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**Minutes of a Meeting of the Capital Regional District Board
held Wednesday, November 13, 2013 in the Board Room, 625 Fisgard Street, Victoria, BC**

PRESENT: **Directors:** A. Bryson (Chair), D. Blackwell (Vice Chair), S. Brice, L. Cross, T. Daly, V. Derman, B. Desjardins, C. Hamilton, L. Helps (for D. Fortin), M. Hicks, G. Hill, D. Howe, B. Isitt, 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: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; R. Sharma, Senior Manager, Finance Services; T. Whiting, Acting General Manager, Planning and Protective 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 1:55 pm.

1. APPROVAL OF THE AGENDA

MOVED by Director Blackwell, **SECONDED** by Director Hill,
That Items 5.1.1 and 5.1.2 be withdrawn and that the agenda and supplementary agenda be approved as amended.

CARRIED

2. ADOPTION OF MINUTES OF OCTOBER 9 AND OCTOBER 30, 2013

MOVED by Director Blackwell, **SECONDED** by Director Brice,
That the minutes of the meetings of October 9 and 30, 2013 be adopted.

CARRIED

3. REPORT OF THE CHAIR

4. PRESENTATIONS/DELEGATIONS

- 1. Archie Galbraith Memorial Scholarship 2013** – Chair Bryson provided background on the scholarship, and presented a cheque for the scholarship to Julie Mildren.
- 2. Jason Adams, refuse Resource Recovery, re Item 5.3.2** – spoke in favour of the recommendation to upgrade the transfer station at Hartland landfill provided the station received residential kitchens scraps only and not commercial kitchen scraps.

5. REPORTS OF COMMITTEES

5.1 CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE – November 13, 2013

- 1. Technical and Community Advisory Committee Review of Core Area Liquid Waste Management Plan Draft Amendment**
- 2. McLoughlin Point Rezoning (CAL 13-24)**

The above items were withdrawn because they were not given final consideration by the Committee.

5.2 ELECTORAL AREA SERVICES COMMITTEE – October 16, 2013

1. Request for Residential Water Connection

MOVED by Director Hicks, **SECONDED** by Director Milne,
That subject to approval by the Juan de Fuca Water Distribution Commission, that a residential service connection be provided to 6124 East Sooke Road to address a pressing health concern with the existing well, in accordance with RGS servicing policy.

CARRIED

2. Grants-In-Aid

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the following grants-in-aid applications be approved for payment:

- 1) Salt Spring Island Grant-in-Aid as approved by Director McIntyre:
 - a. Red Cross – SSI Health Equipment Loan Program \$ 2,730
 - b. SWOVA Community Development & Research Society \$ 2,500
- 2) Southern Gulf Islands Grant-in-Aid as approved by Director Howe:
 - a. International Institute for Child Rights and Development \$ 4,800
 - b. FELANET Centre for Innovation and Peace \$ 4,200

CARRIED

5.3 ENVIRONMENTAL SERVICES COMMITTEE – October 23, 2013

1. Bird Abatement Program for Hartland Landfill – Award of Contract 13-1784 (ERM 13-41)

MOVED by Director Jensen, **SECONDED** by Director Blackwell,
That Contract 13-1784, Bird Abatement Program for Hartland Landfill, be awarded to Pacific Northwest Raptors Ltd., with up to 2 one-year extensions, for the first year sum of \$97,566.00 (inclusive of GST).

CARRIED

2. Regional Kitchen Scraps Processing Options (ERM 13-40)

MOVED by Director Jensen, **SECONDED** by Director Hill,

- 1) That the kitchen scraps transfer station operation at Hartland landfill be upgraded and expanded, with an \$85,000 capital budget funded by the Environmental Resource Management sustainability fund as a 2013 capital budget amendment, to ensure access for all interested municipal and private haulers within the region;
- 2) That the 20% kitchen scraps surcharge be delayed until the kitchen scraps planning process is completed; and
- 3) That Capital Regional District staff undertake a Tender process to evaluate options for hauling and processing of kitchen scraps from the expanded Hartland transfer station.

On the motion, the following topics were discussed:

- Cost/benefit of the \$85,000 transfer station upgrade
- Interim solution versus long-term plans
- Need for smaller municipalities to have a transfer station in place in the interim
- Implications for haulers who have made capital investments to prepare for the kitchen scraps ban
- Need for decisions for longer term

Chair Bryson divided the motion.

MOVED by Director Mendum, **SECONDED** by Alternate Director Helps,
That recommendation 1) be amended to add the word “residential” before the words “kitchen scraps”.

DEFEATED
**Blackwell, Bryson, Desjardins, Hamilton, Hicks, Howe, Isitt, Leonard,
McIntyre, Milne, Sanders, Seaton, Wergeland, Young** **OPPOSED**

The question on 1) was called:

- 1) That the kitchen scraps transfer station operation at Hartland landfill be upgraded and expanded, with an \$85,000 capital budget funded by the Environmental Resource Management sustainability fund as a 2013 capital budget amendment, to ensure access for all interested municipal and private haulers within the region;

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

MOVED by Director Isitt, **SECONDED** by Director Young,
That recommendation 2) be amended by deleting the words “the kitchen scraps planning process is completed” and replace with the words “after April 2014”.

DEFEATED
**Blackwell, Bryson, Brice, Derman, Desjardins, Hamilton, Helps, Hicks, Howe,
Jensen, Leonard, McIntyre, Madoff, Sanders, Seaton, Wergeland** **OPPOSED**

The question on 2) was called.

- 2) That the 20% kitchen scraps surcharge be delayed until the kitchen scraps planning process is completed; and

CARRIED
Isitt, Young **OPPOSED**

The question on 3) was called.

