

# Capital Regional District Meeting Minutes Capital Regional District Board

Wednesday, May 13, 2015

6th Floor Boardroom

## Present:

*Directors: N. Jensen (Chair), D. Howe (Vice Chair), R. Atwell, M. Alto, D Blackwell, S. Brice, C. Coleman (for G. Young), B. Desjardins, A. Finall, C. Hamilton, L. Helps, M. Hicks, B. Isitt (1:140), W. McIntyre, C. Plant, S. Price, J. Ranns, V. Sanders (for J. Brownoff), D. Screech, L. Seaton, 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; S. Bagh, Senior Manager, Regional and Strategic Planning; H. Kamphof, Senior Manager, Housing Secretariat; M. Rachwalksi, Health and Capital Planning; Angila Bains, Acting Corporate Officer, and S. Norton, Deputy Corporate Officer (Recorder)*  
*Also Present: C. Day, Alternate Director*  
*ABSENT: Director: V. Derman*

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

## 1. APPROVAL OF THE AGENDA

**MOVED** by Director Seaton, **SECONDED** by Director Windsor,  
That the agenda be approved as circulated.  
**CARRIED**

## 2. ADOPTION OF MINUTES

### 2.1. 15-468 Minutes of Special Meeting of April 27, 2015 - Strategic Plan Process

**Moved** by Alternate Director Coleman, **seconded** by Director Windsor,  
That the April 27, 2015 minutes of the CRD Board special meeting re Strategic Plan Process be adopted as circulated.  
**CARRIED**

- 2.2. 15-488 Minutes of Special Meeting of March 25, 2015 - 2015 Budget
- Moved by Director Brice, seconded by Director Blackwell,  
That the minutes of the special CRD Board meeting of March 25, 2015 re 2015 Budget be adopted.  
CARRIED

- 2.3. 15-502 Minutes of the Meeting of April 8, 2015
- Moved by Director Brice, seconded by Director Blackwell,  
That the minutes of the CRD Board meeting of April 8, 2015 be adopted.  
CARRIED

### 3. REPORT OF THE CHAIR

*The Board Chair had no report.*

### 4. PRESENTATIONS/DELEGATIONS

#### 4.1 Presentations

- 4.1.1 15-497 Presentation of 2014 City of Excellence, Gold Standard Award to CRD Integrated Water Services

*Chair Jensen advised that The City of Excellence Award was created in 2010, to provide recognition for local governments who have exemplary procedures with respect to excavations and other ground disturbance practices.*

*Cathy Cook, Executive Director, BC Municipal Safety Association and Dr. Dave Baspaly, Executive Director, BC Common Ground Alliance presented the Gold Standard Award to Integrated Water Services staff: Peter Sparanese, Senior Manager Infrastructure and Engineering; and Todd Scaber, Manager, Water Systems Operations.*

#### 4.2 Delegations

*There were no Delegations.*

### 5. REPORTS OF COMMITTEES

#### Core Area Liquid Waste Management Committee

1. 15-449 Seaterra Program and Budget Update No. 22
- Moved by Director Helps, seconded by Director Screech,  
That Seaterra Program and Budget Update No. 22 be received for information.  
CARRIED

2. 15-473 Inflow and Infiltration Management Plan Presentation and Sample Model Bylaw for Private Property Sewer Laterals

**Moved by Director Helps, seconded by Director Screech,  
That staff be directed to forward the sample model bylaw for private property sewer laterals to the core area municipalities for consideration and feedback with a view towards timely adoption.**

**CARRIED**

Director Isitt entered the meeting at 1:40 pm.

3. 15-479 Correspondence from the Mayor of the City of Langford dated April 23, 2015

**Moved by Director Desjardins, seconded by Director Helps,  
That staff be directed to review the annual Wastewater Treatment Program levy increase amount in time to effect a potential modification for the 2016 taxation year, based on revised operating and capital projections resulting from the work currently underway by the subcommittees.**

**CARRIED**

#### **Electoral Area Services Committee**

4. 15-294 Community Works Fund (CWF) Allocation: Maliview Sewer System - Design Work for Outfall

**Moved by Director McIntyre, seconded by Director Hicks,  
That a contribution of \$35,000 from the Salt Spring Island Electoral Area portion of the Capital Regional District's Federal Gas Tax Community Works Fund (CWF) be authorized for the Maliview Sewer system infrastructure improvement projects relating to the outfall repair.**

**CARRIED**

5. 15-332 Grants in Aid

**Moved by Director McIntyre, seconded by Director Hicks,  
That payment be made for the following grants-in-aid:  
Southern Gulf Islands Grant-in-Aid as approved by Director Howe**

**- Galiano Club \$2,500  
- Galiano Conservancy Association \$2,500  
- Galiano Museum Society \$2,000  
- Pender Island Recycling Society \$2,000**

**CARRIED**

#### **Finance Committee**

6. 15-403 Investment Portfolio Update

**Moved by Director Howe, seconded by Director Desjardins,  
That the Investment Portfolio Update report be received for information.**

**CARRIED**

7.      **15-404**      Bylaw 4025: 2015-2019 Financial Plan Amendment
- Moved by Director Howe, seconded by Director Desjardins,  
                  That Bylaw No. 4025, cited as "2015 to 2019 Financial Plan, Amendment  
                  Bylaw No. 1, 2015", be introduced and read a first and second time.  
                  **CARRIED**
- Moved by Director Howe, seconded by Director Desjardins,  
                  That Bylaw No. 4025 be read a third time.  
                  **CARRIED**
- Moved by Director Howe, seconded by Director Desjardins,  
                  That Bylaw No. 4025 be adopted.  
                  **CARRIED**
8.      **15-405**      Capital Regional District Asset Management Activities Overview
- Moved by Director Price, seconded by Director Desjardins,  
                  That the staff report be received for information.  
                  **CARRIED**
9.      **15-406**      Grant System
- Moved by Director Howe, seconded by Director Windsor,  
                  That the staff report be received for information.  
                  **CARRIED**
10.     **15-411**      BikeBC Grant Application - Upgrade of Todd Creek Trestle, Galloping  
                  Goose Regional Trail
- Moved by Director Desjardins, seconded by Director Helps,  
                  That the BikeBC grant application of \$440,000 toward the upgrade of Todd  
                  Creek Trestle on the Galloping Goose Regional Trail be endorsed.  
                  **CARRIED**
11.     **15-435**      Bylaw 4021: Temporary Borrowing Bylaw for Capital Financing (Juan  
                  de Fuca Water Distribution Facilities)
- Moved by Director Blackwell, seconded by Director Hicks,  
                  That Bylaw No. 4021, "Temporary Loan (Juan de Fuca Water Distribution  
                  Facilities) Bylaw No. 1, 2015" be introduced and read a first and second time.  
                  **CARRIED**
- Moved by Director Blackwell, seconded by Director Hicks,  
                  That Bylaw No. 4021 be read a third time.  
                  **CARRIED**
- Moved by Director Desjardins, seconded by Director Hicks,  
                  That Bylaw No. 4021 be adopted.  
                  **CARRIED**

## Juan De Fuca Land Use Committee

12.     **15-467**         Zoning Amendment Application For: (Board Voting Block A)
- 1) Lot A, Block 1264, and District Lot 124, Malahat District, Plan 21358 PID: 003-418-685);
  - 2) Lot 1, Block 1263 and of District Lot 124, Malahat District, Plan 24436 (PID: 003-034-372);
  - 3) Lot A, District Lot 124, and of Block 1271, Malahat District, Plan 24437 (PID: 003-034-429);
  - 4) Lot 1, Block 1270, District Lot 124, Malahat District, Plan 21327 (PID: 003-383-202);
  - 5) Lot 1 of Lot 123, Block 1299, Malahat District, Plan 20837 (PID: 003-521-958);
  - 6) Block 1410, Malahat District, Containing 8714 Acres More or Less (PID: 008-024-103);
  - 7) Block 1234 Malahat District and Cowichan Lake Districts (PID: 009-377-298); and
  - 8) Block 1272, Malahat District (PID: 009-382-607)

