

Minutes of the Regular meeting of the Board of the Cowichan Valley Regional District held in the Board Room at 175 Ingram Street, Duncan, BC, on Wednesday, February 13, 2008, at 6:04 pm.

PRESENT: Vice-Chair G. Giles
Directors J. Allan, K. Cossey, M. Dorey,
L. Duncan, B. Hodson, R. Hutchins, M. Marcotte,
G. Seymour, M. Walker, M. Tansley
Alternate Directors A. Murray, P. Foster, R. Cadorette,
and D. Heywood

ALSO PRESENT: Warren Jones, Administrator
Joe Barry, Corporate Secretary
Kate Miller, Environmental Manager

ABSENT: Directors W.J. Peake, R. Hartman, J. Lefebure
and P. Kent

**APPROVAL OF
AGENDA
08-049**

It was moved and seconded that the agenda be amended by changing item B18 from Electoral Area “A” to Electoral Area “B”, and that the agenda as amended be approved.

MOTION CARRIED

**ADOPTION OF
MINUTES
08-050**

It was moved and seconded that the minutes of the Regular Board meeting of January 9, 2008 be adopted.

MOTION CARRIED

**ADOPTION OF
MINUTES
08-051**

It was moved and seconded that the minutes of the Special Board meeting of January 23, 2008 be adopted.

MOTION CARRIED

**BUSINESS
ARISING
FROM MINUTES**

BA1

Alternate Appointment to Municipal Finance Authority - Director

The Corporate Secretary advised that the Board appointed alternate must be a CVRD director.

08-052

It was moved and seconded that Director Walker be appointed as the CVRD Alternate to the Municipal Finance Authority.

MOTION CARRIED

DELEGATIONS**D1****Wush'q aka - Ron Rice on behalf of Tousilum - Ron George**

Representing the Cowichan North American Indigenous Games - 2008

Re: Invitation to CVRD to Participate in Ceremonial Drum Making-Singing

Ron Rice explained how the drum making-singing would be incorporated into the opening ceremonies of the NAIG in August 2008, and extended an invitation to CVRD Board to participate in this ceremonial undertaking. Drum practice is every Thursday at 6:00 pm.

D2

Deleted upon adoption of agenda.

**REPORT OF
THE CHAIR**

No report

**CORRESPON-
DENCE**

The following item of correspondence under the date indicated was considered:

C1

Andy Hutchins, President, Chesterfield Sports Society, dated November 15, 2007, re: Invitation to a Guided Tour of the Cowichan Sportsplex facilities.

08-053

It was moved and seconded that the correspondence be referred to the Board Chair to arrange a tour date prior to the Budget meeting of February 19.

MOTION CARRIED**COMMITTEE
REPORTS****CR1**

Report and recommendations of the Regional Services Committee meeting of January 23, 2008, listing five items, were considered:

08-054**It was moved and seconded:**

- 1. That the Board supports the application for multi-year funding from the Invasive Species Partnership Funding Program for a knotweed inventory and development of a Coordinated Management Plan for the Cowichan River, and further that the Chair and Corporate Secretary be authorized to sign an agreement if the application is approved.**
- 2. That "CVRD Bylaw No. 3070 - Kaatza Historical Society Annual Contribution Service Amendment bylaw, 2008" be forwarded to the Board for consideration of three readings and adoption.**

3. That “CVRD Bylaw No. 3071 - Victim Assistance Program Service (West) Amendment Bylaw, 2008” be forwarded to the Board for consideration of three readings and adoption.
4. That “CVRD Bylaw No. 3003 - Fireworks Sale and Discharge Regulation Bylaw, 2008” be forwarded to the Board for consideration of first two readings.
5. That the Finance Department be authorized to proceed with Interim Borrowing through the Municipal Finance Authority in an amount not to exceed \$7,000,000. for operational purposes only and that “CVRD Bylaw No. 3068 - Cowichan Valley Regional District Temporary Loan Bylaw, 2008” be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

CR2

Report and recommendations of the Electoral Area Services Committee meeting of January 16, 2008, listing ten items, were considered:

08-055

It was moved and seconded:

2. That Rod Macintosh be appointed to the Community Advisory Committee for the South Cowichan OCP project.
3. 1. That the Manufactured Home Park Re-Development Policy dated February 2008 be adopted by the Board.
2. That the following resolution be submitted to AVICC:

WHEREAS Manufactured Home Parks are a unique form of affordable housing that offer a lifestyle for residents who enjoy a community atmosphere, yet the infrastructure in many of the older Manufactured Home Parks is failing and in need of significant upgrades to meet present day environmental standards;

WHEREAS there are various restrictions placed on Manufactured Home Park owners with respect to raising funds to pay for upgrades to infrastructure;

THEREFORE, be it resolved, that the Province provide incentives to new and existing manufactured home park owners so that this form of affordable housing will attract new investment dollars and permit the upgrading of existing manufactured home park infrastructure.

4. That the resignation of Dan Cvitanovich from the Area E Advisory Planning Commission be accepted and that a letter of appreciation be forwarded to Mr. Cvitanovich.
5. That the Regional Board approve the Community and Regional Parks Portable Toilet contract extension awarded to Coast Environmental Ltd. for one year, commencing January 1, 2008, and completing December 31, 2008 at the following renegotiated rates:
 - Additional weekly servicing of unit. @ \$30.30/servicing;
 - Pre-arranged moving/unit to new site @ \$27.55/move;
 - The supply of additional units @ \$99.15/unit/month;
 - Monthly rate for extension of units already in place - \$99.15/unit/ month;
 - Hand Sanitizers - \$12.50/per unit (charged monthly)
 - Wheel chair accessible portable toilet units \$127.15/unit/month; and
 - Replacement price for units damaged beyond repair - \$1,200.00.

MOTION CARRIED

08-056

It was moved and seconded:

1. That, due to the termination of the service contract for fire protection of the Yellowpoint/Waterloo area, CVRD Bylaw No. 2080 be amended to delete RDN inclusion in the membership of the North Oyster Volunteer Fire Department Commission; and further, that the Board Chair forward a letter of appreciation to John Abma, and RDN Directors Joe Burnett, Electoral Area A, and Maureen Young, Electoral Area C, for their past service on the North Oyster Fire Protection Service Commission and for their contributions to the North Oyster Fire Department.

MOTION CARRIED

08-057

It was moved and seconded:

6. 1. That the Cowichan-Koksilah Official Community Plan be amended by replacing the present “Schools” section with a new section that reflects the current situation and encourages ongoing public use of surplus school property, and the Electoral Area E Zoning Bylaw be amended by deleting prisons, halfway houses and jails from the definition of “civic use”; and that the appropriate amendment bylaws be forwarded to the Board for consideration of 1st and 2nd readings.

2. That a public hearing be arranged and that Directors Duncan, Hodson and Dorey be delegated to the hearing.
3. That the amendment be referred to the Ministry of Community Services, School District No. 79, the Agricultural Land Commission, and the Ministry of Transportation.
7. That the Cowichan Valley Trap & Skeet Club Shoot Schedule for 2008 be approved.
8. That Development Permit Application No. 2-C-07DP be approved and that the Planning Division be authorized to issue a Development Permit to Terry Little on behalf of Fred Little with respect to The West 40 Acres of Section 11, Range 8, Shawnigan District, Except Part Lying to the South West of the Island Highway As Said Highway is Shown on Plan 1288 OS, And Except Parts in Plans 24801, 43244, 49505, 51294, And That Part Deleted From The Operation of the Land Title Act Under Section 23(4) of the *Expropriation Act* and Shown on Plan VIP71042 that would allow the subject property to be subdivided into 5 lots in accordance with the Trans Canada Highway and Riparian Areas Regulation Development Permit Guidelines of Official Community Plan Bylaw No. 1210, and subject to:
 - a) The Riparian Areas Assessment report being approved by the Ministry of Environment;
 - b) A vegetative screen of Leyland Cypress is established in the location as proposed on the screening plan as “Alternative Hedge Line”;
 - c) Leyland Cypress screen to be a minimum of 2 metres in height upon initial planting;
 - d) Receipt of an irrevocable letter of credit in a form suitable to the CVRD, equivalent to 120% of the landscape costs, to be refunded after two years only if the plantings are successful and to the satisfaction of the CVRD Planning Department.
9. That Development Permit Application No. 7-A-07DP be approved and that the Planning Division be authorized to issue a Development Permit to Bullock Baur Associates on behalf of Briarwood Estates Ltd and Albert Petersen with respect to Lot 1, Section 1, Range 8, Shawnigan District, Plan VIP79958; and Section 1, Range 8, Shawnigan District, Except That Part in Plan 2485, VIP78819 and VIP79958 that would allow the subject properties to be subdivided into 32 lots in accordance with the Mill Bay Development Permit Guidelines of Official Community Plan Bylaw No. 1890, and subject to:
 - a) Underground electrical service to the site is established; and
 - b) Measures to protect the SPEA as identified in Riparian Areas Assessment Report Number 583 prepared by Chris Parks R.P. Bio are complied with.

10. 1. That bylaws be prepared under Section 30 (2) of the *Community Charter* to dedicate Blocks 876, 997, 1010, 1047 and Lot A, Block 117, Plan VIP84239, all lying within Cowichan Lake District (Woodland Shores Development) as park, and that the Electoral Area I -Youbou/Meade Creek OCP be amended to require that a public hearing be held if any change in use of lands designated as park is considered; and further, that the bylaws be forwarded to the Board for consideration and adoption.
2. That a public hearing be arranged and that Directors Hodson, Allan and Tansley be delegated to the hearing.

MOTION CARRIED

CR2

Report and recommendations of the Electoral Area Services Committee meeting of February 6, 2008, listing sixteen items, were considered:

6:33 pm

Director Allan left the Board Room at 6:33 pm.

08-058

It was moved and seconded:

2. That any interested Electoral Area Director be authorized to attend the upcoming one day workshop on Shared Stewardship of our Water Resources: Now and in the Future (no-charge registration) in Nanaimo on February 27th.
3. That a Grant-in-Aid (Electoral Area B – Shawnigan Lake) in the amount of \$500 be given to the Cowichan Food Connection to assist with costs to distribute food to the needy.
4. That a Grant-in-Aid (Electoral Area B – Shawnigan Lake) in the amount of \$2500 be given to the Cowichan Family Caregivers Support Society to assist with their 2008 budget and mission objectives.
5. That a copy of the Seniors in Communities Dialogue survey results be sent to the appropriate federal and provincial ministries, and agencies highlighting the needs of seniors in the Cowichan Lake area and noting the top seven issues as follows:
 1. Care facility (independent/assisted/long-term/extended care).
 2. Affordable housing for low income seniors.
 3. More homecare workers with more frequent and regular service who can provide additional services - cooking, cleaning and personal evaluations.
 4. Increased medical services - local walk in clinic/health care facility.
 5. More and simpler information and assistance regarding

available services, housing, etc.

6. More frequent and expanded bus service to key areas - Village Market and Downtown core, Duncan. Also, access to HandyDART bus services.
7. A bus shelter at Honeymoon Bay and enclosed bus shelters at bus stops.

And further, that the staff report and survey results be forwarded to the CVRD's Transit Committee and the Town of Lake Cowichan for consideration.

6. That the resignation of Alan Morrison from the Area I APC be accepted, and that a letter of appreciation be forwarded to Mr. Morrison.
7. That the Regional Board authorize execution of a three year non-exclusive license renewal for a public hiking trail around Rat Lake on lands owned by Island Timberlands, with the \$500 renewal fee and annual trail maintenance costs to be covered through the Electoral Area A (Mill Bay/Malahat) Community Parks budget.
8. That the contract for caretaker services at Glenora Staging Area Community Park be awarded to Monica Arthurs and Ron Davies for the term of three years, with possible extension for a further two years through mutual agreement of the Caretakers and the CVRD.

MOTION CARRIED

6:38 pm

Director Allan returned to the Board Room at 6:38 pm.

08-059

It was moved and seconded:

1. That the following 2008 Electoral Area Services Committee meeting schedule be approved, with all meetings to convene at 5:30 pm in the Regional District Board Room, starting Tuesday, March 18, 2008.

<p>Tuesday, March 18th Tuesday, April 1st Tuesday, April 15th Tuesday, May 6th Tuesday, May 20th Tuesday, June 3rd Tuesday, June 17th Tuesday, July 8th</p>	<p>Tuesday, August 5th Tuesday, September 2nd Tuesday, September 16th Tuesday, September 30th Tuesday, October 14th Tuesday, November 4th Tuesday, November 18th Tuesday, December 2nd</p>
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MOTION CARRIED

6:38 pm

Director Hodson left the Board Room at 6:38 pm.

08-060

It was moved and seconded:

- 9. That Rezoning Application No. 5-C-06RS (Clark/Southwest RV and Sport) not be approved, and that a partial refund be given to the applicant in accordance with the CVRD Development Application Procedures and Fees Bylaw 2255, and further that the file be closed.**
- 10. That Development Permit Application No. 5-G-07DP be approved and that the Planning Division be authorized to issue a Development Permit to Patrick and Karla Ryan with respect to Lot 9, District Lot 41, Oyster District, Plan 2519 (PID 006-349-226), that would permit the construction of a home and workshop within the 30 metre requirement of the Ocean Shoreline Development Permit Area under the Saltair Official Community Plan.**
- 11. 1. That Rezoning Application No. 8-B-07RS (Cosby/D Carrier) be approved and that the appropriate zoning amendment bylaw be prepared to rezone Lot D, Section 1, Range 5, Shawnigan District, Plan VIP62263; from A-2 to R-3, and that the bylaw be forwarded to the Board for consideration of 1st and 2nd reading.**
 - 2. That a public hearing be scheduled and that Director K Cossey, Director B Hodson, and Director L Duncan be delegated to the hearing.**
 - 3. That the application be referred to the following agencies for comment: Ministry of Community Services, Ministry of Transportation, Ministry of Agriculture and Lands, Shawnigan Lake Volunteer Fire Department, Central Vancouver Island Health Authority, School District 79, and CVRD Parks.**
- 12. That Application No. 24-I-07 DP/RAR be approved for subdivision purposes, and that the Planning Division be authorized to issue a Development Permit to Chris Clements of Youbou Lands Ltd. for the subdivision of seven 20+ hectare parcels in accordance with the provisions of the Watercourse Protection Development Permit Area, subject to registration of a covenant on the Streamside Protection and Enhancement Area (SPEA) identified in Riparian Assessment Report # 374 as 30 metres from Cottonwood Creek and 15 metres from Cowichan Lake, measured from the 164-metre contour line.**

