), 2017" and "CVRD Bylaw No. 4156 Electoral Area E – Cowichan Station/Sahtlam/Glenora Zoning Amendment Bylaw (4681 Sahtlam Estates Road), 2017"

- 18-203 It was moved and seconded that Public Hearing Report and Exhibits Re: "CVRD Bylaw No. 4155 Electoral Area E and Part of F – Cowichan-Koksilah Official Community Plan Amendment Bylaw (4681 Sahtlam Estates Road), 2017" and "CVRD Bylaw No. 4156 Electoral Area E – Cowichan Station/Sahtlam/Glenora Zoning Amendment Bylaw (4681 Sahtlam Estates Road), 2017", be received.

MOTION CARRIED

BYLAWS

- B1
18-204 It was moved and seconded that "CVRD Bylaw No. 4201 – Cowichan Housing Association Annual Financial Contribution Service Establishment Bylaw, 2018", be granted 1st, 2nd and 3rd reading.

Opposed: Director Clement

MOTION CARRIED

BYLAWS –ELECTORAL AREA DIRECTORS

**BEA1
18-205** It was moved and seconded that "CVRD Bylaw No. 4155 – Electoral Area E and Part of F – Cowichan-Koksilah Official Community Plan Amendment Bylaw (4681 Sahtlam Estates Road), 2017", be granted 3rd reading.

MOTION CARRIED

**BEA2
18-206** It was moved and seconded that "CVRD Bylaw No. 4156 – Electoral Area E – Cowichan Station/Sahtlam/Glenora Zoning Amendment Bylaw (4681 Sahtlam Estates Road), 2017", be granted 3rd reading.

MOTION CARRIED

**BEA3
18-207** It was moved and seconded that "CVRD Bylaw No. 4194 – Electoral Area H – North Oyster/Diamond Official Community Plan Amendment Bylaw (13271 Simpson Road), 2018", be granted 1st and 2nd reading.

MOTION CARRIED

**BEA4
18-208** It was moved and seconded that "CVRD Bylaw No. 4195 – Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (13271 Simpson Road), 2018", be granted 1st and 2nd reading.

MOTION CARRIED

ADJOURNMENT

**18-209
9:11 PM** It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 9:11 PM.

Certified Correct:

Chairperson

Corporate Secretary

Dated: _____