

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, February 14, 2024 at 1:39 PM

PRESENT

Chair A. Stone
Director K. Deck
Director R. Douglas
Director C. Istace*
Director C. Justice
Director B. Maartman
Director T. McGonigle
Director I. Morrison
Director A. Nicholson
Director K. Segall
Director M. Wilson
Alternate Director A. Champ
Alternate Director T. Duncan
Alternate Director T. Manhas
Alternate Director K. Olive
Alternate Director R. Smith

**ALSO
PRESENT**

D. Myles Wilson, Chief Administrative Officer
A. Boyd, Deputy Corporate Officer
P. Robins, Corporate Officer*
T. Bowen, Chief Financial Officer
C. Posting, Deputy CAO and General Manager, Strategic Services
A. Kjerulf, General Manager, Corporate Services
J. Elzinga, General Manager, Community Services
I. Paydli, A/General Manager, Corporate Services
M. Pressman, Manager, Development Services Division
M. Tippet*, Manager, Community Planning Division
M. Grieder, Emergency Telecommunications Coordinator
R. Johnston, Legislative Assistant
C. Convery, Systems Support Technician

*Participated Electronically

ABSENT

Director H. Abbott
Director S. Acton
Director J. McClinton
Director M. Staples
Director D. Toporowski

APPROVAL OF AGENDA

24-084 **It was moved and seconded that the agenda be approved.**

MOTION CARRIED

ADOPTION OF MINUTES

M1 Regular Board Meeting of January 24, 2024

24-085 It was moved and seconded that the minutes of the Regular Board meeting of January 24, 2024 be amended to remove Director Deck voting in opposition to Recommendation 24-033, and that the minutes, as amended, be adopted.

MOTION CARRIED

CORRESPONDENCE

C1 Correspondence from Amanda Vance, Executive Director, Cowichan Intercultural Society Re: Request for Letter of Support for Application to Establish a Local Immigration Partnership (LIP)

24-086 It was moved and seconded that the that the Cowichan Valley Regional District provide a letter of support to the Cowichan Intercultural Society for their application to Immigration, Refugees and Citizenship Canada to establish a Local Immigration Partnership.

MOTION CARRIED

C2 Correspondence from Terry Dillion, CEO, Rowing Canada Aviron Re: Letter of Support for Funding Opportunities

02-087 It was moved and seconded that the that the Cowichan Valley Regional District provide a letter of support to Rowing Canada Aviron for future funding opportunities.

MOTION CARRIED

COMMITTEE/COMMISSION REPORTS

CR1 Report and Recommendations of the Electoral Area Services Committee Meeting of February 7, 2024

24-088 It was moved and seconded:

C1 That a Grant-in-Aid, Electoral Area C – Cobble Hill, in the amount of \$1,000 be provided to the RCMSAR34 Marine Rescue Society to support repairs to rescue equipment, a planned boat lift and replacement or rebuild of the vessel in 2027.

C2 That a Grant-in-Aid, Electoral Area I – Youbou/Meade Creek, in the amount of \$500 be provided to the Lake Cowichan School for a \$500 Bursary for a 2024 graduating student that resides in Electoral Area I – Youbou/Meade Creek to support their future education or training.

- R5
1. That staff prepare bylaws, policies and agreements for the implementation of the Bylaw Dispute Adjudication System provided for in the *Local Government Bylaw Notice Enforcement Act*, for the Board's approval.
 2. That staff work with the Justice Services Branch, Ministry of Attorney General, to request the Lieutenant Governor in Council of the Province of British Columbia enact a Regulation under Section 29 of the *Local Government Bylaw Notice Enforcement Act*, to apply the Act to the Cowichan Valley Regional District.

MOTION CARRIED

Electoral Area Directors only vote on the following: R1, R2 and R7

24-089 It was moved and seconded that:

- R1 That Proposed Lot 2 in Subdivision Application No. SA21C08 (3668 Telegraph Road/PID: 006-658-555), be exempted from the minimum parcel frontage requirement in accordance with Section 512 of the *Local Government Act*.
- R2 *Amended from Original Committee Recommendation:*
That Application No. ALR23D01 (2279 Cowichan Bay Road/PIDs: 002-032-767 and 002-032-783), be forwarded to the Agricultural Land Commission with the following comments:
1. The proposed activities are consistent with permitted uses in the Electoral Area D Zoning By-law No. 1015, 1986; and
 2. The proposed activities are consistent with policies in the Official Community Plan for the Electoral Areas Bylaw No. 4270 that support local food production, ecological restoration and climate change mitigation measures.

MOTION CARRIED

24-090 It was moved and seconded that:

- R7 Report from the Community Planning Division Re: Implementing the Requirements of the Housing Statutes (Residential Development) Act – Bill 44

be referred back to the Electoral Area Services Committee and staff.

MOTION CARRIED

CR2 Report and Recommendations of the Committee of the Whole Meeting of February 14, 2024

It was noted that R2 Regional District of Nanaimo Regional Growth Strategy "Shaping Our Future 2040" Bylaw No. 1874, 2023 in the Report and Recommendations was tabled at the February 14, 2024 Committee of the Whole meeting, and therefore will not be considered at this time.

24-091 It was moved and seconded:

- R3**
- 1. That the Board meeting schedule for the Governance Committee be modified to align with the Corporate Officer's staff report subject to potential staffing resource implications.**
 - 2. That the Terms of Reference for the Governance Committee be amended to change the reference from Select Committee to a Standing Committee.**
 - 3. That the Terms of Reference for the Governance Committee be amended to change the composition from Select appointees to all Board Directors.**

MOTION CARRIED

STAFF REPORTS

SR1 Report from Emergency Management Cowichan Re: Canadian Coast Guard Mt. Sicker Tower Agreement 2024-2028

24-092 It was moved and seconded that a five-year (5) agreement with the Canadian Coast Guard beginning January 1, 2024 and ending December 31, 2028 for the purposes of a radio repeater site located at Mt. Sicker near Duncan, BC be approved.

MOTION CARRIED

SR2 Report from Emergency Management Cowichan Re: Central Island 911 Partnership and E-Comm 911 Primary Call Answering Agreement 2024

24-093 It was moved and seconded that a one-year agreement between the Central Island 911 Partnership and E-Comm 911 of Vancouver, BC for the purposes of a Primary 911 Call Answering in 2024, be approved.

MOTION CARRIED

SR3 Report from the Corporate Services Department Re: Cowichan Housing Association Development Project Plan & Bridge Funding Request noting a minor amendment to recommendation 2

24-094 It was moved and seconded that:

- 1. The Board approve the Cowichan Housing Association's New Foundations project; and**
- 2. The Cowichan Valley Regional District enter into a Bridge Funding Agreement with the Cowichan Housing Association for one-time use of the Regional Housing Trust Fund to provide short-term bridge financing in the amount of \$518,104.19 to support the purchase of**

property located at 447 Festubert Street, Duncan, toward phase one fulfillment of the New Foundations project.

MOTION CARRIED

BYLAWS

B1 CVRD Bylaw No. CVRD Bylaw No. 4558 – Malahat Fire Protection Service Amendment (Boundary Extension) Bylaw, 2024

24-095 It was moved and seconded that "CVRD Bylaw No. 4558 – Malahat Fire Protection Service Amendment (Boundary Extension) Bylaw, 2024", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

B2 CVRD Bylaw No. CVRD Bylaw No. 4559 – Mill Springs Sewer System Service Amendment (Boundary Extension) Bylaw, 2024

24-096 It was moved and seconded that "CVRD Bylaw No. 4559 – Mill Springs Sewer System Service Amendment (Boundary Extension) Bylaw, 2024", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

BYLAWS – ELECTORAL AREA DIRECTORS

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

24-097 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 3rd reading.

MOTION CARRIED

24-098 It was moved and seconded "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 adopted.

MOTION CARRIED

BEA2 CVRD Bylaw No. 4497 – Electoral Area F – Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (7531 Cowichan Lake Road / PID: 012-490-920), 2023

24-099 It was moved and seconded that "CVRD Bylaw No. 4497 – Electoral Area F – Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (7531 Cowichan Lake Road / PID: 012-490-920), 2023", be adopted.

MOTION CARRIED

BEA3 CVRD Bylaw No. 4494 – Electoral Areas Works and Servicing Bylaw Amendment (Community Water System Definition), 2023

24-100 It was moved and seconded that "CVRD Bylaw No. 4494 – Electoral Areas Works and Servicing Bylaw Amendment (Community Water System Definition), 2023", be adopted.

MOTION CARRIED

BEA4 CVRD Bylaw No. 4495 – Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (Community Water System Definition), 2023

24-101 It was moved and seconded that "CVRD Bylaw No. 4495 – Electoral Area H – North Oyster/Diamond Zoning Amendment Bylaw (Community Water System Definition), 2023", be adopted.

MOTION CARRIED

BEA5 CVRD Bylaw No. 4276 – South Cowichan Zoning Amendment Bylaw (PID: 025-580-311), 2022

24-102 It was moved and seconded that "CVRD Bylaw No. 4276 – South Cowichan Zoning Amendment Bylaw (PID: 025-580-311), 2022", 1st, 2nd and 3rd reading be rescinded.

MOTION CARRIED

24-103 It was moved and seconded that "CVRD Bylaw No. 4276 – South Cowichan Zoning Amendment Bylaw (PID: 025-580-311), 2022", be granted 1st reading as amended.

MOTION CARRIED**CLOSED SESSION**

24-104 It was moved and seconded that the meeting be closed to the public in
2:10 PM accordance with the *Community Charter Part 4, Division 3, Section 90(1)(a) – Appointments*.

MOTION CARRIED**RISE FROM CLOSED SESSION**

24-109 It was moved and seconded that the Board rise with report on Item CSRES1,
2:18 PM and return to the Open portion of the meeting.

MOTION CARRIED

CSRES1 Report from Director Nicholson Re: Electoral Area E – Cowichan Station/Sahtlam/Glenora, Advisory Planning Commission Appointments

24-108 It was moved and seconded that Taralee Campbell be appointed to the ten-member Electoral Area E – Cowichan Station/Sahtlam/Glenora, Advisory Planning Commission for a term expiring December 31, 2024.

MOTION CARRIED

ADJOURNMENT

24-110 It was moved and seconded that the meeting be adjourned.
2:18 PM

MOTION CARRIED

The meeting adjourned at 2:18 PM

Certified Correct:

Chairperson

Corporate Officer

Dated: _____