

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 11, 2011 at 5:00 pm.

**PRESENT:** Chair G. Giles,  
Directors K. Cossey <6:25 pm>, M. Dorey, L. Duncan,  
B. Harrison, D. Haywood, L. Iannidinardo,  
P. Kent, K. Kuhn, M. Marcotte, T. McGonigle,  
I. Morrison, G. Seymour, T. Walker  
and Alternate Director D. Paterson

**ALSO**

**PRESENT:** Warren Jones, Chief Administrative Officer  
Joe Barry, Corporate Secretary  
Mark Kueber, General Manager, Corporate Services  
Sharon Moss, Manager, Finance Division  
Brian Dennison, General Manager  
Engineering & Environmental Services  
Norm Olive, Manager, Capital Projects  
John Elzinga, Manager, Island Savings Centre  
Rob Conway, Manager, Development Services Division

**ABSENT:** Director R. Hutchins

**APPROVAL OF  
AGENDA**

**11-219**

**It was moved and seconded that the agenda be amended as follows:**

**Staff Reports SR1 and SR4 moved to follow Delegation D1;**

**the addition of New Business Items:**

**NB1 Appointments to the Electoral Area B – Shawnigan Lake  
Parks and Recreation Commission**

**CSNB1 Law Enforcement {Sub (1) (f)}**

**CSNB2 Litigation {Sub (1) (g)},**

**the deletion of Bylaws B16 and B17 and CSD1;**

**and that the agenda, as amended, be approved.**

**MOTION CARRIED**

**RESOLVE INTO  
CLOSED SESSION**

**11-220  
5:04 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 Subsection (1) (f) Law Enforcement and (g) Litigation.**

**MOTION CARRIED**

**RISE FROM  
CLOSED SESSION**

**11-227  
5:30 pm**

**It was moved and seconded that the Board rise without report and  
return to the Regular portion of the meeting.**

**MOTION CARRIED**

**ADJOURN AND  
RECONVENE  
11-228  
5:31 pm**

**It was moved and seconded that the Regular Board meeting be adjourned and reconvened immediately following the Cowichan Valley Regional Hospital District Board meeting.**

**MOTION CARRIED**

**RECONVENE**

**6:25 pm**

The meeting reconvened at 6:25 pm with the addition of Director Cossey

**BUSINESS ARISING  
OUT OF MINUTES**

There was no business arising out of the minutes.

**DELEGATIONS**

**D1**

Kim Van Bruggen, APR, Acumen Communications Group  
Re: Presentation of the “Zero Waste” survey results and “Zero Waste Challenge”.

Kim Van Bruggen provided an overview of the “Zero Waste” survey results which indicates that the CVRD’s Zero Waste Strategy is strongly supported by residents as well as the “Zero Waste Challenge” public engagement campaign to start within the next few weeks.

**STAFF REPORTS**

**SR1**

The Staff Report from the Manager, Finance Division, dated May 4, 2011 re: Cowichan Valley Regional District’s 2010 Financial Statements and 2010 Audit Report was considered.

The Manager, Finance Division introduced Terry Shepherd and Cory Vanderhorst, of Meyers Norris Penny LLP, who provided a summation of the information contained in the 2010 Audit Report and the 2010 Financial Statements.

**11-229**

**It was moved and seconded:**

- 1. That the Cowichan Valley Regional District’s 2010 Financial Statements be approved.**
- 2. That the Directors’ 2010 Statement of Remuneration and Expenses be accepted.**
- 3. That the Audit Findings Report be received.**

**MOTION CARRIED**

**SR4**

The Staff Report from the General Manager, Parks, Recreation & Culture Department dated May 4, 2011 re: Cowichan Lake Sports Arena Renovation Project was considered.

John Elzinga, Manager, Island Savings Centre and Norm Olive, Manager, Capital Projects, provided a PowerPoint presentation of the two-year project to upgrade the Cowichan Lake Sports Arena as well as highlights of the major aspects of this program including history of the facility, public approval process, construction stages, costs, lessons learned and highlights of the completed project.

**REPORT OF CHAIRPERSON**

**RC1** The Chair announced the appointment of Marsha Stanley as Chair of the Economic Development Commission.

**INFORMATION**

**IN1** Correspondence from the Mill Bay/Malahat Historical Society dated April 17, 2011 thanking the CVRD for the recently received grant-in-aid and providing information about the activities that would be funded was received.

