

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, May 10, 2017 at 5:24 PM.

PRESENT Chair J. Lefebure
Director M. Clement <after 5:31 PM>
Director B. Day
Director K. Davis
Director S. Jackson
Director K. Kuhn
Director K. Marsh <until 8:28 PM>
Director I. Morrison
Director A. Nicholson
Director A. Stone
Director T. Walker
Alternate Director A. Bomford
Alternate Director S. Jonas
Alternate Director S. Acton

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

ABSENT Director M. Dorey
Director S. Furstenau
Director L. Iannidinaro
Director M. Marcotte

CLOSED SESSION

17-183 It was moved and seconded that the Closed Session agenda be approved.

MOTION CARRIED

17-184 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)(g) Potential Litigation; (1)(e) Land Acquisition; (1)(c) Employee Relations; (1)(a) Electoral Area E Advisory Planning Commission Appointment ; and the Closed Session Regular Board minutes of April 26, 2017.

5:24 PM

MOTION CARRIED

17-189 **It was moved and seconded that the Board rise with report on Item**
5:49 PM **CSRES1, and return to the Open portion of the meeting.**
MOTION CARRIED

17-188 **It was moved and seconded that Marianna Terauds be appointed to the**
Electoral Area E – Cowichan Station/Sahtlam/Glenora Advisory Planning
Commission for a term expiring on November 30, 2017.
MOTION CARRIED

17-190 **It was moved and seconded that the Board recess until 6:30 PM.**
5:49 PM
MOTION CARRIED

6:34 PM **The meeting resumed at 6:34 p.m.**

APPROVAL OF AGENDA

Director Jackson requested that Mark Lakeman of City Repair be added to the agenda as an additional delegation to provide a presentation on addressing homelessness.

17-191 **It was moved and seconded that Mark Lakeman, Co-Founder City Repair,**
be added as Delegation No. 2 to the agenda.
MOTION CARRIED

17-192 **It was moved and seconded that the agenda be amended with the**
addition of three New Business items:

NB1 Correspondence from Ditidaht First Nation Re: Sponsorship of
Ditidaht First Nation for the Strategic Priorities Fund;

NB2 Verbal Grant-in-Aid Request from Director Clement Re: Arbutus
Ridge Strata Council Canada 150 Celebrations;

NB3 Verbal Report from Director Marsh Re: Everyone Deserves a Home,
Workshop Notification; and

that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1 **Regular Board Meeting of April 26, 2017**

17-193 **It was moved and seconded that the minutes of the Regular Board**
Meeting of April 26, 2017 be adopted.
MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

- BA1** Director Kuhn requested clarification on Item 17-172.5 from the April 26, 2017 Regular Board minutes; *“That a facilitated process to review and determine various roles and responsibilities of water governance in the region be developed”*, as to whether a facilitator will be hired. The Chief Administrative Officer advised that a decision hasn’t been made about hiring a facilitator but funds are available in the budget if required.

DELEGATIONS

- D1** Dr. Paul Hasselback, Chief Medical Health Officer - Central Island, Island Health Re: Regional Overdose Prevention Site

Dr. Paul Hasselback provided a PowerPoint presentation on the overdose crisis in the region, including current use estimates, impacts, responses, and the current process of planning for a Regional Overdose Prevention Site to open in the summer of 2017, for information.

- 17-194** **It was moved and seconded that the matter of support for a regional overdose prevention site be referred to the next Board meeting for discussion.**

MOTION CARRIED

- D2** Mark Lakeman, Co-Founder City Repair Re: Dignity Villages Project

Mark Lakeman of City Repair provided a PowerPoint presentation and overview of the principles of passive house design used in the building of Dignity Villages and their role in addressing homelessness, for information.

REPORT OF THE CHAIRPERSON

- RC1** Chair Lefebure commented on the extremely successful National Aboriginal Hockey Championships that were recently held in the region. Director Day also commented on the well run and organized event, thanking staff and volunteers for their contributions.

- RC2** The Chair commented on the recent truth and reconciliation meetings attended by himself and Michelle Staples of Social Planning Cowichan. He advised the Board of tentative plans regarding an engagement concept with the initial event in June 2017 as a planning exercise for an annual week-long event.

The Board agreed by consensus to an annual event of first nations celebrations between local governments.

INFORMATION

- IN1** The following items of correspondence were received from Liam Edwards, Executive Director, Local Government Infrastructure and Finance, Ministry of Community, Sport and Cultural Development Re: Clean Water Wastewater

Fund, for information.

1. Project #C40190 - Mill Bay Wastewater Integration Project (Area A);
2. Project #C40179 - Shawnigan Lake North Water System Upgrades - Area B;
3. Project #C40124 - Cobble Hill Wastewater Integration and Re-use Upgrade Project; and
4. Project #C40180 - Saltair Water System Upgrades - Area G.

COMMITTEE/COMMISSION REPORTS

CR1 Report and Recommendations of the Electoral Area Services Committee Meeting of May 3, 2017

17-195 It was moved and seconded:

1. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$500 be provided to Cowichan Valley Naturalists' Society, to assist with the community led initiative to control invasive species (Knotweed).
2. That a Grant-in-Aid, Electoral Area E - Cowichan Station/Sahtlam/Glenora, in the amount of \$100 be provided to Frances Kelsey Secondary School Dry Grad 2017 Committee to support its 2017 Dry Grad Celebration.
3. That a Grant-in-Aid, Electoral Area A - Mill Bay/Malahat, in the amount of \$1,000 be provided to Cobble Hill Event Society to assist the Farmer's Market and Live Music events.
4. That the Cowichan Valley Regional District wishes to "opt out" of providing comment to the Liquor Control and Licensing Branch with regard to the application for a Permanent Change to a Liquor Licence for increased liquor service hours by March Meadows Golf Club (liquor licence 177851) located at 10298 South Shore Road, Honeymoon Bay (Area F).
5.
 1. That the proposal received from the Rotary Club of South Cowichan (Mill Bay) dated April 19, 2017, to construct and dedicate to the CVRD an open air multi-use timber structure at Elsie Miles Park (Shawnigan Lake) be approved;
 2. That a Federal Gas Tax Program Community Works Funding Agreement in the amount of \$100,000 for the Shawnigan Lake Pavilion construction project be entered into with the South Cowichan Rotary Club Foundation;
 3. That up to \$48,000 from the Function 232 (Shawnigan Lake Community Parks) budget for the Shawnigan Lake Pavilion construction project be approved.
6. That the Board of Directors of the Cowichan Valley Regional District supports the closure of Watson Road between Heigh

Street and Fisher Road for a Homesteading Fair on June 3 and 4, 2017.

7.
 1. That a bylaw be prepared to amend “CVRD Bylaw No. 2144 – Electoral Area I – Youbou/Meade Creek Critical Location Streetlighting Service Bylaw”, to increase the maximum annual requisition limit from \$1,245 to \$1,555; and
 2. That the Critical Street Lighting Area I Amendment Bylaw be forwarded to the Board for consideration of three readings and adoption.
8.
 1. That a bylaw be prepared to amend “CVRD Bylaw No. 2987 – Arbutus Mountain Estates Water System Service Establishment Bylaw 2007”, to increase the maximum annual requisition limit from \$90,000 to \$112,410; and
 2. That the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.
9.
 1. That staff proceed with establishment of a water and wastewater Utility Commission;
 2. Develop a financial strategy for adjusting utility customer rates to achieve sustainable operational income for each utility system and add the cost for long term asset replacement, once established;
 3. Develop a water and wastewater utility Acquisition Policy and extend the existing utility takeover moratorium until the acquisition policy is complete and the backlog of work be addressed;
 4. Develop and implement a Utility Information Technology Strategy and plan;
 5. Develop an internal and external Communication Plan; and
 6. Prepare a business case and job description for hiring a qualified journeyman electrician/instrumentation and an assistant superintendent of outside operations in the 2018 budget and a temporary engineering technologist.

MOTION CARRIED

17-196

It was moved and seconded:

10. That Application No. 01-E-17DP/VAR (5920 Clements Road) and a variance to Section 5.2 (e) from 100 m² to 133 m² be approved for a residential accessory building in the Agricultural Protection Development Permit Area (DPA).
11.
 1. That the Official Community Plan and Zoning Amendment Bylaws for Application No. 02-H-16RS (PID: 008-477-043) be forwarded to the Board for consideration of 1st and 2nd Reading;
 2. That the referrals to Ministry of Transportation and Infrastructure, North Oyster Volunteer Fire Department, Island Health, Regional District of Nanaimo, and Nanaimo Airport

Commission, be accepted;

3. That a public hearing be scheduled with Directors from Electoral Areas H, G and A as delegates.

12. That Development Variance Permit Application No. 01-D-16DVP (4370 Kingscote Road) be denied.

MOTION CARRIED

CR2 Report and Recommendations of the Corporate Services Committee meeting of May 10, 2017

17-197 It was moved and seconded that the BDO Canada LLP's Audit Results and Communication report be received and that the 2016 Financial Statements be approved.

MOTION CARRIED

STAFF REPORTS

SR1 Staff Report from the General Manager, Community Services Department Re: Cowichan Sportsplex Track Improvement Project Funding Request

17-198 It was moved and seconded that the Chesterfield Sports Society be provided with \$75,000 for the purpose of upgrading the track surface at the Cowichan Sportsplex in advance of the 2018 BC Summer Games with the funds being allocated from the Regional Grant-In-Aid portion of the Function 100 - General Government budget.

Opposed: Director M. Clement

MOTION CARRIED

PUBLIC HEARINGS

PH1 Public Hearing Report and Minutes Re: CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016 and CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016

17-199 It was moved and seconded that Public Hearing Report and Minutes Re: CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016 and CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016, be received.

MOTION CARRIED

BYLAWS

B1
17-200 It was moved and seconded that "CVRD Bylaw No. 4105 - Meade Creek Recycling Centre Upgrades and Landfill Closure Project Loan Authorization (\$1,968,000) Bylaw, 2017", be adopted.

MOTION CARRIED

**B2
17-201** It was moved and seconded that "CVRD Bylaw No. 4111 - Arbutus Ridge Sewer System Management Amendment Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B2
17-202** It was moved and seconded that "CVRD Bylaw No. 4111 - Arbutus Ridge Sewer System Management Amendment Bylaw, 2017", be adopted.

MOTION CARRIED

**B3
17-203** It was moved and seconded that "CVRD Bylaw No. 4113 - Malahat Fire Protection Service Amendment (PID 029-941-997), Bylaw, 2017", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

BYLAWS - ELECTORAL AREA DIRECTORS

**BEA1
17-204** It was moved and seconded that "CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016", be granted 3rd reading.

MOTION CARRIED

**BEA1
17-205** It was moved and seconded that "CVRD Bylaw No. 4074 - Area G - Saltair - Official Community Plan Amendment Bylaw (11198 Chemainus Road), 2016", be adopted.

MOTION CARRIED

**BEA2
17-206** It was moved and seconded that "CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016", be granted 3rd reading.

MOTION CARRIED

**BEA2
17-207** It was moved and seconded that "CVRD Bylaw No. 4075 - Area G - Saltair - Zoning Amendment Bylaw (11198 Chemainus Road), 2016", be adopted.

MOTION CARRIED

**BEA3
17-208** It was moved and seconded that "CVRD Bylaw No. 4089 - Cowichan Bay Zoning Amendment Bylaw (5301 Chaster Road), 2017", be adopted.

MOTION CARRIED

**BEA4
17-209** It was moved and seconded that "CVRD Bylaw No. 4099 - Electoral Area I - Youbou/Meade Creek Official Community Plan Amendment Bylaw (Shaw Creek), 2017", be granted 1st and 2nd reading.

MOTION CARRIED

8:28 PM Director Marsh left the meeting at 8:28 PM.

**BEA5
17-210** It was moved and seconded that "CVRD Bylaw No. 4100 - Electoral Area I - Youbou/Meade Creek Zoning Amendment Bylaw (Shaw Creek), 2017", be granted 1st and 2nd reading.

Opposed: Director A. Nicholson and Alternate Director S. Acton

MOTION CARRIED

**BEA6
17-211** It was moved and seconded that "CVRD Bylaw No. 4109 - Electoral Area D - Cowichan Bay Zoning Amendment Bylaw (Whippletree), 2017", be granted 1st and 2nd reading.

Director Kuhn was absent at the vote.

MOTION CARRIED

NEW BUSINESS

NB1 Correspondence from Ditidaht First Nation Re: Sponsorship of Ditidaht First Nation for the Strategic Priorities Fund

The Chief Administrative Officer provided background on the correspondence and request from the Ditidaht First Nation. He also provided information on upcoming CVRD intake applications to the Strategic Priorities Fund.

17-212 It was moved and seconded that the May 8, 2017 correspondence from the Ditidaht First Nation requesting Strategic Priorities Fund intake sponsorship be referred to a future Regional Services Committee, or Board, for further discussion.

MOTION CARRIED

NB2 Verbal Grant-in-Aid Request from Director Clement Re: Arbutus Ridge Strata Council Canada 150 Celebrations

Director Clement requested the Board consider a grant-in-aid request to the Arbutus Strata Council and advised that due to time constraints he had been unable to submit the request to Committee.

17-213 It was moved and seconded that a Grant-in-Aid, Electoral Area C - Cobble, in the amount of \$1000 be provided to Arbutus Ridge Strata Council, to assist with their Canada 150 celebrations.

MOTION CARRIED

NB3 Verbal Report from Director Marsh Re: Everyone Deserves a Home Workshop Notification

Director Marsh had requested an opportunity to apprise the Board of an upcoming workshop on addressing homelessness; however she left the meeting at an earlier juncture.

In the absence of Director Marsh, Director Stone advised the Board of the *“Everyone Deserves a Home Session 3: Building a Coordinating Structure for the Cowichan Valley”* workshop, hosted by the Cowichan Housing Association and other stakeholders on Friday, May 26, 2017 at 8:30 a.m., at the Island Savings Centre.

ADJOURNMENT

**17-214
8:39 PM**

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 8:39 PM.

Certified Correct:

Chairperson

Corporate Secretary

Dated: _____