



**COWICHAN VALLEY REGIONAL DISTRICT**

**NOTICE OF REGULAR BOARD MEETING**

**DATE: Wednesday, November 8, 2017**

**TIME: REGULAR SESSION  
6:30 PM**

**PLACE: BOARD ROOM**

**175 INGRAM STREET**

A handwritten signature in black ink, appearing to read 'Joe Barry', is written above a horizontal line.

**Joe Barry  
Corporate Secretary**



**REGULAR BOARD MEETING AGENDA  
WEDNESDAY, NOVEMBER 8, 2017  
6:30 PM - CVRD BOARD ROOM**

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	<b>PAGE</b>
<b>1. CALL TO ORDER</b>	
<b>2. <u>ELECTION</u></b>	
1 Election Procedure for Chair and Vice-Chair	1
<b>3. <u>NOMINATIONS FOR CHAIR</u></b>	
1 Nominees - Address to the Board	
2 Nominees - Question Period	
3 Voting	
4 Declaration of Chair	
<b>4. <u>NOMINATIONS FOR VICE-CHAIR</u></b>	
1 Nominees - Address to the Board	
2 Nominees - Question Period	
3 Voting	
4 Declaration of Vice-Chair	
<b>5. <u>APPROVAL OF AGENDA</u></b>	
<b>6. <u>ADOPTION OF MINUTES</u></b>	
M1 Regular Board Meeting of October 25, 2017	3
	<b>Recommendation</b> That the minutes of the Regular Board meeting of October 25, 2017 be adopted.
<b>7. <u>BUSINESS ARISING FROM THE MINUTES</u></b>	

**8. PUBLIC INPUT PERIOD****9. DELEGATIONS**

- |    |  |    |
|----|--|----|
| D1 | Summer Goulden, Social Planning Cowichan Re: Community Snapshots Exploring Social Health Determinants in the Region  | 9  |
| D2 | Gretchen Hartley, Executive Director; Christa Fox, Hospice House Chair; and Susan Barr, Hospice House Co-Chair, Cowichan Hospice Re: Presentation and Update - Hospice House Project | 15 |

**10. REPORT OF THE CHAIRPERSON****11. CORRESPONDENCE**

- |    |   |    |
|----|---|----|
| C1 | Correspondence from Lynne Smith Re: Saltair Residents Delegation and Petition to October 18, 2017 Electoral Area Services Committee Meeting | 23 |
|----|---|----|

**Recommendation** For direction.

**12. INFORMATION****13. COMMITTEE/COMMISSION REPORTS**

- |     |  |    |
|-----|--|----|
| CR1 | Report and Recommendation of the Island Savings Centre Commission Meeting of October 12, 2017 - Director Jackson | 25 |
|-----|--|----|

**Recommendation** That the amendments to the Island Savings Centre Facility Rental Agreement and Rider with the Cowichan Valley Arts Council from November 1, 2014 to October 31, 2019 for the use of the Arbutus Gallery be approved.

- |     |   |    |
|-----|---|----|
| CR2 | Report and Recommendations of the Electoral Area Services Committee Meeting of November 1, 2017 - Director Morrison | 27 |
|-----|---|----|

**Recommendation** 1. 1. That two streetlights be installed across from 850 and 856 Deloume Road in Mill Bay as part of the Mill Bay/Malahat Critical Street Lighting Service Area; and  
2. That the operational costs associated with funding these streetlights be included in the 2018 budget for Function 557.

***Electoral Area Directors only vote on the following under Part 14 - Planning and Land Use Management of the Local Government Act:***

2. That Application No. 01-G-17DVP (Lot 10, Skye Road) to vary Section 5.7.4 of Zoning

Bylaw No. 2524 to eliminate the 1.5 metre setback from the required landscaped buffer, be denied.

3. That Development Variance Permit Application No. 03-B-17DVP (2700 Worthington Road) to vary Section 8.6(b)(2) of Zoning Bylaw No. 985 be denied.

4. 1. That Development Permit Application No. 06-E-17DP (4994 Polkey Road) for the extension of a gravel parking area and removal of vegetation be authorized; 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. 1490.

5. 1. That Development Permit with Variance Application No. 03-C-17DP/VAR (1480 Heigh Street) be approved;  
2. That Zoning Bylaw No. 3520 Section 12.7.4 (Setbacks) be varied for the west parcel line from 6 m to 0.3 m; and that Section 5.3.1.c.ii (Setback Exceptions) be varied to permit a canopy projection from 1 m to 1.91 m; and  
3. 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.

6. 1. That Development Permit Application No. 07-B-17DP 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.

7. 1. That it be recommended to the Board that Zoning and Official Community Plan Amendment Bylaws be drafted for Application No. 01-1-16RS; and  
2. That the draft amendment bylaws be referred to the Electoral Area Services Committee for consideration.

CR3 Report and Recommendations of the Transit Committee meeting of November 8, 2017 - Director Davis

29

**Recommendation** 1. That the amendment to the Annual Operating Agreement with BC Transit to

include the service expansion hours and associated costs for Route 44 Saturday service operating between Duncan and Victoria commencing October 14, 2017, be approved.

2. That the \$145.35 outstanding debt of Bruce Brothers Foods Limited be written off.

3. 1. That BC Transit's GradPASS program which offers Grade 12 students in the CVRD region day passes to ride the local bus service for two free days in June 2018, be approved.

2. That the School's Out Transit Special offering free transit to all youth in the K-12 system in Cowichan Valley between March 17 and March 24, 2018, be approved.

3. That the complimentary bus pass program for refugees be updated for 2018 to provide up to 20 complimentary monthly passes per month for new-entry refugees settling in the Cowichan Valley between January 1 to December 31, 2018, be approved.

14. **DIRECTOR REPORTS**

15. **STAFF REPORTS**

SR1 PowerPoint Presentation from the General Manager, Community Services Re: 31  
BC Summer Games Update

a

**Recommendation** For information.

SR2 Staff Report from the Recycling & Waste Management Division Re: 43  
Cancellation of the Drywall Program at CVRD Recycling Centres

**Recommendation** That CVRD Bylaw No. 2108 - Solid Waste Management Charges and Regulations Bylaw, 2000 be amended to remove drywall as an accepted material at CVRD Recycling Centres.

SR3 Staff Report from the Public Safety Division Re: Community Emergency 49  
Preparedness Fund Grant Application

**Recommendation** That an Emergency Social Services grant application be submitted to the Union of British Columbia Municipalities for the purchase of group lodging equipment under

the Community Emergency Preparedness  
Fund Initiative.

16. **PUBLIC HEARINGS**

17. **BYLAWS**

- |    |   |    |
|----|---|----|
| B1 | "CVRD Bylaw No. 4146 - Arbutus Ridge Sewer System Service Loan Authorization (\$2,475,000) Bylaw, 2017", be adopted.  | 55 |
| B2 | "CVRD Bylaw No. 4157 - Wilmot Road Street Lighting Service Amendment Bylaw, 2017", be adopted.  | 59 |
| B3 | "CVRD Bylaw No. 4165 - Solid Waste Management Charges and Regulations Amendment Bylaw, 2017", be granted 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> reading. | 61 |
|    | "CVRD Bylaw No. 4165 - Solid Waste Management Charges and Regulations Amendment Bylaw, 2017", be adopted.   |    |

18. **BYLAWS - ELECTORAL AREA DIRECTORS**

19. **RESOLUTIONS**

20. **UNFINISHED BUSINESS**

21. **NOTICE OF MOTION**

22. **NEW BUSINESS**

23. **QUESTION PERIOD**

24. **CLOSED SESSION**

Motion that the Closed Session Agenda be approved, and that the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90, subsections as noted in accordance with each agenda item.

CS M1 - Closed Session Minutes of October 25, 2017

CS CR1 - Report and Recommendations of the Closed Session Community Safety Advisory Commission Meeting of November 2, 2017 - Director Acton

1. Appointment {Sub (1)(a)}

CS DR1 - Verbal Report from Directors Davis, Morrison and Walker Re: Information Held in Confidence Relating to Negotiations with a Provincial / Federal Government and/or Third Party {Sub (2) (b)}

CS NB1 - Verbal Report from the Manager, Human Resources Re: Labour Relations {Sub (1)(c)}

**25. ADJOURNMENT**

The next Regular Board meeting will be held Wednesday, November 29, 2017 at 1:30 PM, in the Board Room, 175 Ingram Street, Duncan, BC.



## Annual Election of Chair and Vice-Chair

**At the first meeting held after November 1 in each year, the Board must elect a Chair and Vice-Chair following the procedure described in Section 4 of Regional Board Procedures Bylaw No. 2889.**

### **Section 4 – Inaugural Meeting (items e-m only)**

- e) The Corporate Secretary shall call for nominations for Chair. At the close of nominations, if there is only one nomination for the Chair, then the Chair shall be acclaimed. If two or more candidates have been nominated; those candidates will have an opportunity to address the Board.
- f) There will then be allotted a maximum of thirty minutes for questions of the candidates from the Directors. Each Director will be allowed to ask one question of one or all of the candidates. If after all Directors have been heard and there is still time remaining, Directors who have already spoken can ask a follow-up question.
- g) Following the question period, the Corporate Secretary shall conduct a vote by using an electronic voting tabulator. In the event that the electronic voting tabulator is unavailable, a paper ballot will be used. The Corporate Secretary shall announce the vote totals for each candidate after all Directors have voted.
- h) If only two candidates ran in the election, the candidate receiving eight or more votes (thereby constituting a majority of the Board) will be declared elected.
- i) If three or more candidates ran in the election, and no candidate received a majority of votes, the name of the candidate receiving the lowest number of votes will be removed from the election.
- j) If there are candidates tied for the lowest number of votes, the Directors will vote using the electronic voting tabulator as to which of the tied candidates will be included in the next round of voting. If a paper ballot is being used, the names of the tied candidates will be written on separate pieces of paper and placed in a container; the Corporate Secretary will withdraw one paper and the candidate whose name is on the withdrawn paper will be included in the next round of voting.
- k) The remaining candidates will again stand for election. This process will be repeated until a candidate is elected, or until only two candidates remain and the vote is tied.
- l) In the event of a tie vote:
  - I. the names of the candidates will be written on separate pieces of paper and placed in a container;
  - II. the Corporate Secretary will withdraw one paper; and,
  - III. the candidate whose name is on the withdrawn paper will be declared elected.
- m) An election of Vice-Chair shall then be conducted following the same process described above if more than one candidate has been nominated. If there is only one nomination for the Vice-Chair, then the Vice-Chair shall be acclaimed.



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 25, 2017 at 1:32 PM.

**PRESENT** Chair J. Lefebure  
Director S. Acton  
Director M. Clement  
Director B. Day  
Director M. Dorey  
Director L. Iannidinardo  
Director S. Jackson  
Director K. Kuhn  
Director M. Marcotte  
Director K. Marsh <until 3:25 PM>  
Director I. Morrison  
Director A. Nicholson  
Director A. Stone  
Director T. Walker  
Alternate Director B. Salmon

**ALSO PRESENT** B. Carruthers, Chief Administrative Officer  
K. Harrison, Deputy Corporate Secretary  
M. Kueber, General Manager, Corporate Services  
R. Blackwell, General Manager, Land Use Services  
C. Lockrey, Manager, Strategic Services  
S. Carlow, Legislative Assistant

**ABSENT** Director K. Davis

**APPROVAL OF AGENDA**

**17-431** It was moved and seconded that the agenda be amended with the deletion of Items D1 and CSCR1; and the addition of two Closed Session New Business items:

**CSNB1** Verbal Report from the Manager, Human Resources Re: Labour Relations (1)(c);

**CSNB2** Resolution Report Re: Community Safety Advisory Commission Appointments; and

that the agenda, as amended, be approved.

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**M1** Regular Board Meeting of October 11, 2017

**17-432** It was moved and seconded that the minutes of the Regular Board meeting of October 11, 2017 be adopted.

**MOTION CARRIED**

## **DELEGATIONS**

**D1** Mike Hooper, President and Chief Executive Officer, Nanaimo Airport Commission Re: Nanaimo Airport Update

Colleen Johel, CVRD Nanaimo Airport Commission (NAC) Nominee, introduced Mike Hooper, President and Chief Executive Officer, NAC, who provided an update on the Nanaimo airport, growth projections, and ongoing projects, for information.

**D2** BCSPCA Re: "Sean's Funny (The Possessive)" Stand Up Comedy Fund Raiser, was deleted upon adoption of the agenda.

## **REPORT OF THE CHAIRPERSON**

**RC1** On behalf of the Board, the Chair expressed his condolences to the City of Fernie regarding its recent catastrophic ammonia leak and invited the General Manager, Community Services to speak on CVRD practices and protocols at local arenas.

**17-433** It was moved and seconded that a letter of condolence be sent to the City of Fernie.

**MOTION CARRIED**

**RC2** The Chair invited the Chief Administrative Officer (CAO) to comment on current access to the CVRD website. The CAO advised that recent security issues have impacted website access and that a temporary page housing PDF's of agendas and minutes is underway that will create a bridge until a new system is launched.

The Chair recognized the 30-year anniversary of the Municipal Insurance Association (MIA), including the wooden plank received from the association; Director Dorey provided an overview of MIA's role and advice.

The Chair summarized attendance at the Malahat First Nation totem dedication event on October 24, where an incredible 8 foot cedar log totem was installed on the Trans Canada Trail where it crosses the treaty settlement lands off Stebbings Road. The event included Malahat First Nation elders, drummers, stories regarding the pole, and the sharing of food.

The Chair provided highlights of the south end budget meeting, also on October 24, with over 60 citizens in attendance and recognized the respectful conduct and strong comments received.

The Chair advised the Board that First Nations engagement activities will start

in November with an opportunity to attend language classes, cultural connections workshop, a community gathering, and tour of Cowichan Tribes territory.

## CORRESPONDENCE

**C1** Minister of Public Safety and Solicitor General Re: Cannabis Regulations and Provincial Regulatory Framework Submissions, was received for information.

## COMMITTEE/COMMISSION REPORTS

**CR1** Report and Recommendations of the Shawnigan Lake Community Centre Commission Meeting of October 16, 2017

**17-434** **It was moved and seconded that a bylaw be prepared to amend Bylaw No. 1355, "CVRD – Shawnigan Lake (Electoral Area "B") Local Service (Community Hall) Establishment Bylaw No. 4, 1991", to increase the maximum annual requisition by 24.99%.**

**MOTION CARRIED**

**CR2** Report and Recommendations of the Electoral Area Services Committee Meeting of October 18, 2017

**17-435** **It was moved and seconded:**

- 1. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$1,000 be provided to Alexander School Sh-hwuykelu Busy Place Creek Streamkeepers to support student transportation to and from Busy Place Creek for streamkeeping activities.**
- 2. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$5,000 be provided to Glenora Farm - The Ita Wegman Association of BC to support the switch of the water source for the Farm's gardens/greenhouses from the well to a storage pond in response to critical water flow issues in the Koksilah watershed.**
- 4. That an Arbutus Mountain Estates Sewer System Transfer Agreement be executed by the developer, 1124328 BC Limited, and the CVRD.**

**MOTION CARRIED**

- 3. That a Federal Gas Tax Program Community Works Funding Agreement in the amount of \$150,000 for expansion of the Shawnigan Lake Museum be entered into with the Shawnigan Lake Historical Society, subject to conditions outlined in the report to the October 18, 2017, Electoral Area Services Committee.**

It was the consensus of the Board to pull recommendation #3 until later in the meeting.