**COMMITTEE REPORTS**

**CR1** The report and recommendations of the Electoral Area Services Committee meeting of April 19, 2011, listing 11 items, were considered.

**11-230** It was moved and seconded:

1. That the CVRD Board supports the District of North Cowichan's 2011 Official Community Plan Bylaw No. 3450, and recommends the following amendments:
  - Policy statements 2.5.7.4(b) and (c) with reference to the South End Waste Water Treatment Plan and waste water system upgrades should include CVRD Electoral Area D; and
  - A policy statement be included in the plan which speaks to coordination at a regional level on the development of affordable, supportive, and special needs housing policies and strategies.
2. That the CVRD express its support for the proposed amendments to the Capital Regional District's Malahat Official Community Plan, and recommends that a reference to recent efforts to link the CRD's segment of the Trans-Canada Trail through to the CVRD's segment of the TCT (Cowichan Valley Trail) be mentioned in the appropriate section of the Plan, and further that the CVRD has no affected interests respecting the Shirley/Jordan River, East Sooke or Otter Point OCPs.
3. That a grant-in-aid, Electoral Area E – Cowichan Station/ Sahtlam/Glenora, be given to Cowichan Green Community in the amount of \$1,500, to assist with costs to produce the second edition of the Cowichan Food Map.
4. That the Board Chair and Corporate Secretary be authorized to execute the appropriate documents to release Covenant CA1652858 concurrent with the subdivision and registration in favour of the CVRD a 3.0 metre wide trail corridor (0.033 hectare) per the conditions of the covenant.
5. That a grant-in-aid, Electoral Area B – Shawnigan Lake, be given to Ecole Mill Bay PAC in the amount of \$500 to assist with costs for their Ecostravaganza Event.

6. That a grant-in-aid, Electoral Area E – Cowichan Station/ Sahtlam/ Glenora, be given to Cowichan Green Community in the amount of \$500 to support their Salmon are Sacred dinner auction fundraiser.
7. That a grant-in-aid, Electoral Area F – Cowichan Lake South/ Skutz Falls, be given to Honeymoon Bay Community Society in the amount of \$500 to assist in defraying costs of hosting their Heritage Days.

**MOTION CARRIED**

**11-231**

**It was moved and seconded:**

9. That Application 1-H-10 DVP, made by Brian McCullough, for a variance to Section 5.13(a) of Zoning Bylaw No. 1020, to decrease the setback from the ocean from 15 metres to 9.1 metres on Lot 1, District Lot 23, Oyster District, Plan 18300 be approved, subject to:
  1. Compliance with the recommendations of the Environmental Assessment report prepared by Toth and Associates Environmental Services, dated February 21, 2011;
  2. Compliance with the Geotechnical Evaluation report prepared by Lewkowich Engineering Associates Ltd, dated February 4, 2011;
  3. Removal of only trees 1 to 4 identified in the Tree Risk Assessment report prepared by B. Furneaux, dated March 22, 2011;
  4. Registration of a restrictive covenant on the slope between the marine natural boundary and the top of bank to preclude tree removal and slope disturbance, other than trees 1 to 4 identified in the Tree Risk Assessment Report and works recommended in the Environmental Assessment Report;
  5. Confirmation by legal survey that the dwelling is no closer than 9.1 metres to the natural boundary of the ocean;
  6. Supervision and monitoring of construction and submission of a report from a Registered Professional Biologist confirming that all conditions of the development variance permit have been complied with prior to issuance of an occupancy certificate.
10. That the application by Brenda and Randy Decksheimer (2-F-10 DVP), respecting Lot 2, Block D, Section 15, Renfrew District, Plan 1501, to increase the permitted height of a residence from 10 metres to 10.6 metres, and decrease the setback to Cowichan Lake from 15 metres to zero, be approved as proposed on the attached plans, subject to:
  - a) Prior to receiving a building permit, a professional engineer is retained by the applicant to design and certify a sewerage system that is to be located above 164 metre elevation, and to provide written confirmation that the sewerage system, in its entirety, will not create a health hazard;

