

Minutes of the Regular meeting of the Regional Services Committee held in the Board Room, 175 Ingram Street, Duncan BC, on Wednesday, February 22, 2012 at 6:01 pm.

**PRESENT:** Chair J. Lefebure  
Directors M. Dorey, L. Duncan, B. Fraser, G. Giles,  
R. Hartmann, R. Hutchins, L. Iannidinardo, P. Kent,  
B. Lines, T. McGonigle, I. Morrison, P. Weaver, M. Walker,  
and Alternate Director R. Waters

**ABSENT:** Director M. Marcotte

**ALSO**

**PRESENT:** Warren Jones, Chief Administrative Officer  
Joe Barry, Corporate Secretary  
Mark Kueber, General Manager, Corporate Services  
Ron Austen, General Manager,  
Arts, Recreation and Culture  
Brian Dennison, General Manager,  
Engineering and Environmental Services  
Tom Anderson, General Manager,  
Planning and Development  
Sybille Sanderson, A/General Manager, Public Safety  
Jacob Ellis, Manager, Corporate Planning  
Sharon Moss, Manager, Finance Division  
Geoff Millar, Manager, Economic Development Division  
Brian Farquhar, Manager, Parks and Trails Division  
Bob McDonald, Manager,  
Recycling and Waste Management Division  
Kate Miller, Manager, Regional Environmental Policy Division  
Steve Hurcombe, Budget Coordinator, Finance Division  
Jason Adair, Superintendent, Solid Waste Facilities Division  
Tara Daly, Recording Secretary

**APPROVAL OF  
AGENDA**

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

**MOTION CARRIED**

**ADOPTION OF  
MINUTES**

**M1**

**It was moved and seconded that the minutes of the Regular meeting of Regional Services Committee, held January 25, 2012, be adopted.**

**MOTION CARRIED**

**DELEGATION**

**D1**

Item D1 was deferred until later in the Agenda.

**CORRESPONDENCE**

- C1** The correspondence from BDO Canada LLP, dated January 26, 2012, re: Audit of the Financial Statements of the Cowichan Valley Regional District for the year ended December 31, 2011 was received for information.

**STAFF REPORTS**

- SR1** The Staff Report from the General Manager, Corporate Services Department dated January 30, 2012, re: Draft 2012 Regional Budgets was received for information.

- SR2** The Staff Report from the General Manager, Corporate Services Department dated February 13, 2012, re: General Government Draft 2012 Budget was considered.

**It was moved and seconded that the General Government Budget be amended by transferring \$55,000 into the General Government Operating Reserve.**

**MOTION CARRIED**

**It was moved and seconded that Item D1 be considered at this time.**

**MOTION CARRIED**

**DELEGATION**

- D1** Brandy Gallagher, Cowichan Region Affordable Housing Affiliate Project (O.U.R. ECOVILLAGE)  
Re: Presentation for Proposal Related to “Grant-in-Aid” for the Cowichan Region Affordable Housing Affiliate Project.

Brandy Gallagher provided an overview of the Affordable Housing Affiliate Project, its charitable sponsorship by Volunteer Cowichan, and its association with several local entities. Ms. Gallagher explained that the Regional Grant-in-Aid being considered by the Committee would allow for the development of an “on the ground pilot project”, the first home in the Demonstration Pilot Project, to lock up stage by late spring 2012.

**STAFF REPORTS**

- SR3** The Staff Report from the A/General Manager, Public Safety dated February 14, 2012, re: Emergency 9-1-1 (109) Budget was considered.

**It was moved and seconded that the 2012 Requisition for Emergency 9-1-1 (Budget 109) be increased by \$59,272 to cover increased contract costs for required maintenance to the CVRD’s portion of the Central Island 9-1-1 network system to keep the system functioning.**

**MOTION CARRIED**

The Chief Administrative Officer advised that he would report back with an update of the status of discussions between Telus and Nanaimo Regional District regarding the collection of fees for Emergency 9-1-1 on telephone bills.

**SR4** The Staff Report from the Manager, Economic Development Division dated February 14, 2012, re: 2012 Budget Report – Economic Development and Tourism was received for information.

**SR5** The Staff Report from the Manager, Regional Environmental Policy Division dated February 13, 2012, re: 131 Budget – Regional Environmental Policy Draft Budget was considered.

**It was moved and seconded that Budget 131 be modified to include Gas Tax funding of \$900,000 for flood works.**

**MOTION CARRIED**

**SR6** The Staff Report from the A/General Manager, Public Safety dated February 14, 2012, re: Emergency Planning (205) Budget was considered.

**It was moved and seconded to adjust Budget 205 so there is no reduction in requisition and that the \$23,746 proposed decrease be put into Operating Reserve for the Emergency Planning (205) Budget.**

**MOTION CARRIED**

**SR7** The Staff Report from the Manager, Parks & Trails Division dated February 10, 2012, re: Regional Parks and Trails Program 2012 Draft Budget,(Function 280) was considered.

**It was moved and seconded that the draft Regional Parks and Trails Function 280 core budget be amended to reflect an additional \$57,377 in Grant funds on the Revenue side and both an additional \$50,000 to Consultants under Operating and \$7,377 to Capital – Lease Improvements, on the Expense side.**

**MOTION CARRIED**

The Regional Parks and Trails Program 2012 Draft Budgets for Function 283 – Kinsol Trestle Operations and Maintenance, and Function 285 – Regional Parkland Acquisition were received for information.

**SR8** The Staff Report from the Manager, Recycling & Waste Management dated February 14, 2012, re: 2012 Solid Waste Budget 520 was considered.

**It was moved and seconded that the 2012 Solid Waste Budget 520 Requisition be increased by \$160,000 for planned expenditures on legal and consulting costs, as well as fulfilling a switch to the use of biodiesel for all solid waste equipment.**

**MOTION CARRIED**

**RECESS  
8:10 pm**

It was the consensus of the Committee to take a five minute recess. The meeting recessed at 8:10 pm.

**MEETING  
RECONVENED  
8:20 pm**

The Regional Services Committee meeting reconvened at 8:20 pm.

**SR9**

The Staff Report from the Chief Administrative Officer dated February 14, 2012, re: 2012 Supplemental Budget Requests was considered.

**Tier 1 Supplemental Requests:***Regional Compost Facility Study*

**It was moved and seconded that the supplemental budget request for a Regional Compost Facility Study be added to the 2012 Budget with an increase in Requisition of \$17,514 and the remainder taken from the Regional Feasibility Reserve Fund for a total of \$70,000.**

**MOTION CARRIED**

*Cultural Mapping Project*

It was moved and seconded that the supplemental request for the Cultural Mapping Project be referred to Cowichan Valley Arts Council.

**MOTION WITHDRAWN**

**It was moved and seconded that the supplemental budget request in the amount of \$20,000 for the Cultural Mapping Project be funded.**

**MOTION CARRIED**

*Communications Office*

**It was moved and seconded that the supplemental request in the amount of \$130,000 for the Communications Office be funded.**

**MOTION DEFEATED**

**It was moved and seconded that supplemental request be named “Communications” and that \$50,000 be budgeted to respond to recommendations coming out of the report from Mickelson Consulting.**

**MOTION CARRIED**

*Sire Records Management Software*

**It was moved and seconded that the supplemental request for funding in the amount of \$92,550 for Sire Records Management Software be included in the 2012 budget.**

**MOTION CARRIED**

*Meade Creek Ashfill Remediation – \$3 per tonne tipping fee*

**It was moved and seconded that the supplemental request for funding (\$3 per tonne tipping fee increase) for Meade Creek Ashfill Remediation be included in the 2012 budget.**

**MOTION CARRIED**

**Tier 2 Supplemental Requests:***Green Team Budget*

It was moved and seconded that the supplemental request in the amount of \$10,000 for the Green Team Budget be included in the 2012 budget.

**MOTION CARRIED***Implementation of Cowichan Region Area Agriculture Plan*

It was moved and seconded that the supplemental request for Implementation of Cowichan Region Area Agriculture Plan in the amount of \$20,000 be included in the 2012 budget.

**MOTION CARRIED***Bylaw Enforcement Officer*

It was moved and seconded that the supplemental request for funding in the amount of \$94,814 for a Bylaw Enforcement Officer (cost shared by Solid Waste and Regional Parks functions) be included in the 2012 budget.

**MOTION CARRIED***Other Supplemental Requests*

The following Supplemental Requests have been reviewed by other Committees and Commissions: Bus Stop Benches (107), 24 Passenger Bus for the Shawnigan Lake Community Centre (464), Deloume Park Infrastructure and Undefined Minor Capital for Community Parks Electoral Area A (231), Cowichan Place Signage for Island Savings Centre (420), and Cowichan Place Signage for Island Savings Centre Theatre (426).

*Function 520 – Solid Waste*

It was moved and seconded that funding of \$60,000 for Function 520 – Solid Waste, expansion of hours at Meade Creek be included in the 2012 budget.

**MOTION DEFEATED**

It was moved and seconded that funding of \$20,000 for Function 520 – Solid Waste, expansion of hours at Meade Creek be included in the 2012 budget.

**MOTION CARRIED****RECESS  
10:05 pm**

It was the consensus of the Committee to take a five minute recess. The Regional Services Committee meeting recessed at 10:05 pm.

