

**SOUTH COWICHAN SERVICES & GOVERNANCE
MEETING – MARCH 3, 2009**

Minutes of the South Cowichan Services & Governance meeting held at the Mill Bay Community League Hall, 1001 Shawnigan – Mill Bay Road, Mill Bay, BC, on Tuesday, March 3, 2009 at 5:30 p.m.

PRESENT: Dave Balding
Heather Broughton
Sarah Fraser
Paul Laraman
Jens Liebgott
Tim Parker
Robert Smethurst
Gordon Smith
Margaret Symon
David Towner
Mark Wyatt

ABSENT: Bob Brooke

ALSO PRESENT: Warren Jones, Administrator, CVRD
Karen Lynch, Ministry of Community Development
Tom Reid, Study Manager, Sussex Consultants Ltd.

**APPROVAL OF
AGENDA**

It was moved and seconded that the agenda be approved

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded that the minutes of the January 20, 2009 meeting of the South Cowichan Services & Governance Steering Committee be approved.

MOTION CARRIED

**PUBLIC
INFORMATION
MEETINGS –
REVIEW &
SUMMARY OF
Q&A**

Mr. Tom Reid presented an overview and summary of the questions and comments of the public meetings held on February 7 and 14, 2009. Mr. Reid asked the committee members to review the material and provide any feedback to him as soon as possible. The information will be posted on the website March 6, 2009.

**UPDATE ON
STAKEHOLDER
MEETINGS OF
FEBRUARY 28,**

Mr. Reid updated the committee on the three stakeholder meetings held February 28, 2009: (1) Fire Departments / Improvement Districts; (2) Farming Community, and (3) Mill Bay Community League and Mill Bay Incorporation Steering Committee. It was

- 2009** agreed that a second meeting with the farming community should be held and if possible that the meeting occur when the Farmers' Institute is scheduled to meet. The committee also discussed the upcoming stakeholder meetings with the First Nations and Water Improvement Districts.
- SURVEY
PROCESS** There was general discussion with regard to the wording of the Community Questionnaire. The committee members are to provide feedback to Mr. Reid. A second survey to follow in April with regard to proceeding to Phase 2.
- WEBSITE
UPDATE** There was general discussion with regard to the online survey and advertising in the local papers. Mr. Reid advised the committee that the survey will be posted online for approximately 2 ½ weeks.
- ADDITIONAL
FUNDING
REQUEST** Ms. Karen Lynch, Senior Policy Analyst, Ministry of Community Development, Local Government Structure Branch advised that the \$10,000 funding request to the province had not yet been approved. Ms. Lynch mentioned that the funds may still be approved, but that decision would not be known for two to three months.
- FINANCE
COMMITTEE
REPORT** An update was provided to the committee with regard to recent invoices received amounting to 27% of the committee's budget.
- OTHER** There was general discussion with regard to the financial impact of becoming a municipality. The committee was advised that these costs cannot be established without further information and research. Mr. Reid said that he will make sure that in the report it is made clear that cost detail would be provided if there was a future Phase II study. Ms. Lynch advised the committee that she would be circulating by email a document outlining the committee's role in making recommendations.
- NEXT MEETING** It was agreed that the next meeting would be held on Tuesday, April 14, 2009 at 5:30 p.m. at the Cobble Hill Youth Hall (across Watson Street from Cobble Hill Hall).
- ADJOURNMENT** The meeting adjourned at 7:15 pm

Warren Jones

Dated