**17-436****It was moved and seconded:**

5.
  1. That Development Permit Application No. 04-E-17DP for a two lot subdivision 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. 1840.
  
6.
  1. That the Zoning Amendment Bylaw for Application No. 01-C-16RS (3501-3505 Telegraph Road) be forwarded to the Board for consideration of first and second readings; and
  2. That the referrals to the Agricultural Land Commission, Mill Bay Volunteer Fire Department, Island Health, Ministry of Transport and Infrastructure be accepted.
  
7. That a public hearing be waived in favour of a public notice with respect to Application No. 01-C-16RS located at 3501-3505 Telegraph Road.
  
8. That no action be taken at this time to amend the Agricultural Resource 1 (A-1) Zone of South Cowichan Zoning Bylaw to include Accessory Dwelling Unit as a permitted use, and the issue of second dwellings on agricultural land be considered as part of a future OCP and Zoning Bylaw review.

**MOTION CARRIED****CR3**

Report and Recommendations of the Regional Services Committee Meeting of October 25, 2017

**17-437**

**It was moved and seconded that the CVRD enter into a five-year agreement with Perfect Mind to provide recreation management software.**

**MOTION CARRIED**

Item 3 from the Electoral Area Services Committee Meeting of October 18, 2017 was considered at this time.

**17-438****It was moved and seconded:**

3. That a Federal Gas Tax Program Community Works Funding Agreement in the amount of \$150,000 for expansion of the Shawnigan Lake Museum be entered into with the Shawnigan Lake Historical Society, subject to conditions outlined in the report to the October 18, 2017, Electoral Area Services Committee.

**MOTION CARRIED**

**BYLAWS**

**B1  
17-439** It was moved and seconded that "CVRD Bylaw No. 4144 - Cowichan Bay Sewer System Service Amendment Bylaw (005-490-227), 2017", be adopted.

Director Clement was absent at the vote.

**MOTION CARRIED**

**B2  
17-440** It was moved and seconded that "CVRD Bylaw No. 4157 - Wilmot Road Street Lighting Service Amendment Bylaw, 2017", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

Director Clement was absent at the vote.

**MOTION CARRIED**

**B3  
17-441** It was moved and seconded that "CVRD Bylaw No. 4158 - Elkington Forest Sewer System Service Amendment (Name Change - Malahat), Bylaw, 2017", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

Director Clement was absent at the vote.

**MOTION CARRIED**

**B4  
17-442** It was moved and seconded that "CVRD Bylaw No. 4159 - Elkington Forest Water System Service Amendment (Name Change - Malahat), Bylaw, 2017", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

Director Clement was absent at the vote.

**MOTION CARRIED**

**CLOSED SESSION**

**17-443  
2:35 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 Disposition; (1)(c) Labour Relations; (1)(a) Appointments (3 Items); and adoption of the Closed Session Board minutes of October 11, 2017.

**MOTION CARRIED**

**17-450  
2:45 PM** It was moved and seconded that the Board rise with report on Items CSRES1, CSRES2 and CSNB2, and return to the Open portion of the meeting.

**MOTION CARRIED**

**17-446** It was moved and seconded that Dave Darling be appointed to the Cowichan Lake Recreation Commission to replace Ted Gamble, for a term expiring December 31, 2017.

**MOTION CARRIED**

**17-447** It was moved and seconded that Tanya Patterson be appointed Fire Chief of Malahat Volunteer Fire Department for a term expiring October 25, 2019.

**MOTION CARRIED**

**17-448** It was moved and seconded:

- 1. That Inspector OIC Chris Bear, North Cowichan-Duncan RCMP be appointed to the Community Safety Advisory Commission as the RCMP representative.**
- 2. That Councillor Carolyne Austin be appointed to the Community Safety Advisory Commission as the Town of Lake Cowichan representative; and that Councillor Tim McGonigle be appointed as the alternate.**

**MOTION CARRIED**

**ADJOURNMENT**

**17-451** It was moved and seconded that the meeting be adjourned.  
**2:45 PM**

**MOTION CARRIED**

The meeting adjourned at 2:45 PM.

Certified Correct:

\_\_\_\_\_  
Chairperson

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

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

**From:** noreply@civicplus.com  
**To:** [Shannon Carlow](#); [Tara Daly](#)  
**Subject:** Online Form Submittal: Regular Board Meeting  
**Date:** Tuesday, October 03, 2017 12:38:55 PM

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## Regular Board Meeting

### Request to Appear as a Delegation at the Board

Board meetings start at 6:30 p.m. on the second Wednesday and at 1:30 p.m. on the fourth Wednesday of the month. Please note the correct time for the meeting you have applied to attend.

Please Note: Contact information supplied by you and submitted with this form will become part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Board. If you do not wish this contact information disclosed, please contact the FOI Coordinator at 250.746.2507 or 1.800.665.3955 to advise.

Meeting Date	11/8/2017
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#### Contact Information

Contact Name	Summer Goulden
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Representing	Social Planning Cowichan
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Number Attending	2
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Address	5878 York Rd
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City	Duncan
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Province	BC
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Postal Code	V9L 3S4
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Telephone Number	2505970172
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Reply Email	<a href="mailto:summerspcowichan@gmail.com">summerspcowichan@gmail.com</a>
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Presentation Topic and Nature of Request	Introducing community snapshots that explore social determinants of health in the Cowichan Valley
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Do you have a PowerPoint presentation?	Yes
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Email not displaying correctly? [View it in your browser.](#)





# Social Planning Cowichan

Community Snapshots And Visions 2050

# Yesterday



## What is Social Planning?

The building of community well-being using an open and accessible process that is available to all. Legislation identifies Social Planning as being a legitimate activity that was embedded into the Community Charter in 2003.

12

## Why does the Cowichan Valley have a Social Planning Society?

From 2001 to 2002 a Social Planning Visioning Committee was established to work with members of local government, business, non-profit and the community at large to determine whether or not a Social Planning function was appropriate for the health of our region. The answer was yes and Social Planning Cowichan was formed.

Links to foundation documents with more detailed information can be found [here](#)

# Brief Look Through Time



## Through 2004-2014

**In addition, SPC was handed the reins to carry out and continue the work of the following:**

Transfer of Visions 2020 to Social Planning Cowichan, March 16, 2006

31 Transfer of Cultural Connections to Social Planning Cowichan Fall of 2009

## Additional highlights from 2015 - 2016

Research and  
Development of  
The Cowichan  
Housing Association  
2015

Collective Impact  
Co-Development  
of the Cowichan  
Climate Change  
Collaborative  
2015

Development of  
Social Policy  
Framework for the  
Cowichan Region  
2015

# Today and Tomorrow



Walk of Nations 2015, Doreen Goff, Frank Walk Photography

**WHO ARE WE AND WHERE DO WE COME FROM?**

Demographics. It's vital to understand who makes up the community. Age, gender, race and ethnicity, marital status, education, number of people in household, first language -- these and other data make up the demographic profile of the population. When you put them together, it gives a clear picture of who community residents are.

In addition, knowledge of the historical demographics of the community can help to build awareness and appreciation for diversity, acknowledge and value community traditions, place individual's identity in the longer term context of the community, and promote understanding of issues while inspiring effective solutions.

**OUR PEOPLE**

©SOCIAL PLANNING COWICHAN

Photo: Cowichan

**HOW DO WE ENSURE EVERYONE HAS ACCESS TO ACCESSIBLE, SAFE AND AFFORDABLE HOUSING?**

The United Nations states, "The human right to adequate housing is more than just four walls and a roof. It is the right of every woman, man, youth and child to gain and sustain a safe and secure home and community in which to live in peace and dignity."<sup>1</sup>

When we invest in affordable housing we are investing in health and well being for all of the people who live in our community. Reasonably priced housing creates stability and provides families of all ages, shapes and sizes, a place to call home. In turn, they help our local economy grow and prosper by filling jobs, creating new businesses and, create a vibrant, diverse, and engaged community.

**HOUSING OUR PEOPLE**

©SOCIAL PLANNING COWICHAN

Cowichan Bay Estuary

**HOW DO WE PROMOTE GOOD HEALTH AND WELLBEING?**

The World Health Organization defines health as, "a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity." Wellness is the search for enhanced quality of life, personal growth, and potential through positive lifestyle behaviours and attitudes. Wellness contributes to a happier environment where people can be productive members of the community and help to improve the lives of others.

**HEALTH & WELLNESS**

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# Community Snapshots

**From:** noreply@civicplus.com  
**To:** [Shannon Carlow](#); [Tara Daly](#)  
**Subject:** Online Form Submittal: Hospital Board  
**Date:** Thursday, October 05, 2017 4:33:33 PM

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## Hospital Board

### Request to Appear as a Delegation at the Hospital Board

The Cowichan Valley Regional District Hospital Board meets at the Call of the Chair.

Please Note: Contact information supplied by you and submitted with this form will become part of the public record and will be published in a meeting agenda that is posted online when this matter is before the Hospital Board. If you do not wish this contact information disclosed, please contact the FOI Coordinator at 250.746.2507 or 1.800.665.3955 to advise.

Meeting Date	11/8/2017
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#### Contact Information

Contact Name	Gretchen Hartley
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Representing	Cowichan Hospice
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Number Attending	2
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Address	4465 Uphill Road
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City	Duncan
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Province	British Columbia
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Postal Code	V9L 6M7
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Telephone Number	2507014242
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Reply Email	<a href="mailto:gh.cvhs@shaw.ca">gh.cvhs@shaw.ca</a>
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Presentation Topic and Nature of Request	Hospice House Chair & Co-chair: Christa Fox and Dr. Susan Barr would like to provide an update on progress on the hospice house project. We would also like to offer directors a preview of a new video about hospice care and the need for a hospice house just completed by valley filmmaker, Nick Versteeg, I wonder if it is possible to have 20 minutes of time in order to do both of those things. Gretchen.
--	---

Do you have a PowerPoint presentation?	Yes
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Better End of Life Care for Cowichan



**cowichan hospice house**  
PROJECT



cowichan hospice

Open your heart to hospice.

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Thank-You!



Cowichan Hospice cares for 800 people a year from all over our region.



cowichan hospice

Open your heart to hospice.

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A Hospice House for Cowichan

- The Need
- What a Hospice House will offer
- Why do we need a Hospice House when we are getting a new hospital?



cowichan hospice

Open your heart to hospice.

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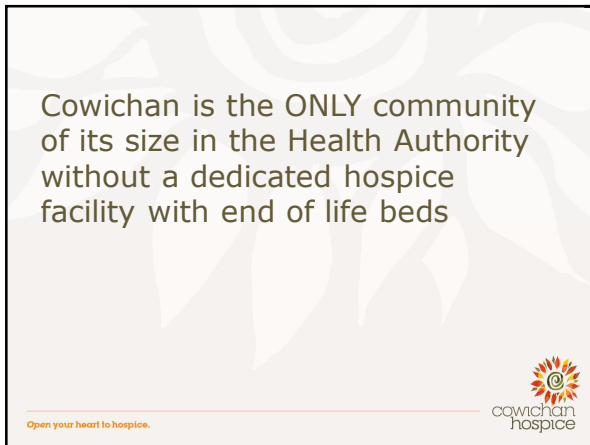
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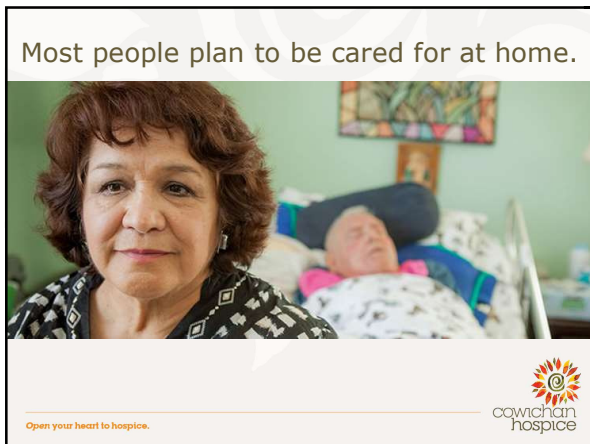
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### Where people die in our hospital



Open your heart to hospice.



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### Currently

- 1 hospice bed in Chemainus
- 2 end-of-life beds in Ladysmith

Open your heart to hospice.



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### Hospice Houses Across BC



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### What will a Hospice House offer?

- End of life care based on current best practices
- Staff specially trained in hospice palliative care
- A setting that welcomes family members as partners in care



Open your heart to hospice.

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Open your heart to hospice.

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Open your heart to hospice.

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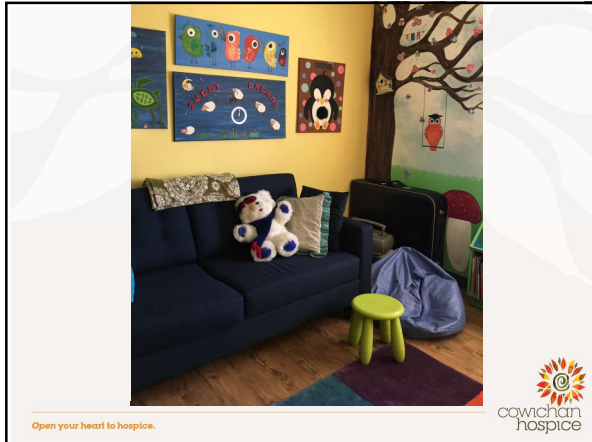
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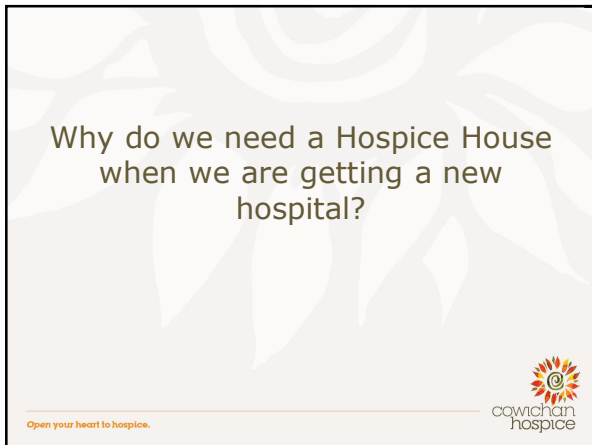
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Please join us in making a difference!



Open your heart to hospice.

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cowichan hospice house PROJECT

[www.cowichanhospicehouse.ca](http://www.cowichanhospicehouse.ca)



Open your heart to hospice.

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Good Day CVRD Board Directors,

On October 18, 2017, a delegation of Saltair voters presented the Electoral Area Services Committee (EASC) of the CVRD with a petition signed by 628 Saltair residents. The petition asked for a referendum to establish whether the community does or does not support spending Saltair tax and grant money on the Saltair Community Centre (the former Mt. Brenton Elementary School). The Petition was filed with CVRD staff at the meeting.

