



Making a difference...together

MINUTES OF A MEETING OF THE CAPITAL REGIONAL DISTRICT BOARD
Held Wednesday, October 10, 2012, in the Board room, 625 Fisgard Street, Victoria, BC

PRESENT: Directors: G. Young (Chair), G. Hill (Vice Chair), M. Alto, D. Blackwell, A. Bryson, J. Brownoff (1:37), T. Daly, V. Derman, B. Desjardins, D. Fortin, P. Gerrard (for S. Brice), C. Hamilton, D. Howe, M. Hicks, B. Isitt, N. Jensen, M. Loveless (for L. Cross), W. McIntyre, J. Mendum, W. Milne, J. Ranns, V. Sanders (for F. Leonard), and L. Wergeland
Staff: K. Daniels, Chief Administrative Officer; L. Hutcheson, General Manager, Environmental Sustainability; R. Lapham, General Manager, Planning and Protective Services; D. Lokken, General Manager, Corporate Services; T. Robbins, Acting General Manager, Integrated Water Services; L. Rushton, General Manager, Parks and Community Services; A. Orr, Senior Manager, Corporate Communications; S. Santarossa, Corporate Officer, and S. Norton, Deputy Corporate Officer (Recorder)

The Chair called the meeting to order at 1:32 pm.

1. APPROVAL OF THE AGENDA

MOVED by Director Mendum, **SECONDED** by Director Hill,
That the agenda and supplementary agenda be approved; and the agenda be further amended as follows:

- Add Forum of Councils Discussion under item 4.
- Add Appointment of Alternate Regional Representative to the Treaty Table under Item 3.
- Withdraw readings of Bylaw No. 3851, Core Area Wastewater Treatment Commission Bylaw No. 1, 2012, from Item 5.1 and allow the Committee Chair to give an update.
- Add Bylaw No. 3838 "Capital Regional District Board Procedures Bylaw, 2012" under Item 8.

CARRIED

Director Brownoff entered the meeting at 1:37 pm.

2. ADOPTION OF MINUTES OF SEPTEMBER 12, 2012

MOVED by Director Derman, **SECONDED** by Director Hill,
That the minutes of the meeting of September 12, 2012 be adopted.

CARRIED

3. REPORT OF THE CHAIR

Chair Young remembered Saanich Councillor Bob Gillespie, who served as a Director and as Alternate Director at the CRD, and was a member of the Regional Water Supply Commission, Environment Committee and Arts Committee.

Chair Young requested approval of appointments to the Transportation Select Committee and an Alternate Regional Representative to the Treaty Table.

MOVED by Director Derman, **SECONDED** by Director Hill,
That Director Denise Blackwell be appointed to the Transportation Select Committee,
replacing Director Jane Mendum.

CARRIED

MOVED by Director Derman, **SECONDED** by Director Hill,
That Director Alastair Bryson be appointed as the Alternate Regional Representative to
the Treaty Table.

CARRIED

4. PRESENTATIONS/DELEGATIONS

4.1 Forum of Councils Discussion

K. Daniels noted that the subject of the Forum on Councils on November 3 would be Regional Cooperation, which was one of the strategic priorities set by the CRD Board, and was identified by many community leaders who were interviewed by the consultant in preparing the strategic priority document. He noted that the last forum was open to the media and this forum will also be open to the public. K. Daniels introduced Tracey Lee Lorensen, of Paragon Strategic Services, who will be the forum facilitator.

T. Lorensen described the proposed format under three components: Learning From Our Past, Reaching Our Goals, Connecting Our Priorities, each with a set of questions to focus discussion. Directors provided input.

- Engagement: Some Directors wanted to get into substantive issues (i.e. First Nations, airport and transit governance, a transportation function, amalgamation, approvals process for amendments to the Regional Growth Strategy) versus the abstract concept of regional cooperation; while others felt that getting into issues would take away time for discussing how to improve the model for cooperation, issues would need to be identified in advance and background papers prepared, and a number of the issues identified were already strategic directions.
- Participation: Some Directors thought it would be a good idea for each Council to sit together, while others felt the Councils should mix up. T. Lorensen described a format that could include both.

Directors were requested to email their comments to K. Daniels or L. Hutcheson.

There was discussion on involving Directors earlier in the process for setting up future Forum of Councils.

5. REPORTS OF COMMITTEES**5.1 CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE:** October 10, 2012**1. Commission Bylaw**

Director Blackwell advised that Bylaw 3851 was not approved by the Committee to come forward to the CRD Board for readings at this time. The Committee did not agree with the Province's position that tendering processes would be overseen by the appointed expert commission, with no input from elected officials.

5.2 ELECTORAL AREA SERVICES COMMITTEE: September 19, 2012**1. Appointment of Officers**

MOVED by Director Hicks, **SECONDED** by Director Howe,
That, for the purpose of Section 200 of the Local Government Act and Section 28(3) of the Offence Act and in accordance with Capital Regional District Bylaw No. 2681, Kathleen Davis be appointed as an Animal Control Officer.

