

Minutes of the Regular meeting of the Regional Services Committee held in the Board Room, 175 Ingram Street, Duncan, BC, on Wednesday, May 26, 2010 at 6:02 pm.

PRESENT: Acting Chair T. Walker
Directors L. Duncan, M. Dorey, K. Kuhn, B. Harrison,
D. Haywood and T. McGonigle
Alternate Directors G. Gutensohn, J. Krug, S. Arnett and
L. Heinio

ABSENT: Directors P. Kent, M. Marcotte, I. Morrison, G. Giles,
K. Cossey, L. Iannidinardo, R. Hutchins and G. Seymour

ALSO

PRESENT: Warren Jones, Administrator
Kathleen Harrison, Deputy Corporate Secretary
Mark Kueber, General Manager, Corporate Services
Kate Miller, Manager, Regional Environmental Policy
Tracy Bowen, Accountant
Steve Hurcombe, Budget Coordinator
Dominique Beesley, Recording Secretary

**CALL TO
ORDER**

The Deputy Corporate Secretary called the meeting to order, noted that Directors Kent (Chair) and Hutchins (Vice-Chair) were absent, and reviewed the procedure for appointing an Acting Chair.

**APPOINTMENT
OF ACTING
CHAIR**

It was moved and seconded that Director Walker be appointed as Acting Chair for the Regional Services Committee meeting of May 26, 2010.

MOTION CARRIED

**APPROVAL OF
AGENDA**

It was moved and seconded that the agenda be approved.

MOTION CARRIED

**ADOPTION OF
MINUTES**

2M1

It was moved and seconded that the minutes of the Regular meeting of Regional Services Committee held April 28, 2010 be adopted.

MOTION CARRIED

**BUSINESS
ARISING OUT
OF MNUTES**

There was no business arising from the minutes.

DELEGATIONS

- 4D1** Cathy Robertson, General Manager, representing Community Futures Cowichan, provided a presentation on Community Futures' current projects, programs, services and the small business community, and responded to questions from the Committee.

STAFF REPORTS

- 5D1** Staff Report from the Manager, Finance Division dated May 13, 2010, regarding 2009 Financial Statements and the 2009 Audit Report, was considered:

The General Manager, Corporate Services Department, provided an overview of the 2009 audit process noting there was a requirement to include information on the District's tangible capital assets for the first time. The General Manager introduced Baljeet Basi, Manager and Terry Shepherd, Partner, of Meyers Norris Penny, who provided comments on the findings of the 2009 Report and responded to questions from the Committee.

Alternate Director Arnett requested a correction to his first name as noted in the *Director Remuneration and Expenses Year Ended December 31, 2009* document from "Joseph" to "Steve".

It was moved and seconded that it be recommended to the Board that the Cowichan Valley Regional District's 2009 Financial Statements be received.

MOTION CARRIED

It was moved and seconded that it be recommended to the Board that the Directors' 2009 Statement of Remuneration and Expenses be received.

MOTION CARRIED

It was moved and seconded that it be recommended to the Board that the Audit Findings Report dated April 19, 2010 be received.

MOTION CARRIED

- 5D2** Staff Report from the General Manager, Public Safety Department dated May 18, 2010, regarding completion of the Mount Wood 9-1-1 repeater site tower replacement, was received for information.

- 5D3** Staff Report from the Manager, Regional Environmental Policy Division dated May 18, 2010, regarding a 2010 Budget update, was received for information.

5D4

Staff Report from the Manager, Regional Environmental Policy Division dated May 19, 2010 and a PowerPoint presentation, regarding the Cowichan – Koksilah Integrated Flood Management Plan, were considered:

It was moved and seconded that it be recommended to the Board that the Lower Cowichan / Koksilah River Integrated Flood Management Plan Final Report, prepared by Northwest Hydraulic Consultants dated September 2009, be received.

MOTION CARRIED

It was moved and seconded that it be recommended to the Board that a sub-regional approach to integrated flood management for the Lower Cowichan – Koksilah Flood Plain be developed utilizing available Regional Gas Tax funding.

MOTION CARRIED

It was moved and seconded that it be recommended to the Board that CVRD staff work with member municipalities and Cowichan Tribes to provide appropriate information from the Lower Cowichan / Koksilah River Integrated Flood Management Plan Final Report to communities.

MOTION CARRIED

It was moved and seconded that Kate Miller, Manager, Regional Environmental Policy Division, be recognized for her exceptional work, foresight, leadership and competency on all of the components of the Lower Cowichan/Koksilah River Integrated Flood Management Plan project.

MOTION CARRIED

5D5

Staff Report from the Manager, Regional Environmental Policy Division dated May 19, 2010, regarding a University of Victoria/CVRD contribution agreement, was considered:

It was moved and seconded that it be recommended to the Board that the CVRD enter into a contribution agreement with the University of Victoria to acquire digital photography and LIDAR data for the Region for research purposes and that the Chair and Corporate Secretary be authorized to sign the agreement.

MOTION CARRIED

ADJOURNMENT **It was moved and seconded that the Regional Services Committee meeting adjourn.**
7:41 pm

MOTION CARRIED

The meeting adjourned at 7:41 pm.

Chairperson

Recording Secretary

Dated:_____