



Making a difference...together

**Minutes of the Inaugural Meeting of the Capital Regional District Board
held Wednesday, December 10, 2014 in the Board Room, 625 Fisgard Street, Victoria, BC**

PRESENT: **Directors:** R. Atwell, M. Alto, D. Blackwell, S. Brice, J. Brownoff, V. Derman, B. Desjardins, A. Finall, C. Hamilton, L. Helps, M. Hicks, D. Howe, B. Isitt, N. Jensen, J. Loveday (for G. Young), W. McIntyre, C. Plant, S. Price, J. Ranns, D. Screech, L. Seaton, M. Tait, K. Williams and R. Windsor
Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance and Technology; T. Robbins, General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; A. Orr, Senior Manager, Corporate Communications; S. Hallatt, Manager, Aboriginal Initiatives; S. Santarossa, Corporate Officer; S. Norton, Deputy Corporate Officer (Recorder); N. More, Committee Clerk; P. Perna Committee Clerk
Also Present: Chief A. Thomas, Esquimalt Nation; M. Thomas, Spiritual Elder, Esquimalt Nation; C. Sam, Songhees Nation; Judge A.J. Palmer

1. CALL TO ORDER – Chief Administrative Officer

Mr. Lapham called the meeting to order at 1:30 pm and congratulated all Directors on their election and appointment to the CRD Board.

Mr. Lapham recognized that this meeting was taking place on the Traditional Territories of the Lekwungen. He acknowledged the following honoured guests: Chief Andy Thomas, Esquimalt Nation; Chief Ron Sam, Songhees Nation (unable to attend), Maryanne Thomas, Spiritual Elder, Esquimalt Nation; Christine Sam, Songhees Nation; and The Honourable Judge A. J. Palmer.

A blessing was performed by Maryanne Thomas and Christine Sam.

2. OATH OF OFFICE – The Honourable Judge A. J. Palmer

Mr. Lapham introduced Judge Parker. Judge Parker commented on the commitment to public service made by those who stand for election.

Oaths of Office were taken by Directors and witnessed by Judge Parker.

Mr. Lapham thanked Judge Parker for taking part in the ceremony.

3. ELECTION OF CHAIR OF THE BOARD (pursuant to Section 792 of the *Local Government Act*)

R. Lapham called for nominations for the position of Chair of the Capital Regional District Board for 2015. He noted that only one nominator is required and no seconder is necessary.

Director Hamilton nominated Director Desjardins. Director Desjardins accepted.

Director Brice nominated Director Jensen. Director Jensen accepted.

R. Lapham called for nominations a second and third time and hearing none declared nominations closed.

Directors Desjardins and Jensen spoke to their nominations.

Ballots were distributed by N. More and P. Perna, and collected by S. Norton. The ballots were counted by S. Santarossa and S. Norton.

R. Lapham declared Director Jensen Chair of the CRD Board for 2015.

MOVED by Director Blackwell, **SECONDED** by Director Brownoff,
That the ballots be destroyed.

CARRIED

Director Jensen assumed the Chair.

4. ELECTION OF VICE CHAIR (pursuant to Section 792 of the *Local Government Act*)

Chair Jensen called for nominations for the position of Vice Chair of the Board for 2015 for a first time.

Director McIntyre nominated Director Howe. Director Howe accepted.

Chair Jensen called for nominations a second time.

Director Finall left the meeting at 2:28 pm.

Director Desjardins nominated Director Ranns. Director Ranns declined.

Chair Jensen called for nominations a third time.

Chair Jensen declared Director Howe as Vice Chair of the CRD Board for 2015 by acclamation.

5. SCHEDULE OF REGULAR BOARD MEETINGS

MOVED by Director Brice, **SECONDED** by Director Brownoff,
That the regular Board meetings be scheduled on the second Wednesday of each month in 2015: January 14, February 11, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, November 4, December 9; and

That the following special Board meetings be scheduled on:

- Friday, January 30 for developing a new 2015-2018 Strategic Plan;
- Wednesday, March 25 for adoption of the 2015-2019 Financial Plan Bylaw;
- Friday, March 27 for developing a new 2015-2018 Strategic Plan.

CARRIED

REGULAR BOARD MEETING

1. APPROVAL OF THE AGENDA

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

It was pointed out that there were land acquisition issues to be discussed related to item 6.9 that should take place in closed meeting.

MOVED by Director Hicks, **SECONDED** by Director Isitt,
That the agenda be amended to withdraw item 6.9. Verbal Update Jordan River BC Hydro Dam.

CARRIED

The question was called on the main motion, as amended.

CARRIED

2. ADOPTION OF MINUTES OF OCTOBER 22 AND NOVEMBER 12, 2014

MOVED by Director Brice, **SECONDED** by Director Blackwell,
That the minutes of the meetings of October 22, 2014 and November 12, 2014 be adopted.

CARRIED

3. REPORT OF THE CHAIR

Chair Jensen thanked the Board for its support, recognized those Directors who had previously served on the Board and were not returning, and noted the importance of running for office in a democratic society.

4. PRESENTATIONS/DELEGATIONS - None

5. REPORTS OF COMMITTEES

5.1 ELECTORAL AREA SERVICES COMMITTEE – November 19, 2014

1. Grant Program: New Building Canada Fund – Small Communities Fund

MOVED by Director Hicks, **SECONDED** by Director Tait,
That the report regarding Grant Program: New Building Canada Fund – Small Communities Fund be received for information.

CARRIED

2. Grants-In-Aid

MOVED by Director Hicks, **SECONDED** by Director Howe,
The following grant-in-aid application be approved for payment:
Juan de Fuca Electoral Area Grant-in-Aid as approved by Director Hicks

- Sooke Lions Canada Society \$1,000

CARRIED

3. Bylaw No. 3974: To Combine Two Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) Services

MOVED by Director Hicks, **SECONDED** by Director Tait,
That Bylaw No. 3974, cited as the "Sooke and Electoral Area Recreation and Facilities Services Combination Bylaw No. 1, 2014" be introduced and read a first and second time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That Bylaw No. 3974 be read a third time.

CARRIED

4. Gulf Islands and Port Renfrew Wastewater and Marine Environment Program – 2013 Annual Report

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That the Gulf Islands and Port Renfrew Wastewater and Marine Environment Program 2013 Annual Report be received for information.

CARRIED

MOVED by Director McIntyre, **SECONDED** by Director Hicks,
That all affected local commissions and committees be forwarded a copy of the final report.

CARRIED

MOVED by Director Howe, **SECONDED** by Director Hicks,
That staff be directed to forward copies of the final report to the BC Ministry of Environment and all participating stakeholders, and post it on the CRD website.

CARRIED

5. Shared Space Salt Spring Society – Feasibility Study

A revised motion was put forward than that shown on the printed agenda.

MOVED by Director McIntyre, **SECONDED** by Director Hicks,
That up to \$20,000 be approved for the Salt Spring Shared Space Society's study for a community hub on Salt Spring Island and that the required budget amendment be approved.

CARRIED

6. Island Coastal Economic Trust (ICET) – Definition of Rural Areas

MOVED by Director Hicks, **SECONDED** by Director Howe,
That the Capital Regional District write a letter to the Federal Minister responsible for Western Diversification, Community Futures Development, and the Provincial Minister responsible for Island Coastal Economic Trust (ICET), requesting a change in the definition of rural areas to include the Juan de Fuca, Salt Spring Island, and Southern Gulf Islands electoral areas.

CARRIED

5.2 FINANCE COMMITTEE – November 19, 2014

1. Federal Gas Tax Program Summary 2005 – 2014

MOVED by Director Brice, **SECONDED** by Director Helps,
That the Federal Gas Tax Program Summary 2005–2014 report be received for information.

CARRIED

5.3 JUAN DE FUCA LAND USE COMMITTEE – VOTING BLOCK A – November 18, 2014

1. Rezoning Application – Board Voting Block A

Z-02-14 – Lot A, Section 51, Otter District, Plan VIP89485 (4039 Otter Point Road – Ireland)

MOVED by Director Hicks, **SECONDED** by Director Tait,
That Bylaw No. 3964, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 121, 2014” be introduced and read a first and second time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Tait,
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. 3964, “Juan de Fuca Land Use Bylaw, 1992, Amendment No. 121, 2014”.

CARRIED

5.4 REGIONAL PARKS COMMITTEE – November 19, 2014

1. Results of Public Consultation Regarding the Proposed Connection to the District of Saanich Municipal Sewer Line from Elk/Beaver Lake Regional Park

MOVED by Director Brice, **SECONDED** by Director Blackwell,
That the report on public consultation regarding the connection to the District of Saanich municipal sewer system from Elk/Beaver Lake Regional Park be received for information and forwarded to the District of Saanich.

CARRIED

2. Brooks Point Regional Park Management Plan

MOVED by Director Brice, **SECONDED** by Director Hicks,
That the 2014 Brooks Point Regional Park Management Plan be approved.

CARRIED

3. Proposed 2015 Lake Use Event Schedule for Elk/Beaver Lake

MOVED by Director Blackwell, **SECONDED** by Director Brice,
That the 2015 event schedule for Elk/Beaver Lake, as recommended by the Elk/Beaver Lake Recreational Use Advisory Group, be endorsed and forwarded for approval by Transport Canada.

CARRIED

4. Regional Parks 2013 Annual Report

Issues related to the increased usage of the Galloping Goose Regional Trail and the Lochside Trail were raised.

MOVED by Director Brice, **SECONDED** by Director Hicks,
That the Regional Parks 2013 Annual Report be approved.

CARRIED

6. ADMINISTRATION REPORTS

6.1 2014 GENERAL LOCAL ELECTION AND ASSENT VOTING RESULTS

MOVED by Director Hicks, **SECONDED** by Director Howe,
That the Chief Election Officer's Declaration of Official Election Results for the following be received:

- 1) 2014 General Local Elections for the office of Juan de Fuca, Southern Gulf Islands and Salt Spring Island Electoral Area Directors;
- 2) Assent Voting results for the Galiano Health Care Centre and Salt Spring Island Transportation Service;
- 3) 2014 General Local Elections for the Islands Trust Local Area Trustees; and
- 4) 2014 election for nominees to the Juan de Fuca Land Use Committee and Advisory Planning Commissions within the Juan de Fuca Electoral Area.

CARRIED

6.2 BYLAW 3955 "GALIANO HEALTH CARE CENTRE CONTRIBUTION SERVICE ESTABLISHMENT BYLAW NO. 1, 2014" – PRESENTATION OF ASSENT VOTING (REFERENDUM) RESULTS AND ADOPTION OF BYLAW

MOVED by Director Howe, **SECONDED** by Director Hicks,
That Bylaw No. 3955, "Galiano Health Care Centre Contribution Service Establishment Bylaw No. 1, 2014," be adopted.

CARRIED

6.3 BYLAW 3956 “SALT SPRING ISLAND COMMUNITY TRANSIT AND TRANSPORTATION SERVICE ESTABLISHMENT BYLAW NO. 1, 2007, AMENDMENT BYLAW NO. 3, 2014” – PRESENTATION OF ASSENT VOTING (REFERENDUM) RESULTS AND ADOPTION OF BYLAW

MOVED by Director McIntyre, **SECONDED** by Director Hicks,
That Bylaw No. 3956, “Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 3, 2014”, be adopted.

CARRIED

6.4 PROCUREMENT OF A FIRE TRUCK FOR THE EAST SOOKE FIRE DEPARTMENT

MOVED by Director Hicks, **SECONDED** by Director Tait,
That the fire truck acquisition from Smeal Fire Apparatus totalling \$527,082 be approved.

CARRIED

6.5 CAPITAL REGIONAL DISTRICT PROPERTY INSURANCE RENEWAL

MOVED by Director Price, **SECONDED** by Director Brownoff,
That the property insurance with FM Global, including an earthquake sub-limit of \$36 million with a basic \$100,000 deductible, at an estimated premium of \$284,716 (rate \$0.0574/\$100) be renewed.

CARRIED

6.6 AWARD OF CONTRACT 14-1815 – HARTLAND LANDFILL AND PORT RENFREW ROLL-OFF BIN SUPPLY AND HANDLING (ERM 14-65)

MOVED by Director Blackwell, **SECONDED** by Director Hicks,
That Contract 14-1815, Hartland Landfill and Port Renfrew Roll-off Bin Supply and Handling, be awarded to the low tenderer, Emterra Environmental, in the amount of \$140,684.51 (exclusive of GST), for the CNG-fuelled truck for the first year of the contract (12 months), and adjusted annually by 1.5% for the remaining term of the contract (2 years).

CARRIED

6.7 AMENDMENT TO THE HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW (BYLAW NO. 3881)

MOVED by Director Brice, **SECONDED** by Director Blackwell,
That Bylaw No. 3917, Hartland Landfill Tipping Fee and Regulation Amendment Bylaw No. 1, 2014, be introduced and read a first and second time.

CARRIED

MOVED by Director Brice, **SECONDED** by Director Blackwell,
That Bylaw No. 3917 be read a third time and be advertised.

CARRIED

6.8 FIRST NATIONS PARTICIPATION - CORE AREA LIQUID WASTE MANAGEMENT PLAN COMMITTEE

It was noted that this was a first step toward the October 8, 2014 Board direction for bringing First Nations into the CRD governance framework.

MOVED by Director Desjardins, **SECONDED** by Director Isitt,
That Bylaw No. 3999, "Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 2, 2014" be introduced and read a first and second time.

CARRIED

MOVED by Director Alto, **SECONDED** by Director Tait,
That Bylaw No. 3999 be read a third time.

CARRIED

MOVED by Director Alto, **SECONDED** by Director Isitt,
That Bylaw No. 3999 be adopted.

CARRIED

MOVED by Director Alto, **SECONDED** by Director Tait,
That the appointed representative and alternate from the Songhees Nation and Esquimalt First Nation receive the same remuneration for attendance at meetings as a CRD Alternate Director.

CARRIED

6.9 VERBAL UPDATE JORDAN RIVER BC HYDRO DAM

This item was removed from the open agenda.

7. BYLAWS AND RESOLUTIONS

7.1 APPOINTMENTS TO CRD COMMITTEE AND COMMISSIONS

MOVED by Director Blackwell, **SECONDED** by Director Tait,
That the following officials be appointed to the **Sooke and Electoral Area Parks and Recreation Commission**, for a term to expire December 31, 2015: Councillor B. Berger, District of Sooke;

That the following officials be appointed to the **Peninsula Recreation Commission**, for a term to expire December 31, 2015: Councillor N. Paltiel, District of Central Saanich; (Alternate) Councillor C. Graham, District of Central Saanich; Councillor H. Gartshore, District of North Saanich; (Alternate) Councillor M. Weisenberger, District of North Saanich; Councillor T. Chad, Town of Sidney; (Alternate) Councillor B. Fallot, Town of Sidney;

That the following officials be appointed to the **Saanich Peninsula Wastewater Commission**, for a term to expire December 31, 2015: Councillor Z. King, District of Central Saanich; (Alternate) Councillor N. Paltiel, District of Central Saanich; Councillor J. Thornburg, District of North Saanich; (Alternate) Councillor J. McClintock, District of North Saanich; Councillor P. Wainwright, Town of Sidney; (Alternate) Councillor B. Fallot, Town of Sidney.

CARRIED

8. **NEW BUSINESS** - None

9. **MOTION TO CLOSE THE MEETING**

MOVED by Director Hicks, **SECONDED** by Director Tait,
That the Board close the meeting, following adjournment of the Capital Regional Hospital District Board, 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 (Items 4.1 and 5.1); (e) the acquisition, disposition or expropriation of land or improvements (Item 7); (g) litigation or potential litigation affecting the regional district (item 3.1.1).

CARRIED

The Board adjourned at 2:53 pm to conduct Hospital Board business.

Following the Hospital Board meeting, the Board moved to closed meeting at 2:56 pm and rose and reported at 4:00 pm.

10. **RISE AND REPORT**

10.1 **APPOINTMENTS TO CRD COMMITTEE AND COMMISSIONS**

The following persons were appointed to the **Salt Spring Island Parks and Recreation Advisory Commission**, for a term to expire December 31, 2016: Sonja Collombin, Matt Kellow;

The following persons were appointed to the **Salt Spring Island Liquid Waste Disposal Local Service Commission**, for a term to expire December 31, 2016: Sharon Bywater, Peter Lake, Wayne Lee;

The following persons were appointed to the **Salt Spring Island Beddis Water Service Commission**, for a term to expire December 31, 2016: Simon Wheeler, Christine Malcolm;

The following persons were appointed to the **Salt Spring Island Cedar Lane Water Service Commission**, for a term to expire December 31, 2016: Rob Pingle, Jane Squier;

The following person was appointed to the **Salt Spring Island Cedars of Tuam Water Service Commission**, for a term to expire December 31, 2016: Peter Wypkema;