CARRIED

2. Grants-In-Aid

MOVED by Director Hicks, **SECONDED** by Director Howe,
That the following grants-in-aid applications be approved for payment:
Southern Gulf Islands Electoral Area Grants-in-Aid as approved by Director Howe

- | | |
|---|----------|
| a) Magic Lake Property Owners' Society | \$ 1,000 |
| b) Mayne Island Waterworks | \$ 1,500 |
| c) Pender Islands Conservancy Association | \$ 2,000 |

CARRIED

3. Electoral Area Permissive Tax Exemptions

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That Bylaw No.3859, cited as "Tax Exemption (Permissive) Bylaw, 2012", be introduced and read a first and second time.

CARRIED

Isitt **OPPOSED**

MOVED by Director Hicks, **SECONDED** by Director Milne,
That Bylaw No. 3859 be read a third time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Milne,
That Bylaw No. 3859 be adopted.

CARRIED

5.3 JUAN DE FUCA LAND USE COMMITTEE, VOTING BLOCK A: September 18, 2012

- 1. Development Variance Permit Application: VAR-05-10, Lot 3, Sections 130 and 131, Sooke District, Plan VIP73608 Except That Part in Plan VIP76869 (Gilbert, 706 Cains Ways)**

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That the Development Variance Permit VAR-05-10 for Lot 3, Sections 130 and 131, Sooke District, Plan VIP73608 except that part in Plan VIP76869, to relax the requirement for one tenth perimeter frontage, be approved.

CARRIED

- 2. Rezoning Application: Z-02-11, Lot 1, Section 36, Township 13, Renfrew District, Plan VIP50819 (Port Renfrew Recreation Centre)**

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That proposed Bylaw 3716, "Comprehensive Community Development Plan for Port Renfrew Bylaw No. 1, 2003, Amendment Bylaw No. 3, 2012" for Lot 1, Section 36, Township 13, Renfrew District, Plan VIP50819, be introduced and read a first and second time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That in accordance with the provisions of Section 890 and 891 of the Local Government Act, the Director for the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 3716, "Comprehensive Community Development Plan for Port Renfrew Bylaw No. 1, 2003, Amendment Bylaw No. 3, 2012".

CARRIED

- 3. Rezoning Application: Z-01-12, Lot 7, Section 129, Sooke District, Plan VIP67208 (Stokes, 470 Seedtree Road)**

MOVED by Director Hicks, **SECONDED** by Director Milne,
That Bylaw No. 3829, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 110, 2012" for Lot 7, Section 129, Sooke District, Plan VIP67208, be introduced and read a first and second time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Milne,
That in accordance with the provisions of Section 890 and 891 of the Local Government Act, the Director for the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 3829, "Juan de Fuca Land Use Bylaw, 1992, Amendment No. 110, 2012".

CARRIED

5.4 PLANNING, TRANSPORTATION AND PROTECTIVE SERVICES COMMITTEE:
September 19, 2012

1. Establishing Bylaw for Fire Dispatch for Juan de Fuca, Salt Spring Island, Southern Gulf Islands, Metchosin, Sooke, Langford and the Highlands

MOVED by Director Ranns, **SECONDED** by Director Derman,
That Bylaw No. 3854, "Emergency Communication Dispatch Service Establishment Bylaw No. 1, 2012", the bylaw for establishing Fire Dispatch for the participating areas, be introduced and read a first and second time.

CARRIED

MOVED by Director Ranns, **SECONDED** by Director Derman,
That Bylaw No. 3854 be read a third time.

CARRIED

MOVED by Director Ranns, **SECONDED** by Director Derman,
That Bylaw No. 3854 be referred to participating municipal councils and electoral area directors for their assent.

CARRIED

2. Capital Regional District 2011 Origin Destination Household Travel Survey

MOVED by Director Ranns, **SECONDED** by Director Derman,
That Report No. PPS/RP-2-12-26 regarding the Final Report CRD 2011 Origin Destination Household Travel Survey be received for information.

CARRIED

5.5 REGIONAL PARKS COMMITTEE: September 19, 2012

1. Repeal of Bylaw No. 2743 "CRD Parks Master Plan (Official Regional Parks Plan), Bylaw 1, 2000"

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That Bylaw No. 3858, "Bylaw to Repeal Bylaw No. 2743, CRD Parks Master Plan (Official Regional Parks Plan) Bylaw No. 1, 2000", be introduced and read a first and second time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Milne,
That Bylaw No. 3858 be read a third time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Milne,
Bylaw No. 3858 be adopted.

CARRIED

2. 2012 Regional Parks Bylaw Enforcement Program Update

MOVED by Director Hicks, **SECONDED** by Director Derman,
That the report be received for information.

CARRIED

6. ADMINISTRATION REPORTS

- 6.1 Temporary Industrial Permit Renewal Application for: Lot 1 of Lot 123, Block 1299, Malahat District, Plan 20837, PID: 003-521-958 (TIP-01-10 – TimberWest Forest Corp. Inc.); Lot 1, Block 1263 and of District Lot 124, Malahat District, Plan 24436, PID: 003-034-372 (TIP-02-10 – TimberWest Forest Corp. Inc.); and Block 1234, Malahat and Cowichan Lake Districts, PID: 009-377-298 (TIP-03-10 – TimberWest Forest Corp. Inc.)**

MOVED by Director Hicks, **SECONDED** by Director Milne,
That Item h) of the motion approved at the August 8, 2012 Board meeting to renew Temporary Industrial Permits TIP-01-10, TIP-02-10 and TIP-03-10 for PID: 003-521-958, PID: 003-034-372 and PID: 009-377-298 for the purpose of constructing three 60 m meteorological towers, be amended to extend the expiry date of the permit to October 27, 2014.

CARRIED

- 6.2 Homelessness Partnering Strategy – Funding Approval**

MOVED by Director Fortin, **SECONDED** by Director Alto,
That the Capital Regional District Board approve a funding allocation of \$1.8M from the Federal Homeless Partnering Strategy as recommended by the Community Advisory Board for 'Hope Centre' a 25 unit Housing Project proposed by the M'akola Housing Society in partnership with the Society of Saint Vincent de Paul to be located on West Coast Road in Sooke subject to the completion of the required funding agreement.

CARRIED

7. BYLAWS

- 7.1 Bylaw No. 3831, "Juan de Fuca Electoral Area Land Use Bylaw, 1992, Amendment Bylaw No. 111, 2012"**

MOVED by Director Hicks, **SECONDED** by Director Milne,
That Bylaw No. 3831 be adopted.

CARRIED

8. NEW BUSINESS**8.1 Bylaw No. 3838 “Capital Regional District Board Procedures Bylaw, 2012”**

Directors wished to conclude the discussion that had started at the Committee of the Whole meeting held just prior to this meeting regarding s. 19(1)(a) of proposed Bylaw 3838.

MOVED by Director Ranns, **SECONDED** by Director Desjardins,
That s. 19(1) (a) be retained in proposed Bylaw No. 3838, as follows:
Audio and or visual recording devices must not be used or operated during a closed meeting unless expressly permitted by the Board or committee.

During the discussion, it was noted that such recordings would apply to staff recordings as the public is not present during closed meetings. Some Directors felt that both open and closed meetings should be recorded in order to check the accuracy of minutes. With the option of web streaming being looked at for the near future, some Directors felt that both open and closed meetings should be video recorded and retained. There was consensus that discussion on the use, management and retention of video recordings should be deferred until implementation of web streaming.

Director Hicks left the meeting at 2:52 pm.

DEFEATED

Alto, Blackwell, Brownoff, Bryson, Daly, Derman, Fortin, Hamilton, Hill, Howe, Isitt, Jensen, Loveless, Mendum, Milne, Wergeland, Sanders, Young **OPPOSED**

9. MOTION TO CLOSE THE MEETING

MOVED by Director Blackwell, **SECONDED** by Director Hill,
That the Board close the meeting in accordance with the Community Charter, Part 4, Division 3, 90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district (Item 4); (c) labour relations or other employee relations (Item 3).

CARRIED

The Board closed the meeting at 2:56 pm and rose and reported at 3:23 pm.

10. RISE AND REPORT**Recruitment of Chief Administrative Officer (CAO)**

The services of Pinton Forrest and Madden are to be secured to assist the CRD with the recruitment of the position of Chief Administrative Officer (CAO), including undertaking a needs and requirements analysis with the CRD Board of Directors, and then to assist with any recruitment efforts; and a Selection Committee is to be established by the CRD Board Chair consisting of five (5) to seven (7) representatives of the CRD Board of Directors, including representatives from the Core municipalities, the Western

Communities, the Saanich Peninsula, and the Electoral Areas, plus the Senior Manager of Human Resources as a resource; and an Acting CAO is to be appointed should the recruitment process extend beyond January 31, 2013.

Appointments to Juan de Fuca Board of Variance

Paul Clarkston, Axel Joosting and Greg Whincup were appointed for a term to expire September 30, 2015.

Appointment to Southern Gulf Islands Electoral Area Emergency Advisory Commission

John Wiznuk was appointed for a term to expire December 31, 2014.

Appointment to Lyall Harbour/Boot Cove Water Local Services Committee

Ian Rowe was appointed for a term to expire December 31, 2014.

Appointments to Southern Gulf Islands Harbours Commission

Stephen Cropper (representing Mayne Island) and John Heaney (representing North Pender Island) were appointed for a term to expire October 1, 2014.

Lease Contract for Program Management Office – Core Area Wastewater Treatment Program

The lease contract with The Standard Life Assurance Company of Canada for the 5th floor space at 1675 Douglas Street was approved.

11. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Mendum,
That the meeting be adjourned at 3:23 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER