

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, July 26, 2017 at 1:30 PM.

PRESENT Chair J. Lefebure
Director S. Acton
Director B. Day
Director K. Davis
Director L. Iannidinardo
Director S. Jackson
Director K. Kuhn
Director M. Marcotte
Director K. Marsh
Director I. Morrison
Director A. Nicholson
Director A. Stone
Director T. Walker
Alternate Director S. Jonas
Alternate Director C. Morris

ALSO PRESENT B. Carruthers, Chief Administrative Officer
J. Barry, Corporate Secretary
R. Blackwell, General Manager, Land Use Services
R. Blackmore, Manager, Inspection & Enforcement
C. Lockrey, Manager, Strategic Services
S. Carlow, Legislative Assistant

ABSENT Director M. Clement
Director M. Dorey

APPROVAL OF AGENDA

17-314 It was moved and seconded that the agenda be amended with the addition of three Closed Session New Business items:

CSNB1 Resolution Report from Director Nicholson Re: Electoral Area E – Cowichan Station/Sahtlam/Glenora Advisory Planning Commission;

CSNB2 Verbal Report from the Chief Administrative Officer Re: Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* {Sub (1)(j)};

CSNB3 Verbal Report from the Chief Administrative Officer Re: Information that is prohibited, or information that if it were

presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* {Sub (1)(j)}; and

that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Board Meeting of July 12, 2017

17-315 It was moved and seconded that the minutes of the Regular Board Meeting of July 12, 2017 be adopted.

MOTION CARRIED

REPORT OF THE CHAIRPERSON

RC1 The Chair provided an update on the ongoing consultations with First Nations regarding relationship building, a project led by Michelle Staples. In preparation for the dedicated week long relationship building in June 2018 entitled "One Heart One Mind", many ideas have come forward but he advised that no definitive plans are in place at this time. A report and proposed budget will be forthcoming from Ms. Staples to the Board at a future date.

COMMITTEE/COMMISSION REPORTS

CR1 Report and Recommendations of the Electoral Area Services Committee meeting of July 19, 2017

17-316 It was moved and seconded:

1. That a Grant-in-Aid, Electoral Area B - Shawnigan Lake, in the amount of \$1,500 be provided to Shawnigan Residents Association to support printing and distribution of the lake map, and a volunteer appreciation lunch.
2. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$600 be provided to the Glenora Community Association to support Waldon Park maintenance.
3. That a Grant-in-Aid Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$500 be provided to Vancouver Island Windsport Society to support and sponsor the 2017 Windfest Event at Nitinat Lake.
4. That a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to Youbou Community Association to support new signage and flower bed maintenance.

MOTION CARRIED

17-317

It was moved and seconded:

- 5. That Development Permit Application No. 10-D-15DP (1725 Cowichan Bay Road) be denied, based on inconsistency with Marine Village Development Permit Area Guideline No. 59.**

Opposed: Directors Morrison and Nicholson

MOTION CARRIED

17-318

It was moved and seconded:

- 6. 1. That Development Permit Application No. 04-C-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.**

MOTION CARRIED

CR2

Report and Recommendations of the Regional Services Committee meeting of July 26, 2017

17-319

It was moved and seconded:

- 1. That the proposed donation of materials and labour to construct a pathway/trail, as set out in the July 18, 2017, staff report from the Parks & Trails Division, be accepted.**
- 2. That:**
 - 1. The Cowichan Valley Regional District (CVRD) collaborate with the South Cowichan Community Policing (SCCP) to implement a Safe Roads project; and**
 - 2. Staff prepare a memorandum of understanding (MOU) between SCCP and the CVRD.**
- 3. That a workshop be organized in partnership with the Cowichan Housing Association to explore options for addressing the need for affordable housing.**

MOTION CARRIED

STAFF REPORTS

SR1

Staff Report from the Manager, Inspection and Enforcement Division
Re: Seasonal Cabins Policy

It was moved and seconded:

- 1. That the Seasonal Cabins Policy attached to the Inspection & Enforcement Division's July 18, 2017 staff report be approved; and**
- 2. That the July 8, 2009 Seasonal Cabins Policy be rescinded.**

17-320 It was moved and seconded that Item SR1, Staff Report from the Manager, Inspection and Enforcement, Seasonal Cabins Policy, be referred back to staff for consideration of an amendment.
MOTION CARRIED

BYLAWS

B1
17-321 It was moved and seconded that "CVRD Bylaw No. 4133 - Woodley Range Water Upgrade Temporary Borrowing Bylaw, 2017", be granted 1st, 2nd and 3rd reading.
MOTION CARRIED

B1
17-322 It was moved and seconded that "CVRD Bylaw No. 4133 - Woodley Range Water Upgrade Temporary Borrowing Bylaw, 2017", be adopted.
MOTION CARRIED

B2
17-323 It was moved and seconded that "CVRD Bylaw No. 4134 - Honeymoon Well No. 2 Temporary Borrowing Bylaw, 2017", be granted 1st, 2nd and 3rd reading.
MOTION CARRIED

B2
17-324 It was moved and seconded that "CVRD Bylaw No. 4134 - Honeymoon Well No. 2 Temporary Borrowing Bylaw, 2017", be adopted.
MOTION CARRIED

B3
17-325 It was moved and seconded that "CVRD Bylaw No. 4135 - Meade Creek Recycling Centre Temporary Borrowing Bylaw, 2017", be granted 1st, 2nd and 3rd reading.
MOTION CARRIED

B3
17-326 It was moved and seconded that "CVRD Bylaw No. 4135 - Meade Creek Recycling Centre Temporary Borrowing Bylaw, 2017", be adopted.
MOTION CARRIED

B4
17-327 It was moved and seconded that "CVRD Bylaw No. 4139 - Ticket Information Authorization Amendment (Building Code Amendments) Bylaw, 2017", be granted 1st, 2nd and 3rd reading.
MOTION CARRIED

B4
17-328 It was moved and seconded that "CVRD Bylaw No. 4139 - Ticket Information Authorization Amendment (Building Code Amendments) Bylaw, 2017", be adopted.
MOTION CARRIED

CLOSED SESSION

**17-329
1:48 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 (i)(a) Resolution Report from Director Nicholson Re: Electoral Area E – Cowichan Station/Sahtlam/Glenora Advisory Planning Commission; (1)(g) Report from the Chief Administrative Officer Re: Litigation; (1)(j) Verbal Report from the Chief Administrative Officer Re: Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under Section 21 of the *Freedom of Information and Protection of Privacy Act* (2 Items); and adoption of the Closed Session Regular Board minutes of July 12, 2017.

MOTION CARRIED

RISE FROM CLOSED SESSION

**17-334
2:07 PM** It was moved and seconded that the Board rise with report on Item CSNB1, and return to the Open portion of the meeting.

MOTION CARRIED

CSNB1 Resolution Report from Director Nicholson Re: Electoral Area E – Cowichan Station/Sahtlam/Glenora Advisory Planning Commission

17-332 It was moved and seconded that Ken Smith be appointed to the Electoral Area E – Cowichan Station/Sahtlam/Glenora Advisory Planning Commission for a term expiring November 30, 2017.

MOTION CARRIED

ADJOURNMENT

**17-335
2:07 PM** It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 2:07 PM.

Certified Correct:

Chairperson

Corporate Secretary

Dated: _____