The following persons were appointed to the **Salt Spring Island Ganges Sewer Local Services Commission**, for a term to expire December 31, 2016: Rod Scotvold, Gary Utter;

The following persons were appointed to the **Salt Spring Island Fulford Water Service Commission**, for a term to expire December 31, 2015: Carole Eyles, Anthony Maud; and for a term to expire December 31, 2016: Gord Singbeil, Alan Martin;

The following person was appointed to the **Salt Spring Island Fernwood Water Local Service Commission**, for a term to expire December 31, 2016: Lorrie Hunt;

The following person was appointed to the **Salt Spring Island Highland Water and Sewer Services Commission**, for a term to expire December 31, 2016: Sharon Bywater;

The following person was appointed to the **Salt Spring Island Transportation Commission**, for a term to expire December 31, 2016: Robin Williams;

The following persons were appointed to the **Salt Spring Island Community Economic Development Commission**, for a term to expire December 31, 2016: Emma-Louise Eelsey, Amber Quiring;

The following persons were appointed to the **Southern Gulf Islands Electoral Area Emergency Advisory Commission**, for a term to expire December 31, 2015: Charlie Boyte, Peter Kappel, Gaire MacLean, David Rees-Thomas, Sven Tjelta, Brian Wheeler; and for a term to expire December 31, 2016: Steve DeRousie, Gary Glover, Sean Luttmmer, John Wiznuk;

The following persons were appointed to the **Saturna Island Parks and Recreation Commission**, for a term to expire December 31, 2016: Greg Robertson, Joan Hoskinson, Tom Kopochin, Erle Nelson;

The following persons were appointed to the **North Galiano Fire Protection and Emergency Response Service Commission**, for a term to expire December 31, 2015: Paul LeBlond, Phillip Buller; and for a term to expire December 31, 2016: Roger Pettit, Ben Maberley, David Koster;

The following persons were appointed to the **Lyll Harbour/Boot Cove Water Local Services Commission**, for a term to expire December 31, 2015: Sara Collins, Ron Lewis; and for a term to expire December 31, 2016: Daniel Thachuck, Ian Rowe;

The following persons were appointed to the **Southern Gulf Islands Community Economic Development Commission**, for a term to expire December 31, 2015: Leigh Pullen, Priscilla Zimmerman; and for a term to expire December 31, 2016: Michael Hoebel;

The following persons were appointed to the **Port Renfrew Utility Services Commission**, for a term to expire December 31, 2015: John Wells; and for a term to expire December 31, 2016: Anne Tremblay, Maurice Tremblay, Wayne Smith;

The following persons were appointed to the **Wilderness Mountain Water Service Commission**, for a term to expire December 31, 2016: Yale Shap, Chuck Taylor;

The following persons were appointed to the **Willis Point Fire Protection and Recreation Facilities Commission** for a term to expire December 31, 2015: Joel Cotter, Ken Ilott, Jeff Irwin; for a term to expire December 31, 2016: Brent Kornelson, Brian McCandless, Vernon McConnell, Ken Smith;

The following person was appointed to the **West Shore Parks and Recreation Society Board**, for a term to expire December 31, 2016: Darren Wright;

The following persons were appointed to the **Juan de Fuca Land Use Commission**, for a term to expire December 31, 2018: Stan Jensen, Ted Dixon, Sandy Sinclair, Ron Ramsay, Art Wynans, Roy McIntyre;

The following persons were appointed to the **East Sooke Advisory Planning Commission**, for a term to expire December 31, 2018: Janice St. John, Adele Tomlinson, Lindsay Trowell, Rhonda Underwood, Juanita West;

The following persons were appointed to the **Otter Point Advisory Planning Commission**, for a term to expire December 31, 2018: Bud Gibbons, Sid Jorna, Anne Miller, Stephen Hirst Smith, Al Wickheim;

The following persons were appointed to the **Shirley/Jordan River Advisory Planning Commission**, for a term to expire December 31, 2018: Dominique Bernardet, Sonja De Wit, Pascale Knoglinger, Brenda Mark, Fiona McDannold;

The following person was appointed to the **Peninsula Recreation Commission** for a term to expire December 31, 2016: Brian Losie;

The following person was appointed to the **Saanich Peninsula Wastewater Commission**, for a term to expire December 31, 2015: Adrian Rowland.

11. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Brice,
That the meeting be adjourned at 4:00 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER