

Minutes of the Regular meeting of the Board of the Cowichan Valley Regional District held in the Board Room, located at 175 Ingram Street, Duncan BC, on Wednesday, December 13, 2023 at 1:35 PM

**PRESENT** Chair A. Stone  
Director H. Abbott  
Director S. Acton  
Director K. Deck <after 1:39 pm> \*  
Director R. Douglas <until 1:56 pm> <After 3:05 pm>  
Director C. Justice  
Director B. Maartman  
Director C. Istace  
Director J. McClinton  
Director T. McGonigle  
Director I. Morrison  
Director A. Nicholson  
Director K. Segall  
Director M. Staples  
Director D. Toporowski  
Director M. Wilson

**ALSO PRESENT** D. Myles Wilson, Chief Administrative Officer  
K. Harrison, Deputy Corporate Officer  
T. Bowen, Acting Chief Financial Officer  
C. Posting, General Manager, Strategic Services, Deputy CAO  
B. Mohan, General Manager, Corporate Services  
J. Elzinga, General Manager Community Services  
D. Mooney, General Manager Operations  
I. MacDonald, Manager Building Inspection & Bylaw Enforcement Division  
M. Pressman, Manager, Development Services  
K. Lawrence, Senior Environmental Analyst\*  
J. Moore, Senior Environmental Analyst\*  
A. Diver, Emergency Program Coordinator\*  
L. Wright, Planning Coordinator  
R. Barnhouse, Secretary III  
B. Olsen, Systems Technician 1

\*Participated Electronically

#### **APPROVAL OF AGENDA**

**23-612** It was moved and seconded that the agenda be amended to include the following New Business items:

- 1. Open Session Board item NB1. - Report from the Legislative Services Division Re: 2024 Board and Committee Meeting Calendar;**
- 2. Closed Session Board item NB1 - Correspondence item for Direction, closed under Section 90(1)(k) Negotiations; and that the as amended be approved.**

**MOTION CARRIED**

#### **ADOPTION OF MINUTES**

**M1** Regular Board Meeting of November 22, 2023

**23-613** **It was moved and seconded that the minutes of the Regular Board meeting of November 22, 2023 be adopted.**

**MOTION CARRIED**

**M12** Special Board Meeting of November 29, 2023

**23-614** **It was moved and seconded that the minutes of the Special Board meeting of November 29, 2023 be adopted.**

**MOTION CARRIED**

**DELEGATIONS**

**D1** Monika Kawka, Executive Director and Christa Fox, Board President from Cowichan Hospice Society presented a PowerPoint presentation, provided an update on operations and the volunteer program at Cowichan Hospice Society and responded to questions from the Board.

**23-615** **It was moved and seconded that the maximum 10 minute time limit for delegations be extended for a further 5 minutes.**

**MOTION CARRIED**

**CORRESPONDENCE**

**C1** Okanagan Basin Water Board Re: Invasive Mussels Calls to Action, received for direction.

**23-616** **It was moved and seconded that the correspondence from the Okanagan Basin Water Board Re: Invasive Mussels Calls to Action be referred to staff to investigate options for a letter of support in principle and report back to the Board for consideration.**

**MOTION CARRIED**

**C2** John Dewar, President, Cowichan Capitals Re: Heritage Hall, received for direction.

**23-617** **It was moved and seconded that staff provide a response to the correspondence received by John Dewar, President, Cowichan Capitals Re: Heritage Hall to present to the Cowichan Core Recreation Commission at their meeting to be held in January, 2024.**

**MOTION CARRIED**

2:24 PM The Board recessed at 2:24 PM.

2:36 PM The Board meeting resumed at 2:36 PM.

**COMMITTEE/COMMISSION REPORTS**

**CR1** Report and Recommendations of the Committee of the Whole Meeting of November 22, 2023

**It was moved and seconded:**

**23-618 R5** That Emergency Management Cowichan consult with member municipalities to develop a regional agreement and/or bylaw that would permit, inspect and enforce Major Planned Events.

**MOTION CARRIED**

**CR2** Report and Recommendations of the Electoral Area Services Committee Meeting of December 6, 2023.

**23-619** **It was moved and seconded:**

**C1** That a Grant-in-Aid, Electoral Area A – Mill Bay/Malahat, in the amount of \$1,000 be provided to the Mill Bay Nature School PAC to support Truth and Reconciliation work.

**C2** That a Grant-in-Aid, Electoral Area A - Mill Bay/Malahat, in the amount of \$1,000 be provided to CMS Food Bank to help provide food for local residents.

**C3** That a Grant-in-Aid, Electoral Area C – Cobble Hill, in the amount of \$500 be provided to the Shawnigan Cobble Hill Farmers Institute & Agriculture Society to assist with the Cobble Hill Village Centre Community Christmas Activities.

**C4** That a Grant-in-Aid, Electoral Area F – Cowichan Lake South/Skutz Falls, in the amount of \$1,500 be provided to the Cowichan Lake Community Services Society to support the 2023 Christmas Hamper Program servicing the Cowichan Lake area.

**C5** That a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to the Cowichan Lake Arts & Cultural Society (CLAC) to assist with the spring reprint of the brochure containing information on artists around the Cowichan Valley.

**R2** That staff report in Q1 of 2024 a roll out and costs associated with the first three options in 2024 on the following:

1. That the Agriculture Stakeholder meetings be convened on various agriculture specific topics, particularly as provincial regulations change, including those from the Agricultural Land Commission;
2. That the CVRD Agricultural Advisory Committee be reinstated;

3. That the CVRDs Agricultural Plan be updated in conjunction with the Municipality of North Cowichan in its initiative to update their Agricultural Plan; and the fourth option in 2025:
  4. That a designated CVRD Agricultural Coordinator position be established.
- R8
1. That CVRD Bylaw No. 3711 (Mill Springs Sewer Service Establishment Bylaw, 2013) be amended to include the properties described in the Mill Springs Sewer System Service Area Certificates of Sufficiency dated November 3, 6 and 7, 2023.
  2. That the amendment to Bylaw No. 3711 be forward to the Board for consideration of three readings and upon execution of the Mill Springs Extension Agreement and payment of the capacity connection fees, for adoption.
- R9
- That “CVRD Bylaw No. 4527 - Garbage and/or Recyclable Materials Collection Amendment Bylaw, 2023”, be forwarded to the Board for consideration of three readings and adoption.
- R13
- That the Report from the Strategic Initiatives Division Re: Complete Communities Grant Request for Resolution, be referred to the December 20, 2023 Electoral Area Services Committee meeting.
- R14
- That the Report from the Strategic Initiatives Division Re: Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023; Bill 46 Housing Statutes (Development Financing) Amendment Act; and Bill 47 Housing Statutes (Transit-Oriented Areas) Amendment Act, be referred to the December 20, 2023 Electoral Area Services Committee meeting.
- R15
- That the Growing Community Funds be allocated as follows:
- a. \$2.6 million for the Stocking Lake Dam replacement;
  - b. \$50,000 to Initiate an Indigenous relations framework;
  - c. \$50,000 to upgrade Cowichan Community Centre; and
  - d. That the remaining \$1.299 million be allocated to projects outlined in Attachment A of the Finance Division’s Staff Report dated November 25, 2023 including:
    - i. Boardroom renovation and expansions;
    - ii. Regional Growth Strategy;
    - iii. Cowichan Valley Trail – McGee Creek Trestle Replacement;
    - iv. Cowichan Valley Trail – Waters Road Bridge; and
    - v. Bings Creek Site Design.

(Amended from original Committee Recommendation)

- R12
- That CVRD Bylaw No. 4514 – Fireworks Sale and Discharge Regulation Bylaw, 2023 be forwarded to the December 13, 2023

Board for consideration of three readings and adoption following the adoption of Bylaw No. 4509.

**MOTION CARRIED**

*Electoral Area Directors only vote on the following:*

23-620

It was moved and seconded:

- R1
1. That 1st and 2nd readings of “CVRD Bylaw No. 4194 – Electoral Area H – North Oyster/Diamond Official Community Plan Amendment Bylaw (13271 Simpson Road), 2018”, be rescinded.
  2. That “CVRD Bylaw No. 4194 – Electoral Area H – North Oyster/Diamond Official Community Plan Amendment Bylaw (13271 Simpson Road), 2018”, be revised as set out in CVRD Bylaw No. 4194 attached as Attachment A to this report dated November 23, 2023.
  3. That CVRD Bylaw No. 4194, as revised this day, be referred to the Board for consideration of 1st and 2nd readings.
  4. That 2nd reading of “CVRD Bylaw No. 4195 – Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (13271 Simpson Road), 2018”, be rescinded.
  5. That “CVRD Bylaw No. 4195 – Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (13271 Simpson Road), 2018”, be revised as set out in CVRD Bylaw No. 4195 attached as Attachment B to this report dated November 23, 2023.
  6. That CVRD Bylaw No. 4195, as revised this day, be referred to the Board for consideration of 2nd reading.
  7. That the applicants provide to the CVRD the following additional information at their expense for review by staff within 120 calendar days and consideration by the Board prior to a public hearing being scheduled for CVRD Bylaw No. 4194 and CVRD Bylaw No. 4195:
    - a. An updated Environmental Management Plan (EMP) prepared by an appropriate professional, which shall include information on how the EMP addresses the protection of the Cassidy Aquifer, and updated spill response procedures, specifically addressing the scenario of contamination of the groundwater.
    - b. A Stormwater Management Plan (SWMP) prepared by an appropriate professional, which includes a stormwater management system designed to supplement works already constructed and to retain all precipitation on-site. The plan shall specify the design standard (10-year occurrence interval recommended) of the proposed system. The plan shall also include a maintenance and monitoring plan for the proposed system, with a requirement for regular maintenance intervals, and each maintenance event (typically a clearing of the oils from oil-water separators) to be reported to the CVRD within 30 calendar days.

- c. **A Conditions and Impact Assessment prepared by a Qualified Environmental Professional (QEP) to assess and determine if any streams (as defined by the Riparian Areas Protection Regulation) or environmentally sensitive areas are on, or adjacent to, the subject property and to determine any corresponding watercourse and/or environmentally sensitive area setbacks.**
  - d. **A Fire Protection Report prepared by an appropriate professional that addresses the impact of the development on the subject property on fire services, which shall include the installation of firefighting water tank(s) with a minimum total capacity of 66,000 gallons with a fire hydrant or other appropriate connection for fire protection and a system designed for the catchment to be able to handle fire suppression activities.**
8. **That a revised draft covenant in favour of the CVRD be agreed to in writing by the applicants and the landowners within 180 calendar days that addresses the following, to be registered on the subject property if the CVRD adopts CVRD Bylaw No. 4194 and CVRD Bylaw No. 4195:**
  - a. **The establishment of an area on the subject property at the entrance of the subject property for after-hours scrap metal drop-offs from the public. This area shall be fully enclosed and screened with a 1.8-metre high solid fence.**
  - b. **Existing groundwater monitoring wells BH15-03 and BH15-01 be tested by the applicant at least every 6 months, with semi-annual reporting to the CVRD.**
  - c. **The securing of the proposed works and measures in the plans and reports required to be provided by the applicant to the CVRD as set out above, including the installation and maintenance of any works and monitoring, testing and reporting requirements, as applicable.**
9. **That all costs associated with the preparation and registration of the covenant be borne by the applicant and paid to the CVRD if the CVRD adopts CVRD Bylaw No. 4194 and CVRD Bylaw No. 4195.**
10. **That an additional monitoring well be established on site through a statutory right-of-way agreement. Once established, groundwater monitoring shall take place at the new location in addition to monitoring at wells BH15-03 and BH15-01. Data from these three wells should be made accessible to the public.**

Opposed: Director K. Segall, Director S. Acton, Director J. McClinton  
Director M. Wilson, Director I. Morrison, Director A. Nicholson,  
Director B. Maartman, Director K. Deck, Director A. Abbott

**MOTION DEFEATED**

2:59 PM

The Board recessed at 2:59 PM.

3:05 PM The Board meeting resumed at 3:05 PM.

**23-621** It was moved and seconded that Application No. 03-H-16RS (13271 Simpson Road/PID: 008-903-603), be denied.

Opposed: Director I. Morrison

**MOTION CARRIED**

**23-622** It was moved and seconded:

**R3** That Application No. SA21B10 (2006 Renfrew Road/PID: 003-924-637), be referred to the Electoral Area B – Shawnigan Lake Advisory Planning Commission for comment.

**R4** That the preliminary staff report for Application No. RZ21A02 (Holker Place/PID: 002-062-364), be referred back to staff for the following information, prior to further consideration:

1. A geotechnical assessment by a qualified geotechnical engineer that identifies a safe buildable area for each proposed strata lot as well as the common property access route;
2. Proof of sewer, water and drainage servicing capability on the subject property for the proposed light industrial uses, including water licensing authorization for the use of surface and/or groundwater;
3. Testing of fill to establish a baseline for the property (regarding possible level of contamination); and
4. An environmental inventory/impact assessment report from a qualified professional relating to the impact of development on the natural environment and compliance with the Provincial Riparian Areas Protection Regulation (RAPR).

**R5** 1. That the following information be provided to support Application No. RZ23E01 (Appaloosa Way, PID 009-845-119, PID: 009-849-637, and PID: 009-849-581):

- a. A revised subdivision plan to demonstrate substantial compliance with DPA 1 (Riparian Protection), DPA 2 (Sensitive Ecosystem Protection) and DPA 4 (Aquifer Protection) design guidelines, including:
  - I. Modifications to minimize crossings of riparian areas and maximize the distance between roads and riparian areas.
  - II. Modifications to minimize the number of proposed non-contiguous lots bisected by riparian areas.
  - III. A revised map clearly differentiating TLC covenanted areas, P-2 Zoned Areas, Natural Boundaries of watercourses, Streamside Protection and Enhancement Areas (SPEAs), stream crossings, and proposed road networks.

- IV. **Setback information related to wells and septic discharge areas as set out in Island Health's Subdivisions Standards;**
  - V. **Confirmation from a qualified BC Land Surveyor (ABCLS) of the minimum lot sizes (1 ha) after removal of the SPEAs associated with wetlands, watercourses and streams;**
  - b. **Confirmation from a qualified environmental professional (QEP) that:**
    - i. **The revised subdivision plan would have no adverse effect on the natural features, functions and conditions that support fish life processes in the 30 m riparian assessment area (where a non-contiguous lot (bisected by riparian areas) is unavoidable, recommendations from a QEP shall be provided to ensure that the development will not harm natural features, functions and conditions in the riparian assessment area).**
    - ii. **The revised subdivision plan will have no adverse effect on Western Toad Habitat.**
  - c. **Conceptual site plans showing building envelopes within allowable footprints, driveway access, sewerage & water infrastructure, and parking areas.**
  - d. **Details on proposed parkland dedication areas, including topographic and environmental constraints for the 2.8 ha of P-2 Zoned lands that are not within the covenant area.**
  - e. **Trail construction standards and locations within the proposed development to provide connectivity between subdivision blocks and the proposed park.**
2. **That following receipt of the information, Application No. RZ23E01 (Appaloosa Way, PID 009-845-119, PID: 009-849-637 and PID: 009-849-581), be referred to the following external agencies and First Nations:**
- a. **Cowichan Tribes;**
  - b. **Lake Cowichan First Nation;**
  - c. **Penelakut Tribe;**
  - d. **Halalt First Nation;**
  - e. **Lyackson First Nation;**
  - f. **Stz'uminus First Nation;**
  - g. **Ministry of Transportation & Infrastructure;**
  - h. **Ministry of Forests;**
  - i. **Ministry of Environment and Climate Change Strategy;**
  - j. **Electoral Area E – Parks Advisory Commission (PAC);**
  - k. **Ministry of Water, Land and Resource Stewardship;**
  - l. **BC Hydro;**
  - m. **Electoral Area E – Advisory Planning Commission (APC);**  
**and**
  - n. **The Land Conservancy.**
  - o.

- R6** 1. That CVRD Bylaw No. 4539 – Area B – Shawnigan Lake Zoning Amendment Bylaw (Suite Covenant Amendment), 2023, be forwarded to the Board for consideration of 1st and 2nd reading.
- 2. That public notice be undertaken in accordance with the Local Government Act and CVRD Bylaw No. 4483 – Development Application Procedures Bylaw, 2023.
- R7** That Development Applications Procedures Bylaw Amendment Bylaw No. 4529, 2023, be referred to the December 20, 2023 Electoral Area Services Committee meeting.
- R10** That the Report from the Inspection & Enforcement Division Re: Building Permit Fees, be referred to the December 20, 2023 Electoral Area Services Committee meeting.
- R11** That staff prepare amendments to CVRD Bylaw No. 3422 – Building Regulation Bylaw, 2011, and proposed CVRD Bylaw No. 4433 – Building Regulation Bylaw, 2023, to implement Zero Carbon Step Code Emission Level 3 immediately and Emission Level 4 on July 1, 2024.

**MOTION CARRIED**

**CR3** Report and Recommendations of the Cowichan South Recreation Commission Meeting of November 28, 2024

**23-623** It was moved and seconded:

- 1. That it be recommended to the Board that a three-year facility use agreement with the Kerry Park Islanders, effective August 15, 2023 to March 31, 2026, be approved.
- 2. That it be recommended to the Board that a Structural Change Application be submitted to the Liquor and Cannabis Regulation Branch to expand the Liquor Primary Licence to include the green lined licensed areas of the Kerry Park Recreation Centre.

**MOTION CARRIED**

**CR4** Report and Recommendations of the Committee of the Whole Meeting of December 13, 2023

**23-624** It was moved and seconded:

- R2** That the Cowichan Community Centre elevator modernization capital project for \$220,000, be approved prior to the 2024 budget adoption.
- R3** That the Tourism Cowichan Annual Work Plan and Financials for the period January 1 to December 31, 2023, as outlined in the Economic Development Division staff report to the Committee of the Whole, be approved.

- R4** That the Tourism Cowichan Tactical Plan and Budget for the period January 1 to December 31, 2024, as outlined in the Economic Development Division staff report to the December 13, 2023 Committee of the Whole, be approved.
- R5**
1. That the Municipal and Regional District Tax Affordable Housing Plan for the period January 1 to December 31, 2024, as outlined in the Economic Development Division staff report to the December 13, 2023 Committee of the Whole, be approved.
  2. That Schedule “B” of the Financial Contribution Agreement between the CVRD and Cowichan Housing Association be updated to specify that the provision of Municipal and Regional District Tax funds be subject to the criteria for eligible uses of funds set out in the Municipal and Regional District Tax Program Requirements.

**MOTION CARRIED**

#### **DIRECTOR REPORTS**

- DR1** Director’s Report from Director McGonigle Re: Cowichan Housing Association Director Report, was received for information.

#### **STAFF REPORTS**

- SR1** Report from the Finance Division, Corporate Services Department Re: Five Year Financial Plan (2023 – 2027) Amendment Bylaw No. 4540, received for information.
- SR2** Report from the Deputy Corporate Officer Re: Local Elections Campaign Financing Act (LECFA) – Notice of Disqualification, received for information.
- SR3** Report from the Emergency Management Cowichan Strategic Services Department Re: Fortis Mt. Hayes Tower Site Renewal Agreement 2023-2027
- 23-625** **It was moved and seconded that a five-year agreement with FortisBC Energy Inc. beginning November 1, 2023 and ending October 31, 2027 for the purposes of a 911/Fire dispatch radio repeater site located at Mr. Hayes near Cassidy, BC, be approved.**

**MOTION CARRIED**

- SR4** Report from the Emergency Management Cowichan, Strategic Services Department Re: Cowichan Tribes Select Fire Dispatch Agreement 2023-2028

- 23-626** **It was moved and seconded that a five-year (5) year agreement with Cowichan Tribes for the period for July 1, 2023 to June 30, 2028, for \$350.00 per annum for select Fire Dispatch services, be approved.**

**MOTION CARRIED**

**SR5** Report from the CAO Re: Island Corridor Foundation Funding Request and Shared Visioning Process for the Rail Corridor

**23-627** It was moved and seconded:

1. That up to \$25,000 be provided to the Island Corridor Foundation to support their involvement as a stakeholder in the land reversion and shared visioning process for the Island Rail Corridor, contingent on staff negotiating a contribution agreement that ensures the ICF activities meet the eligible costs and deliverables of the Contribution Service Agreement between the CVRD and the Province.
2. That staff be develop a Request for Proposal to procure a consultant to project manage and facilitate a shared visioning process for the E & N Rail Corridor with Cowichan Tribes, Halalt First Nation and Stz'uminus First Nation to meet the expected deliverables of the Contribution Service Agreement.

**MOTION CARRIED**

**SR6** Report from Inspections and Enforcement Division, Land Use Services Department Re: Amendment to Bylaw No. 3209 – CVRD Ticket Information Authorization Bylaw, 2008, received for information.

## **BYLAWS**

**B1** CVRD Bylaw No. 4540 – Five Year Financial Plan (2023 – 2027) Amendment Bylaw, 2024

**23-628** It was moved and seconded that "CVRD Bylaw No. 4540 – Five Year Financial Plan (2023 – 2027) Amendment Bylaw, 2024", be given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**23-629** It was moved and seconded that "CVRD Bylaw No. 4540 – Five Year Financial Plan (2023 – 2027) Amendment Bylaw, 2024", be adopted.

**MOTION CARRIED**

**B2** CVRD Bylaw No. 4509 – Fireworks Regulation Service Establishment Bylaw, 2023

**23-630** It was moved and seconded that "CVRD Bylaw No. 4509 – Fireworks Regulation Service Establishment Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B3** CVRD Bylaw No. 4514 – Fireworks Sale and Discharge Regulation Bylaw, 2023

**23-631** It was moved and seconded that "CVRD Bylaw No. 4514 – Fireworks Sale and Discharge Regulation Bylaw, 2023", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**23-632** It was moved and seconded that "CVRD Bylaw No. 4514 – Fireworks Sale and Discharge Regulation Bylaw, 2023", be adopted

**MOTION CARRIED**

**B4** CVRD Bylaw No. 4466 – Youbou/Meade Creek Critical Location Streetlighting Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-633** It was moved and seconded that "CVRD Bylaw No. 4466 – Youbou/Meade Creek Critical Location Streetlighting Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B5** CVRD Bylaw No. 4467 – Cowichan Station/Sahtlam/Glenora Critical Location Streetlighting Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-634** It was moved and seconded that "CVRD Bylaw No. 4467 – Cowichan Station/Sahtlam/Glenora Critical Location Streetlighting Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B6** CVRD Bylaw No. 4491 – Sentinel Ridge Sewer System Service Amendment (Boundary Extension), 2023

**23-635** It was moved and seconded that "CVRD Bylaw No. 4491 – Sentinel Ridge Sewer System Service Amendment (Boundary Extension), 2023", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B7** CVRD Bylaw No. 4498 – Cherry Point Estates Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-636** It was moved and seconded that "CVRD Bylaw No. 4498 – Cherry Point Estates Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B8** CVRD Bylaw No. 4499 – Kerry Village Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-637** **It was moved and seconded that "CVRD Bylaw No. 4499 – Kerry Village Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted**

**MOTION CARRIED**

**B9** CVRD Bylaw No. 4500 – Youbou Water System Service Merger Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-638** **It was moved and seconded that "CVRD Bylaw No. 4500 – Youbou Water System Service Merger Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.**

**MOTION CARRIED**

**B10** CVRD Bylaw No. 4501 – Fern Ridge Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-639** **It was moved and seconded that "CVRD Bylaw No. 4501 – Fern Ridge Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.**

**MOTION CARRIED**

**B11** CVRD Bylaw No. 4502 – Bald Mountain Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-640** **It was moved and seconded that "CVRD Bylaw No. 4502 – Bald Mountain Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.**

**MOTION CARRIED**

**B12** CVRD Bylaw No. 4503 – Dogwood Ridge Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-641** **It was moved and seconded that "CVRD Bylaw No. 4503 – Dogwood Ridge Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.**

**MOTION CARRIED**

**B13** CVRD Bylaw No. 4504 – Douglas Hill Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023

**23-642** It was moved and seconded that "CVRD Bylaw No. 4504 – Douglas Hill Water System Service Amendment (Requisition Limit Increase) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B14** CVRD Bylaw No. 4520 – Maple Hills Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023

**23-643** It was moved and seconded that "CVRD Bylaw No. 4520 – Maple Hills Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B15** CVRD Bylaw No. 4521 – Shawnigan Beach Estates Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023

**23-644** It was moved and seconded that "CVRD Bylaw No. 4521 – Shawnigan Beach Estates Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B16** CVRD Bylaw No. 4522 – Kerry Village Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023

**23-645** It was moved and seconded that "CVRD Bylaw No. 4522 – Kerry Village Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B17** CVRD Bylaw No. 4523 – Youbou Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023

**23-646** It was moved and seconded that "CVRD Bylaw No. 4523 – Youbou Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B18** CVRD Bylaw No. 4524 – Bald Mountain Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023

**23-647** It was moved and seconded that "CVRD Bylaw No. 4524 – Bald Mountain Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B19** CVRD Bylaw No. 4525 – Brulette Place Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023

**23-648** It was moved and seconded that "CVRD Bylaw No. 4525 – Brulette Place Sewer System Service Amendment (Method of Cost Recovery) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**B20** CVRD Bylaw No. 4530 – Ticket Information Authorization Amendment (Schedule Changes) Bylaw, 2023

**23-649** It was moved and seconded that "CVRD Bylaw No. 4530 – Ticket Information Authorization Amendment (Schedule Changes) Bylaw, 2023", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**23-650** It was moved and seconded that "CVRD Bylaw No. 4530 – Ticket Information Authorization Amendment (Schedule Changes) Bylaw, 2023", be adopted.

**MOTION CARRIED**

**BYLAWS – ELECTORAL AREA DIRECTORS**

**BEA1** CVRD Bylaw No. 4528 – Electoral Area F – Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (7150 Cowichan Lake Road, PID: 005-316-502), 2023

**23-651** It was moved and seconded that "CVRD Bylaw No. 4528 – Electoral Area F – Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (7150 Cowichan Lake Road, PID: 005-316-502), 2023", be granted 1<sup>st</sup> and 2<sup>nd</sup> reading.

**MOTION CARRIED**

**NEW BUSINESS**

**NB1** Report from the Legislative Services Division Re: 2024 Board and Committee Meeting Calendar

**23-652** It was moved and seconded:

1. That the 2024 CVRD Board and Standing Committee Regular Meeting Calendar, identified as Attachment A to the December 13, 2023 Report to Board from the Legislative Services Division, be approved;

- 2. That notice of adoption of the 2024 CVRD Board and Standing Committee Regular Meeting Calendar be provided by posting the Calendar in the public notice posting places, the Regional District’s website, and advertised in accordance with Section 94.1 of the Community Charter; and
- 3. That the 2024 Board and Standing Committee Regular Meeting Calendar be referred to the first Governance Committee of February 2024, for review.

**MOTION CARRIED**

**CLOSED SESSION**

**23-653**            It was moved and seconded that the meeting be closed to the public in  
**3:52 PM**            accordance with the *Community Charter* Part 4, Division 3, Section 90(1)(a) Appointment; Section 90(1)(k) Negotiations, Section 90(2)(b) - Information held in confidence.

**MOTION CARRIED**

**RISE FROM CLOSED SESSION**

**23-664**            It was moved and seconded that the Board rise with report at the  
**5:13 PM**            appropriate time on items CSCR1, CSRES1, CSRES2, CSRES3, CSRES4, CSRES5, CSRES6 and return to the Open portion of the meeting.

**MOTION CARRIED**

**ADJOURNMENT**

**23-665**            It was moved and seconded that the meeting be adjourned.  
**5:14 PM**

**MOTION CARRIED**

The meeting adjourned at 5:14 PM.

Certified Correct:

\_\_\_\_\_

Chairperson

\_\_\_\_\_

Corporate Officer

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