- b) Development to proceed in accordance with the recommendations of the qualified environmental professional and all relevant best management practices, as noted in the Section 9 application of the *Water Act*, dated October 4, 2010;
  - c) The use of fill at the base of the proposed residence is not permitted, unless required by a geotechnical engineer;
  - d) The storage of fuel on the property is not permitted;
  - e) Measures are taken to improve fish habitat along the natural shoreline, including planting of native shrubs and soft bioengineering, in consultation with a qualified environmental professional;
  - f) Confirmation that the floor system is constructed above the 167.3 metre 200 year floodplain elevation;
  - g) A legal survey is provided to confirm the approved setback distance and building height, as required by CVRD Building Inspector.
11. That the request by Ben Maartman and Jan Jones to allow additional bathroom and kitchen fixtures consisting of shower/tub, kitchen sink and stove, and washing machine, dryer and bath tub, in addition to two permitted plumbing fixtures, within an accessory building at 13480 Michael Road (Lot 1, District Lots 26 and 105, Oyster District, Plan 30755 PID: 001-227-238), be approved subject to registration of a covenant prohibiting occupancy of the accessory building as a dwelling.

**MOTION CARRIED**

It was moved and seconded:

8. That Application No. 3-I-10DP/RAR (Michael Dix) for a single family dwelling and associated development at Island #4, Cowichan Lake (Block 1455, Cowichan Lake District, as shown on Plan 40413), be denied.

11-232

**It was moved and seconded that Recommendation No. 8 be referred back to staff.**

Opposed: Directors Harrison, Kuhn, Duncan, Giles, Iannidinardo  
and Cossey

**MOTION DEFEATED**

11-233

**VOTING RESUMED ON THE ORIGINAL MOTION**

Motion restated for clarification:

8. That Application No. 3-I-10DP/RAR (Michael Dix) for a single family dwelling and associated development at Island #4, Cowichan Lake (Block 1455, Cowichan Lake District, as shown on Plan 40413), be denied.

Opposed: Directors Marcotte, Dorey and Morrison

**MOTION CARRIED**

- 7:30 pm** Director Marcotte left the meeting at 7:30 pm.
- CR1** The report and recommendations of the Electoral Area Services Committee meeting of May 3, 2011, listing 17 items, were considered.
- 11-234** It was moved and seconded:
1. That the Board Chair and Corporate Secretary be authorized to execute the necessary documents to renew a five year Licence of Occupation Agreement (69644-1) with the Ministry of Transportation and Infrastructure commencing January 1, 2011, for the undeveloped road portion on Holland Avenue which is managed by the Regional District as Memorial Park.
  2. That CVRD Bylaw No. 3493 – Shawnigan Lake (Electoral Area B) Local Service (Community Hall) Amendment Bylaw, 2011, be forwarded to the Board for consideration of three readings and adoption.
  3.
    1. That the Certificate of Sufficiency confirming that the petition for inclusion in the Lake Cowichan Fire Protection Service Area is sufficient, be received.
    2. That CVRD Bylaw No. 1657 be amended to extend the boundaries of the Lake Cowichan Fire Protection Service Area to include the following property: PID 028-062-744, Lot 68, Block 117, VIP87272, and Block 1405.
    3. That the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.
    4. That Schedule A to the Fire Services agreement with the Town of Lake Cowichan to provide fire protection to the Lake Cowichan Fire Protection Service Area, be amended to include the additional property.
    5. That the Chair and Corporate Secretary be authorized to sign the amended Lake Cowichan Fire Protection Services Agreement.
  5. That a grant in aid Area B – Shawnigan Lake, be given to Kerry Park Women's Curling League in the amount of \$200 to assist with expenses for the Pacific International Cup curling event.
  6. That a grant in aid Area D – Cowichan Bay, be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.
  7. That a grant in aid Area A – Mill Bay/Malahat, be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.
  8. That a grant in aid Area B – Shawnigan Lake be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.

9. That a grant in aid Area C – Cobble Hill be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.
10. That a grant in aid Area D – Cowichan Bay be given to Cowichan Bay Improvement Association in the amount of \$500 to assist with their 12<sup>th</sup> Annual Low Tide Day.
11. That the resignation of Ben Cuthbert from the Area H Advisory Planning Commission be accepted and that a letter of appreciation be forwarded to Mr. Cuthbert.
12. That a grant in aid Area C – Cobble Hill be given to Ecole Mill Bay PAC in the amount of \$500 to assist with their Ecostravaganza event on June 4, 2011.
13. That a grant in aid Area D – Cowichan Bay be given to Ecole Mill Bay PAC in the amount of \$500 to assist with their Ecostravaganza event on June 4, 2011.
14. That a grant in aid Area I – Youbou/Meade Creek be given to Lake Days Society in the amount of \$500 to assist with their Breakfast in the Town event.

MOTION CARRIED

11-235

It was moved and seconded:

4. That the CVRD strongly encourage the Ministry of Transportation and Infrastructure to require dedication and construction of Sangster Road from Noowick Road to Butterfield Road, and that all construction traffic be directed south to use the Butterfield Road intersection as soon as practically possible; and further the Ministry of Transportation and Infrastructure be requested to undertake a traffic study in the area of Ocean Terrace to Mill Bay Centre to ensure that there is minimal impact on existing side streets.

MOTION CARRIED

11-236

It was moved and seconded:

15. That Application No. 1-C-11DVP submitted by Gordon Smith, respecting Block 38, Section 13, Range 5, Shawnigan District, Plan 1809 (PID 004-182-626) to reduce the setback to the interior property line that abuts the railway from 9 metres to zero, be approved as proposed on the submitted plans, subject to a legal survey confirming the approved setback distance, as required by CVRD Building Inspector.
16. That Application No. 3-H-10ALR submitted by Avis Muir, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a second dwelling on the subject property be forwarded to the Agricultural Land Commission with a recommendation to approve the application.

17. That Application No. 3-B-10DP/RAR submitted by John Rytter be denied as it is not compliant with the Riparian Area Regulation and the subject property appears to have building sites outside the Streamside Protection and Enhancement Area and 15 metre watercourse setback, and further that a notice be put on title.

**MOTION CARRIED**

**CR2**

The report and recommendations of the Engineering & Environmental Services Committee meeting of April 27, 2011, listing eight items, were considered.

**11-237**

**It was moved and seconded:**

1. .1 That "CVRD Bylaw 3478 - Cowichan Bay Sewer System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .2 That "CVRD Bylaw 3479 - Eagle Heights Sewer System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .3 That "CVRD Bylaw 3480 - Mesachie Lake Sewer System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .4 That "CVRD Bylaw 3484 - Maple Hills Sewer System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .5 That "CVRD Bylaw 3486 - Youbou Sewer System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
2. .1 That "CVRD Bylaw 3488 - Fern Ridge Water System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .2 That "CVRD Bylaw 3487 - Youbou Water System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .3 That "CVRD Bylaw 3485 - Cherry Point Water System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .4 That "CVRD Bylaw 3481 - Mesachie Lake Water System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
3. 1. That "CVRD Bylaw No. 3483 – Arbutus Ridge Sewer System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
- .2 That "CVRD Bylaw No. 3482 – Arbutus Ridge Water System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.



- .3 That a bylaw be prepared to amend "CVRD Bylaw No. 2989 – Arbutus Ridge Drainage System Service Establishment Bylaw, 2007", to increase the maximum requisition to \$37,000, and that the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.
4. That the Chair and Corporate Secretary be authorized to sign a "License of Occupation Agreement" with the Cowichan Energy Alternatives Society for the use of a fenced compound adjacent to the former recycling storage building at the Bings Creek Solid Waste Manage Complex, for the purpose of operating a waste vegetable oil collection depot and bio-diesel production facility.
5. That "CVRD Bylaw No. 3494 – Honeymoon Bay Local Service (Community Water Supply and Distribution) Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
6. That the Cowichan Valley Regional District enter into Curbside Collection Contract extensions with the following service providers:
- 1) BFI - Electoral Areas A, B, D, E, F, G & I
  - 2) Sun Coast Waste - Electoral Areas C and H
- for the period June 1, 2011 to May 31, 2012, and further that the Chair and Corporate Secretary be authorized to sign the extension agreements.
7. 1. That a bylaw be prepared to amend "CVRD Bylaw No. 2193 – Youbou Street Lighting Service Establishment Bylaw, 2001", to increase the maximum requisition limit from \$21,800 to \$40,000.
- .2 That the amendment bylaw be forwarded to the Board for consideration of three readings and, following provincial and voter approval, adoption.
- .3 That voter approval for adoption of the amendment bylaw be obtained through an Alternative Approval Process.
8. That, as approved in the 2011 budget, that the Board authorize short-term borrowing under Function 575 for an amount not to exceed \$28,000.00 to purchase a new photocopier and office furniture for the new staff building at Bings Creek Solid Waste Management, to be paid back within 5-years under the Liabilities Agreement, Section 175 of the Community Charter.

**MOTION CARRIED**

**CR3**

The report and recommendations of the Cowichan Lake Recreation Commission meeting of April 28, 2011, listing three items, were considered.

**11-238**

**It was moved and seconded:**

1. 1. That the CVRD Board request that the Liquor Control and Licensing Branch approve the temporary change of location to Liquor License #163104 – Curling Lounge, to cover the Annual Lake Days Dance, Saturday, June 11, 2011 held in the Cowichan Lake Sports Arena on the dry floor.
2. That the CVRD Board has taken into account:
  - a. The potential for noise if the application is approved: Noise is kept at a minimum as the dance will be held indoors. There have been no issues with neighbors for past Lake Days Dances.
  - b. The impact on the community if the application is approved: This is an annual community event that has been occurring for many years – it has great community benefit. Members of the community will be involved through participation and volunteer activities. There will be security on the premises; event hosts will be in place throughout the facility; a designated driving program will be in place; and the local RCMP will be invited to have a presence at this event.
  - c. Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose: This facility will still be operated as a liquor primary facility for the purposes of this event.
3. And further, that should the Board give approval to proceed with the application process, the Chair and Corporate Secretary be authorized to sign a copy of the resolution required accompanying the application form.
2. 1. That the CVRD Board request that the Liquor control and Licensing Branch approve the temporary change of location to Liquor License #300537 so that staff may run the Annual Youbou Regatta Dance on August 13, 2011 and the New Year's Eve Dance on December 31, 2011.
2. That the CVRD Board has taken into account:
  - a. The potential for noise if the application is approved: Noise is kept at a minimum as the dance will be held indoors.
  - b. The impact on the community if the applications are approved: These are annual community events that have been occurring for many years; the community will be involved in both events through participation and volunteer activities.
3. Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose: This facility will still be operated as a liquor primary facility for the purposes of this event.

3. That the Chair and Corporate Secretary be authorized to enter into year 3 of the 3-year option with Pepsi Bottling Group for the provision of soft drinks for the period of September 1, 2011 – August 31, 2012.

**MOTION CARRIED**

**CR4** The report and recommendation of the Agricultural Advisory Committee meeting of April 26, 2011, listing one item, was considered.

**11-239** *(Amended from original Committee recommendation):*

**It was moved and seconded that the CVRD Board support, in principle, the concept of having refrigeration, storage and processing facilities for agricultural purposes.**

**MOTION CARRIED**

**CR5** The report and recommendation of the Community Safety Advisory Committee meeting of April 20, 2011, listing one item, was considered.

**11-240** **It was moved and seconded that the CVRD supports the RCMP's Bar Watch Program.**

**MOTION CARRIED**

**CR6** The report and recommendations of Communications Committee meeting of April 19, 2011, listing two items, were considered.

**11-241** **It was moved and seconded:**

1. That the draft Terms of Reference for the Communications Committee be approved as amended by removing the phrase "two way" and replacing the word "communications" with words such as "engage" and "dialogue"; and
2. That the draft Request for Proposals for a Strategic Communications Plan be approved.

**MOTION CARRIED**

## **STAFF REPORTS**

**SR1** Dealt with earlier in agenda.

**SR2** The Staff Report from the Legislative Services Coordinator dated April 18, 2011, re: Vancouver Island Regional Library Borrowing Service – Notice of Alternative Approval Process and Elector Response Form was considered.

**11-242** **It was moved and seconded that the *Notice of Alternative Approval Process* and the *Elector Response Form* for CVRD Bylaw Nos. 3474 and 3475, be approved.**

**MOTION CARRIED**

**SR3** The Staff Report from the Planner 1 dated May 4, 2011 re: Proposed Amendment Bylaw No. 3465 was received for information.

**SR4** Dealt with earlier in the agenda.

**SR5** The Staff Report from the Environmental Technologist dated May 3, 2011 re: Brownfield Renewal Funding for Meade Creek Ash Landfill Remediation Project was considered.

**11-243** **It was moved and seconded that staff apply for funding under the BC Brownfield Renewal Funding Program to assist in the completion of the Meade Creek Ash Landfill Remediation Project; and further that, should the application for funding be approved, the Chair and Corporate Secretary be authorized to sign the funding agreement on behalf of the CVRD.**

**MOTION CARRIED**

**SR5** The Staff Report from the Corporate Secretary dated May 4, 2011 re: Section 794(2) Notice re: CVRD Bylaw No. 3459 – Board Committee and Commissions Procedures Amendment Bylaw, 2011, was received for information.

**SR6** The Staff Report from the Chief Administrative Office dated May 3, 2011 re: Communications Committee was considered.

**11-244** **It was moved and seconded that the following change be made to the Communications Committee Terms of Reference:**

**- section Goal: first sentence, change “strategies” to “plans and policies”.**

Opposed: Director Morrison

**MOTION CARRIED**

## **PUBLIC HEARINGS**

**PH1** The Public Hearing Report and Minutes re: Zoning Amendment Bylaw No. 3465 (Wandering U Inc.), applicable to Electoral Area E – Cowichan Station/Sahtlam/Glenora, were considered.

**11-245** **It was moved and seconded that the Public Hearing Report and Minutes re: Zoning Amendment Bylaw No. 3465 (Wandering U Inc.), applicable to Electoral Area E – Cowichan Station/Sahtlam/Glenora be received.**

**MOTION CARRIED**

**PH2** Public Hearing Report and Minutes re: Official Community Plan Amendment Bylaw No. 3471 and Zoning Amendment Bylaw No. 3472 (Hignell), applicable to Electoral Area E – Cowichan Station/Sahtlam/Glenora and Electoral Area F – Cowichan Lake South/Skutz Falls, were considered.

- 11-246** It was moved and seconded that Public Hearing Report and Minutes re: Official Community Plan Amendment Bylaw No. 3471 and Zoning Amendment Bylaw No. 3472 (Hignell), applicable to Electoral Area E – Cowichan Station/Sahtlam/Glenora and Electoral Area F – Cowichan Lake South/Skutz Falls be received, and it is suggested that “pieces of” on Page 2 first sentence be deleted.

**MOTION CARRIED**

**8:03 pm** Director Harrison left the Board Room at 8:03 pm.

**BYLAWS**

- B1**  
**11-247** It was moved and seconded that “CVRD Bylaw No. 3459 – Board Committee and Commission Procedures Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

- B1**  
**11-248** It was moved and seconded that “CVRD Bylaw No. 3459 – Board Committee and Commission Procedures Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

- B2**  
**11-249** It was moved and seconded that “CVRD Bylaw No. 3478 – Cowichan Bay Sewer System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

- B2**  
**11-250** It was moved and seconded that “CVRD Bylaw No. 3478 – Cowichan Bay Sewer System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

- B3**  
**11-251** It was moved and seconded that “CVRD Bylaw No. 3479 – Eagle Heights Sewer System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

- B3**  
**11-252** It was moved and seconded that “CVRD Bylaw No. 3479 – Eagle Heights Sewer System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

- B4**  
**11-253** It was moved and seconded that “CVRD Bylaw No. 3480 – Mesachie Lake Sewer System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

- B4**  
**11-254** It was moved and seconded that “CVRD Bylaw No. 3480 – Mesachie Lake Sewer System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**8:07 pm** Director Harrison returned to the Board Room at 8:07 pm.

**B5**  
**11-255** It was moved and seconded that “CVRD Bylaw No. 3481 – Mesachie Lake Water System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B5**  
**11-256** It was moved and seconded that “CVRD Bylaw No. 3481 – Mesachie Lake Water System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B6**  
**11-257** It was moved and seconded that “CVRD Bylaw No. 3482 – Arbutus Ridge Water System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B6**  
**11-258** It was moved and seconded that “CVRD Bylaw No. 3482 – Arbutus Ridge Water System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B7**  
**11-259** It was moved and seconded that “CVRD Bylaw No. 3483 – Arbutus Ridge Sewer System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B7**  
**11-260** It was moved and seconded that “CVRD Bylaw No. 3483 – Arbutus Ridge Sewer System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B8**  
**11-261** It was moved and seconded that “CVRD Bylaw No. 3484 – Maple Hills Sewer System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B8**  
**11-262** It was moved and seconded that “CVRD Bylaw No. 3484 – Maple Hills Sewer System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B9**  
**11-263** It was moved and seconded that “CVRD Bylaw No. 3485 – Cherry Point Estates Water System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B9**  
**11-264** It was moved and seconded that “CVRD Bylaw No. 3485 – Cherry Point Estates Water System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B10  
11-265** It was moved and seconded that “CVRD Bylaw No. 3486 – Youbou Sewer System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B10  
11-266** It was moved and seconded that “CVRD Bylaw No. 3486 – Youbou Sewer System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B11  
11-267** It was moved and seconded that “CVRD Bylaw No. 3487 – Youbou Water System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B11  
11-268** It was moved and seconded that “CVRD Bylaw No. 3487 – Youbou Water System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B12  
11-269** It was moved and seconded that “CVRD Bylaw No. 3488 – Fern Ridge Water System Management Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B12  
11-270** It was moved and seconded that “CVRD Bylaw No. 3488 – Fern Ridge Water System Management Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B13  
11-271** It was moved and seconded that “CVRD Bylaw No. 3489 – Cowichan Bay Sewer System Service Area Amendment Bylaw, 2011”, be adopted.

**MOTION CARRIED**

**B14  
11-272** It was moved and seconded that “CVRD Bylaw No. 3493 – Shawnigan Lake (Electoral Area B) Local Service (Community Hall) Amendment Bylaw, 2011, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B15  
11-273** It was moved and seconded that “CVRD Bylaw No. 3494 – Honeymoon Bay Local Service (Community Water Supply and Distribution) Amendment Bylaw, 2011”, be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

**MOTION CARRIED**

**B16** Deleted upon Adoption of Agenda.

**B17** Deleted upon Adoption of Agenda.

11-274 It was moved and seconded that “CVRD Bylaw No. 3465 – Area E – Cowichan Station/Sahtlam/Glenora Zoning Amendment Bylaw (Wandering U Inc.), 2011” be amended as follows:

- 1) Add the following definition to Section 2(a):  
*“Recreational vehicle” means any vehicle, trailer, coach, camper bus, structure or conveyance designed to travel or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters by travelers”.*
- 2) Delete Section 2(b)(11.4)(a)(6).
- 3) Amend Section 2(b)(11.4)(a)(1) to read: “agricultural equipment manufacture, repair, storage and accessory retail and wholesale sales, *excluding automotive, truck, recreational vehicle and boat sales and servicing*”.

MOTION CARRIED

B18  
11-275 It was moved and seconded that “CVRD Bylaw No. 3465 – Area E – Cowichan Station/Sahtlam/Glenora Zoning Amendment Bylaw (Wandering U Inc.), 2011”, be granted 3<sup>rd</sup> reading as amended.

MOTION CARRIED

8:12 pm Director Duncan declared a possible conflict of interest as the proponent for Bylaws Numbers 3471 and 3472 is a personal acquaintance and Director Duncan left the Board Room at 8:12 pm.

B19  
11-276 It was moved and seconded that “CVRD Bylaw No. 3471 – Area E – Cowichan Station/Sahtlam/Glenora and Area F – Cowichan Lake South/Skutz Falls Official Community Plan Amendment Bylaw (Hignell), 2011”, be granted 3<sup>rd</sup> reading.

MOTION CARRIED

B20  
11-277 It was moved and seconded that “CVRD Bylaw No. 3472 – Area F – Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (Hignell), 2011”, be granted 3<sup>rd</sup> reading.

MOTION CARRIED

8:13 pm Director Duncan returned to the Board Room at 8:13 pm.

#### NEW BUSINESS

NB1  
11-278 It was moved and seconded that the following appointments to the Electoral Area B – Shawnigan Lake Parks and Recreation Commission be approved:

Appointed for a Term to Expire March 31, 2013:

Gaileen Flaman  
Bill Savage  
Al Brunet  
Lori Trealar  
Catherine Whittome  
Margaret Symon

MOTION CARRIED



**ADJOURNMENT**

**11-279  
8:35 pm**

**It was moved and seconded that the Regular Board meeting be adjourned.**

**MOTION CARRIED**

The meeting adjourned at 8:35 pm.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary

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