



Making a difference...together

**Minutes of a Meeting of the Capital Regional District Board  
held Wednesday, January 9, 2013, in the Board Room, 625 Fisgard Street, Victoria, BC**

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**PRESENT: Directors:** A. Bryson (Chair), D. Blackwell (Vice Chair), S. Brice, C. Coleman (for D. Fortin), L. Cross, J. Cullington (for C. Hamilton), T. Daly, V. Derman, B. Desjardins, S. Gudgeon (for B. Isitt), G. Hill, D. Howe, M. Hicks, N. Jensen, F. Leonard, P. Madoff (for M. Alto), W. McIntyre, J. Mendum, W. Milne, J. Ranns, V. Sanders (for J. Brownoff), L. Seaton, L. Wergeland and G. Young  
**Staff:** K. Daniels, Chief Administrative Officer; J. Hull, Project Director, Core Area Treatment Project; G. Harris, Acting General Manager, Environmental Sustainability; I. Hennigar, Acting General Manager, Parks and Community Services; R. Lapham, General Manager, Planning and Protective Services; D. Lokken, General Manager, Corporate Services; T. Robbins, Acting General Manager, Integrated Water Services; C. Neilson, Senior Manager, Human Resources; 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 1:30 pm.

**1. APPROVAL OF THE AGENDA**

**MOVED** by Director Derman, **SECONDED** by Director Blackwell,  
That the agenda and supplementary agenda be approved.

**CARRIED**

**2. ADOPTION OF MINUTES OF DECEMBER 12, 2012**

**MOVED** by Director Brice, **SECONDED** by Director Blackwell,  
That the minutes of the meeting of December 12, 2012 be adopted.

**CARRIED**

**3. REPORT OF THE CHAIR**

**1. Board Chair's Inaugural Speech**

Chair Bryson delivered his inaugural address (attached).

**2. Appointments**

Chair Bryson advised that a listing of the Board standing committees and appointments to other Boards and Commissions had been distributed to all Directors, with appointments established as follows:

## **2013 BOARD AND COMMITTEE MEMBERSHIP**

### **CAPITAL REGIONAL DISTRICT BOARD**

Chair: Alastair Bryson  
Vice Chair: Denise Blackwell  
All Directors

### **CAPITAL REGIONAL HOSPITAL DISTRICT BOARD**

Chair: Denise Blackwell  
Acting Chair: Alastair Bryson  
All Directors

### **COMMITTEE OF THE WHOLE**

Chair: Alastair Bryson  
Vice Chair: Denise Blackwell  
All Directors

### **STANDING COMMITTEES (Appointments made by Board Chair)**

#### **CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE**

Chair: Denise Blackwell  
Vice Chair: Judy Brownoff  
Directors: Marianne Alto  
Susan Brice  
Vic Derman  
Barb Desjardins  
Dean Fortin  
Carol Hamilton  
Graham Hill  
Ben Isitt  
Nils Jensen (J. Herbert)  
Frank Leonard (V. Sanders)  
Lanny Seaton  
Leif Wergeland  
Geoff Young

#### **ELECTORAL AREA SERVICES COMMITTEE**

Chair: Mike Hicks  
Vice Chair: Wayne McIntyre  
Director: Dave Howe

#### **ENVIRONMENTAL SUSTAINABILITY**

Chair: Nils Jensen  
Vice Chair: Jane Mendum  
Denise Blackwell  
Judy Brownoff

Vic Derman  
Barb Desjardins  
Dean Fortin  
Carol Hamilton  
Dave Howe  
Wendal Milne

**FINANCE AND CORPORATE SERVICES COMMITTEE**

Chair: Frank Leonard  
Vice Chair: Marianne Alto  
Denise Blackwell (Chair, Core Area Liquid Waste Management Committee)  
Susan Brice (Chair, Regional Parks Committee)  
Larry Cross  
Barb Desjardins (Chair, Planning, Transportation & Protective Services Committee)  
Dave Howe (Electoral Area Services Committee)  
Ben Isitt  
Nils Jensen (Chair, Environmental Sustainability Committee)  
John Ranns

