

Minutes of a Special meeting of the Board of the Cowichan Valley Regional District held in the Board Room, located at 175 Ingram Street, Duncan BC, on Wednesday, March 12, 2025 at 9:30 AM.

PRESENT: Chair T. McGonigle
Director H. Abbott*
Director S. Acton*
Director M. Caljouw
Director K. Deck
Director R. Douglas
Director C. Istace
Director B. Maartman
Director T. McKay
Director I. Morrison
Director A. Nicholson
Director M. Wilson
Alternate Director B. Salmon*

ALSO PRESENT: D. Myles Wilson, Chief Administrative Officer
P. Robins, Corporate Officer
T. Bowen, Chief Financial Officer
C. Posting, Deputy CAO/General Manager, Corporate Services Department
J. Elzinga, General Manager Community Services Department
A. Kjerulf, General Manager, Land Use Services Department
D. Mooney, General Manager, Operations Department
J. Wakeham, Senior Manager, Facilities & Transit Division*
J. Moore, Manager, Environmental Services Division <until 11:05 AM>
G. McMenamin, Senior Environmental Analyst, Watershed <until 11:05 AM>
I. Saraday, Senior Manager, Recycling & Waste Management Division
<until 10:27 AM>
T. Tanner, Senior Environmental Technologist <until 10:27 AM>
R. Johnston, Legislative Assistant
C. Convery, Systems Support Technician

*Participated Electronically

ABSENT: Director C. Justice
Director J. McClinton
Director K. Segall
Director M. Staples

APPROVAL OF AGENDA

25-145 It was moved and seconded that the agenda be amended with the addition of:

- **NB1 Federation of Canadian Municipalities Conference – Additional Attendance**

and that the agenda, as amended, be approved.

MOTION CARRIED

STAFF REPORTS

SR1 Report from the General Manager, Corporate Services Department and Deputy Chief Administrative Officer Re: Regional Economic Development Cowichan – Service Review

- 25-146** It was moved and seconded that:
- 1. That staff proceed with a formal service review of Function 121 – Economic Development Division, as outlined in the Special Board Report dated March 12, 2025;**
 - 2. That up to \$50,000 be allocated from the Function 121 – Economic Development Division Operating Reserves in 2025 to support the completion of a formal service review; and**
 - 3. That the 2025 budget for Function 121 – Economic Development be amended as follows:**
 - a. Increase operating expenses by \$50,000; and**
 - b. Increase transfer from operating reserves by \$50,000.**

MOTION CARRIED

The Chair advised that 45 minutes would be set aside for discussion for SR2.

SR2 Report from the General Manager, Operations Department Re: Garbage Tipping Fee Consideration, was received for information.

It was moved and seconded that for the time period up to the June 2025 implementation of the three-stream program, that household tipping fees for up to 64 kgs be waived for households in Electoral Areas A, B, C and H with drop-off at Bings Creek and Peerless Road, and that Function 520 be reimbursed from Function 515.

Point of Order: Director Maartman noted he had not yielded the floor with additional comment to make on the motion.

The Chair yielded to the Point of Order.

10:27 AM I. Sarady and T. Tanner left the meeting at 10:27 AM.

10:27 AM The Board meeting recessed at 10:27 AM.

10:39 AM The Board meeting resumed at 10:39 AM.

The Chair ruled the motion Out of Order for Open Session discussion.

The Corporate Officer noted that the Out of Order ruling quashes the motion, and upon rising from Closed Session, discussion will continue on agenda item SR2.

25-147 It was moved and seconded that agenda item SR2 be moved to Closed Session portion of the meeting for further discussion.

MOTION CARRIED

SR3 Report from the Environmental Services Division Re: Drinking Water and Watershed Protection Program Update, and PowerPoint presentation, was provided for information.

NEW BUINESS

NB1 Federation of Canadian Municipalities (FCM) – Additional Attendance

25-148 It was moved and seconded that staff be directed to find funding in existing budgets and that six (6) Electoral Area Directors attend the Federation of Canadian Municipalities (FCM) 2025 conference.

Opposed: Director Abbott, Director Deck, Director McKay and Director Wilson

MOTION CARRIED

CLOSED SESSION

25-149 It was moved and seconded that the meeting be closed to the public in
11:21 AM accordance with the *Community Charter* Part 4, Division 3, Section 90(1)(k) - Service Negotiations; Section 90(1)(j) – Agreement; Section 90(1)(c) - Employee Relations; Section 90(1)(e) – Land Negotiations.

MOTION CARRIED

RISE FROM CLOSED SESSION

25-152 It was moved and seconded that the Board rise with report on agenda item
1:01 PM CSSR1 and return to the Open portion of the meeting.

25-150 It was moved and seconded:

1. That the CVRD enter into a Memorandum of Understanding with the Cowichan Search and Rescue Society (CSAR) for the provision of future facility development by CSAR at the CVRD's Bings Creek Site located at 3900 Drinkwater Road, Duncan, BC.
2. That staff be directed to develop a Land Lease Agreement with CSAR for Board approval, subject to identifying suitable land at the Bings Creek Site.
3. That items 1 and 2 of this recommendation be considered for rise and report on March 12, 2025.

MOTION CARRIED

1:01 PM The Special Board meeting recessed at 1:01 PM.

1:20 PM The Special Board meeting resumed at 1:20 PM.

SR2 Report from the General Manager, Operations Department Re: Garbage Tipping Fee Consideration – discussion continued.

It was moved and seconded that, until June 1, 2025, staff move forward with implementing waiving household garbage tipping fees for up to 32 kg weighed for households in Area H at Peerless Road only; and that the funds be moved from Function 515 to Function 520.

It was moved and seconded that 2 vouchers per household for garbage tipping fees for up to 32 kg be distributed to households within Area H.

25-153

It was moved and seconded that 2 vouchers, expiring June 30, 2025, be issued to Area H households for up to 32 kg of waste for drop-off at the Peerless Road facility, and costs to Function 520 for such a voucher program be reimbursed from Function 515.

Opposed: Director Acton, Director Deck and Alternate Director Salmon

MOTION CARRIED

25-154

It was moved and seconded that staff report back with an option/solution for the South Cowichan area similar to that provided to Area H.

OPPOSED: Director Deck, Director Istace, Director McKay, Director Morrison and Alternate Director Salmon

MOTION CARRIED

ADJOURNMENT

**25-155
2:00 PM**

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 2:00 PM.

Certified Correct:

Chairperson

Corporate Officer

Dated: _____