The 628 signatures represent about one-half of all the voters in Saltair. CVRD Area G Director, Mel Dorey, also signed the petition.

The building condition reports from McCuaig & Associates Engineering (“MAE”), the firm hired by the CVRD to conduct a condition assessment of the building using Area G grant money, can be read under the Supporting Material for the 16 Aug 2017 EASC Agenda at <http://cvrmeetings.ca/sirepub/mtgviewer.aspx?meetid=1226&doctype=AGENDA> .

The petition asks the CVRD to give the whole community a voice. The building was purchased as part of the Mt. Brenton Elementary School property without a referendum, business plan, needs assessment (identification of the community needs), or building condition assessment in 2014. The building was purchased using Area G property tax dollars. We have waited three years for the expert building condition assessment, which just cost us another \$16,000 of Area G grant money. The MAE reports provide a phased approach for major maintenance and updating requirements over 10 years. It says we need to spend \$750,000 this year, \$1.6 Million by the end of 2021 and \$3.1 Million by the end of 2026.

Area G – Saltair is a small community with approximately 840 parcels of land and about 1,800 residents including children.

Many residents told the signature gatherers water was their priority. They did not want to spend \$3 Million Plus on the building while facing the hurdle of finding or providing money for Saltair Water System. Other residents said the building, which contains hazardous materials, should be torn down. They just did not want their taxation or grant money spent on this building. Some thought a smaller, newer, less-expensive, uncontaminated community hall would be more appropriate.

The building has been deteriorating over the past three years under the eyes of the CVRD staff and the Area G Director. The amount of deterioration that has taken place during those three years, the high concentration of airborne spores in the gym that were not recorded between 2014 and 2016 while small children were using the gym and the redecorating practices that have taken place in the presence of ACMs and other hazardous materials are matters that concern our community.

628 Saltair voters signed the petition. The Saltair voters have spoken as a community. They want a referendum. Will the CVRD Board of Directors listen to the Saltair voters? Saltair residents have spoken loudly and clearly. The CVRD is the owner of this asset but the financial burden was placed on the shoulders of Area G taxpayers without a referendum in 2014. Saltair is now asking for the referendum many thought we should have had or were to have in 2014. Does Saltair support spending Saltair tax and grant money on the Saltair Community Centre (the former Mt. Brenton Elementary School)? It’s time to find out.

When can I expect a response from the CVRD Board?

Regards, Lynne Smith





**ISLAND SAVINGS CENTRE COMMISSION REPORT**

**OF MEETING HELD THURSDAY, October 12, 2017**

**DATE:** October 12, 2017

**To:** Chairperson and Directors of the Board

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Your Island Savings Centre Commission reports and recommends as follows:

That the amendments to the Island Savings Centre Facility Rental Agreement and Rider with the Cowichan Valley Arts Council from November 1, 2014 to October 31, 2019 for the use of the Arbutus Gallery be approved.





**ELECTORAL AREA SERVICES COMMITTEE REPORT**  
**OF MEETING HELD NOVEMBER 1, 2017**

**DATE:** November 1, 2017

**To:** Board of Directors

1. 1. That two streetlights be installed across from 850 and 856 Deloume Road in Mill Bay as part of the Mill Bay/Malahat Critical Street Lighting Service Area; and
2. That the operational costs associated with funding these streetlights be included in the 2018 budget for Function 557.

***Electoral Area Directors only vote on the following under Part 14 - Planning and Land Use Management of the Local Government Act:***

2. That Application No. 01-G-17DVP (Lot 10, Skye Road) to vary Section 5.7.4 of Zoning Bylaw No. 2524 to eliminate the 1.5 metre setback from the required landscaped buffer, be denied.
3. That Development Variance Permit Application No. 03-B-17DVP (2700 Worthington Road) to vary Section 8.6(b)(2) of Zoning Bylaw No. 985 be denied.
4. 1. That Development Permit Application No. 06-E-17DP (4994 Polkey Road) for the extension of a gravel parking area and removal of vegetation be authorized; 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.1490.
5. 1. That Development Permit with Variance Application No. 03-C-17DP/VAR (1480 Heigh Street) be approved;
2. That Zoning Bylaw No. 3520 Section 12.7.4 (Setbacks) be varied for the west parcel line from 6 m to 0.3 m; and that Section 5.3.1.c.ii (Setback Exceptions) be varied to permit a canopy projection from 1 m to 1.91 m; and
3. 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.
6. 1. That Development Permit Application No. 07-B-17DP 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.
7. 1. That it be recommended to the Board that Zoning and Official Community Plan Amendment Bylaws be drafted for Application No. 01-1-16RS; and
2. That the draft amendment bylaws be referred to the Electoral Area Services Committee for consideration.





## TRANSIT COMMITTEE REPORT

### OF MEETING HELD WEDNESDAY, NOVEMBER 8, 2017

**DATE:** November 8, 2017

**To:** Chairperson and Directors of the Board

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Your Transit Committee reports and recommends as follows:

1. That the amendment to the Annual Operating Agreement with BC Transit to include the service expansion hours and associated costs for Route 44 Saturday service operating between Duncan and Victoria commencing October 14, 2017, be approved.
2. That the \$145.35 outstanding debt of Bruce Brothers Foods Limited be written off.
3.
  1. That BC Transit's GradPASS program which offers Grade 12 students in the CVRD region day passes to ride the local bus service for two free days in June 2018, be approved.
  2. That the School's Out Transit Special offering free transit to all youth in the K-12 system in Cowichan Valley between March 17 and March 24, 2018, be approved.
  3. That the complimentary bus pass program for refugees be updated for 2018 to provide up to 20 complimentary monthly passes per month for new-entry refugees settling in the Cowichan Valley between January 1 to December 31, 2018, be approved.





**BC GAMES**  
**COWICHAN**  
**2018 SUMMER**

31

[BCGAMES.ORG](http://BCGAMES.ORG)



**SR1**

# Host Society Structure

## Volunteer Driven

32

6000 spectators  
3700 participants  
3000 volunteers  
27 venues  
18 sports

# One Big spirit

Sport  
brings out the best  
in everyone.

35

[BCGAMES.ORG](http://BCGAMES.ORG)



SRI

The return  
on investment  
is great.

We have  
a lot of good  
to share.

# SHOW YOUR COLOURS



Athletics – Cowichan Sportsplex  
Baseball – Evans Park / Holland Creek  
Basketball – Cowichan Sec., Quamichan Middle  
Basketball (3 vs 3) – Queen Margarets, Mt Prevost  
Canoe / Kayak – Lakeview Park  
Canoe / Kayak (slalom) – Skutz Falls  
Equestrian – Cowichan Exhibition Park  
Golf – Cowichan Golf and Country Club  
Lacrosse (box) – Fuller Lake, Kerry Park  
Lacrosse (field) – Forrest Field  
Rowing – Quamichan Lake

Rugby – Shawnigan Lake School  
Sailing – Maple Bay Yacht Club  
Soccer – Sherman Rd / McAdam Park  
Softball – Evans Park / Cowichan Sportsplex  
Swimming – Cowichan Aquatic Centre  
Synchronized Swimming – Nanaimo Aquatic Centre  
Towed Water Sports – Shawnigan Lake  
Triathlon – Brentwood School  
Volleyball – Frances Kelsey, George Bonner  
Volleyball (beach) – Transfer Beach  
Wrestling – Chemainus Secondary

Participant Accreditation Venue  
Cowichan Exhibition Park

Opening Ceremonies  
Lake Town Ranch

Food Venue / Athletes Village  
Island Savings Centre

Closing Ceremonies  
Cowichan Sportsplex



**BC GAMES**  
**COWICHAN**  
**2018 SUMMER**

42

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**SR1**



# STAFF REPORT TO THE BOARD

**DATE OF REPORT** October 18, 2017

**MEETING TYPE & DATE** Board Meeting of November 8, 2017

**FROM:** Recycling & Waste Management Division  
Engineering Services Department

**SUBJECT:** Cancellation of the Drywall Program at CVRD Recycling Centres

**FILE:** 0550-01

## PURPOSE/INTRODUCTION

The purpose of this report is to discontinue the drywall program at all Cowichan Valley Regional District (CVRD) owned and operated Recycling Centres.