**MEETING  
RECONVENED  
10:14 pm**

The Regional Services Committee meeting reconvened at 10:14 pm.

*Function 100 – General Government*

The Supplemental Request by General Government for Regional Culture – Local Arts Councils has been withdrawn.

The Supplemental Requests for Replacing Refrigeration Compressors, Installing Acoustic Material in Arena/Rink, and Purchase of Maintenance Truck at Cowichan Lake Sports Arena (all 405); Curling Ice Shaver at Kerry Park Recreation Centre Curling (413), and Tandem Dump Trailer at Kerry Park Recreation Centre Sports Field (416) will be reviewed at individual Commission meetings.

*Function 131 - Environment*

**It was moved and seconded that Function 131 – Environment including Regional Watershed Management Strategies, Regional Energy Plan, and Regional Flood Education be included in the 2012 budget.**

**MOTION DEFEATED**

**It was moved and seconded that Function 131 – Environment, Regional Watershed Management Strategies be included in the 2012 budget.**

**MOTION DEFEATED**

**It was moved and seconded that Function 131 – Environment, Regional Energy Plan be included in the 2012 budget.**

**MOTION DEFEATED**

**SR10**

The Staff Report from the General Manager, Corporate Services Department dated February 7, 2012, re: 2012 Regional Grant in Aid was considered.

*Bike to Work Cowichan*

The Regional Grant-in-Aid request for Bike to Work Cowichan was previously considered.

*BC Forest Discovery Centre*

**It was moved and seconded that funding of \$50,000 for a Regional Grant-in-Aid for the BC Forest Discovery Centre be added to the 2012 budget.**

**MOTION CARRIED**

**10:40 pm**

Director Iannidinardo declared a potential conflict of interest due to employment with the Cowichan Green Community Society and left the meeting at 10:40 pm.

*Cowichan Green Community Society*

**It was moved and seconded that funding of \$20,000 for a Regional Grant-in-Aid for the Cowichan Green Community Society be added to the 2012 budget.**

**MOTION CARRIED**

**10:41 pm**

Director Iannidinardo returned to the meeting at 10:41 pm.

*Cowichan Sportsplex*

**It was moved and seconded that funding of \$110,000 for a Regional Grant-in-Aid for the Cowichan Sportsplex be added to the 2012 budget.**

**MOTION DEFEATED**

**It was moved and seconded that funding of \$80,000 for a Regional Grant-in-Aid for the Cowichan Sportsplex be added to the 2012 budget.**

**MOTION DEFEATED**

**It was moved and seconded that funding of \$100,000 for a Regional Grant-in-Aid for the Cowichan Sportsplex be added to the 2012 budget.**

**MOTION CARRIED**

Earlier Staff Reports concerning the Sportsplex will be recirculated to the Directors. The Chief Administrative Officer advised that, at the direction of the Board, the Sportsplex will be included in discussions surrounding Regional Recreation.

*Cowichan Valley Arts Council*

**It was moved and seconded that funding of \$22,000 for a Regional Grant-in-Aid for the Cowichan Valley Arts Council be added to the 2012 budget.**

**MOTION CARRIED**

*Cowichan Valley Hospice*

**It was moved and seconded that funding of \$3,000 for a Regional Grant-in-Aid for the Cowichan Valley Hospice be added to the 2012 budget.**

**MOTION CARRIED**

*Garden House Foundation*

The request for a Regional Grant-in-Aid was not considered.

*O.U.R. Ecovillage/O.U.R. Community Association*

**It was moved and seconded to deny the Regional Grant-in-Aid request from O.U.R. Ecovillage/O.U.R. Community Association.**

**MOTION CARRIED**

*Cowichan Therapeutic Riding Association*

**It was moved and seconded that funding of \$10,000 for a Regional Grant-in-Aid for Cowichan Therapeutic Riding Association be added to the 2012 budget.**

**MOTION DEFEATED**

SR11

The Staff Report from the General Manager, Corporate Services Department dated February 13, 2012, re: Proposed 2012 Hospital Budget was considered.

**It was moved and seconded that the Cowichan Valley Regional Hospital District 2012 Budget as presented be forwarded to the Hospital Board for consideration.**

**MOTION CARRIED**

*Cowichan Valley Arts Council*

**It was moved and seconded that additional funding of \$3,000 be added to the \$22,000 previously moved for a Regional Grant-in-Aid for the Cowichan Valley Arts Council, bringing the total to \$25,000 to be added to the 2012 budget.**

**MOTION CARRIED**

The Committee discussed Regional Grants-in-Aid, specifically procedure and whether there should be a policy.

**ADJOURNMENT**  
11:11 pm

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

**MOTION CARRIED**

The meeting adjourned at 11:11 pm.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Recording Secretary

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