13. 1. That Application No. 2-D-06RS (Kim Johannsen) be approved and that the appropriate amendment bylaws be prepared to redesignate a portion of Parcel D (DD 129086I) of Sections 4 and 5, Range 5, Cowichan District, Except Parts in Plans 14143, 18449, 20693, and VIP72128, to Urban Residential, and to rezone part of the subject property from R-3 (Urban Residential) to R-3A (Urban Residential – Duplex) in the areas as proposed in the site plan; and further that the amendment bylaws be forwarded to the Board for consideration of 1st and 2nd readings.
2. That a public hearing be scheduled and that Director M. Tansley, Director Giles and Director Duncan be delegated to the hearing.
3. That the application be referred to the Ministries of Transportation, Community Services, the Vancouver Island Health Authority, Cowichan Tribes, School District 79, Cowichan Bay Volunteer Fire Department, and Cowichan Bay Improvement District.
14. 1. That the Electoral Area E (Cowichan Station/Sahtlam/Glenora) Zoning Bylaw No 1840 be amended to allow for a small suite on parcels 2 ha or larger in the A-1 Primary Agricultural Zone, and that the amendment Bylaw be forwarded to the Board for consideration of 1st and 2nd reading.
2. That a Public Hearing be scheduled to consider proposed amendment bylaw and that Director L Duncan, Director K Cossey and Director M Marcotte be delegated to hearing.
3. That the amendment be referred to the following agencies for comment: Ministry of Transportation, Ministry of Agriculture and Lands, Agricultural Land Commission, Central Vancouver Island Health Authority, and School District 79.
15. That Restrictive Covenant No. EW067013 for the parcel owned by Shawnigan Gravel Supplies Ltd. be amended by reducing the minimum required buffer area along the sides of the gravel pit in the locations identified on the new explanatory plan (Schedule B) of the revised covenant submitted by Jack Hicks and Co.
16. That the request to discharge Restrictive Covenant No. S30678 (floodplain specifications for Spectacle Creek) over Lot 1, District Lot 183, Malahat District, Plan 42728 (Spectacle Lake Developments Ltd.), be approved, and that the appropriate paper work be forwarded to the Land Title Office.

MOTION CARRIED

CR3 Report and recommendation of the Transit Committee meeting of January 23, 2008, listing one item, was considered:

08-061 It was moved and seconded:

1. 1. That Board Resolution No. 07-853 (3) be rescinded; and
2. That the following rates on the Cowichan Valley Regional Transit System take effect as of March 17, 2008:

Cash Fare	Adult	\$1.75
	Student/Senior	\$1.50
	Child, under 5	Free
Tickets (Book of Ten)	Adult	\$14.00
	Student/Senior	\$11.50
Day Pass	Adult	\$4.00
	Student/Senior	\$3.25
Monthly Pass	Adult	\$43.00
	Student/Senior	\$32.50
Semester Pass (4 months)	College Student	\$100.00

MOTION CARRIED

6:44 pm Director Hodson returned to the Board Room at 6:44 pm.

CR4 Report and recommendations of the Environment Commission meeting of January 17, 2008, listing three items, were considered:

08-062 It was moved and seconded:

1. That the CVRD examine the opportunity to utilize tax-shifting instruments (the use of fees, taxes and other financial instruments to support positive environmental protection, reduction of greenhouse gases, sustainable and community-based economic development as well as social housing and other sustainable community issues) as a “regional tool”.

MOTION CARRIED

08-063 *(Amended from original Committee recommendation):*

It was moved and seconded:

2. That staff be requested to review opportunities to utilize tax-shifting mechanisms within their business lines.

MOTION CARRIED

08-064 (Amended from original Committee recommendation):

It was moved and seconded:

- 3. That staff be requested to source funding to develop a scoping document to work with provincial and federal levels of government on this issue.**

MOTION CARRIED

6:57 pm Director Hutchins left the Board Room at 6:57 pm.

CR5 Report and recommendation of the Cowichan Lake Recreation Commission meeting of January 17, 2008, listing one item, was considered:

08-065 **It was moved and seconded that CEI Architecture be awarded the contract to provide a schematic design for the proposed renovation to the Cowichan Lake Sports Arena for a cost not to exceed \$100,000. in accordance with their submission of January 17, 2008.**

MOTION CARRIED

6:58 pm Director Duncan left the Board Room at 6:58 pm.

CR6 Report and recommendation of the Parks Committee meeting of February 12, 2008, listing one recommendation, was considered:

08-066 **It was moved and seconded that permission be granted to The Experience Cycling Club to hold a cross country mountain bike race on designated trails within the Cobble Hill Mountain Recreation Area on Sunday, May 25, 2008.**

MOTION CARRIED

6:59 pm Director Duncan returned to the Board Room at 6:59 pm.

7:00 pm Director Hutchins returned to the Board Room at 7:00 pm.

CR7 Report and recommendations of the Engineering Services Committee meeting of February 13, 2008, listing fourteen items, were considered:

08-067 **It was moved and seconded:**

- 1. That CVRD Bylaw No. 2988 – Arbutus Mountain Estates Sewer System Service Establishment Bylaw, 2007, be forwarded to the Board for consideration of three readings, and following provincial approval, adoption.**

2. That the Board approve the following prioritized list of solid waste projects submitted in the final proposal for Regionally Significant Projects of the Gas Tax Funding Program:
 1. South End recycling drop off depot – phase 1 development;
 2. Bings Creek transfer station and recycling depot upgrades;
 3. Peerless Road recycling drop off depot upgrades.
3. That the following projects be accepted for the 2007-2009 Community Works Fund allocation:
 1. Honeymoon Bay Upgrade
 2. Mesachie Lake Sewer Collection and Disposal System Upgrade
 3. Shawnigan Beach Estates Sewer Pump station Gen-sets
 4. Maple Hills Sewer System - Odour Control
 5. Satellite Park Water System - Reservoir and Water Treatment Building
 6. Bio-Diesel Facility - Bings Creek
 7. Lambourn Estates Sewer and Water Upgrades
 8. Kerry Village Sewage System - Disposal Field Rehabilitation
 9. Shawnigan Lake Weir Fish Ladder
 10. Saltair Water System Reservoir & Knudson Road
 11. Shawnigan Beach Estates Sewer System I/I – Phase 1
 12. Maple Hills Sewer System Safety Upgrade
 13. Shawnigan Beach Estates Sewer System UV replacement/electrical upgrade;
 14. Galliers Green Sewer Upgrade – Phase 1 - Safety, monitoring and control equipment.
 15. Fern Ridge Water System monitoring and control upgrade;

and further, that the following projects be designated as priorities for the recently announced 2011-2014 Community Works Fund allocation:

1. Sutton Creek Upgrade
 2. Shawnigan Beach Estates Sewer System Inflow and Infiltration – Phase 2 Sewer Bypass
 3. Galliers Green Sewer System Upgrade – Phase 2.
 4. Shawnigan Lake North Water System Metering/Backflow.
4. That the *Certificate of Sufficiency* for inclusion of "Lot A, Section 13, Range 7, Quamichan District, Plan VIP54893" into the Eagle Heights Sewer System Service Area be received; and that "CVRD Bylaw No. 3047 – Eagle Heights Sewer System Service Amendment Bylaw, 2007", be forwarded to the Board for consideration of three readings and adoption.

5. That "CVRD Bylaw 3069 – Saltair Water System Management Amendment Bylaw, 2008", amending Schedule B – Metered Water Charges be forwarded to the Board for consideration of three readings and adoption.
6. That "CVRD Bylaw No. 3066 – Shawnigan Lake North Water System Management Amendment Bylaw" be forwarded to the Board for consideration of three readings and adoption:
7. That "CVRD Bylaw No. 3067 - Shawnigan Beach Estates Sewer System Management Amendment Bylaw, 2008" be forwarded to the Board for consideration of three readings and adoption.
8. That the Board accept the Utility Transfer Agreement between the CVRD and the owners of the proposed Twin Cedars development, Harbour City Ventures Corp, and Elise Holdings Ltd., for CVRD takeover of the sewer, drainage and streetlighting systems; and further that the Chair and Corporate Secretary be authorized to sign the Utility Transfer Agreement.
9. That the Board accept the attached Certificate of Sufficiency for establishment of a *Drainage System Service Area* for a proposed 30 lot residential subdivision of 1300 Hurtin Road (PID 015-751-899) and 1265 Cherry Point Road (PID 002 870 100), and that approval-in-principle be granted for takeover of the storm drainage detention system and surrounding park lands as requested by the developers, Royal Island Developments Inc. and Double H Development, subject to the following conditions:
 1. The developers undertake to provide a two-year warranty on the completed drainage system, backed by an *irrevocable letter of credit*, for an amount satisfactory to the Manager, Engineering Services;
 2. All infrastructure works, located on private property, are placed within registered Statutory Rights-of-Way using the CVRD's standard charge terms;
 3. The developer provides suitable reserve funds to start off the drainage function; and
 4. That the drainage system as-builts be submitted to Engineering Services prior to CVRD takeover;

and further that the necessary bylaws be prepared to create a service area for the drainage system and establish a reserve fund.

10. That a joint water feasibility assessment, between the Dogwood Ridge Water System and the Cowichan Tribes, be carried out by UMA Engineering Ltd., as outlined in their sole source proposal of January 18, 2008, and that the CVRD provide 50% funding on behalf of Dogwood Ridge to a maximum cost of \$18,812 ~ \$8,812

from the CVRD Electoral Feasibility Studies Function and \$10,000 through a Provincial Feasibility Study Grant, and further that approval in principle be granted for the CVRD to assume ownership and operation of the Dogwood Ridge Water System, based on:

1. Findings of the water feasibility study
 2. A servicing agreement with Cowichan Tribes.
 3. All new infrastructure works, located on private property, are placed within registered Statutory Rights-of-way using the CVRD's standard charge terms;
 4. The Improvement District is required to transfer existing reserve funds for the water system to the CVRD;
 5. A public consultation process regarding water upgrades must be undertaken by the Improvement District.
 6. Petitions must be completed by at least 50% of the owners of parcels within the proposed service area and the total value of their parcels represent at least 50% of the net taxable value of all land and improvements in the service area.
11. That the CVRD grant approval in principle for inclusion to Sentinel Ridge Sewer System of the sanitary sewer for the proposed Mill Bay Marina development, consisting of 25 transient condominium units, 3 townhouse units and a marina, which includes a restaurant/pub, chandlery office and sanitation, on properties described as: 740 Handy Road and Foreshore Lease District Lot 459, as requested by the developer, Amadon Group, subject to the following conditions:
1. The preliminary concepts, detailed design and installation must be approved by Engineering Services staff to ensure compliance with CVRD Design Standards, South Sector Liquid Waste Management Plan and Subdivision Bylaw 1215;
 2. The developer must have a qualified professional prepare and submit the amendments to the Registration of Discharge form, Operation Plan and Environmental Impact Study, and all other necessary documentation, to the Ministry of Environment for the sewage treatment and disposal system;
 3. A multi-user servicing agreement between the CVRD, Sentinel Ridge, Sangha, Bickford, and Mill Bay Marina developments for cost-sharing of the sewer treatment system capital infrastructure.
 4. The developer undertakes to provide a two-year warranty on the completed sewer works, backed by an *irrevocable letter of credit*; for an amount satisfactory to the Manager, Engineering Services;

5. All lands on which infrastructure works are located are transferred to the CVRD, except where not practical, in which case will be placed within registered Statutory Rights-of-way using the CVRD's standard charge terms;
6. All sewage disposal capacities must be confirmed by the qualified professional;
7. The developer is required to provide a suitable reserve fund to the sewer function;
8. The developer is required to provide all sewer servicing infrastructure, including Class "A" standard sewage treatment works and disposal system, pumps, controls, gensets, SCADA system and mainlines for the proposed development;
9. The developer shall contribute to costs associated with monitoring and sampling requirements for the sewer system for the initial intensive monitoring period;
10. A utility transfer agreement must be executed between the CVRD and the owner/developer.
11. The sewer forcemain be sized to accommodate additional connections, while still providing for adequate scouring;

and further that, upon receipt of a sufficient petition process, bylaws be prepared to amend the Sentinel Ridge Sewer Service Area.

12. That the Cowichan Valley Regional District approve submission of a Provincial Infrastructure Study Grant Application, on behalf of Cowichan Bay Waterworks District, subject to a higher priority being assigned to CVRD applications.
13. That CVRD Bylaw No. 3061, Cowichan Valley Regional District Garbage and/or Recyclable Materials Collection Amendment Bylaw, 2008 be forwarded to the Board for consideration of three readings and adoption.
14. 1. That the Board accept the proposal from Waste Services (Ca) Inc., dated November 23, 2007, for a two-year extension to the CVRD curbside contracts for an amount not to exceed \$360,000 per year, subject to cost of living increases and changes to service area house counts;
2. That the Board accept the proposal from Sun Coast Waste, dated November 29, 2007, for a two-year extension to the CVRD curbside contract for an amount not to exceed \$65,000 per year, subject to cost of living increases and changes to service area house counts.

MOTION CARRIED

**STAFF
REPORTS**

SR1 Staff Report from the Administrator dated February 6, 2008 re: South Cowichan Governance and Service

08-068 It was moved and seconded that the Board request the Province provide a planning grant to undertake a review of governance and services in Electoral A - Mill Bay/Malahat, Electoral Area B - Shawnigan Lake and Electoral Area C - Cobble Hill.

MOTION CARRIED

SR2 Staff Report from the Deputy Corporate Secretary dated January 10, 2008 re: Shawnigan Lake North Water System Service Amendment - Requisition Limit Increase, Voter Approval

08-069 It was moved and seconded that the voter approval to increase the maximum requisition limit for the Shawnigan Lake North Water System Service from \$135,000. to \$180,000., to be obtained through an alternative approval process.

MOTION CARRIED

SR3 Staff Report from the Deputy Corporate Secretary dated January 10, 2008 re: Saltair Water System Service Amendment - Requisition Limit Increase, Voter Approval

08-070 It was moved and seconded that voter approval to increase the maximum requisition limit for the Saltair Water System Service from \$130,000. to \$190,000., be obtained through an alternative approval process.

MOTION CARRIED

SR4 Staff Report from the Deputy Corporate Secretary dated January 31, 2008 re: Results of Alternative Approval Process - Bylaw No. 3029 - Satellite Park Water System Loan Authorization Bylaw

08-071 It was moved and seconded that the *Certificate of Results* confirming that the CVRD Board may proceed to adopt Bylaw No. 3029, be received.

MOTION CARRIED

SR5 Staff Report from the Manager, Cowichan Lake Recreation dated February 5, 2008 re: Funding Application for “Celebrate Canada”

08-072 It was moved and seconded that the Cowichan Valley Regional District Board support the submission of a grant application to the Celebrate Canada Committee for British Columbia c/o Canadian Heritage for funding to host the Canada Day Celebrations in the Cowichan Lake area.

MOTION CARRIED

SR6 Staff Report from the Corporate Secretary dated February 6, 2008 re: Cowichan Valley Paratransit 2007/08 Annual Operating Agreement

08-073 It was moved and seconded that the Chair and Corporate Secretary be authorized to sign the Cowichan Valley Paratransit Master Operating Agreement and the 2007/08 Annual Operating Agreement.

MOTION CARRIED

SR7 Deleted upon adoption of Agenda.

SR8 Staff Report from the Environment Manager dated February 7, 2008 re: Letter of Support for Restoration Work for Stocking Creek

08-074 It was moved and seconded that the Cowichan Valley Regional District provide a letter of support to Dave Clough for the application for funding to the Pacific Salmon Commission to undertake restoration work on Stocking Creek.

MOTION CARRIED

SR9 Staff Report from the Manager, Kerry Park Recreation Centre dated February 12, 2008 re: Funding Application for “Celebrate Canada”

08-075 It was moved and seconded that the Cowichan Valley Regional District Board supports the grant application to the Celebrate Canada Committee for British Columbia, c/o Canadian Heritage, for funds to host the Canada Day Celebration in the South Cowichan area.

MOTION CARRIED

7:25 pm Director Hutchins left the meeting at 7:25 pm.

**PUBLIC
HEARINGS**

PH1 Public Hearing Report and Minutes re: Official Community Plan Amendment Bylaw No. 3009 and Zoning Amendment Bylaw No. 3010 applicable to Electoral Area B - Shawnigan Lake (Jeffrey Gibson), were considered.

08-076 It was moved and seconded that Public Hearing Report and Minutes re: Official Community Plan Amendment Bylaw No. 3009 and Zoning Amendment Bylaw No. 3010 applicable to Electoral Area B - Shawnigan Lake (Jeffrey Gibson) be received.

MOTION CARRIED

7:26 pm Director Allan declared a potential conflict of interest as he could be accused of personal bias and left the Board Room at 7:26 pm.

PH2 Public Hearing Report and Minutes re: Official Community Plan Amendment Bylaw No. 3022 (applicable to Electoral Area E - Cowichan Station/Sahtlam/Glenora and Part of Electoral Area F - Cowichan Lake South/Skutz Falls) and Zoning Amendment Bylaw No. 3023 (applicable to electoral Area F - Cowichan Lake South/Skutz Falls) (Kuhnke), were considered:

08-077 It was moved and seconded that the Public Hearing Report and Minutes re: Official Community Plan Amendment Bylaw No. 3022 (applicable to Electoral Area E - Cowichan Station/Sahtlam/Glenora and Part of Electoral Area F - Cowichan Lake South/Skutz Falls) and Zoning Amendment Bylaw No. 3023 (applicable to Electoral Area F - Cowichan Lake South/Skutz Falls) (Kuhnke), be received.

MOTION CARRIED

7:31 pm Director Allan returned to the Board Room at 7:31 pm.

BYLAWS

B1
08-078 It was moved and seconded that "CVRD Bylaw No. 2988 - Arbutus Mountain Estates Sewer System Service Establishment Bylaw, 2007", be granted 1st, 2nd and 3rd reading.

Opposed: Director Marcotte

MOTION CARRIED

**B2
08-079** It was moved and seconded that "CVRD Bylaw No. 3003 - Fireworks Sale and Discharge Regulation Bylaw, 2008", be granted 1st and 2nd reading.

Opposed: Directors Marcotte, Duncan and Hodson

MOTION CARRIED

**B3
08-080** It was moved and seconded that "CVRD Bylaw No. 3035 - Twin Cedars Street Lighting Service Establishment Bylaw, 2007", be adopted.

MOTION CARRIED

**B4
08-081** It was moved and seconded that "CVRD Bylaw No. 3029 - Satellite Park Water System Service Loan Authorization, 2007", be adopted.

MOTION CARRIED

**B5
08-082** It was moved and seconded that "CVRD Bylaw No. 3041 - Satellite Park Water System Service Amendment Bylaw, 2007", be adopted.

MOTION CARRIED

**B6
08-083** It was moved and seconded that "CVRD Bylaw No. 3042 - Shawnigan Beach Estates Sewer System Service Amendment Bylaw, 2007", be adopted.

MOTION CARRIED

**B7
08-084** It was moved and seconded that "CVRD Bylaw No. 3043 - Shawnigan Lake North Water System Service Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B8
08-085** It was moved and seconded that "CVRD Bylaw No. 3044 - Saltair Water System Service Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B9
08-086** It was moved and seconded that "CVRD Bylaw No. 3061 - Cowichan Valley Regional District Garbage and/or Recyclable Materials Collection Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B9
08-087** It was moved and seconded that "CVRD Bylaw No. 3061 - Cowichan Valley Regional District Garbage and/or Recyclable Materials Collection Amendment Bylaw, 2008", be adopted.

MOTION CARRIED

**B10
08-088** It was moved and seconded that "CVRD Bylaw No. 3066 -Shawnigan Lake North Water System Management Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B10
08-089** It was moved and seconded that "CVRD Bylaw No. 3066 -Shawnigan Lake North Water System Management Amendment Bylaw, 2008", be adopted.

MOTION CARRIED

**B11
08-090** It was moved and seconded that "CVRD Bylaw No. 3067 - Shawnigan Beach Estates Sewer System Management Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B11
08-091** It was moved and seconded that "CVRD Bylaw No. 3067 - Shawnigan Beach Estates Sewer System Management Amendment Bylaw, 2008", be adopted.

MOTION CARRIED

**B12
08-092** It was moved and seconded that "CVRD Bylaw No. 3068 - Cowichan Valley Regional District Temporary Loan Bylaw, 2008", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B12
08-093** It was moved and seconded that "CVRD Bylaw No. 3068 - Cowichan Valley Regional District Temporary Loan Bylaw, 2008", be adopted.

MOTION CARRIED

**B13
08-094** It was moved and seconded that "CVRD Bylaw No. 3069 - Saltair Water System Management Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.

MOTION CARRIED

**B13
08-095** **It was moved and seconded that "CVRD Bylaw No. 3069 - Saltair Water System Management Amendment Bylaw, 2008", be adopted.**

MOTION CARRIED

**B14
08-096** **It was moved and seconded that "CVRD Bylaw No. 3070 - Kaatza Historical Society Annual Contribution Service Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.**

MOTION CARRIED

**B15
08-097** **It was moved and seconded that "CVRD Bylaw No. 3071 - Victim Assistance Program Service (West) Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.**

MOTION CARRIED

**B16
08-098** **It was moved and seconded that "CVRD Bylaw No. 3072 - Feasibility Study Reserve Fund Expenditure (Cowichan Place) Bylaw, 2008", be granted 1st, 2nd and 3rd reading.**

MOTION CARRIED

**B16
08-099** **It was moved and seconded that "CVRD Bylaw No. 3072 - Feasibility Study Reserve Fund Expenditure (Cowichan Place) Bylaw, 2008", be adopted.**

MOTION CARRIED

**B17
08-100** **It was moved and seconded that "CVRD Bylaw No. 3073 - Electoral Area G - Saltair/Gulf Islands Parks Commission Amendment Bylaw, 2008", be granted 1st, 2nd and 3rd reading.**

MOTION CARRIED

**B17
08-101** **It was moved and seconded that "CVRD Bylaw No. 3073 - Electoral Area G - Saltair/Gulf Islands Parks Commission Amendment Bylaw, 2008", be adopted.**

MOTION CARRIED

**B18
08-102** It was moved and seconded that the citation for Bylaw No. 3009 be changed to reflect “Electoral Area B - Shawnigan Lake”, and that "CVRD Bylaw No. 3009 - Area B - Shawnigan Lake Official Community Plan Amendment Bylaw (Gibson), 2007" be granted 3rd reading as amended.

MOTION CARRIED

**B18
08-103** It was moved and seconded that "CVRD Bylaw No. 3009 - Area B - Shawnigan Lake Official Community Plan Amendment Bylaw (Gibson), 2007", be adopted.

MOTION CARRIED

**B19
08-104** It was moved and seconded that "CVRD Bylaw No. 3010 - Area B - Shawnigan Lake Zoning Amendment Bylaw (Gibson), 2007", be granted 3rd reading.

MOTION CARRIED

**B19
08-105** It was moved and seconded that "CVRD Bylaw No. 3010 - Area B - Shawnigan Lake Zoning Amendment Bylaw (Gibson), 2007", be adopted.

MOTION CARRIED

7:44 pm Director Allan declared a potential conflict of interest as he could be accused of personal bias and left the Board Room at 7:44 pm.

**B20
08-106** It was moved and seconded that "CVRD Bylaw No. 3022 - Area E - Cowichan Station/Sahtlam/ Glenora and Area F - Cowichan Lake South/Skutz Falls Official Community Plan Amendment Bylaw (Kuhnke), 2007", be granted 3rd reading.

MOTION CARRIED

**B20
08-107** It was moved and seconded that "CVRD Bylaw No. 3022 - Area E - Cowichan Station/Sahtlam/ Glenora and Area F - Cowichan Lake South/Skutz Falls Official Community Plan Amendment Bylaw (Kuhnke), 2007", be referred to Planning staff.

MOTION CARRIED

**B21
08-108** It was moved and seconded that "CVRD Bylaw 3023 - Area F - Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (Kuhnke), 2007", be granted 3rd reading.

MOTION CARRIED

**B21
08-109** It was moved and seconded that "CVRD Bylaw 3023 - Area F - Cowichan Lake South/Skutz Falls Zoning Amendment Bylaw (Kuhnke), 2007", be referred to Planning staff.

MOTION CARRIED

7:46 pm Director Allan returned to the Board Room at 7:46 pm.

**B22
08-110** It was moved and seconded that "CVRD Bylaw No. 3074 - Area E - Cowichan Station/Sahtlam/ Glenora Official Community Plan Amendment Bylaw (School Sites), 2008", be granted 1st and 2nd reading.

MOTION CARRIED

**B23
08-111** It was moved and seconded that "CVRD Bylaw No. 3075 - Area E - Cowichan Station/Sahtlam/ Glenora Zoning Amendment Bylaw (Civic Use Definition), 2008", be granted 1st and 2nd reading.

MOTION CARRIED

RESOLUTIONS

**RES1
08-112** It was moved and seconded that the following appointments to the Electoral Area F - Cowichan Lake South/Skutz Falls Parks & Recreation Commission be approved:

Term to expire December 31, 2009:

Elected:

Sharon Wilcox

David Lowther

Caroline LeBlanc

Term to expire December 31, 2008:

Appointed:

Ray Wear

Mary Lowther

Lachman Sanghera

MOTION CARRIED

**RES2
08-113** It was moved and seconded that the following appointments to the Thetis Island Port Commission be approved:

Three year term to expire December 31, 2010:

Joe Squire

**Term to expire December 31, 2008:
Patrick Mooney**

MOTION CARRIED

**RES3
08-114**

It was moved and seconded that the following appointments to the Electoral Area E - Cowichan Station/Sahtlam/ Glenora Parks and Recreation Commission be approved:

Term to expire November 30, 2009:

Elected:

Elaine Androsoff

Howard Heyd

Frank McCorkell

Paul Slade

Larry Whetstone

Term to expire November 30, 2009:

Appointed:

Irene Evans

Spence Howard

Ron Smith

MOTION CARRIED

**UNFINISHED
BUSINESS**

No Unfinished Business

**RESOLVE INTO
CLOSED
SESSION**

**8:04 pm
08-115**

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) (e).

MOTION CARRIED

8:04 pm

Directors Cossey and Seymour left the meeting at 8:04 pm.

**RISE FROM
CLOSED
SESSION**

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

**8:19pm
08-117**

MOTION CARRIED

ADJOURNMENT

**8:19 pm
08-118**

It was moved and seconded that the Regular Board meeting adjourn.

MOTION CARRIED

The meeting adjourned at 8:19 pm.

Certified Correct:

Chair

Corporate Secretary

Dated:
