

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 12, 2011 at 6:00 pm.

**PRESENT:** Chair G. Giles,  
Directors K. Cossey, M. Dorey, L. Duncan,  
B. Harrison, D. Haywood, R. Hutchins,  
L. Iannidinardo, P. Kent, K. Kuhn, M. Marcotte,  
T. McGonigle, I. Morrison, G. Seymour and T. Walker

**ALSO PRESENT:** Warren Jones, Administrator  
Joe Barry, Corporate Secretary  
Ron Austen, General Manager,  
Parks, Recreation and Culture  
Kate Miller, Manager, Regional Environmental Policy  
Jacob Ellis, Manager, Corporate Planning

**GUEST:** Chief Lydia Hwitsum

Chair Giles welcomed Chief Lydia Hwitsum to the meeting and invited Chief Hwitsum, Directors Kent and Walker to sign an Integrated Flood Management Memorandum of Understanding for the Lower Cowichan and Koksilah Rivers.

After the signing of the Memorandum of Understanding, Chief Hwitsum and Directors Kent and Walker commented on the historic significance of working together to implement integrated flood management on the Lower Cowichan and Koksilah Rivers.

## **APPROVAL OF AGENDA**

**11-001**

**It was moved and seconded that the agenda be amended with the:**

**Deletion of Agenda Item CR3 – Kerry Park Recreation Commission Report and Recommendation of Meeting of January 6, 2011**

**and the addition of New Business items:**

**NB1 Appointment to the Electoral Area C – Cobble Hill Advisory Planning Commission**

**NB2 Appointments to the Electoral Area F – Cowichan Lake South/ Skutz Falls Advisory Planning Commission**

**NB3 Appointment to the Agricultural Advisory Committee and**

**NB4 Appointments to the Cowichan Lake Recreation Commission,**

**and that the agenda, as amended, be approved.**

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**11-002**                    **It was moved and seconded that the minutes of the December 8, 2010 Board meeting be adopted.**

**MOTION CARRIED**

**DELEGATIONS**

**D1**                            Judy Brayden, Cowichan Valley Arts Council  
Re: Description of CVAC's Strategic Direction for 2011 – 2016 and to Seek a Financial Contribution for the Council's 2011 Fiscal Year.

Judy Brayden provided an overview of the Cowichan Valley Arts Council and its activities, and asked the Board to consider their request for a grant in aid of \$27,000 to be included in the 2011 CVRD budget.

**11-003**                    **It was moved and seconded that consideration of the Cowichan Valley Arts Council request for a Regional Grant-in-Aid for \$27,000 be referred to Budget deliberations.**

**MOTION CARRIED**

**D2**                            William Dumont, FARMS South Cowichan  
Re: Proposed South Cowichan Waste and Recycling Station on Cameron Taggart Road.

William Dumont advised that his presentation would take more than the allotted 10 minutes.

**11-004**                    **It was moved and seconded that the Board approve extending the length of the FARMS delegation time limit from 10 minutes to 20 minutes.**

**MOTION CARRIED**

The presentation on behalf of the Friends Against Rubbish Management Site (FARMS) requested the CVRD reconsider its decision to develop the property on Cameron Taggart Road (Area B – Shawnigan Lake) as an EcoDepot and detailed FARMS objections to the process and the proposed use of the site.

**REPORT OF CHAIRPERSON**

**RC1**                            The Chair provided an overview of the 2011 CVRD Standing Committee appointments.

The **2011 CVRD Standing Committee** appointments are listed for information:

**2011 STANDING COMMITTEES****REGIONAL SERVICES COMMITTEE:**

|                                  |                          |
|----------------------------------|--------------------------|
| Director P. Kent, Chair          | Director L. Iannidinardo |
| Director R. Hutchins, Vice Chair | Director K. Kuhn         |
| Director K. Cossey               | Director M. Marcotte     |
| Director M. Dorey                | Director T. McGonigle    |
| Director L. Duncan               | Director I. Morrison     |
| Director G. Giles                | Director G. Seymour      |
| Director B. Harrison             | Director T. Walker       |
| Director D. Haywood              |                          |

**ELECTORAL AREA SERVICES COMMITTEE:**

|                                  |                      |
|----------------------------------|----------------------|
| Director L. Iannidinardo, Chair  | Director G. Giles    |
| Director B. Harrison, Vice Chair | Director K. Kuhn     |
| Director K. Cossey               | Director M. Marcotte |
| Director M. Dorey                | Director I. Morrison |
| Director L. Duncan               |                      |

**ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE:**

|                              |                          |
|------------------------------|--------------------------|
| Director K. Cossey, Chair    | Director D. Haywood      |
| Director K. Kuhn, Vice Chair | Director L. Iannidinardo |
| Director M. Dorey            | Director P. Kent         |
| Director L. Duncan           | Director M. Marcotte     |
| Director G. Giles            | Director I. Morrison     |
| Director B. Harrison         |                          |

**PARKS COMMITTEE:**

|                                  |                          |
|----------------------------------|--------------------------|
| Director M. Dorey, Chair         | Director B. Harrison     |
| Director I. Morrison, Vice Chair | Director D. Haywood      |
| Director K. Cossey               | Director L. Iannidinardo |
| Director L. Duncan               | Director P. Kent         |
| Director G. Giles                | Director K. Kuhn         |

**TRANSIT COMMITTEE:**

|                                  |                          |
|----------------------------------|--------------------------|
| Director G. Seymour, Chair       | Director D. Haywood      |
| Director I. Morrison, Vice Chair | Director L. Iannidinardo |
| Director K. Cossey               | Director P. Kent         |
| Director L. Duncan               | Director K. Kuhn         |
| Director G. Giles                | Director T. McGonigle    |
| Director B. Harrison             |                          |

**HEALTH ADVISORY COMMITTEE:**

|                                  |                          |
|----------------------------------|--------------------------|
| Director G. Seymour, Chair       | Director R. Hutchins     |
| Director M. Marcotte, Vice Chair | Director L. Iannidinardo |
| Director M. Dorey                | Director P. Kent         |
| Director G. Giles                |                          |



**11-006** It was moved and seconded that the following appointments to the Environment Commission be approved:

**Appointed for a Term to Expire November 30, 2011:**

Director R. Hutchins  
Director P. Kent  
Director T. Walker

**MOTION CARRIED**

**RC1b** **2011 NON-CVRD COMMITTEES/AUTHORITIES APPOINTMENTS**

**11-007** It was moved and seconded that the following appointments to the Cowichan Communities Health Network Planning Group be approved:

**Appointed for a Term to Expire November 30, 2011:**

Director R. Hutchins  
Director P. Kent  
Director L. Iannidinardo  
Director G. Giles  
Director G. Seymour

**MOTION CARRIED**

**11-008** It was moved and seconded that the following appointment to the Island Corridor Foundation (ICF) to replace W.J. (Jack) Peake be approved:

**Appointed for a Term to Expire November 30, 2011:**

Director K. Kuhn

**MOTION CARRIED**

**RC2** **DRAFT 2011 CVRD COMMITTEE CALENDAR**

**11-009** It was moved and seconded that the 2011 CVRD Committee Calendar be approved.

**MOTION CARRIED**

**11-010** It was moved and seconded that the August 10, 2011 Board meeting be rescheduled to August 3, 2011.

Opposed: Director Seymour

**MOTION CARRIED**

**CORRESPONDENCE**

**C1** Correspondence from the Union of British Columbia Municipalities (UBCM) announcement re: Provide-wide Community to Community Forum to be held Tuesday, March 1, 2011 was provided for information.

**C2** Director Dorey  
Re: Chemainus Secondary Grant-In-Aid Request

11-011                    **It was moved and seconded that a grant-in-aid (Area G) be given to Chemainus Secondary in the amount of \$500. for a Saltair Community Bursary.**

**MOTION CARRIED**

C3                        Director Cossey  
Re: Cowichan Station Area Association Grant-In-Aid Request

11-012                    **It was moved and seconded that a grant-in-aid (Area B) be given to the Cowichan Station Area Association in the amount of \$5,000. to assist with gym roof repairs for the Cowichan Station Hub Project.**

**MOTION CARRIED**

C4                        Director Harrison  
Re: Cowichan Therapeutic Riding Association Grant-In-Aid Request

11-013                    **It was moved and seconded that a grant-in-aid (Area A) be given to the Cowichan Therapeutic Riding Association in the amount of \$1,500. to assist with expenses to feed and care for the therapeutic horses.**

**MOTION CARRIED**

C5                        Director Cossey  
Re: Cowichan Therapeutic Riding Association Grant-In-Aid Request

11-014                    **It was moved and seconded that a grant-in-aid (Area B) be given to the Cowichan Therapeutic Riding Association in the amount of \$1,000. to assist with expenses to feed and care for the therapeutic horses.**

**MOTION CARRIED**

C6                        Director Giles  
Re: Cowichan Therapeutic Riding Association Grant-In-Aid Request

11-015                    **It was moved and seconded that a grant-in-aid (Area C) be given to the Cowichan Therapeutic Riding Association in the amount of \$500. to assist with expenses to feed and care for the therapeutic horses.**

**MOTION CARRIED**

C7                        Director Iannidinardo  
Re: Cowichan Therapeutic Riding Association Grant-In-Aid Request

11-016                    **It was moved and seconded that a grant-in-aid (Area D) be given to the Cowichan Therapeutic Riding Association in the amount of \$500. to assist with expenses to feed and care for the therapeutic horses.**

**MOTION CARRIED**

- C8 Director Giles  
Re: The Cowichan Spirit of Women Grant-In-Aid Request
- 11-017 **It was moved and seconded that a grant-in-aid (Area C) be given to The Cowichan Spirit of Women in the amount of \$250. to assist with the operation of the Womens Resource Centre.**
- MOTION CARRIED**
- C9 Director Cossey  
Re: Cowichan Family Caregivers Support Society Grant-In-Aid Request
- 11-018 **It was moved and seconded that a grant-in-aid (Area B) be given to the Cowichan Family Caregivers Support Society in the amount of \$2,000. to aid with the delivery of a caregivers support program.**
- MOTION CARRIED**
- C10 Director Cossey  
Re: Cowichan Food Connection Society Grant-In-Aid Request
- 11-019 **It was moved and seconded that a grant-in-aid (Area B) be given to the Cowichan Food Connection Society in the amount of \$500. to help support the "Bread Van".**
- MOTION CARRIED**
- C11 Director Giles  
Re: Frances Kelsey School Grant-In-Aid Request
- 11-020 **It was moved and seconded that a grant-in-aid (Area C) be given to Frances Kelsey School in the amount of \$1,500. to provide three Area C awards.**
- MOTION CARRIED**
- C12 Director Giles  
Re: Cowichan Secondary School Grant-In-Aid Request
- 11-021 **It was moved and seconded that a grant-in-aid (Area C) be given to Cowichan Secondary School in the amount of \$1,000. for one Area C Bursary.**
- MOTION CARRIED**
- C13 Director Giles  
Re: Cowichan Family Caregivers Society Grant-In-Aid Request
- 11-022 **It was moved and seconded that a grant-in-aid (Area C) be given to the Cowichan Family Caregivers Society in the amount of \$500. to assist in caregiving efforts.**
- MOTION CARRIED**

Director Iannidinardo requested the Board allow the consideration of three additional grant-in-aid requests which was granted.

- C14 Director Iannidinardo  
Re: Cowichan Secondary School Grant-In-Aid Request
- 11-023 **It was moved and seconded that a grant-in-aid (Area D) be given to Cowichan Secondary School in the amount of \$1,000. for two Area D Bursaries.**
- MOTION CARRIED**
- C15 Director Iannidinardo  
Re: Frances Kelsey School Grant-In-Aid Request
- 11-024 **It was moved and seconded that a grant-in-aid (Area D) be given to Frances Kelsey School in the amount of \$1,000. for two Area D Bursaries.**
- MOTION CARRIED**
- C16 Director Iannidinardo  
Re: Cowichan Family Caregiver Support Society Grant-In-Aid Request
- 11-025 **It was moved and seconded that a grant-in-aid (Area D) be given to the Cowichan Family Caregiver Support Society in the amount of \$500. to aid with the delivery of a caregivers support program.**
- MOTION CARRIED**

#### COMMITTEE REPORTS

- CR1 The report and recommendation of the Engineering & Environmental Services Committee meeting of November 24, 2010 listing one item, were considered.
- 11-026 **It was moved and seconded that, as requested by the Town of Lake Cowichan, a *critical location* streetlight be installed at the corner of South Shore Road and the entrance road to the Lakeview Campground and Cowichan Lake Education Centre in Electoral Area F – Cowichan Lake South/Skutz Falls, and further that all capital costs are to be borne by the Town of Lake Cowichan.**
- MOTION CARRIED**
- CR2 The report and recommendations of the Cowichan Lake Recreation Commission meeting of December 16, 2010 listing two items were considered.
- 11-027 **It was moved and seconded:**
- 1. That the Board authorize staff to proceed with the application process for Canadian Heritage Celebrate Canada Funding and Canada's New Multi-Cultural Grants and Contribution Program, and further that the Chair and Corporate Secretary be authorized to sign the applications and enter into the agreements on behalf of the CVRD.**

2. That the Board approve the renewal of the Joint Facilities Use Agreement between Cowichan Valley School District No. 79 and the CVRD with the agreement to expire December 31, 2015, and further that the Chair and Corporate Secretary be authorized to sign the agreement on behalf of the CVRD.

**MOTION CARRIED**

**CR3** Deleted upon Adoption of Agenda as amended.

#### **STAFF REPORTS**

**SR1** The Staff Report from the Manager, Finance Division dated December 17, 2010 re: Interim Borrowing for the Regional District was considered.

**11-028** **It was moved and seconded that the Finance Division be authorized to proceed with Interim Borrowing through the Municipal Finance Authority in an amount not to exceed \$11,000,000. for operational purposes only and that CVRD Bylaw No. 3456 Cowichan Valley Regional District 2011 Revenue Anticipation Borrowing Bylaw be considered for three readings and adoption.**

**MOTION CARRIED**

**SR2** The Staff Report from the Manager, Parks and Trails Division dated December 20, 2010 re: Extension of Infrastructure Stimulus Funding for Historic Kinsol Trestle Project was considered.

**11-029** **It was moved and seconded that:**

**WHEREAS the federal and provincial governments will make a one-time extension of the deadline for funding projects under the Building Canada Fund – Communities Top-Up from March 31, 2011 to October 31, 2011;**

**AND WHEREAS all funding from the Government of Canada and the Province will cease after October 31, 2011;**

**AND WHEREAS the Cowichan Valley Regional District has asked the provincial government for an extension to October 31, 2011 for the Kinsol Trestle Rehabilitation Project (Project #25959);**

**THEREFORE be it resolved that the Cowichan Valley Regional District attests that it will continue to contribute its share of the required funding for the aforementioned project;**

**AND BE IT FURTHER RESOLVED that actual claims for all eligible costs incurred by March 31, 2011, for the aforementioned project must be and will be submitted no later than April 15, 2011 to the Province;**

**AND BE IT FURTHER RESOLVED that the Cowichan Valley Regional District will ensure the project will be completed.**

**MOTION CARRIED**

**SR3** The Staff Report from the Manager, Corporate Planning dated January 5, 2011 re: Usage Study of Recreation Facilities was considered.

**11-030** **It was moved and seconded that staff be directed to engage the services of an independent consultant to conduct a usage study of the nine (9) regionally significant recreation facilities in the Cowichan Region consisting of:**

- 1. Cowichan Aquatic Centre**
- 2. Cowichan Lake Sports Arena**
- 3. Cowichan Sportsplex**
- 4. Cowichan Theatre**
- 5. Frank Jameson Community Centre**
- 6. Fuller Lake Arena**
- 7. Island Savings Centre**
- 8. Kerry Park Recreation Centre**
- 9. Shawnigan Lake Community Centre.**

Opposed Director Marcotte

**MOTION CARRIED**

**SR4** The Staff Report from the General Manager, Corporate Services Department dated December 22, 2010 re: Mill Bay Ferry was considered.

**11-031** **It was moved and seconded:**

- 1. That the Board send a letter of support for the Mill Bay/ Brentwood Ferry to the Premier of BC, the Minister of Transportation and Infrastructure, and to the BC Ferries CEO expressing the significance of this route to the community and the importance of its continuation.**
- 2. That a letter be sent to the BC Ferries requesting the establishment of an advisory committee comprising of members from Mill Bay and Brentwood Bay communities.**

**MOTION CARRIED**

**SR5** The Staff Report from the Manager, Regional Environmental Policy Division dated January 6, 2011 re: Climate Action Revenue Incentive Program (CARIP) was considered.

**11-032** **It was moved and seconded that the Board receive the attached information in fulfillment of the BC Climate Action Charter public reporting process for the 2010 period and further, that the revenue generated by the participation in the incentive program (CARIP) be set aside to assist in the development of a refined corporate CVRD GHG action plan in 2011.**

**MOTION CARRIED**

**BYLAWS**

**B1  
11-033** It was moved and seconded that “CVRD Bylaw No. 3446 – Saltair Community Parks Service Amendment Bylaw, 2010”, be adopted.

**MOTION CARRIED**

**B2  
11-034** It was moved and seconded that “CVRD Bylaw No. 3447 – South Cowichan Community Parks Service Amendment Bylaw, 2010”, be adopted.

**MOTION CARRIED**

**7:48 pm** Directors Dorey and Walker left the Board Room at 7:48 pm.

**B3  
11-035** It was moved and seconded that “CVRD Bylaw No. 3456 – Cowichan Valley Regional District Revenue Anticipation Borrowing Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B3  
11-036** It was moved and seconded that “CVRD Bylaw No. 3456 – Cowichan Valley Regional District Revenue Anticipation Borrowing Bylaw, 2011”, adoption.

**MOTION CARRIED**

**B4  
11-037** It was moved and seconded that “CVRD Bylaw No. 3457 – Douglas Hill Water System Service Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**RESOLUTIONS**

**RES1  
11-038** It was moved and seconded that the following appointments to the Electoral Area H – North Oyster/Diamond Advisory Planning Commission be approved:

**Term to Expire November 30, 2011:**

- Ben Cuthbert**
- Mike Fall**
- Chris Gerrand**
- John Hawthorn**
- Allison Heikes**
- Jody Shupe**
- Jan Tukham**
- Gordon Wyndlow**

**MOTION CARRIED**

**7:52 pm** Director Dorey returned to the Board Room at 7:52 pm.

**RES2  
11-039**

It was moved and seconded that the following appointments to the Electoral Area C – Cobble Hill Advisory Planning Commission be approved:

**Appointed for a Term to Expire November 30, 2011:**

Jens Liebgott  
Jerry Tomljenovic  
Rosemary Allen  
Robin Brett  
Brenda Krug  
Dave Lloyd  
Dave Thomson  
Rod de Paiva  
David Hart  
Joanne Bond

**MOTION CARRIED**

**RES3  
11-040**

It was moved and seconded that the following appointments to the Electoral Area E – Cowichan Station/Sahtlam/Glenora Advisory Planning Commission be approved:

**Appointed for a Term Expire November 30, 2011:**

David Coulson  
Dan Ferguson  
Colleen MacGregor  
Ben Marrs  
Frank McCorkell  
David Tattam  
Keith Williams

**MOTION CARRIED**

**RES4  
11-041**

It was moved and seconded that the following appointments to the Electoral Area C – Cobble Hill Parks and Recreation Commission be approved:

**Appointed for a Term to Expire December 31, 2011:**

Ruth Koehn  
John Krug  
Bill Turner  
Lynn Wilson

**Elected for a Term to Expire December 31, 2011:**

Alan Seal  
Ian Sparshu

**MOTION CARRIED**

RES5  
11-042                   It was moved and seconded that the following appointments to the  
Shawnigan Lake Community Centre Commission be approved:

Elected for a Term to Expire March 31, 2011:

Sharleen Impett  
Marion Davies  
Fransje Carr  
Barb Shultz  
Kim Rowe  
Sarah Mallerby

MOTION CARRIED

7:54 pm                   Director Walker returned to the Board Room at 7:54 pm.

**NEW BUSINESS**

NB1  
11-043                   It was moved and seconded that the following appointment to the  
Electoral Area C – Cobble Hill Advisory Planning Commission be  
approved:

Appointed for a Term to Expire November 30, 2011:

Don Herriott

MOTION CARRIED

NB2  
11-044                   It was moved and seconded that the following appointments to the  
Electoral Area F – Cowichan Lake South/Skutz Falls Advisory  
Planning Commission be approved:

Appointed for a Term to Expire November 30, 2011:

Joe Allan  
Phil Archbold  
Shirley Burden  
Peter Devana  
Sharon Devana  
David Lowther  
Mary Lowther  
Joan McKenzie  
Brian Peters

MOTION CARRIED

NB3  
11-045                   *(Amended from original recommendation):*

It was moved and seconded that the following appointments to the  
Agricultural Advisory Committee be approved:

Term to Expire November 30, 2011:

Rob Kline, Regional Agrologist  
Rodger Hunter

MOTION CARRIED

**NB4  
11-046**

**It was moved and seconded that the following appointments to the Cowichan Lake Recreation Commission be approved:**

**Appointed for a Term to Expire November 30, 2011:**

**Dean Adams  
Laurie Johnson  
Sheila McFarlane  
Bill Peters  
Dave Darling  
Rocky Wise**

**MOTION CARRIED**

**QUESTION PERIOD**

It was brought to the attention of the Board that there was no reference in the December 8, 2010 minutes to the EcoDepot presentation that occurred at the December 8 meeting.

The Corporate Secretary checked his notes from the December 8 meeting and confirmed that Item SR5 was mistakenly omitted from the December 8 minutes. The minutes will be corrected to include the SR5 item.

**ADJOURNMENT**

**11-047  
8:23 pm**

**It was moved and seconded that the Regular Board meeting be adjourned.**

**MOTION CARRIED**

The meeting adjourned at 8:23 pm

Certified Correct:

\_\_\_\_\_  
Chairperson

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

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