**Moved by Director Hicks, seconded by Director Blackwell,  
That proposed Bylaw No. 4022, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 6, 2015" be referred to a public information meeting, to appropriate CRD departments and to the following external agencies for comment: BC Hydro, City of Colwood, City of Langford, Cowichan Tribes, Cowichan Valley Regional District, District of Metchosin, District of Sooke, Ministry of Environment, MFLNRO - Archaeology Branch, MFLNRO - Forests, MoTI, Pacheedaht First Nation, RCMP, Sooke SD No. 62, T'Sou-ke First Nation.**

**CARRIED**

**Moved by Director Hicks, seconded by Director Blackwell,  
That proposed Bylaw No. 4022, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 6, 2015", as included in Appendix C of the staff report, be referred to the full CRD Board for a determination of consistency with the Regional Growth Strategy in accordance with the Juan de Fuca Development Procedure Bylaw No. 3110.**

**CARRIED**

## Planning, Transportation and Protective Services Committee

13.     **15-383**         2015/16 Public Health Service Agreement between the Capital Regional District and Island Health

**Moved by Director Finall, seconded by Director Howe,  
That the 2015/16 Service Agreement between the Capital Regional District (CRD) and Vancouver Island Health Authority be approved and that the CRD Board Chair and Corporate Officer be authorized to execute the Agreement.**

**CARRIED**

## Regional Housing Trust Fund Commission

14. 15-427 Regional Housing Trust Fund Application - Latitude Living Ltd. 521 Comerford Street, Esquimalt

*The Chair noted that this was the first private development to received funding.*

**Moved by Director Alto, seconded by Director Helps,**

**That a grant of \$425,000 from the Regional Housing Trust Fund (RHTF) be awarded to the Latitude Living Ltd. (the "Applicant") for the development of 34 units targeted towards sheltering of individuals having physical, mental health and addiction challenges at 521 Comerford Street in Esquimalt, subject to:**

- **the Applicant entering into a partnering agreement with the CRD pursuant to section 183 of the Local Government Act;**
- **the Applicant meeting the terms of the RHTF Grant Funding Agreement and partnering agreement by May 29, 2015; and**
- **the receipt of a lease agreement prior to May 13, 2015.**

**CARRIED**

15. 15-428 Regional Housing Trust Fund Application - Habitat for Humanity, 4000 Cedar Hill Cross Rd., Saanich

**Moved by Director Alto, seconded by Director Plant,**

**That a grant of \$60,000 from the Regional Housing Trust Fund be awarded to Habitat for Humanity to help create four units of housing, subject to meeting the terms of the RHTF Grant Funding Agreement by May 29, 2015.**

**CARRIED**

## Regional Parks Committee

16. 15-347 Land Acquisition Fund Status

**Moved by Director Brice, seconded by Director Windsor,**

- 1) **That this land acquisition fund status report be received for information;**
- 2) **That the information in this report be sent to municipal councils; and**
- 3) **That municipal councils be notified that CRD Regional Parks staff would attend a future council meeting to present the information, if invited.**

**CARRIED**

17. 15-348 Island View Beach Regional Park Management Planning Public Participation Process - Results of Step 1 and Actions for Step 2

**Moved by Director Brice, seconded by Director Screech,**

- 1) **That the Results of Step 1 of the Island View Beach Regional Park Management Planning Public Participation Process be received for information;**
- 2) **That the public participation process for Step 2 be amended by adding an online response form, extending the timeline from April to July, and providing an opportunity for park visitors to identify issues and interests and complete a response form by having staff in the park at various times from May through July; and**

3) That the timeline for Step 3 and Step 4 be amended to the fall 2015 and winter 2016 respectively.

**CARRIED**

**18. 15-355** Bylaw No. 4023 - Amendment of Bylaw No. 3675: Regional Parks Fees and Charges 2015-2016

Moved by Director Brice, seconded by Director Screech,  
That Bylaw No. 3675 "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 4023, 2015" be amended to exempt self-guided tour operators from the fees and charges.

**CARRIED**

Moved by Director Brice, seconded by Director Screech,  
That Bylaw No. 3675 "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 4023, 2015", as amended, be introduced and read a first time and second time.

**CARRIED**

Moved by Director Brice, seconded by Director Screech,  
That Bylaw No. 3675, as amended, be read a third time.

**CARRIED**

Moved by Director Brice, seconded by Director Screech,  
That Bylaw No. 3675, as amended, be adopted.

**CARRIED**

**19. 15-361** Regional Trails Management Plan - Public and First Nations Participation Report

Moved by Director Brice, seconded by Director Screech,  
That the Regional Trails Management Plan - Public and First Nations Participation Report be received for information.

**CARRIED**

## **6. ADMINISTRATION REPORTS**

**6.1. 15-474** Board Strategic Priorities

Moved by Director Hamilton, seconded by Director Windsor,  
That the Board Strategic Priorities for 2015-2018 be approved.

**CARRIED**

**6.2. 15-464 Ganges Wastewater System Assent Voting for Bylaw No. 4007**

Moved by Director McIntyre, seconded by Director Hicks,

- 1) That the following CRD Board motion of February 11, 2015 be rescinded: That Capital Regional District staff implement referendum process under Section 801.2 of the Local Government Act if and when the grant application to the New Building Canada - Small Community Fund is approved; and be replaced with: That Capital Regional District staff implement a referendum process under Section 801.2 of the Local Government Act;
- 2) That Thomas F. Moore be appointed as Chief Election Officer with the power to appoint a Deputy Chief Election Officer(s);
- 3) That the wording of the bylaw question for the purposes of the ballot shall be as follows:  
"Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw No. 4007, "Ganges Wastewater System Loan Authorization Bylaw No. 1, 2015" authorizing the Capital Regional District to borrow an amount up to but not to exceed THREE MILLION NINE HUNDRED THOUSAND DOLLARS (\$3,900,000) for the purpose of administering, planning, designing, acquiring and constructing the capital renewal and upgrade of the Ganges Wastewater System.  
YES or NO?";
- 4) That General Voting Day be held on Saturday, July 25, 2015 with the Advance Voting opportunities held on Wednesday, July 22, 2015 and Wednesday, July 15, 2015 at voting places to be determined by the Chief Election Officer; and
- 5) That the synopsis of Bylaw No. 4007, attached as Appendix A, be approved for advertising purposes.

**CARRIED**

**6.3. 15-469 Alternative Approval Process Results for Juan De Fuca Water Distribution Loan Authorization Bylaw No. 3981**

Moved by Director Tait, seconded by Director Blackwell,  
That the Board receive the attached Certificate of Results of Alternative Approval Process for Bylaw No. 3981.

**CARRIED**

Moved by Director Blackwell, seconded by Director Tait,  
That Bylaw No. 3981, "Juan de Fuca Water Distribution Facilities Loan Authorization Bylaw No. 1, 2014", be adopted.

**CARRIED**

**6.4. 15-451 Regional Deer Management Strategy Update**

Moved by Director Price, seconded by Director Alto,  
That report PPS/RSP 2015-11, titled Regional Deer Management Strategy Update, be received as the final report on the Regional Deer Management pilot project; that the CRD recommendations to UBCM, as noted in Appendix E, be endorsed; and that the report be referred to the Planning, Transportation and Protective Services Committee for consideration as to whether an ongoing deer management or wildlife management service should be provided.

**CARRIED**

Moved by Director Windsor, seconded by Director Seaton,  
That Board members and staff meet with the Province regarding expediting a permit for a pilot program for geese mitigation.

**CARRIED**



- 6.5. 15-472** Animal Control Services Agreement between the Capital Regional District (CRD) and the District of Sooke
- Moved by Director Tait, seconded by Director Hicks,  
That the Animal Control Services Agreement between the CRD and the District of Sooke be approved and that the Board Chair and Corporate Officer be authorized to execute the Agreement.  
CARRIED**
- 6.6. 15-477** Dedication of Land into Sooke Potholes Regional Park - Capital Regional District Bylaw No. 4026
- Moved by Director Isitt, seconded by Director Tait,  
That Bylaw No. 4026 "Regional Parkland Dedication Bylaw No. 1, 2015" be introduced and read a first and second time.  
CARRIED**
- Moved by Director Isitt, seconded by Director Brice,  
That Bylaw No. 4026 be read a third time.  
CARRIED**
- Moved by Director Isitt, seconded by Director Brice,  
That Bylaw No. 4026 be adopted.  
CARRIED**
- 6.7. 15-484** Approval for Extension to Multi Material BC Statement of Work Agreement
- Moved by Director Howe, seconded by Director McIntyre,  
That the Capital Regional District Board enter into a new four-year Statement of Work agreement with Multi Material BC for depot collection of residential packaging and printed paper.**
- Moved by Director Isitt, seconded by Director Howe,  
That the above motion be postponed one month pending clarification from staff on the inclusion of Hartland Landfill and Oak Bay as rural depots.  
CARRIED**
- 6.8. 15-430** Public Hearing Report on Bylaw No. 3927 "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 144, 2014" (Board Voting Block B)
- Moved by Director Hicks, seconded by Director Blackwell,  
That the minutes that form the Report of the Public Hearing, which is certified as a fair and accurate summary of the representations that were made at the Public Hearing held on April 27, 2015 for Bylaw No. 3927, "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 144, 2014" be received.  
CARRIED**
- Moved by Director Hicks, seconded by Director Blackwell,  
That Bylaw No. 3927 be read a third time.  
CARRIED**

- 6.9. 15-431** Public Hearing Report on Bylaw No. 3960 "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 145, 2014" (Board Voting Block B)

Moved by Director Hicks, seconded by Director Blackwell,  
That the minutes that form the Report of the Public Hearing, which is certified as a fair and accurate summary of the representations that were made at the Public Hearing held on April 27, 2015 for Bylaw No. 3960, "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 145, 2014" be received.

**CARRIED**

Moved by Director Blackwell, seconded by Director Williams,  
That Bylaw No. 3960 be read a third time.

**CARRIED**

## **7. BYLAWS**

- 7.1. 15-466** Bylaw No. 3973, "Juan De Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 122, 2014" (Board Voting Block A)

Moved by Director Hicks, seconded by Director Hamilton,  
That Bylaw No. 3973 be adopted.

**CARRIED**

## **8. NEW BUSINESS**

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

- 9.1. 15-503** Notice to Close the Meeting

Moved by Director Brice, seconded by Director Blackwell,  
That the meeting be closed 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; (d) the security of the property of the regional district| (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 district; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (m) a matter that, under another enactment, is such that the public may be excluded from the meeting; and (2) (b)the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**CARRIED**

The Board moved to closed meeting at 2:16 pm and rose and reported at 4:02 pm.

## **10. RISE AND REPORT**

*The following person was appointed as the to the Royal & McPherson Theatres Society Board: Lorne DeLarge.*

*The following person was appointed to the Salt Spring Island Transportation Commission for a term to expire December 31, 2016: Scott Simmons.*

*The following person was appointed to the Salt Spring Island Community Economic Development Commission for a term to expire December 31, 2016: John Wellingham.*

*The following persons were appointed to the Pender Islands Parks and Recreation Commission for a term to expire December 31, 2016: Rob Fenton, Jim Stafford.*

*The following persons were appointed to the Mayne Island Parks and Recreation Commission for a term to expire December 31, 2016: Dennis Akey, Jerry Betker, Al Cannon*

## **11. ADJOURNMENT**

**MOVED by Director Brice, SECONDED by Director Helps,  
That the meeting be adjourned at 4:02 pm.  
CARRIED**

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*CHAIR*

*CERTIFIED CORRECT:*

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*CORPORATE OFFICER*