

Meeting Minutes
Capital Regional District Board

Wednesday, November 4, 2015

6th Floor Boardroom

PRESENT

DIRECTORS: N. Jensen (Chair), D. Howe (Vice Chair), M. Alto, R. Atwell, D. Blackwell, S. Brice, J. Brownoff, Ranns, V. Derman (2:09), B. Desjardins, C. Hamilton (2:10), L. Helps, M. Hicks, B. Isitt (2:09), W. McIntyre, C. Plant, S. Price, D. Screech, L. Seaton, C. Stock (for A. Finall), K. Williams (2:09), R. Windsor, G. Young

STAFF: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance and Technology; K. Lorette, General Manager, Planning and Protective Services; T. Robbins, General Manager, Integrated Water Services; S. Santarossa, Corporate Officer, and S. Norton, Deputy Corporate Officer (recorder)

ABSENT: Director M. Tait

The meeting was called to order at 2:08 pm.

1. APPROVAL OF THE AGENDA

MOVED by Director Helps, **SECONDED** by Director Desjardins,
That the revised agenda be approved.
CARRIED

2. ADOPTION OF MINUTES

Directors Derman, Isitt and Williams entered the meeting at 2:09 pm.

2.1. 15-1214 Minutes of Capital Regional District Board Meeting of October 7, 2015

MOVED by Director Helps, **SECONDED** by Director Seaton,
That the minutes of the October 7, 2015 meeting be adopted as circulated.
CARRIED

2.2. 15-1222 Minutes of the Capital Regional District Board Meeting of October 14, 2015

MOVED by Director Williams, **SECONDED** by Director Windsor,
That the minutes of the October 14, 2015 meeting be adopted as circulated.
CARRIED

3. REPORT OF THE CHAIR

Director Hamilton entered the meeting at 2:10 pm.

Chair Jensen:

- * thanked outgoing Prime Minister Stephen Harper and congratulated incoming Prime Minister Justin Trudeau and the following Cabinet Ministers from British Columbia: Minister of Justice, Jody Wilson-Raybould; Minister of Defence, Harjit Sajjan; Minister of Sport and Persons with Disabilities, Carla Qualtrough;
- * reported on a tour of the E-Comm Centre in Vancouver;
- * spoke to the 2015 Vancouver Island State of the Island Economic Summit; the first edition of the 'State of the Island Economic Report' was distributed to Directors;
- * along with Director Helps, encouraged Directors to attend the Mayors and Greater Victoria Development Agency Summit to take place on November 7;
- * recognized World Town Planning Day; and
- * noted the laminated sheet of the Board Strategic Priorities which was distributed to each Director for reference purposes.

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.1.1. 15-1192 Greater Victoria Harbour Authority - Annual Member Agency Update: Bill Welburn, Chair & Ian Robertson, CEO

Using a PowerPoint presentation, Bill Welburn, reviewed: the Member Agencies; its accountability framework; changes in the Board of Directors; the guiding principles and strategic goals for the 10 Year Strategic Plan. Ian Robertson reviewed: the current leadership team; 2015/2016 Operating Results; strategic focus of the last six months on internal and external assessments, financials and key priorities; highlights and next steps of the draft 3 Year Business Plan.

Noting that Mr. Welburn was retiring, Chair Jensen thanked him for his efforts over several years.

4.1.2. 15-1194 2015 Gold Award for Planning Excellence in Planning Practice, City & Urban Areas, CRD Pedestrian & Cycling Master Plan Implementation Project - Presentation to CRD Board Chair by Dan Huang, President, Planning Institute of BC

D. Huang provided background information on the Planning Institute and on the award. He then presented the award to the Board Chair.

4.2 Delegations - None

5. REPORTS OF COMMITTEES

Core Area Liquid Waste Management Committee

1. 15-1181 2016 Capital Funding - Core Area Wastewater Program

MOVED by Director Helps, SECONDED by Director Screech,
1) That the 2016 annual capital program projects be approved; and
2) That the cost sharing apportionments and utilization of the capital reserve funding, by participant, including a \$15 million program requisition in the 2016 Core Area Sewage budget, be approved.

CARRIED

2. 15-1180 Core Area Wastewater Treatment Program and Budget Update No. 29

MOVED by Director Helps, SECONDED by Director Screech,
That Core Area Wastewater Treatment Program and Budget Update No. 29 be received for information.

CARRIED

Core Area Liquid Waste Management Committee

3. 15-1220 Draft Technical Memorandum No 2 - Wastewater Treatment System Feasibility and Costing Analysis - UrbanSystems and Carollo Engineers

MOVED by Director Helps, SECONDED by Director Screech,
That Urban Systems/Carollo Engineers be directed to proceed on the proposed four option sets for further costing analysis in November.

CARRIED

4. 15-1221 Extension of Public Consultation on Option Sets to January 15, 2016

MOVED by Director Helps, SECONDED by Director Alto,
That the Project Overlay Timeline be amended to extend public consultation on phase two option sets to January 15 and further that the date for a decision by the CALWMC on option sets be set for January 27, 2016.

CARRIED

5. 15-1191 Technical Memorandum #1 - Wastewater Treatment System Feasibility and Costing Analysis -- Final (Urban Systems and Carollo Engineers)

MOVED by Director Helps, SECONDED by Director Alto,
That Technical Memorandum #1 - Wastewater Treatment System Feasibility and Costing Analysis be approved.

CARRIED

6. 15-1203 Urban Systems Contract 15-1834 - Scope Change No. 2

The Core Area Liquid Waste Management Committee recommended an amended amount of \$44,799 from \$31,299.

MOVED by Director Helps, SECONDED by Director Screech,
That the Request for Scope Change No. 2, as outlined in Urban Systems' letter dated October 16, 2015, in the amount of up to \$44,799 (excluding GST) be approved.

CARRIED

7. 15-1219 Motion from CRD Committee of the Whole Meeting (October 23, 2015)

The item regarding Water Reclamation was not forwarded to the Board by the Core Area Liquid Waste Management Committee.

Electoral Area Services Committee

8. 15-1142 Building Conversion Strata Application ST-04-11 for Lot 11, Section 128, Sooke District, Plan VIP58851

MOVED by Director Hicks, **SECONDED** by Director Blackwell,

1) That Building Conversion Strata ST-04-11 for Lot 11, Section 128, Sooke District, Plan VIP58851 to obtain individual title for three dwellings as shown on the Island Land Surveying Ltd. plan dated November 18, 2014 (Appendix B) be given tentative approval and that final approval be subject to:

a) A structural engineer's report addressing the life expectancy and condition of the buildings at 5351 and 5353 Mt. Matheson Road to the satisfaction of the Chief Building Inspector; and

b) Final certificate of occupancy for 5347 Mt. Matheson Road.

CARRIED

9. 15-1127 Grants-in-Aid

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

That payments be made for the following grant-in-aid applications:

1) Southern Gulf Islands Grants-in-Aid as approved by Director Howe

* Lions Club of Galiano \$2,000

* Mayne Island Conservancy Society \$2,000

CARRIED

10. 15-1128 Grant Opportunity: New Building Canada - Small Communities Fund (SCF)

MOVED by Director Hicks, **SECONDED** by Director McIntyre,

1) That the applications previously submitted for the Juan de Fuca and Southern Gulf Islands electoral areas be re-submitted; and

2) That staff re-assess and bring forward recommendations for the Salt Spring Island Electoral Area with respect to the best projects for the CRD to submit for Round 2 of the New Building Canada - Small Communities Fund.

CARRIED

Environmental Services Committee

11. 15-1149 Renewal of Contract No. 13-1787 - Kitchen Scraps

In response to questions, L. Hutcheson advised that proceeding with an in-region solution was pending the outcome of decisions on Integrated Waste Management. Item 6.4 on the agenda recommended the establishment of a task force which would report with recommendations in February 2016. She noted that the contract did not include a minimum amount. Discussion ensued on re-bidding to find a less expensive, in-region alternative.

MOVED by Director Brownoff, **SECONDED** by Director Price,

That staff be authorized to renew Contract No. 13-1787 - Hauling and

Processing Household Kitchen Scraps by one year, to December 31, 2016.

DEFEATED

OPPOSED Alto, Atwell, Brice, Derman Desjardins, Hamilton, Helps, Hicks, Isitt, McIntyre, Plant, Ranns, Screech, Seaton, Williams,

The following points were put forward during discussion on re-tendering the contract:

- * there was not enough information on anticipated tonnage at the time of the Request for Proposals
- * bonding may have been set too high
- * benefits of an in-region solution, including: reduced transportation costs, reduced carbon emissions, keeping the resource in the region and lower fees

It was pointed out that since there was no minimum tonnage in the renewal contract, the CRD was not obligated to use this contractor.

MOVED by Director Hicks, **SECONDED** by Director Helps,
That staff re-tender the Hauling and Processing Household Kitchen Scraps contract for a two-year term.

MOVED by Director Windsor, **SECONDED** by Director Brice,
That the motion be tabled until after the previous question is reconsidered.
CARRIED

OPPOSED Desjardins, Hicks, Isitt, Seaton,

Discussion continued on the legality of the CRD renewing the contract while undertaking a re-bidding process.

MOVED by Director Brice, **SECONDED** by Director Screech,
That the previous question be reconsidered.
CARRIED

OPPOSED Desjardins, Hicks, Isitt, Seaton

The previous question was now on the floor for reconsideration.
"That staff be authorized to renew Contract No. 13-1787 - Hauling and Processing Household Kitchen Scraps by one year, to December 31, 2016."

MOVED by Director Isitt, **SECONDED** by Director Desjardins,
That consideration of the motion be postponed to the next meeting in order to obtain legal advice on renewing the current contract and re-tendering simultaneously.

DEFEATED

OPPOSED Alto, Atwell, Blackwell, Brice, Brownoff, Derman, Hamilton, Helps, Hicks, Howe, Jensen, McIntyre, Plant, Price, Ranns, Screech, Seaton, Stock, Williams, Windsor, Young

The question was called on the motion to renew Contract 13-1787.
That staff be authorized to renew Contract No. 13-1787 - Hauling and Processing Household Kitchen Scraps by one year, to December 31, 2016.

CARRIED

OPPOSED Desjardins, Hicks, Isitt, Seaton

Staff was requested to report back in December on the re-tendering prior to issuing the Request for Proposal.

MOVED by Director Screech, **SECONDED** by Director Alto,
That the following motion be lifted from the table.
That staff re-tender the Hauling and Processing Household Kitchen Scraps contract for a two-year term.

CARRIED

The question was called on the motion.

CARRIED

- 12. 15-1151 Hartland Gas Utilization Infrastructure**

MOVED by Director Brownoff, **SECONDED** by Director Price,
That staff issue the landfill gas engine repair and maintenance Request for Proposals (RFP); and that staff, in parallel with the engine repair RFP, complete the 2015 landfill gas utilization study to evaluate long-term gas utilization alternatives.

CARRIED

- 13. 15-1145 Approval for Procurement of Analytical Laboratory Services**

MOVED by Director Brownoff, **SECONDED** by Director Williams,
That staff be directed to proceed with a formal competitive procurement process for laboratory analytical services for Environmental Services programs environmental monitoring samples.

CARRIED

Finance Committee

- 14. 15-1169 Capital Regional District Grants Update**

MOVED by Director Howe, **SECONDED** by Director Alto,
That this staff report be received for information.

CARRIED

- 15. 15-1166 Grant Opportunity: Age-Friendly Communities Grant**

MOVED by Director Howe, **SECONDED** by Director Brownoff,
That the Capital Regional District Board endorse the Capital Region Housing Corporation's application to the Age-Friendly Communities Grant program for development of a Seniors Resource Guide which will have a region-wide benefit.

CARRIED

- 16. 15-1200 Property Insurance Renewal**

MOVED by Director Howe, **SECONDED** by Director Screech,
That the Capital Regional District renew its property insurance for 2016 with FM Global, including an earthquake sub-limit of \$36 million with a basic \$100,000 deductible, at a premium of \$304,128 (rate \$0.0641/\$100).

CARRIED

- 17. 15-1168 Bylaw No. 4046: Revenue Anticipation Borrowing (General Purpose)**

MOVED by Director Howe, **SECONDED** by Director Blackwell,
That Bylaw No. 4046, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2016" be read a first and second time.

CARRIED

MOVED by Director Howe, SECONDED by Director Blackwell,
That Bylaw No. 4046 be read a third time.
CARRIED

MOVED by Director Howe, SECONDED by Director Blackwell,
That Bylaw No. 4046 be adopted.
CARRIED

18. 15-1170 Bylaw No. 4045: 2015-2019 Financial Plan Amendment

MOVED by Director Howe, SECONDED by Director Screech,
That Bylaw No. 4045, cited as "2015 to 2019 Financial Plan, Amendment
Bylaw No. 2, 2015", be introduced and read a first and second time.
CARRIED

MOVED by Director Howe, SECONDED by Director Screech,
That Bylaw No. 4045 be read a third time.
CARRIED

MOVED by Director Howe, SECONDED by Director Screech,
That Bylaw No. 4045 be adopted.
CARRIED

Juan De Fuca Land Use Committee

19. 15-1041 Development Variance Permit for Lot A, Section 1, Township 11,
Renfrew District, Plan VIP85252 - BOARD VOTING BLOCK A

MOVED by Director Hicks, SECONDED by Director Blackwell,
That Development Variance Permit VA000137 for Lot A, Section 1, Township
11, Renfrew District, Plan VIP85252 to vary the Comprehensive Community
Development Plan for Port Renfrew, Bylaw No. 3109, Schedule "B", Part IV,
Section 22, Item (2)(g)(iii) by reducing the setback for the exterior side parcel
line from 4.6 m to 3.0 m, as shown in the G.T. Burdge Designs Site Plan dated
September 2015 (Appendix B) for the purpose of constructing a single-family
dwelling with attached carport as shown in the attached Building Plans
(Appendix C), be approved.
CARRIED

20. 15-1043 Development Variance Permit for Lot A, Section 55, Renfrew District,
Plan VIP61088 - BOARD VOTING BLOCK A

MOVED by Director Hicks, SECONDED by Director Blackwell,
That Development Variance Permit VA000138 for Lot A, Section 55, Renfrew
District, Plan VIP61088 to vary the Juan de Fuca Land Use Bylaw, Bylaw No.
2040, Schedule "A", Part II, Section 31.07(b) by reducing the interior side yard
requirement from 6 m to 0.5 m clear-to-sky as shown in the Plot Plan
prepared by West Coast Design & Development Services Ltd., dated
September 15, 2015 (Appendix B) for the purpose of constructing an addition
to the fire hall, be approved.

CARRIED

Regional Parks Committee

21. 15-1116 Regional Trails Management Plan

**MOVED by Director Brice, SECONDED by Director Screech,
That the Draft Regional Trails Management Plan be received for information
and be referred to the municipalities, electoral areas, First Nations and the
public for review and comment, following the public participation process in
Attachment 2.**

CARRIED

22. 15-1118 Lake Weed Harvesting at Elk/Beaver Lake

**MOVED by Director Brice, SECONDED by Director Screech,
That staff be directed to purchase an aquatic weed harvester according to
Capital Regional District procurement policy, and fund the purchase from the
Regional Parks Equipment Replacement Fund.**

CARRIED

23. 15-1120 Regional Canada Goose Management Strategy

Director Atwell left the meeting at 3:46 pm.

Speaking to the cost of the cull, it was noted that this was only a pilot project to test the efficacy of the methodology. The high cost of damage to farms and golf courses all over the region was noted. Municipal and CRD commitments to the protection of ALR lands, agriculture and food security was provided as a basis for continuing with efforts to minimize the damage caused by geese.

R. Lapham advised that a report would be going to the Governance Committee to move forward in a focussed way on wild life management issues, including the establishment of a specific task force to come forward with recommendations. This could include advocacy to senior government.

The following points were raised during the discussion:

- * Currently there are four two-week hunting seasons between September and March
- * There is some individual addling of eggs but no organized effort in the CRD
- * Farmers are allowed to shoot geese on their property under Crop Damage Permits; however, they cannot use blinds or decoys and are forbidden to eat the geese
- * Permitted culls do not allow human consumption of geese

Suggested actions include:

- * Lobby the Federal Government to firstly acknowledge that there is a problem
- * Acknowledge that the geese are resident and not migratory
- * Acknowledge that the numbers of geese need to be reduced in the hundreds or more each year
- * The public must have the resolve to see this through
- * Hunters should be put in touch with farmers -- could get Island Outfitters, fish

and game clubs and Ducks Unlimited involved

* Have coordinated hunts one day each hunting season, spread throughout the region in various fields and green spaces where it is safe and frequented by geese

* Lobby municipalities to sanction these hunts, permit hunts and exempt hunts from fire-arm bylaws

* Lobby the Federal Government to allow farmers to hunt efficiently with blinds and let humans consume the geese that are shot

* Lobby the Federal Government to allow culls to take place efficiently and let humans consume the geese that are shot

* Continue to addle geese eggs

**MOVED by Director Brice, SECONDED by Director Howe,
That the Regional Canada Goose Management Strategy report be received
for information.**

**MOVED by Director Desjardins, SECONDED by Director Hicks,
That the motion be amended to add that the minutes include the comments
for future actions and recommendations.**

CARRIED

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

**That the Regional Canada Goose Management Strategy report be received
for information and that the minutes include the comments for future actions
and recommendations.**

CARRIED

24. 15-1121 Regional Parks 2014 Annual Report

**MOVED by Director Brice, SECONDED by Director Helps,
That the Regional Parks 2014 Annual Report be received for information.
CARRIED**

6. ADMINISTRATION REPORTS

6.1. 15-1188 CRD Receives 2015 Awards for Workplace Safety

Speaking to the report, Chair Jensen noted that the CRD has received a total of 33 awards since 2003. He recognized the work of all staff and members of the CRD's Safety Committees who contribute to safety in the workplace. He specifically recognized the efforts of Darren Duffey, Human Resources, who, working with Watershed Protection Division staff, put together a video called the Amazingly Safe Race, which is on the CRD website.

**MOVED by Director Blackwell, SECONDED by Director Derman,
That the staff report be received for information.
CARRIED**

6.2. 15-1165 Regional Housing Trust Fund Grant for Brackett Spring Project

Director Atwell returned to the meeting at 3:56 pm.

Discussion ensued on whether the funds could be earmarked for this project in

the future rather than the applicant competing for funding. Staff advised that funding could not be earmarked, but that the applicant is aware that they can re-apply for funding.

MOVED by Director McIntyre, **SECONDED** by Director Screech,
That the Capital Regional District Board rescind its October 14, 2009 decision:
"That a grant of \$182,000 from the Regional Housing Trust Fund to the Salt Spring Island Land Bank Society to assist in the creation of 13 units of affordable housing on Salt Spring Island be approved".

CARRIED

OPPOSED McIntyre

- 6.3. 15-1185** Bylaw No. 4042: Capital Regional District Disposition of Part of Sooke Hills Wilderness Regional Park Reserve

MOVED by Director Derman, **SECONDED** by Director Brice,

1) That Bylaw No. 4042, cited as "Capital Regional District Disposition of Part of Sooke Hills Wilderness Regional Park Reserve Bylaw No. 1, 2015" be introduced and read a first and second time.

CARRIED

MOVED by Director Derman, **SECONDED** by Director Brice,

2) That Bylaw No. 4042 be read a third time.

CARRIED

MOVED by Director Derman, **SECONDED** by Director Brice,

3) That CRD Staff be directed to initiate elector approval by Alternative Approval Process according to Section 801.3 of the Local Government Act.

CARRIED

- 6.4. 15-1164** Follow Up to Integrated Resource Management Workshop

There was discussion on the effectiveness of the workshop and the need to make decisions in a reasonable time on the viability of the integration of wastes.

MOVED by Director Howe, **SECONDED** by Director Seaton

1) That the Integrated Resource Management Workshop Report be received for information; and

2) That the Board Chair appoint a task force to prepare recommendations for governance roles and responsibilities for Integrated Resource Management, making recommendations to the Board by February 2016.

CARRIED

OPPOSED Alto, Hamilton, Isitt, Ranns, Young

7. NEW BUSINESS - None

8. MOTION TO CLOSE THE MEETING

- 8.1. 15-1211** Motion to Close the Meeting

MOVED by Director Brice, **SECONDED** by Director Plant,

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; (e)

the acquisition, disposition or expropriation of land or improvements; and (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

CARRIED

The Board moved to closed session after the closed session at 4:07 pm and rose and reported at 4:14 pm.

9. RISE AND REPORT

The following persons were appointed to the **Agricultural Advisory Planning Commission**, for a term to expire December 31, 2017: Dominique Bernardet, Mary Alice Johnson, Teresa Willman, Nick Wilde.

10. ADJOURNMENT

MOVED by Director Plant, **SECONDED** by Director Williams,
That the meeting be adjourned at 4:14 PM.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER