



Making a difference...together

**Minutes of a Meeting of the Capital Regional District Board  
Held Wednesday, February 13, 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, J. Brownoff, L. Cross, T. Daly, V. Derman, B. Desjardins, C. Hamilton (1:36), J. Herbert (for N. Jensen), G. Hill (1:36), D. Howe, B. Isitt, R. Kasper (for W. Milne), F. Leonard, P. Madoff (for M. Alto), W. McIntyre, J. Mendum (1:37), J. Ranns, L. Seaton, W. Vowles (for M. Hicks), L. Wergeland and G. Young

**Staff:** R. Lapham, Chief Administrative Officer; J. Hull, Project Director, Core Area Treatment Project; L. Hutcheson, General Manager, Environmental Sustainability and Acting General Manager, Parks and Community Services; D. Lokken, General Manager, Corporate Services; T. Robbins, Acting General Manager, Integrated Water Services; M. Misek-Evans, Senior Manager, Regional and Strategic Planning; C. Neilson, Senior Manager, Human Resources; A. Orr, Senior Manager, Corporate Communications; S. Santarossa, Corporate Officer, and S. Norton, Deputy Corporate Officer (Recorder)

**ABSENT: Director:** D. Fortin

The Chair called the meeting to order at 1:35 pm.

**1. APPROVAL OF THE AGENDA**

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

**CARRIED**

Directors Hamilton and Hill entered the meeting at 1:36 pm.

**2. ADOPTION OF MINUTES OF JANUARY 9, 2013**

**MOVED** by Director Seaton, **SECONDED** by Director Cross,  
That the minutes of the meeting of January 9, 2013 be adopted.

**CARRIED**

Director Mendum entered the meeting at 1:37 pm.

**3. REPORT OF THE CHAIR**

**3.1 Appointments to Regional Parks Committee, Transportation Select Committee and Regional Housing Trust Fund Commission**

**MOVED** by Director Brice, **SECONDED** by Alternate Director Herbert,

- 1) That the following change to appointments to the Regional Parks Committee made by the Board Chair be received for information: Director Dave Howe to replace Director Wayne McIntyre;
- 2) That the following change to appointments to the Transportation Select Committee as recommended by the Board Chair be endorsed: Director Wayne McIntyre to replace Director Dave Howe; and

- 3) That the following appointments to the Regional Housing Trust Fund Commission made by the Board Chair be received for information: City of Victoria Councillor Charlayne Thornton-Joe and District of Central Saanich Councillor Zeb King.

**CARRIED**

#### **4. PRESENTATIONS/DELEGATIONS**

##### **4.1 PRESENTATIONS**

###### **1. Victoria Family Court and Youth Justice Committee – Cynthia Day, Chair**

C Day provided a brief review on the Victoria Family Court and Youth Justice Committee (VFCYJC) annual report, including: establishment legislation; funding sources; membership; required annual reporting; budget; statistics on sexual abuse and exploitation of children and youth; activities and initiatives of the VFCYJ to assist children, youth and families affected by the justice system (e.g. restorative justice manuals, Girls' Circles). In response to questions, C. Day provided an update on the Youth Mental Health Project, for which the VFCYJC has set aside \$10,000 in a reserve fund, and which requires senior government financial support to move forward.

The Board commended the work carried out by the VFCYJC and its subcommittees, and on the content of the annual report.

#### **5. REPORTS OF COMMITTEES**

##### **5.1 CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE – February 13, 2013**

###### **1. Compensation for Members of the Core Area Wastewater Treatment Commission**

Director Blackwell advised that the Core Area Liquid Waste Management Committee had amended the recommendation to add the Commission Vice Chair.

**MOVED** by Director Blackwell, **SECONDED** by Alternate Director Herbert,  
That the compensation levels for the Core Area Wastewater Treatment Program Commission Members be approved as follows:

- Commission Chair \$30,000 annual retainer
- Commission Members \$12,000 annual retainer
- Commission Vice Chair & Committee Chairs \$4,000 annual retainer
- Per Diem\* \$750 for all Commissioners including Chair

\*Travel time outside British Columbia of more than 4 hours may be paid as a meeting fee.

**CARRIED**  
**Isitt OPPOSED**

**2. Core Area Wastewater Treatment Program 2013 Budget**

**MOVED** by Director Blackwell, **SECONDED** by Director Brice,  
That the 2013 Capital Budget and the Core Area Wastewater Treatment Program (CAWTP) Capital Plan be approved.

**CARRIED**  
**Derman, Desjardins, Hamilton** **OPPOSED**

**3. Funding for the New Core Area Wastewater Treatment Program**

**MOVED** by Director Blackwell, **SECONDED** by Alternate Director Herbert,  
That Method B to fund the Core Area Wastewater Treatment Program and, commencing in 2013, budget for an annual increase of \$5 million to fund debt servicing costs, and where funding permits to pay cash for capital, and in 2018 to budget an increase of approximately \$6.6 million, be adopted.

**CARRIED**

**4. Request for Funding for Innovative Research for Advanced Wastewater Treatment**

**MOVED** by Director Blackwell, **SECONDED** by Director Isitt,  
That funding of \$25,000 in 2013 and 2014 be approved for research on 'Development of a Microalgae Based Advanced Wastewater Treatment System for Nutrient and Emerging Substances of Concern (ESOC) Removal,' with funding from the Core Area Wastewater Treatment Program budget.

**CARRIED**

**5.2 FINANCE AND CORPORATE SERVICES COMMITTEE – February 6, 2013**

**1. Capacity Building for Kemp Lake Water Quality Upgrade**

**MOVED** by Director Leonard, **SECONDED** by Director Wergeland,  
That a contribution of \$11,500 from the Juan de Fuca portion of the Gas Tax Community Works Fund be authorized for capacity building planning work regarding safe drinking water infrastructure development in the Kemp Lake Waterworks District

**CARRIED**

**2. Service Fee Agreement Re: Sewer Charges, City of Colwood**

**MOVED** by Director Leonard, **SECONDED** by Director Hill,  
That a new agreement with the City of Colwood, to pay by annual service fee their share of the annual sewer debt costs and the operating costs within the Liquid Waste Management Core Area and Western Communities Service, be approved.

**CARRIED**

### 3. Traffic Safety Commission Membership

**MOVED** by Director Leonard, **SECONDED** by Director Hill,  
That Bylaw No. 3886, "Traffic Safety Commission Bylaw No. 1, 2008, Amendment  
Bylaw No. 2, 2013" be introduced and read a first and second time.

**CARRIED**

**MOVED** by Director Leonard, **SECONDED** by Director Wergeland,  
That Bylaw No. 3886 be read a third time.

**CARRIED**

**MOVED** by Director Leonard, **SECONDED** by Director Wergeland,  
That Bylaw No. 3886 be adopted.

**CARRIED**

### 5.3 JUAN DE FUCA LAND USE COMMITTEE – VOTING BLOCK A – January 15, 2013

#### 1. Development Variance Permit with Variance Application – Board Voting Block A - DP-10-12 with Variance – That Part of Section 86, Sooke District, Lying to the North of Plan 623-R, Except Parcel 'A' (DD 80053-I) (Larkin - 314 Becher Bay Road)

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell,

- 1) That That Steep Slopes; Watercourses, Wetlands and Riparian Areas; and Sensitive Ecosystems development permit DP-10-12 with Variance for That Part of Section 86, Sooke District, Lying to the North of Plan 623-R, Except Parcel 'A' (DD 80053-I) be approved subject to the following conditions:
  - a) That the proposed development comply with the Steep Slopes; Watercourses, Wetlands and Riparian Areas; and Sensitive Ecosystems Development Permit Guidelines outlined in the East Sooke Official Community Plan, Bylaw No. 3718; and
  - b) That the proposed development comply with the recommendations outlined in Enkon Environmental reports prepared by Susan Blundell, R.P.Bio., dated November 27, 2012, (Appendix 4), and January 18, 2010, (Appendix 5);
- 2) That Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 1, Section 3.10(4)(a) be varied by relaxing the minimum frontage requirement for the proposed remainder lot from 10% of the perimeter of the lot that fronts on a highway to 4.3% of the perimeter of the lot that fronts on a highway, as shown on the Island Land Surveying plans dated October 26, 2012, and July 1, 2012 (Appendices 2 and 3);
- 3) That Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 2.07(a) be varied by relaxing the minimum front yard setback requirement for the existing cottage from 7.5 m to 4.0 m, as shown on the Island Land Surveying plan dated October 26, 2012, (Appendix 2); and
- 4) That a covenant be placed on proposed Lot 1 to limit the parcel to one house and one suite.

**CARRIED**

**2. Development Variance Permit Application – Board Voting Block A - VAR-07-12 - Lot 55, Section 2, Renfrew District, Plan VIP83894 (Nicholson - 3632 Petrel Drive)**

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell, That Development Variance Permit VAR-07-12 for Lot 55, Section 2, Renfrew District, Plan VIP83894 to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 1, Section 4.20(g), by increasing the maximum height of an accessory building used for a detached accessory suite from one storey to two storeys, be approved. Development Variance Permit VAR-07-12 for Lot 55, Section 2, Renfrew District, Plan VIP83894 to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 1, Section 4.20(g), by increasing the maximum height of an accessory building used for a detached accessory suite from one storey to two storeys, be approved.

**CARRIED**

**3. Rezoning Application – Board Voting Block A - Z-04-12 - Lot 1, Section 31, Otter District, Plan 25582 Except Part in Plan VIP63956 (Young - 2276 Kemp Lake Road)**

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell, That proposed Bylaw No. 3872 for Lot 1, Section 31, Otter District, Plan 25582 except part in Plan VIP63956, be referred to the appropriate CRD departments and the following agencies for comment:

BC Hydro	Otter Point Fire Department
District of Sooke	RCMP
Ministry of Transportation and Infrastructure	Sooke School District #62
Otter Point Advisory Planning Commission	T'Sou-ke First Nation
Vancouver Island Health Authority	

**CARRIED**

**4. Rezoning Application – Board Voting Block A - Z-05-12 - Strata Lots 1, 2 and 3, Section 16, Otter District, Plan VIS7096 (CRD – 7450 Butler Road/Sooke Business Park)**

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell, That proposed Bylaw 3870, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 115, 2013” be introduced and read a first and second time.

**CARRIED**

**MOVED** by Alternate Director Vowles, **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 proposed Bylaw 3870, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 115, 2013”.

**CARRIED**

**5. Rezoning Application – Board Voting Block A - Z-06-12 - Lot 28, Section 15, Otter District, Plan VIP87643 (Orza/Read – 3312 Otter Point Road)**

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell,  
That proposed Bylaw No. 3873 for Lot 28, Section 15, Otter District, Plan VIP87643,  
be referred to the appropriate CRD departments and the following agencies for  
comment:

BC Hydro	Otter Point Fire Department
District of Sooke	RCMP
Ministry of Transportation and Infrastructure	Sooke School District #62
Otter Point Advisory Planning Commission	T'Sou-ke First Nation
Vancouver Island Health Authority	

**CARRIED**

**6. Proposed Bylaw – Board Voting Block A - Proposed Bylaw No. 3857, Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 113, 2013**

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell,  
That proposed Bylaw No. 3857 “Juan de Fuca Land Use Bylaw, 1992, Amendment  
Bylaw No. 113, 2013” for Lot A, Block 70, District Lot 39, Malahat District, Plan  
23590; Parcel A, Block 69 & 70, Malahat District; Camp Barnard Section 12, Otter  
District except Plans 5502 and 29472, and Lot 1, Section 12, Otter District, Plan  
5502, except Plan 23399, and Section 53, Otter District; Wolf Island, District Lot 185,  
Sooke District, PID: 009-392-882; and 9375 Invermuir Road, Lot B, Section 90,  
Renfrew District, Plan 23273, be referred to the appropriate CRD departments and  
the following agencies for comment:

BC Hydro	Otter Point Fire Department
District of Sooke	RCMP
East Sooke Advisory Planning Commission	Scai’ new First Nation
East Sooke Fire Department	Shirley Fire Department
Ministry of Transportation and Infrastructure	Sooke School District #62
Otter Point Advisory Planning Commission	T'Sou-ke First Nation
Vancouver Island Health Authority	
Shirley/Jordan River Advisory Planning Commission	

**CARRIED**

**6. ADMINISTRATION REPORTS**

**6.1 EAST SOOKE FIRE HALL OTHER VOTING OPPORTUNITY (REFERENDUM) –  
BYLAW NOS. 3862 AND 3863**

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell,

- 1) That Thomas F. Moore be appointed as Chief Election Officer with the power to appoint a Deputy Chief Election Officer;

- 2) That the wording of the bylaw questions for the purposes of the ballot be as follows:  
“Are you in favour of the Capital Regional District Board adopting both of the following bylaws:
- a) Bylaw No. 3862, “East Sooke Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 2006, Amendment Bylaw No. 2, 2012” authorizing the Capital Regional District to increase the maximum annual requisition so that it will be the greater of FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$550,000) or \$1.31 per ONE THOUSAND DOLLARS (\$1,000) of net taxable assessments for the purpose of funding the annual costs for the service, including operating costs and costs to design and construct a new fire hall in East Sooke; and
  - b) Bylaw No. 3863, “East Sooke Fire Hall Loan Authorization Bylaw No.1, 2012” authorizing the Capital Regional District to borrow an amount not to exceed TWO MILLION ONE HUNDRED TWENTY THOUSAND DOLLARS (\$2,120,000) for the purpose of designing and constructing a fire hall in East Sooke.  
YES or NO?”
- 3) That General Voting Day be held on Saturday, April 27, 2013 with the Advance Voting opportunities held on Wednesday, April 17 and Wednesday, April 24 at voting places to be determined by the Chief Election Officer.

**CARRIED**

## **6.2 2013 BOARD COMMITTEES – TERMS OF REFERENCE**

**MOVED** by Director Brownoff, **SECONDED** by Director Blackwell,  
That the terms of reference for the 2013 Board committees, as attached in Appendix A of the staff report, be received and be referred to the respective committees for review.

**CARRIED**

## **7. BYLAWS**

### **7.1 BYLAW NO. 3829, “JUAN DE FUCA ELECTORAL AREA LAND USE BYLAW, 1992, AMENDMENT BYLAW NO. 110, 2012”**

**MOVED** by Alternate Director Vowles, **SECONDED** by Director Blackwell,  
That Bylaw No. 3829 be adopted.

**CARRIED**

## **8. NEW BUSINESS**

## **9. MOTION TO CLOSE THE MEETING**

**MOVED** by Director Brice, **SECONDED** by Director Desjardins,  
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 municipality or another position appointed by the municipality (Items 3.2.1, 3.3.1, 4.1, 5.1); (e) the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the Regional (Item

3.1.2); and (m) a matter that, under another enactment, is such that the public may be excluded from the meeting (Item 3.1.1).

**CARRIED**

The Board closed the meeting at 1:55 pm and rose and reported at 2:40 pm.

## 10. RISE AND REPORT

The Board reported on the following appointments.

The following were appointed to the **Traffic Safety Commission** for a two-year term expiring December 31, 2014: Dr. Holly Tuokko and Nikki Ewanyshyn.

The following person was appointed as the First Nations Representative to the **Water Advisory Committee** for a two-year term ending December 31, 2014: Shauna Johnson.

The following person was appointed as the CRD member-at-large, representing the agricultural community, on the **Saanich Peninsula Water Commission** for a one-year term ending December 31, 2013: Michael Doehnel.

The following persons were appointed to the **East Sooke Fire Protection and Emergency Response Service Commission**, for a term to expire December 31, 2014: Brian White, Rick Moffet, Larry Oram.

The following person was appointed to the **Otter Point Fire Protection and Emergency Response Service Commission** for a term to expire December 31, 2014: Joanne Hemphill.

The following person was appointed to the **Juan de Fuca Economic Development Commission**, for a term to expire December 31, 2014: Blair Cusack.

The following person were appointed to the **Willis Point Advisory Planning Commission** for a term to expire December 31, 2014: Rick Ellis.

The following persons were appointed to the **Salt Spring Island Electoral Area Emergency Program Advisory Commission** for a term to expire December 31, 2014: Krystal Hanson, Bob Francis, George Jenkins, Martin Beardsmore (Alternate), Chuck Hamilton, Jim Spencer (Alternate), Ron Watts, Paul Weston.

The following person was appointed to the **Salt Spring Island Parks and Recreation Advisory Commission** for a term to expire December 31, 2014: Colin McDougall.

The following persons were appointed to the **Southern Gulf Islands Community Economic Development Commission** for a term to expire December 31, 2014: Larry Peck, Wendy Gardner.



The following persons were appointed to the **Pender Islands Community Parks and Recreation Commission** for a term to expire December 31, 2014:  
Jim Pugh, Rob Fenton, Margaret Alpen.

The following person was appointed to the **Saturna Island Parks and Recreation Commission** for a term to expire December 31, 2014: John Simpson.

The following persons were appointed to the **North Galiano Fire Protection and Emergency Response Service Commission**:  
for a term to expire December 31, 2013: Paul Leblond;  
for a term to expire December 31, 2014: Susan Phillips, Roger Pettit, Dana Weber.

The following person was appointed to the **Saanich Peninsula Wastewater Commission**, for a term to expire December 31, 2013: Geoff Orr and Councillor Carl Jensen (Alternate).

The following person was appointed to the **Royal and McPherson Theatres Society Board** for a term to expire December 31, 2013: Councillor Pam Madoff, City of Victoria.

The following officers were appointed to the **Victoria Family Court and Youth Justice Committee** for a term to expire March 31, 2014:  
Colwood Councillor Cynthia Day, Chair,  
Sooke Councillor Kerrie Reay, Vice Chair,  
Bill McElroy, Treasurer.

**11. ADJOURNMENT**

**MOVED** by Director Brice, **SECONDED** by Director Blackwell,  
That the meeting be adjourned at 2:40 pm.

**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**