## RECOMMENDED RESOLUTION

That CVRD Bylaw No. 2108 - *Solid Waste Management Charges and Regulations Bylaw, 2000* be amended to remove drywall as an accepted material at CVRD Recycling Centres.

## BACKGROUND

Drywall, also known as gypsum board, plasterboard or wallboard, is often used to make interior walls or ceilings. Drywall is a common construction and demolition material, along with drywall tape and mud.

WorkSafeBC has strict rules for the demolition and disposal of drywall due to the risk of asbestos containing materials (ACM), and its negative effects on human health. Exposure to asbestos can cause serious illnesses such as asbestosis and mesothelioma. The CVRD only accepts drywall manufactured later than 1990, as drywall and drywall mud and tape manufactured after 1990 is deemed to be free from ACM.

As per the contract between the CVRD and Fisher Road Recycling (FRR), drywall collected at CVRD Recycling Centres is hauled to FRR for consolidation with other drywall loads, and transportation to New West Gypsum Recycling on the Lower Mainland. To ensure that the drywall is free from asbestos and therefore suitable for recycling, asbestos samples of each CVRD drywall load are taken before it is consolidated at FRR, and shipped to the Lower Mainland.

## ANALYSIS

The CVRD has continually made efforts to ensure that CVRD employees are not exposed to ACM. Efforts include, but are not limited to:

- Only accepting post 1990 drywall;
- Training staff in asbestos identification and safe handling of ACM and suspect ACM;
- Launching a public asbestos awareness campaign to educate the public on what ACM is, the health risks, how to properly manage it, not accepting it at CVRD Recycling Centres, and where to dispose of it; and,
- Requiring that all incoming drywall loads be supervised at the Recycling Centres.

While these efforts have reduced the incidents of asbestos, they have not been able to eliminate them.

Asbestos contamination requires remediation of the impacted area, and special landfilling of all the impacted material. In 2017, the CVRD has already spent over \$10,000 to manage asbestos contaminated drywall.

Annually, the CVRD serves over 200,000 customers at the Recycling Centres, and receives approximately 150 tonnes of drywall per year, which represents 16 percent of the overall drywall material handled in our region. Compared to other recycling services provided, the drywall portion of the Recycling Centre operation is considered small. However, the amount of CVRD resources required to manage it, as well as the potential health risk to employees and the public are significant.

If the CVRD were to stop accepting drywall, drywall customers would be directed to the private waste facilities in the region. The facilities already have the resources to handle both drywall with and without asbestos, and two of these facilities have expressed the intention to expand their drywall receiving and handling programs.

### FINANCIAL CONSIDERATIONS

Eliminating drywall from the Recycling Centres will reduce the cost associated with remediating and landfilling asbestos contaminated material (\$10,000 for 2017); and, save approximately \$2,500 in hauling costs, as hauling drywall to FRR will no longer be necessary. In addition, the staff resources required to manage the drywall program can be allocated to other areas of need.

The CVRD is in a contract with FRR to transport the drywall to the Lower Mainland for recycling. However, there is provision to cancel this contract to due health and safety risks.

### COMMUNICATION CONSIDERATIONS

The cancellation of the drywall program will be coordinated with the private waste sector. The public will be notified about the upcoming change via print and social media, the Recycling hotline, the CVRD website and at the scale house of each CVRD Recycling Centre.

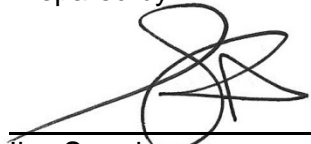
### STRATEGIC/BUSINESS PLAN CONSIDERATIONS

Sound fiscal management – service delivery reviews.

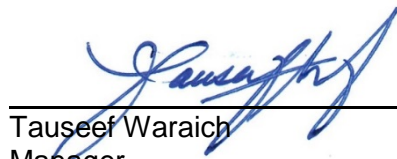
Referred to (upon completion):

- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Water Management, Recycling & Waste Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:


  
\_\_\_\_\_  
Ilse Sarady  
Environmental Technologist II

Reviewed by:

  
\_\_\_\_\_  
Tauseef Waraich  
Manager

  
\_\_\_\_\_  
Hamid Hatami, P.Eng.  
General Manager

Reviewed for Form and Content and Approved for Submission to the Board:  
Chief Administrative Officer's Comments / Concurrence



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Mark Kueber, CPA, CGA  
A/CAO

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**ATTACHMENTS:**  
Attachment A – Amending Bylaw No. 4165



## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. 4165

#### A Bylaw to Amend Solid Waste Management Charges and Regulations Bylaw No. 2108

**WHEREAS** the Board of Directors of the Cowichan Valley Regional District established a scale of charges for its solid waste disposal facilities under the provisions of Bylaw No. 2108, cited as "CVRD Bylaw No. 2108 – Solid Waste Management Charges and Regulations Bylaw, 2000";

**AND WHEREAS** the Board of Directors wishes to amend Section 2 – *Definitions* and *Schedule B* of Bylaw No. 2108 to remove drywall as a material accepted for disposal or recycling;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

#### 1. CITATION

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 4165 – Solid Waste Management Charges and Regulations Amendment Bylaw, 2017**".

#### 2. AMENDMENT

- i. That the following changes be made to Section 2 – *Definitions*:
  - a) To the list of "**Controlled Waste**", remove "**Gypsum board or drywall**";
  - b) To the list of "**Prohibited Waste**", add "**Drywall**" and place it alphabetically; and,
  - c) To the list of "**Recyclable Material**", remove "**Drywall**".
  
- ii. That the following changes be made to Schedule B – *Charges for Solid Waste, Controlled Waste and Recyclable Materials*:
  - a) Remove "**Drywall**" from the list.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Chairperson

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





# STAFF REPORT TO THE BOARD

**DATE OF REPORT** November 2, 2017

**MEETING TYPE & DATE** Board Meeting of November 8, 2017

**FROM:** Public Safety Division  
Community Services Department

**SUBJECT:** Community Emergency Preparedness Fund Grant Application

**FILE:**

## PURPOSE/INTRODUCTION

The purpose of this report is to obtain approval for an application to the UBCM Community Emergency Preparedness Fund (CEPF) to cover costs for outfitting the CVRD Emergency Social Services Program (ESS).

## RECOMMENDED RESOLUTION

That an Emergency Social Services grant application be submitted to the Union of British Columbia Municipalities for the purchase of group lodging equipment under the Community Emergency Preparedness Fund Initiative.

## BACKGROUND

To be compliant with the Emergency Program Act the Regional Emergency Plan requires the provision of Emergency Social Services throughout the region. Commercial lodging is scarce within the region so even for level 2 events such as apartment fires, group lodging is required.

The 2017 wildfires demonstrated the need for communities to be prepared for a large influx of evacuees either from our own or neighbouring communities. Numerous facilities throughout the region have been pre-designated as Reception Centre and/or Group Lodging sites. Supplies are currently limited to housing ~ 200 evacuees at any given time. This capacity needs to be increased exponentially to accommodate the mass care evacuee needs created by a major wildfire or earthquake.

Plans have been developed to increase Group Lodging capacity to a minimum of 1,000 evacuees.

## ANALYSIS

The purchase of additional Group Lodging supplies (tents, cots, air mattresses, blankets, sheets, etc.) will allow us to be able to assist other communities within and beyond the region. Assistance may come in the form of being a host community or in sharing resources to other communities to augment their requirements.

## FINANCIAL CONSIDERATIONS

The 2017 budget for Emergency Planning (205) has been approved for \$15,000 for ESS.

The (CEPF) program can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$25,000. The evaluation process suggests that applicants that have allocated funding in their budget process are considered more favourably. To this, the Public Safety Division has allocated \$10,000 towards the purchase of Group Lodging supplies with the remaining \$5,000 for training and resources from the 2017 budget allocation, 205 Emergency Preparedness.

**COMMUNICATION CONSIDERATIONS**

N/A

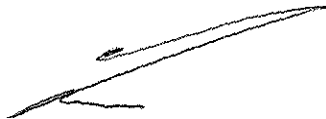
**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

N/A

Referred to (upon completion):

- Community Services (*Island Savings Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Public Safety, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Legislative Services, Information Technology, Procurement*)
- Engineering Services (*Environmental Services, Water Management, Recycling & Waste Management*)
- Land Use Services (*Community Planning, Development Services, Inspection & Enforcement, Economic Development, Parks & Trails*)
- Strategic Services

Prepared by:



Conrad Cowan  
Manager

Reviewed by:

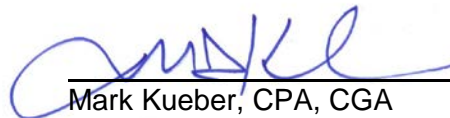
Not Applicable  
Not Applicable



John Elzinga  
General Manager

Reviewed for Form and Content and Approved for Submission to the Board:

Chief Administrative Officer's Comments / Concurrence



Mark Kueber, CPA, CGA  
A/CAO

**ATTACHMENTS:**

Attachment A – Community Emergency Preparedness Fund Emergency Social Services 2017-2018 Grant Funding Budget

Attachment B – Community Emergency Preparedness Fund Emergency Social Services 2017 Application Form

**Community Emergency Preparedness Fund  
Emergency Social Services  
2017/2018 Grant Funding Budget**

<b>Description</b>	<b>Quantity</b>	<b>Est. Cost</b>	<b>Cost</b>	<b>CEPF</b>	<b>CVRD</b>
Family Tents	20	\$500.00	\$10,000.00	\$7,000.00	\$3,000.00
Cots (single size)	300	\$20.00	\$6,000.00	\$4,200.00	\$1,800.00
Air Mattresses (queen size)	300	\$30.00	\$9,000.00	\$6,300.00	\$2,700.00
Blankets	800	\$6.00	\$4,800.00	\$3,360.00	\$1,440.00
Sheets	1000	\$5.00	\$5,000.00	\$3,500.00	\$1,500.00
			\$34,800.00	\$24,360.00	\$10,440.00

**Attachment B**

**Community Emergency Preparedness Fund**  
**Emergency Social Services**

Phone: 250 387-4470    E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8

## 2017 APPLICATION FORM

Please complete and return this form by **November 17, 2017**. All questions are required to be answered by typing directly in this form. For detailed instructions regarding application requirements, please refer to the *2017 Emergency Social Services Program & Application Guide*.

### SECTION 1: APPLICANT INFORMATION

**Applicant:** Cowichan Valley Regional District

**Date of Application:**

**Contact Person\*:** Sybille Sanderson

**Title:** Emergency Program Coordinator

**Phone:** 250.746.2560

**E-mail:** [ssanderson@cvrld.bc.ca](mailto:ssanderson@cvrld.bc.ca)

\* Contact person must be an authorized representative of the applying local government or Treaty First Nation.

### SECTION 2: PROJECT INFORMATION

**1. NAME OF PROJECT.**

Building Group Lodging Capacity

**2. EMERGENCY PLAN.** Please describe the extent to which the proposed project will support recommendations or requirements identified in the local Emergency Plan.

To be compliant with the Emergency Program Act the Regional Emergency Plan requires the provision of Emergency Social Services throughout the region. Commercial lodging is scarce within the region so even for level 2 events such as apartment fires, group lodging is required.

The 2017 wildfires demonstrated the need for communities to be prepared for a large influx of evacuees either from our own or neighbouring communities. Numerous facilities throughout the region have been pre-designated as Reception Centre and/or Group Lodging sites. Supplies are currently limited to housing ~ 200 evacuees at any given time. This capacity needs to be increased exponentially to accommodate the mass care evacuee needs created by a major wildfire or earthquake.

Plans have been developed to increase Group Lodging capacity to a minimum of 1,000 evacuees.

- 3. TRANSFERABILITY.** Please describe the extent to which the proposed project may offer transferable resources and supplies (i.e. ESS volunteers, training resources, cots, blankets, etc.) to other local governments and/or Treaty First Nations.

The purchase of additional Group Lodging supplies (tents, cots, air mattresses, blankets, sheets, etc.) will allow us to be able to assist other communities within and beyond the region. Assistance may come in the form of being a host community or in sharing resources to other communities to augment their requirements.

- 4. PARTNERSHIPS.** Please identify any other authorities you will collaborate with on the proposed project and outline how you intend to work together.

The CVRD Emergency Program is a regional program that works cohesively and collaboratively with the following authorities: City of Duncan, District of North Cowichan, Town of Ladysmith, Town of Lake Cowichan, Cowichan Tribes, Ditidaht (Nitinah) First Nation, Halalt First Nation, Malahat Nation, Lake Cowichan First Nation, Lyackson First Nation, Penelakut First Nation, and Stz'uminus First Nation. As the CVRD has an Emergency Program Bylaw and various agreements and Band Council Resolutions to support a regional emergency program, these local authorities are part of the regional Emergency Management Committee and work collaboratively to build regional and local community capacity through joint training and resource acquisition.

In addition, CVRD is a member of the Mid Island Emergency Coordinators & Managers that meet bi-monthly and collaborate and assist each other in preparedness, response & recovery efforts. This group encompasses the local authorities from CVRD to Mt. Waddington Regional District and over to the Sunshine Coast Regional District and Powell River Regional District.

How will a collaborative approach leverage efficiencies and be a cost effective approach to ESS.

Coastal Exercise Response demonstrated the vast need for increased capacity for ESS on Vancouver Island. As each local government works to increase their capacity, this increases the overall capacity of Vancouver Island to prepare, respond and recover from major events such as wildfires and earthquakes. Given that the major urban centres will require most of the provincial assistance available due to the large population bases, rural areas on Vancouver Island and the Sunshine Coast need to become as self-sufficient as possible.

- 5. PROPOSED ACTIVITIES.** What specific activities will be undertaken as part of the proposed project. Please refer to Section 4 of the Program & Application Guide.

The specific activities to be undertaken as part of the proposed project include:

- identification of suitable suppliers for resources (tents, cots, air mattresses, blankets, sheets, etc. )
- purchase of identified resources
- updating of inventory records
- storage of identified resources
- training and exercise of ESS personnel in setting up and taking down the new Group Lodging resources

- 6. CAPACITY BUILDING.** Describe how the proposed project will increase capacity to deliver emergency social services in your community.

Current capacity in the region for deliver of Emergency Social Services consists of ~ 200 trained ESS personnel, 20 designated Reception Centres and/or Group Lodging facilities and one small container with a large tent and supplies for one mobile Reception Centre. At this time, Group Lodging depends on access to these facilities (which may not be available following a major earthquake). Cots, air mattresses, blankets, etc. are limited to ~200 at this time. Increasing this capacity to a minimum of 1,000 with family tents, 800 cots/air mattresses, blankets and sheets will increase our capacity 5-fold.

**7. EVALUATION.** How will the project be evaluated?

All resources will be purchased and stored in strategic locations. Our inventory records will be updated to ensure we know where all the resources are. Having a fully stocked Group Lodging container will allow us to move that resource wherever it is needed and be set up. Annual exercises will be conducted to ensure all ESS personnel know where the resources are held and how to set them up. In 2019 these resources will be used in a full-scale earthquake exercise that will see one of our local communities set up and use the mobile Group Lodging and Reception Centre systems. Exercises will be evaluated in terms of ease to set up, effectiveness in adverse weather conditions and to promote emergency preparedness throughout the region. Exercise Reports can be provided as part of the final report to demonstrate lessons learned and capacity building.

**SECTION 3: REQUIRED APPLICATION MATERIALS**

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- Detailed budget for the proposed project. Include a breakdown of desired equipment to be purchased, training and recruitment activities, and other considerations or comments. The budget must also clearly identify the Community Emergency Preparedness Fund funding request, applicant contribution, and/or other grant funding.

**SECTION 4: SIGNATURE (To be signed by Local Government or First Nation Applicant)**

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our local authority's jurisdiction (or appropriate approvals are in place).

Name:	Title:
Signature:	Date:

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8



**COWICHAN VALLEY REGIONAL DISTRICT**

**Bylaw No. 4146**

**A Bylaw to Authorize the Borrowing of Funds to Assist with Costs Associated With Upgrades to the Arbutus Ridge Sewer System Service**

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**WHEREAS** the Board established a *Sewer System Service* under the provisions of CVRD Bylaw No. 3288, cited as "CVRD Bylaw No. 3288 – Arbutus Ridge Sewer System Service Establishment Bylaw, 2009";

**AND WHEREAS** the Board wishes to borrow money to assist with the costs associated with upgrades to the wastewater treatment plant and disposal fields;

**AND WHEREAS** the estimated total cost for upgrades to Arbutus Ridge Sewer System incidental thereto, is Two Million Four Hundred Seventy-Five Thousand Dollars (\$2,475,000);

**AND WHEREAS** the sum to be borrowed is not to exceed Two Million Four Hundred Seventy-Five Thousand Dollars (\$2,475,000), which is the amount of debt to be created by this bylaw;

**AND WHEREAS** the authority to borrow under this bylaw expires five years from the date on which it is adopted;

**AND WHEREAS** the Board of the Cowichan Valley Regional District has obtained the approval of the service area electors and the Inspector of Municipalities in accordance with the *Local Government Act* and *Community Charter*;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This bylaw may be cited for all purposes as "**CVRD Bylaw No. 4146 – Arbutus Ridge Sewer System Service Loan Authorization (\$2,475,000) Bylaw, 2017**".

2. **LOAN AUTHORIZATION**

The Cowichan Valley Regional District is hereby empowered and authorized to upgrade the Arbutus Ridge Sewer System wastewater treatment plant and disposal fields in general accordance with the plans on file in the Regional District office, and to do all things necessary in connection therewith and, without limiting the generality of the foregoing, to borrow upon the credit of the Regional District a sum not exceeding Two Million, Four Hundred Seventy-Five Thousand Dollars (\$2,475,000).

.../2

3. TERM OF DEBENTURES

The maximum term for which debentures may be issued to secure the debt created by this bylaw is 25 years.

4. SERVICE TO WHICH THE LOAN AUTHORIZATION RELATES

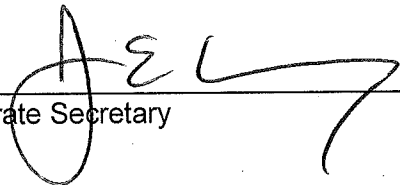
This bylaw relates to the *Arbutus Ridge Sewer System Service Area* established pursuant to Bylaw No. 3288, cited as "CVRD Bylaw No. 3288 – Arbutus Ridge Sewer System Service Establishment Bylaw, 2009".

READ A FIRST TIME this 13<sup>th</sup> day of September, 2017.

READ A SECOND TIME this 13<sup>th</sup> day of September, 2017.

READ A THIRD TIME this 13<sup>th</sup> day of September, 2017.

I hereby certify this to be a true and correct copy of Bylaw No. 4146 as given Third Reading on the 13<sup>th</sup> day of SEPTEMBER, 2017.

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

SEPTEMBER 19, 2017  
\_\_\_\_\_  
Date

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 1<sup>st</sup> day of November, 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Chairperson

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



# Statutory Approval

Under the provisions of section 403

of the Local Government Act and

of section 179 of the Community Charter

I hereby approve Bylaw No. 4146

of the Cowichan Valley Regional District,

a copy of which is attached hereto.

Dated this 01 day

of November, 2017

Deputy Inspector of Municipalities





**COWICHAN VALLEY REGIONAL DISTRICT**

**BYLAW No. 4157**

**A Bylaw to Amend Wilmot Road Street Lighting Service  
Establishment Bylaw No. 2791**

**WHEREAS** the Board of the Cowichan Valley Regional District established the *Wilmot Road Street Lighting Service Area* under the provisions of Bylaw No. 2791, cited as "CVRD Bylaw No. 2791 – Wilmot Road Street Lighting Service Establishment Bylaw, 2006";

**AND WHEREAS** the Regional District wishes to amend Bylaw No. 2791 by increasing the maximum annual requisition limit from \$4,000 to \$4,990;

**AND WHEREAS** the Director for Electoral Area D – Cowichan Bay has consented, in writing, to the adoption of this bylaw;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This bylaw may be cited as "**CVRD Bylaw No. 4157 – Wilmot Road Street Lighting Service Amendment Bylaw, 2017**".

2. **AMENDMENT**

That CVRD Bylaw No. 2791 be amended by deleting the following: "Four Thousand (\$4,000.) Dollars", as it appears under Section 6 – Maximum Requisition; and replacing it with the following: "Four Thousand Nine Hundred and Ninety (\$4,990) Dollars".

READ A FIRST TIME this      25<sup>th</sup>      day of      October      ,      2017.

READ A SECOND TIME this      25<sup>th</sup>      day of      October      ,      2017.

READ A THIRD TIME this      25<sup>th</sup>      day of      October      ,      2017.

ADOPTED this      \_\_\_\_\_      day of      \_\_\_\_\_      ,      2017.

\_\_\_\_\_  
Chairperson

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





## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. 4165

#### A Bylaw to Amend Solid Waste Management Charges and Regulations Bylaw No. 2108

**WHEREAS** the Board of Directors of the Cowichan Valley Regional District established a scale of charges for its solid waste disposal facilities under the provisions of Bylaw No. 2108, cited as "CVRD Bylaw No. 2108 – Solid Waste Management Charges and Regulations Bylaw, 2000";

**AND WHEREAS** the Board of Directors wishes to amend Section 2 – *Definitions* and *Schedule B* of Bylaw No. 2108 to remove drywall as a material accepted for disposal or recycling;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

#### 1. CITATION

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 4165 – Solid Waste Management Charges and Regulations Amendment Bylaw, 2017**".

#### 2. AMENDMENT

- i. That the following changes be made to Section 2 – *Definitions*:
  - a) To the list of "**Controlled Waste**", remove "**Gypsum board or drywall**";
  - b) To the list of "**Prohibited Waste**", add "**Drywall**" and place it alphabetically; and,
  - c) To the list of "**Recyclable Material**", remove "**Drywall**".
  
- ii. That the following changes be made to Schedule B – *Charges for Solid Waste, Controlled Waste and Recyclable Materials*:
  - a) Remove "**Drywall**" from the list.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_ , 2017.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_ , 2017.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_ , 2017.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ , 2017.

\_\_\_\_\_  
Chairperson

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