**PLANNING, TRANSPORTATION & PROTECTIVE SERVICES COMMITTEE**

Chair: Barb Desjardins  
Vice Chair: Leif Wergeland  
Larry Cross  
Ted Daly  
Vic Derman  
Dean Fortin  
Carol Hamilton  
Graham Hill  
John Ranns  
Lanny Seaton  
Geoff Young

**REGIONAL PARKS COMMITTEE**

Chair: Susan Brice  
Vice Chair: Mike Hicks  
Ted Daly  
Dave Howe  
Ben Isitt  
Jane Mendum  
Lanny Seaton  
Leif Wergeland

**TRANSPORTATION SELECT COMMITTEE**  
**(Board Chair recommends to Board)**

Chair: Dean Fortin  
Vice Chair: Wendal Milne  
Directors: Marianne Alto

Denise Blackwell  
Judy Brownoff  
Larry Cross  
Barb Desjardins  
Carol Hamilton  
Graham Hill  
Frank Leonard  
Wayne McIntyre  
Geoff Young

Note: Board Chair Alastair Bryson is ex-officio member on the above committees.

**OTHER APPOINTMENTS  
(Appointments made by Board Chair or Board)**

**ARTS COMMITTEE**

**(Appointments made by Board Chair)**

Township of Esquimalt:	Councillor Meagan Brame
District of Highlands:	Councillor Allen Dobb
District of Metchosin:	Councillor Moralea Milne
District of Oak Bay:	Councillor Cairine Green
District of Saanich:	Councillor Vicki Sanders (until March 31, 2013)
Town of Sidney:	Councillor Marilyn Loveless
City of Victoria:	Councillor Pam Madoff
Town of View Royal:	Councillor David Screech (Chair)

**CAPITAL REGION EMERGENCY SERVICES TELECOMMUNICATIONS (CREST)**

**(Appointments made by Board)**

Directors representing the Electoral Areas of:

Juan de Fuca: Mike Hicks  
Salt Spring Island: Wayne McIntyre  
Southern Gulf Islands: Dave Howe

**CAPITAL REGION HOUSING CORPORATION BOARD**

**(Appointments made by Board Chair)**

Directors:	Alternate Directors:
1. Dave Howe	1. Derek Masselink
2. Ben Isitt	2. Chris Coleman (P. Madoff, C. Thornton-Joe, L. Helps, S. Gudgeon)
3. Lanny Seaton	3. Lillian Szpak (M. Sahlstrom, W. Sifert)
4. Leif Wergeland	4. Paul Gerrard (N. Wade, V. Sanders, D. Murdock)

**Community Member:** Mike Miller (January 1, 2013 to December 31, 2014)

**FERRY ADVISORY COMMITTEES**

**(Appointments made by Board)**

**Salt Spring Island Ferry Advisory Committee:** Wayne McIntyre

**Southern Gulf Islands Ferry Advisory Committee:** Dave Howe

**GREATER VICTORIA COALITION TO END HOMELESSNESS  
(Appointments made by Board)**

1. Dean Fortin
2. Paul Gerrard
3. Lynda Hundleby
4. Ben Isitt
5. Vicki Sanders

**GREATER VICTORIA HARBOUR AUTHORITY BOARD  
(Nomination made by Board Chair)**

Representative: Graham Hill

**GREATER VICTORIA LABOUR RELATIONS ASSOCIATION  
(Appointments made by Board)**

Representative: Ted Daly

Alternate: Geoff Young

**GULF ISLANDS NATIONAL PARK RESERVE ADVISORY BOARD  
(Appointments made by Board)**

Representative: Dave Howe

Alternate: Derek Masselink

**ISLAND CORRIDOR FOUNDATION  
(Nomination made by Board)**

Representative: Lanny Seaton

**MUNICIPAL FINANCE AUTHORITY**

**(Appointments made by Board)** Appointments effective at MFA's AGM in March

Representative: Frank Leonard

Alternate: Larry Cross

Representative: Dave Howe

Alternate: Geoff Young

**REGIONAL HOUSING TRUST FUND COMMISSION  
(Appointments made by Board Chair)**

District of Central Saanich: Councillor Adam Olsen

Township of Esquimalt: Councillor Tim Morrison

District of Metchosin: Councillor Larry Tremblay

District of North Saanich: Councillor Conny McBride

District of Oak Bay: Councillor Pam Copley

District of Saanich: Councillor Paul Gerrard (until March 31, 2013)

Town of Sidney: Councillor Steve Price

District of Sooke: Councillor Maja Tait

City of Victoria: Councillor (TBA after January 17)

Town of View Royal: Councillor John Rogers

Salt Spring Island Electoral Area: Wayne McIntyre

Southern Gulf Islands Electoral Area: Dave Howe

**REGIONAL REPRESENTATIVE TO THE TREATY TABLE  
(Appointment made by Board)**

Representative: Larry Cross  
Alternate: Mike Hicks

**TRAFFIC SAFETY COMMISSION  
(Appointments made by Board Chair)**

Representative: Leif Wergeland  
Alternate: Ted Daly

**VANCOUVER ISLAND REGIONAL LIBRARY BOARD  
(Appointments made by Board)**

Juan de Fuca Electoral Area:  
Representative: Mike Hicks  
Alternate: Wally Vowles

**MOVED** by Director Blackwell, **SECONDED** by Director Milne,  
That the Board receive the appointments and endorse the nominations and  
appointments put forward.

**CARRIED**

4. **PRESENTATIONS/DELEGATIONS** – None.

5. **REPORTS OF COMMITTEES**

5.1 **CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE** – January 9, 2013

1. **Commission Bylaw No. 3851**

There was discussion on changing the word “approve” back to “review” with respect to the Board’s role regarding the terms of the requests for quotations/proposals as a condition of provincial funding, which would leave approval of procurement documents to the expert commission.

**MOVED** by Director Blackwell, **SECONDED** by Director Wergeland,  
That third reading of Bylaw No. 3851, Core Area Wastewater Treatment Commission  
Bylaw No.1, 2012, be rescinded.

**CARRIED**  
Derman **OPPOSED**

**MOVED** by Director Blackwell, **SECONDED** by Director Jensen,  
That Bylaw No. 3851 be amended by changing the word “approve” to “review” in  
section 10.1(a)(i).

**CARRIED**  
Derman **OPPOSED**

**MOVED** by Director Blackwell, **SECONDED** by Director Jensen,  
That Bylaw No. 3851 be read a third time, as amended.

Derman **CARRIED**  
**OPPOSED**

**MOVED** by Director Blackwell, **SECONDED** by Director Jensen,  
That Bylaw No. 3851 be adopted, as amended.

Derman **CARRIED**  
**OPPOSED**

## 6. ADMINISTRATION REPORTS

### 6.1 2013 PARCEL TAX ROLL REVIEW PANEL

**MOVED** by Director Blackwell, **SECONDED** by Director Hicks,  
That the following be appointed to the Parcel Tax Roll Review Panel on matters of parcel  
taxes for the year 2013 to be held on Wednesday, 13 March 2013 at 12:00 pm in Room  
651 of the Capital Regional District offices, 625 Fisgard Street, Victoria, BC:

CHAIR: Alastair Bryson, Chair, CRD Board

DIRECTORS: David Howe, Southern Gulf Island Electoral Area  
Wayne McIntyre, Salt Spring Island Electoral Area  
Mike Hicks, Juan de Fuca Electoral Area.

**CARRIED**

### 6.2 MUNICIPAL FINANCE AUTHORITY (MFA) SECURITY ISSUING BYLAW

As the Board representative on the MFA Board, Director Leonard noted the excellent  
credit rating achieved by the MFA, and advised that MFA staff would be available to  
provide a briefing to the Board.

**MOVED** by Director Leonard, **SECONDED** by Director Blackwell,  
That Bylaw No. 3882, "Security Issuing Bylaw No 1, 2013", be introduced and read a first  
and second time.

**CARRIED**

**MOVED** by Director Leonard, **SECONDED** by Director Blackwell,  
That Bylaw No. 3882 be read a third time.

**CARRIED**

**MOVED** by Director Leonard, **SECONDED** by Director Blackwell,  
That Bylaw No. 3882 be adopted.

**CARRIED**

**7. BYLAWS**

**7.1 BYLAW NO. 3861, "PORT RENFREW STREET LIGHTING LOCAL SERVICE ESTABLISHMENT BYLAW NO. 1, 1989, AMENDMENT BYLAW NO. 2, 2012"**

**MOVED** by Director Hicks, **SECONDED** by Director McIntyre,  
That Bylaw No. 3861 be adopted.

**CARRIED**

**8. NEW BUSINESS**

**8.1 COASTAL COMMUNITY NETWORK SUBSCRIPTION**

**MOVED** by Director Mendum, **SECONDED** by Director Brice,  
That the Board advise the Coastal Community Network that it is unable to participate on  
the Board of Directors and support the subscription request for 2013

**CARRIED**

**8.2 GRANTS-IN-AID**

**MOVED** by Director Hicks, **SECONDED** by Director Milne,  
That the Board approve for payment the following grants-in-aid:

- |   |          |
|---|----------|
| 1) Juan de Fuca Grants-in-Aid as approved by Director Hicks |          |
| a. John Muir Elementary School Parent Advisory Council      | \$ 2,334 |
| b. Saseenos Elementary School Parent Advisory Council       | \$ 2,333 |
| c. Sooke Elementary School Parent Advisory Council          | \$ 2,333 |

**CARRIED**

**MOVED** by Director, **SECONDED** by Director,

- 2) That the grants-in-aid application for the Village Bay Improvement Association, for  
\$4,000, be deferred to the next meeting.

**CARRIED**

**9. MOTION TO CLOSE THE MEETING**

**MOVED** by Director Mendum, **SECONDED** by Director Leonard,  
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 3.1).

**CARRIED**

The Board closed the meeting at 2:12 pm and rose and reported at 2:14 pm.



## 10. RISE AND REPORT

The Board reported on the following appointments:

The following persons were appointed to the **Juan de Fuca Electoral Area Parks and Recreation Advisory Commission** for a term to expire December 31, 2014:

Valerie Braunschweig, Pat Sloan, Melody Kimmel.

The following persons were appointed to the **Juan de Fuca Economic Development Commission** for a term to expire December 31, 2014: Elisabeth Petersen, Yale Shap.

The following person was appointed to the **Beddis Water Service Commission** for a term to expire December 31, 2014: Nancy Hamilton.

The following person was appointed to the **Fernwood Water Local Service Commission** for a term to expire December 31, 2014: Lorrie Hunt.

The following persons were appointed to the **Saturna Island Parks and Recreation Commission** for a term to expire December 31, 2014:

Jim Bavi, Ingrid Gaines, Allen Olsen, Katie Jones.

The following persons were appointed to the **Southern Gulf Islands Public Library Commission**, for a term to expire December 31, 2013: Ilke Olsen; and for a term to expire December 31, 2014: Lyn Greenhill, Charlotte Young, Nancy Phillips (Alt.), Mary Greenhill, Sheila Dunnachie, Mairi Munro-Kerr (Alt.), Lynda Carson.

The following person was appointed to the **Royal and McPherson Theatres Society Board** for a term to expire December 31, 2013: Oak Bay Councillor Cairine Green.

The following persons were appointed to the **Peninsula Recreation Commission** for a term to expire December 31, 2013:

Central Saanich Councillor Carl Jensen, (Alternate) Councillor Cathie Ounsted;

Sidney Councillor T. Chad, (Alternate) Councillor K. Podmore, and

for a term to expire December 31, 2014: Gay Helmsing (Sidney Resident).

The following persons were appointed to the **Saanich Peninsula Wastewater Commission** for a term to expire December 31, 2013:

Central Saanich Councillor Zeb King, (Alternate) Councillor Adam Olsen, and

Michael C. Williams (Central Saanich Resident);

Sidney Councillor M. Lougher-Goodey, (Alternate) Councillor Steve Price, and

John MacGowan (Sidney Resident).

The following persons were appointed to the **Traffic Safety Commission** for a term to expire December 31, 2014: Judy Dryden, BCAA Traffic Safety Foundation; Julie Duhamel, Prevention Services, Vancouver Island Health Authority; Dr. John Fawcett, Victoria School District; Barb McLintock, BC Coroners Service; Dr. Richard Stanwick, Chief Medical Health Officer, Vancouver Island Health Authority.

11. ADJOURNMENT

**MOVED** by Director Brice, **SECONDED** by Alternate Director Sanders,  
That the meeting be adjourned at 2:14 pm.

**CARRIED**

\_\_\_\_\_  
CHAIR

CERTIFIED CORRECT:

\_\_\_\_\_  
CORPORATE OFFICER

**CRD Board Chair Alastair Bryson**  
**Inaugural Speech**  
**January 9, 2013**

- Good afternoon. It is my pleasure to welcome you to the first Capital Regional District Board meeting of 2013 and to thank you for electing Denise Blackwell and I to our Vice Chair and Board Chair positions.
- At the outset, I would like to acknowledge Geoff Young, our previous Board Chair, for his dedication to the position during his tenure 1997 – 1999 and most recently from 2009 – 2012.
- Thanks are also due to our returning Directors, whose continued efforts and support have helped the CRD realize many successes over the past year. Director Lanny Seaton from Langford will be joining us for what promises to be both an interesting and challenging year. I look forward to working with each of you.
- Finally, I would like to acknowledge Chief Administrative Officer, Kelly Daniels, who will be retiring at the end of the month. Thank you Kelly for your leadership and many contributions to the CRD.
- As a Board, it is important to recognize that the CRD exists within the traditional territories of several First Nations as well as including within its boundaries a large population of aboriginal people who live off-reserve.
- The work we do has a direct effect on these communities and as such, it is work best done, not only with them in mind, but with their involvement and participation. Through careful attention to our intention we will realize meaningful and workable government to government relationships.
- I would now like to provide a brief overview of some of the major priorities on the horizon for the coming year.
- As you are well aware, it is a challenging time in terms of budgets. As a Board, we must demonstrate continued commitment to keeping costs down and ensuring value wherever possible.
- However, as we well know, some of our commitments with regard to the Regional Sustainability Strategy and of course wastewater treatment for the core area will be cost drivers in the coming years. I have asked Director Leonard to chair the Finance Committee with Director Alto as vice-chair.
- 2013 will see continued focus on the five strategic priorities of our 2012-2014 CRD Strategic Plan, these are:
  - Regional Cooperation
  - Regional Transportation Planning

- Regional Housing
  - Healthy Region
  - Regional Infrastructure
  - Regional Environmental Stewardship
- 
- With our plan as our guide, we will continue to promote an increasingly sustainable region by taking a long-term view while keeping in mind the social, economic and environmental implications of all our decisions.
  - I have asked Director Fortin to Chair the Transportation Select Committee, with Director Milne as vice-chair.
  - The committee is pursuing options for a regional transportation service and governance model that will address municipal and electoral area interests and improve regional transportation and transit and will work to approach the Province again to establish a regional authority.
  - I have asked Director Desjardins to chair the Planning, Transportation and Protective Services Committee, with Director Wergeland as vice-chair.
  - Key areas of concentration for the committee include: the Regional Transportation Planning strategic priority, focused on increasing integration of regional transportation and land use systems and Regional Housing, aimed at increasing facilitation and delivery of mutually beneficial regional housing solutions. This coming year the committee will also work towards increasing regional resilience to disaster and climate change, with a focus on regional infrastructure.
  - The Regional Growth Strategy review is now firmly underway, with the consulting teams and advisory bodies assembled and charged with the task of transitioning the plan into a Regional Sustainability Strategy.
  - Over the next 20 months, the region will have an opportunity to reflect on the achievements the RGS has garnered over the years, as well as to critically assess the elements of the plan that need to be refined. Most importantly, the RSS process provides a timely opportunity for us to collectively look into the future and set a blueprint for how, as a region, we can foster greater environmental stewardship, economic resiliency and strong, healthy, vital communities.
  - As previously mentioned, another major priority is the Core Area Wastewater Treatment Program, which will consist of three projects: the construction of the McLoughlin Wastewater Treatment Plant and Marine Outfall, a Biosolids Energy Centre, and Conveyance System Upgrades.
  - I have asked Director Blackwell to continue to chair the Core Area Liquid Waste Management Committee which will focus on: establishing a Commission to administer the

program, initiating the procurement process and finalizing the tripartite agreement with Canada and the Province of B.C. Director Brownoff has agreed to vice-chair the committee.

- As we move this regionally significant project forward, we will continue to seek out the highest international standards for design and operations.
- In the coming year, CRD Integrated Water Services (IWS) will develop a strategic plan for the Saanich Peninsula Wastewater collection and conveyance system to determine future capacity and infrastructure replacement requirements. IWS will also undertake the design of the Japan Gulch Disinfection Facility chloramination system upgrades, while continuing work on water main replacements.
- Work will also continue with the local service Commissions to finalize strategic asset management plans for the local service areas, and to outline long term infrastructure replacement strategies and financial requirements for the small water and wastewater utilities in the electoral areas.
- This planning work applies to all of the small water and sewer systems in the electoral areas. The majority of these services are on Salt Spring Island and the Southern Gulf Islands.
- I have asked Director Jensen to chair the Environmental Sustainability Committee, with Director Mendum as vice-chair. Environmental initiatives for the coming year include: completing the Climate Action component of the Regional Sustainability Strategy, and developing and launching a one-year pilot project for seasonal residential campaigns which will integrate messaging from multiple programs.
- These residential campaigns will target regular household activities, such as washing dishes, which have the potential to achieve long lasting impacts on our region through waste reduction, protection of the marine environment, and conservation of both water and energy.
- This year will also see the implementation of a Regional Kitchen Scraps Strategy. In our continued efforts to extend the life of Hartland landfill, and to meet our diversion goal of 70% by 2015, the CRD will be implementing incentives to help divert 15,000 tonnes of kitchen scraps from the landfill.
- 2013 will also be a busy year for Regional Parks. I have asked Director Brice to chair the Regional Parks Committee, with Director Hicks as vice-chair.
- This year, the committee will initiate a process to update the Regional Trail Management Plans. This will include setting management principles for regional trails, updating management plans for the Galloping Goose and Lochside regional trails, and developing a management plan for the E&N Rail Trail.
- This year will also see the official opening of the completed sections of Phase 1 of the E&N Rail Trail and, with a funding grant for Phase 2, the commencement of plans to begin trail

construction between Island Highway at 4 Mile bridge and Island Highway at Burnside Rd West in View Royal.

- With processes already well underway CRD executive services will be busy this year administering the recruitment of a new Chief Administrative Officer and several senior positions including: General Manager Parks and Community Services, General Manager Integrated Water Services, and Project Director, Core Area Wastewater Treatment Program.
- Other key priorities include: continued work towards the launch of a new and improved CRD public website, the creation of a future civic engagement strategy, and implementation of the Employee Survey Action Plan.
- In 2013, Corporate Services will continue to enhance the delivery of financial, IT and GIS, risk management, property management, real estate and arts development.
- I am confident that the coming year will bring many successes and see the CRD continue to provide responsible, sustainable stewardship of this region.
- I look forward to working with each of you in my new role and thank you again for your hard work and commitment.