- 3) That Capital Regional District staff undertake a Tender process to evaluate options for hauling and processing of kitchen scraps from the expanded Hartland transfer station.

CARRIED

5.4 FINANCE & CORPORATE SERVICES COMMITTEE – November 6, 2013

1. New Service Toolkit Policy and Procedure

MOVED by Director Howe, **SECONDED** by Director Hicks,
That the amended policy, “Standard for Adoption or Review of Services Functions”,
and the New Service Request Toolkit be adopted as a Capital Regional District
policy and procedure.

CARRIED

2. Land Information Management Systems Software Acquisition

MOVED by Director Leonard, **SECONDED** by Director Howe,
That purchase of the Land Information Management System application from
Tempest Development Group at a cost of \$307,354.40 be authorized.

CARRIED

**5.5 PLANNING, TRANSPORTATION AND PROTECTIVE SERVICES COMMITTEE –
October 23, 2013**

**1. Adding a Participant to the Regional Housing Trust Fund – District of
Highlands (PPS/HS 2013-07)**

MOVED by Director Mendum, **SECONDED** by Alternate Director Sanders,
That Bylaw No. 3918, “Capital Regional District Regional Housing Trust Fund
Service Establishment Bylaw No. 1, 2005, Amendment Bylaw No. 8, 2013” be
introduced and read a first and second time.

CARRIED

MOVED by Director Desjardins, **SECONDED** by Director Mendum,
That Bylaw No. 3918 be read a third time.

CARRIED

5.6 REGIONAL PARKS COMMITTEE – October 16, 2013

1. Award of Contract 13-1757 – Provision of Consulting Services for E&N Rail Trail Phase 2

MOVED by Director Brice, **SECONDED** by Director Wergeland,

- 1) That contract 13-1757, Provision of Consulting Services for E&N Rail Trail Phase 2, be awarded to McElhaney Consulting Services Ltd. in the amount of \$289,925 (excluding GST) and that a design contingency of 15% be approved; and
- 2) That costs be charged to the approved E&N Rail Trail capital project budget.

CARRIED

5.7 COMMITTEE OF THE WHOLE

MOVED by Director Derman, **SECONDED** by Director Hill,
That the Board resolve to sit as Committee of the Whole at 2:55 pm.

CARRIED

Director Wergeland left the meeting during the Committee of the Whole at 3:15 pm.

The Committee of the Whole rose and reported at 3:20 pm.

1. Regional Transportation Plan

MOVED by Director Blackwell, **SECONDED** by Director Hill,

That while the draft Regional Transportation Plan report is circulated for final comment, staff be directed to initiate the Terms of Reference for a service feasibility study to enable the potential establishment and funding of an expanded and consolidated regional transportation service.

CARRIED

6. ADMINISTRATION REPORTS

6.1 Multi Material BC – Approval of Master Services Agreement

MOVED by Director Howe, **SECONDED** by Director Mendum,

That the Capital Regional District enter into a master services agreement with Multi Material BC for curbside and depot collection of packaging and printed paper until April 30, 2015.

CARRIED

6.2 Procurement of a Fire Truck for the Willis Point Fire Department

MOVED by Director Hicks, **SECONDED** by Director Howe,

That the fire truck acquisition from Safetek Emergency Vehicle Ltd. for the price of \$296,000 plus taxes be approved.

CARRIED

6.3 Victoria Regional Transit Commission Request for Capital Regional District Endorsement of a Proposed Fuel Tax Increase

MOVED by Director Brice, **SECONDED** by Director Isitt,
That the Victoria Regional Transit Commission request that the Government of BC amend the Motor Fuel Tax Act to increase the dedicated fuel tax applied to the region under the BC Transit Act by two cents per litre to support transit system development in the Capital Region be approved.

On the motion, the following topics were discussed:

- Equity of the tax
- Matching increase to improved service and ridership
- Exemption for marine and farming uses
- BC Transit's public consultation record

Director Daly left the meeting at 3:30 pm.

Director McIntyre left the meeting at 3:45 pm

MOVED by Director Ranns, **SECONDED** by Director Hicks,
That the motion be amended to add the words "and that the increase not be applied to marked gas" following the words "be approved".

CARRIED

The question was called on the main motion as amended:

That the Victoria Regional Transit Commission request that the Government of BC amend the Motor Fuel Tax Act to increase the dedicated fuel tax applied to the region under the BC Transit Act by two cents per litre to support transit system development in the Capital Region be approved and that the increase not be applied to marked gas.

CARRIED
Ranns **OPPOSED**

MOVED by Alternate Director Madoff, **SECONDED** by Director Hill,
That discussion regarding management of BC Transit be scheduled for a future meeting.

CARRIED

7. BYLAWS

7.1 Bylaw No. 3896, "Saanich Peninsula Recreation Services Combination Bylaw No. 1, 2002, Amendment Bylaw No. 1, 2013"

MOVED by Director Cross, **SECONDED** by Director Hill,
That Bylaw No. 3896 be adopted.

CARRIED

8. NEW BUSINESS - None

9. MOTION TO CLOSE THE MEETING

MOVED by Director Derman, **SECONDED** by Director Blackwell,
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 4.1).

CARRIED

The Board moved to closed session at 3:53 pm and rose and reported at 3:55 pm.

10. RISE AND REPORT

Appointments to CRD Committees and Commissions

The following person was appointed to the Wilderness Mountain Water Commission for
a term to expire December 31, 2015: Rob Hancock.

11. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Hill,
That the meeting be adjourned at 3:55 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER