



625 Fisgard St.,  
Victoria, BC V8W 1R7

# Capital Regional District

## Meeting Minutes

### Capital Regional District Board

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Wednesday, December 9, 2015

1:30 PM

6th Floor Boardroom

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**Present:**

**Directors:** R. Atwell, M. Alto, D Blackwell, S. Brice, J. Brownoff, V. Derman, B. Desjardins, A. Finall, C. Hamilton, L. Helps, M. Hicks, B. Isitt, N. Jensen, R. Kasper, P. LeBlond (for D. Howe), W. McIntyre, C. Plant, S. Price, J. Ranns, D. Screech, L. Seaton, K. Williams, R. Windsor and G. Young

**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; C. Culham, Senior Manager, Capital Region Housing Corp.; M. Rachwalski, Senior Manager, Health and Capital Planning; S. Santarossa, Corporate Officer; Committee Clerks - A. Boyd, N. More and P. Perna; and S. Norton, Deputy Corporate Officer (Recorder)

**Also Present:** M. Hargraves, CRD Solicitor

### **INAUGURAL AGENDA**

#### **CALL TO ORDER - Chief Administrative Officer**

R. Lapham called the meeting to order at 1:31 pm.

He welcomed the newly appointed Director for the District of Sooke, Rick Kasper, and Alternate Director Paul LeBlond.

#### **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 2016. He noted that only one nominator is Required and no seconder is necessary.

Director Price nominated Director Jensen. Director Jensen accepted. Director Hamilton nominated Director Desjardins. Director Desjardins accepted.

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

Directors Jensen and Desjardins spoke to their nominations.

Ballots were distributed by N. More and P. Perna, and collected by A. Boyd. The ballots were counted by S. Santarossa and S. Norton, with M. Hargraves acting as scrutineer.

R. Lapham advised that the vote was tie, and explained the procedures to be followed in the case of a tie vote.

The Board recessed from 1:53 pm to 1:56 pm to caucus.

Ballots were distributed by N. More and P. Perna, and collected by A. Boyd. The ballots were counted by S. Santarossa and S. Norton, with M. Hargraves acting as scrutineer.

R. Lapham declared Director Desjardins Chair of the CRD Board for 2016.

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

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

Chair Desjardins called for nominations for the position of Vice Chair of the Capital Regional District Board for 2016. She noted that only one nominator is required and no seconder is necessary.

Director Alto nominated Director Howe. Director Helps read out Director Howe's email acceptance, in his absence.

Director Blackwell nominated Director Jensen. Director Jensen accepted.

Chair Desjardins called for nominations a second and third time and hearing none declared nominations closed.

Director Helps read out Director Howe's comments on his nomination. Director Jensen spoke to his nomination.

Ballots were distributed by N. More and P. Perna, and collected by A. Boyd. The ballots were counted by S. Santarossa and S. Norton, with M. Hargraves as scrutineer.

Chair Desjardins declared Director Howe Vice Chair of the CRD Board for 2016.

**MOVED by Director Alto, SECONDED by Director Plant,  
That the ballots be destroyed.  
CARRIED**

## **SCHEDULE OF REGULAR BOARD MEETINGS**

### **1. 15-1307 Schedule of Regular Board Meetings and Special Board Meeting**

**MOVED by Director Plant, SECONDED by Director Alto,  
That the regular Board meetings be scheduled on the second Wednesday of each month in 2016, as follows: January 13, February 10, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, December 14; and  
That a Special Board meeting be scheduled on Wednesday, March 30 for adoption of the 2016-2020 Financial Plan Bylaw.**

There was discussion on the possibility of eliminating the August Board meeting, which would give both Directors and staff a break from meetings. It was noted that both the District of Saanich and City of Victoria step down during August. It was suggested that it would be easier to cancel a meeting than to try to schedule a meeting in August.

**MOVED by Director Isitt, SECONDED by Director Derman,  
That the motion be amended to remove the August 10 meeting, and that a special meeting be called by the Chair if necessary.  
DEFEATED**

**OPPOSED Alto, Atwell, Blackwell, Brice, Brownoff, Desjardins, Finall, Hamilton, Helps, Hicks, Jensen, Kasper, LeBlond, McIntyre, Plant, Price, Ranns, Screech, Seaton, Williams, Windsor, Young**

The question was called on the main motion.

**MOVED by Director Plant, SECONDED by Director Alto,  
That the regular Board meetings be scheduled on the second Wednesday of each month in 2016, as follows: January 13, February 10, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, December 14; and  
That a Special Board meeting be scheduled on Wednesday, March 30 for adoption of the 2016-2020 Financial Plan Bylaw.  
CARRIED**

## **REGULAR AGENDA**

### **1. APPROVAL OF THE AGENDA**

**MOVED by Director Price, SECONDED by Director Windsor,  
That the agenda and supplementary agenda be approved.  
CARRIED**

## 2. ADOPTION OF MINUTES

### 2.1. 15-1306 CRD Board Minutes of October 23, 2015

**MOVED by Director Screech, SECONDED by Director Seaton,  
That the minutes of the October 23, 2015 meeting be adopted as  
circulated.**

**CARRIED**

### 2.2. 15-1291 CRD Board Minutes of November 4, 2015

**MOVED by Director Screech, SECONDED by Director Seaton,  
That the minutes of the November 4, 2015 meeting be adopted as  
circulated.**

**CARRIED**

### 2.3. 15-1287 CRD Board Minutes of November 18, 2015

**MOVED by Director Screech, SECONDED by Director Seaton,  
That the minutes of the November 18, 2015 meeting be adopted as  
circulated.**

**CARRIED**

## 3. REPORT OF THE CHAIR

Chair Desjardins thanked the Board for its support in electing her as Chair.

## 4. PRESENTATIONS/DELEGATIONS

### 4.1 Presentations

#### 4.1.1. 15-1300 2015 Archie Galbraith Memorial Scholarship Recipient Report

Chair Desjardins provided background on the scholarship and the scholarship winner, and presented the 2015 Archie Galbraith Memorial Scholarship to Mara Radawetz. Chair Desjardins and Mara Radawetz were joined by Carly Millroy, Manager of Annual Fund and Stewardship, Lester B. Pearson College, for photographs.

## RECESS

### 15-1309 Recess

**MOVED by Director Price, SECONDED by Director Windsor,  
That the Board recess at 2:20 pm until after the conclusion of the Capital  
Regional Hospital District Board meeting.**

**CARRIED**

The Board recessed at 2:20 pm to conduct the Capital Regional Hospital District Board meeting, and reconvened at 3:30 pm.

Given time constraints, S. Santarossa provided a list of the agenda items that must be actioned upon at this meeting.

#### 4. PRESENTATIONS/DELEGATIONS

Directors Helps left the meeting at 3:32 pm.

##### 4.2 Delegations

##### 4.2.1. 15-1325 Kelly Gorman, The Bottle Depot, re Residential Curbside Glass Collection for Recycling

Since item 5.13 would not be considered today, K. Gorman offered to come back to the next Board meeting.

**This Delegation was postponed to the next meeting.**

##### 4.2.2. 15-1324 Bryan Gilbert re Items 5.3 and 5.4

Directors Hicks, Kasper, Price and LeBlond left the meeting at 3:35 pm.

Chair Desjardins noted that item 5.4 had been withdrawn from the agenda.

B. Gilbert spoke about the environmental and cost pros and cons of anaerobic digestion versus gasification, and a 100% distributed-tertiary system versus a one-facility secondary treatment system. He urged the Board to do its due diligence and consider all options, including a \$250 million option put forward by a tertiary wastewater treatment vendor. The delegation provided a PowerPoint presentation, on file at Legislative and Information Services.

#### 5. REPORTS OF COMMITTEES

##### Core Area Liquid Waste Management Committee - December 2, 2015

##### 1. 15-1263 Core Area Liquid Waste Management Plan - 2014 Annual Programs Report

**MOVED by Director Brice, SECONDED by Director Blackwell,**

- 1) That the following draft annual reports be approved:
  - a) Core Area Liquid Waste Management Plan 2014 Annual Programs Report;
  - b) Macaulay and Clover Points Wastewater and Marine Environmental Program 2014 Annual Report;
  - c) Regional Source Control Program 2014 Annual Report;
  - d) Esquimalt Lagoon Stewardship Initiative 2014 Annual Report;
  - e) Gorge Waterway Initiative 2014 Annual Report;
  - f) Core Area Stormwater Quality Program 2014 Annual Report;
  - g) Inflow and Infiltration Program 2014 Annual Report;
  - h) Trucked Liquid Waste Program 2014 Annual Report;

- i) Onsite Wastewater Management Program 2014 Annual Summary; and
- 2) That staff be directed to forward the final annual reports to the BC Ministry of Environment and all participating stakeholders as applicable, and post all reports on the Capital Regional District website.

CARRIED

2. 15-1270 Core Area Wastewater Treatment Program and Budget Update No. 30

MOVED by Director Brice, SECONDED by Director Blackwell, That Core Area Wastewater Treatment Program and Budget Update No. 30 be received for information.

CARRIED

3. 15-1274 Final Technical Memo No 2 - Urban Systems and Carollo Engineers - Review and Refine Option Sets - Wastewater Treatment

MOVED by Director Brice, SECONDED by Director Blackwell, That Technical Memorandum #2, Wastewater Treatment System Feasibility and Costing Analysis - Review and Refine Option Sets, be approved.

CARRIED

#### Core Area Liquid Waste Management Committee - December 9, 2015

4. 15-1310 Draft Technical Memorandum #3 - Costing and Financial Analysis

This Staff Report was withdrawn because it was not forwarded by the Committee to the Board.

#### Electoral Area Services Committee

5. 15-1232 Building Conversion Strata Application ST-01-14 for Lot A, Section 9, Otter District, Plan 14072

Directors Kasper and LeBlond returned to the meeting at 3:39 pm.  
Director Ranns left the meeting at 3:39 pm.

MOVED by Director Blackwell, SECONDED by Director McIntyre,

- 1) That Building Conversion Strata ST-01-14 for Lot A, Section 9, Otter District, Plan 14072 to obtain individual title for each side of a two-family dwelling as shown on the site plans (Appendices A and B) be given tentative approval and that final approval be subject to:
  - a) Completion of the recommendations outlined in the structural engineer's report (Appendix C) to the satisfaction of the Chief Building Inspector;
  - b) Confirmation from a Registered Wastewater Practitioner that

the septic fields are in proper functioning condition; and

c) Submission of a final survey plan.

**CARRIED**

6.     **15-967**     Proposed Amendment to Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw, 1990"

Director Price returned to the meeting at 3:41 pm.

**MOVED** by Director McIntyre, **SECONDED** by Director Blackwell, That Bylaw No. 4027, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 55, 2015", be introduced and read a first time and second time.

**CARRIED**

**MOVED** by Director McIntyre, **SECONDED** by Director Blackwell, That Bylaw No. 4027 be read a third time.

**CARRIED**

**MOVED** by Director McIntyre, **SECONDED** by Director Blackwell, That Bylaw No. 4027 be adopted.

**CARRIED**

7.     **15-1238**     Bylaw No. 4048 - Borrowing Bylaw for Capital Financing (Magic Lake Estates Sewer)

Directors Hicks and Ranns returned to the meeting at 3:42 pm.

**MOVED** by Director McIntyre, **SECONDED** by Alternate Director LeBlond,

1) That Bylaw No. 4048, "Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 2, 2015", be introduced and read a first and second time.

**CARRIED**

**MOVED** by Director McIntyre, **SECONDED** by Alternate Director LeBlond,

2) That Bylaw No. 4048 be read a third time.

**CARRIED**

**MOVED** by Director McIntyre, **SECONDED** by Alternate Director LeBlond,

3) That staff be directed to conduct an alternative approval process for "Magic Lakes Estates Wastewater System Loan Authorization Bylaw No. 2, 2015."

**CARRIED**

**8. 15-1250 Notice by the Capital Regional District of Withdrawal from West Shore Parks and Recreation Society**

Director Seaton recused himself at 3:43 pm, citing a conflict of interest as a member of the West Shore Parks and Recreation Society Board.

Director Hicks advised that only the Malahat area of the Juan de Fuca Electoral Area is a participant in this service. Those participants use other recreation facilities and have asked to be removed from this service. Discussion ensued on the process and timing of withdrawal from the service. Concern was expressed that the owner members of the Society were not aware of this proposed withdrawal. It was noted that the Board has to give a year's notice and then negotiation for the withdrawal could begin with the owner members.

Director Finall left the meeting and Director Helps returned to the meeting at 3:51 pm.

**MOVED by Director McIntyre, SECONDED by Director Hicks,  
That the Capital Regional District Board approve the withdrawal of the  
Capital Regional District as a member of the West Shore Parks and  
Recreation Society.**

**MOVED by Director Williams, SECONDED by Director Ranns,  
That the notice to withdraw be referred to the West Shore Parks and  
Recreation owners group.**

**DEFEATED**

**OPPOSED Alto, Atwell, Blackwell, Brownoff, Hicks, Isitt, Kasper,  
McIntyre, Plant, Price, Windsor, Young**

**MOVED by Director Hicks, SECONDED by Director Blackwell,  
That the motion be amended to add the words "notice of" before the  
word "withdrawal".**

**CARRIED**

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

**MOVED by Director McIntyre, SECONDED by Director Hicks,  
That the Capital Regional District Board approve the notice of  
withdrawal of the Capital Regional District as a member of the West  
Shore Parks and Recreation Society.**

**CARRIED**

**OPPOSED Hamilton, Screech**

**9. 15-1261 Grants-in-Aid**

**MOVED by Director McIntyre, SECONDED by Alternate Director  
LeBlond,**

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

- 1) Juan de Fuca Grants-in-Aid as approved by Director Hicks  
- Sooke Lions Canada Day - \$1,000;**



- 2) Salt Spring Island Grants-in-Aid as approved by Director McIntyre  
- Salt Spring Island Water Council Society - \$12,000  
CARRIED

### Environmental Services Committee

10. 15-1241 Award of Contract 15-1843 - Household Hazardous Waste Management and Hazmat Services
- MOVED by Director Brownoff, SECONDED by Director Windsor, That Contract 15-1843, Household Hazardous Waste Management and Hazmat Services, in the amount of \$382,544.69 (exclusive of GST) for the first year of the contract (12 months), be awarded to Tervita Corporation and that the Capital Regional District Board Chair be authorized to approve the contract and subsequent contract extension(s).**  
CARRIED
11. 15-1273 Regional Source Control Program Five-Year Review (2009-2013) and Four-Year Implementation Plan (2016-2019)

Director Seaton returned to the meeting at 3:59 pm.

**This Action Report was postponed to the next meeting due to time constraints.**

12. 15-1150 Hartland Landfill Environmental Program 2014 Annual Report
- This Action Report was postponed to the next meeting due to time constraints.**
13. 15-1152 Residential Curbside Glass Collection for Recycling
- This Action Report was postponed to the next meeting due to time constraints.**
14. 15-1245 Royal Bank of Canada Blue Water Grant Activities Summary
- This Action Report was postponed to the next meeting due to time constraints.**
15. 15-1246 Invasive Species Management
- This Action Report was postponed to the next meeting due to time constraints.**

### Governance Committee

16. 15-1240 2016 Board Committee Structure

Directors Finall and Seaton returned to the meeting at 3:59 pm.  
Director Hamilton left the meeting at 4:00 pm.

**MOVED by Director Blackwell, SECONDED by Director Windsor,**  
That the existing 2015 Board committee structure be recommended to the Board Chair for consideration in 2016 with the following amendments and/or additions:

- 1) Amend the Governance Committee terms of reference to include the initiatives identified in the CRD Strategic Plan 2015-2018 and CRD Corporate Plan 2015-2016;
- 2) Amend the Finance Committee terms of reference to include consideration of items relating to the Hospital District budget, capital planning and capital projects and oversight over the climate lens policy framework and risk register;
- 3) Refer the advocacy initiatives to an existing committee or establish a task force or working group as identified in Table 1 of the report;
- 4) Revise the mandate of the Transportation Select Committee terms of reference to consider the establishment of a transportation service.

**CARRIED**

17. 15-1242 Year End Report on the Special Task Force on First Nations Engagement

**MOVED by Director Alto, SECONDED by Director Blackwell,**  
That the mandate of the Special Task Force on First Nations Engagement be extended to December 2016.

**CARRIED**

### **Planning, Transportation and Protective Services Committee**

18. 15-1259 Regional Emergency Management Partnership

R. Lapham advised that Mr. Pat Quealey, Assistant Deputy Minister, Emergency Management BC, was present to answer any questions and to show provincial support for the partnership.

**MOVED by Director Finall, SECONDED by Director Helps,**  
That the Regional Emergency Management Partnership be approved in accordance with the attached concept paper and the Chief Administrative Officer be authorized to execute the draft Memorandum of Understanding with the Province.

**CARRIED**

### **Juan De Fuca Water Distribution Commission**

19. 15-1172 Bylaw No. 4040 "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 4, 2015"

**MOVED by Director Blackwell, SECONDED by Director Kasper,**  
That Bylaw No. 4040, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 4, 2015",

be introduced and read a first and second time.  
CARRIED

MOVED by Director Blackwell, SECONDED by Director Screech,  
That Bylaw No. 4040 be read a third time.  
CARRIED

MOVED by Director Blackwell, SECONDED by Director Screech,  
That Bylaw No. 4040 be adopted.  
CARRIED

### **Regional Water Supply Commission**

20. 15-1171 Bylaw No. 4039, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 17, 2015"

MOVED by Director Derman, SECONDED by Director Hicks,  
That Bylaw No. 4039, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 17, 2015", be introduced and read a first and second time.  
CARRIED

MOVED by Director Derman, SECONDED by Director Hicks,  
That Bylaw No. 4039 be read a third time.  
CARRIED

MOVED by Director Derman, SECONDED by Director Hicks,  
That Bylaw No. 4039 be adopted.  
CARRIED

### **Saanich Peninsula Water Commission**

21. 15-1173 Bylaw No. 4041 "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 35, 2015"

MOVED by Director Price, SECONDED by Director Windsor,  
That No. Bylaw 4041, "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 35, 2015", be introduced and read a first and second time.  
CARRIED

MOVED by Director Price, SECONDED by Director Windsor,  
That No. Bylaw 4041 be read a third time.  
CARRIED

MOVED by Director Price, SECONDED by Director Windsor,  
That No. Bylaw 4041 be adopted.  
CARRIED

## Saanich Peninsula Wastewater Commission

- 22. 15-1294** Motions from the Saanich Peninsula Wastewater Commission  
Re: Wastewater Solids Processing Options

**This Action Report was postponed to the next meeting due to time constraints.**

## 6. ADMINISTRATION REPORTS

- 6.1. 15-1252** Public Hearing Report on Bylaw No. 4022, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 6, 2015" - Voting Block A

**MOVED by Director Hicks, SECONDED by Director Kasper, 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 November 2, 2015, for Bylaw No. 4022, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 6, 2015" be received.**

**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Kasper, That Bylaw No. 4022 be read a third time.**

**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Kasper, That Bylaw No. 4022 be adopted.**

**CARRIED**

- 6.2. 15-1253** Public Hearing Report on Bylaw No. 4028, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 125, 2015" - Voting Block A

**MOVED by Director Hicks, SECONDED by Director Kasper, 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 November 2, 2015, for Bylaw No. 4028, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 125, 2015" be received.**

**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Kasper, That Bylaw No. 4028 be amended by including the underlined item in the version of the bylaw attached to the staff report.**

**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Kasper, That Bylaw No. 4028, as amended, be read a third time.**

**CARRIED**

- 6.3. 15-1256** Public Hearing Report on Bylaw No. 3996, "Comprehensive Community Plan for Willis Point Bylaw No. 1, 2002, Amendment Bylaw No. 4, 2015" - Voting Block B

**MOVED by Director Hicks, SECONDED by Director Windsor,**  
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 November 9, 2015, for Bylaw No. 3996, "Comprehensive Community Plan for Willis Point Bylaw No. 1, 2002, Amendment Bylaw No. 4, 2015" be received.  
**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Windsor,**  
That Bylaw No. 3996 be amended by including the underlined items in the version of the bylaw attached to the staff report.  
**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Windsor,**  
That Bylaw No. 3996, as amended, be read a third time.  
**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Windsor,**  
That Bylaw No. 3996 be adopted.  
**CARRIED**

- 6.4. 15-1284** Proposed 2016 Lake Use Event Schedule for Elk/Beaver Lake

Staff were requested to follow up with the permittees about early start times.

**MOVED by Director Brice, SECONDED by Director Helps,**  
That the 2016 event schedule for Elk/Beaver Lake be endorsed and that it be forwarded to Transport Canada for review and approval.  
**CARRIED**

- 6.5. 15-1285** Trans Canada Trail Grant Application

In response to a question, staff was requested to follow up with an email to the Board on the schedule for the Esquimalt Road to Harbour Road section.

**MOVED by Director Brice, SECONDED by Director Helps,**  
That submission of a grant application to the Trans Canada Trail organization before December 14, 2015 for approximately \$650,000 be approved and the Board Chair be authorized to sign the grant application and, if successful, the related funding agreement.  
**CARRIED**

**6.6. 15-1286 E&N Rail Trail Request for Transfer of Gas Tax Grant Funding**

**MOVED by Director Brice, SECONDED by Director Helps,**  
That the Capital Regional District Board request that the Union of BC Municipalities transfer surplus funds remaining from the E&N Rail Trail Phase 2 Regionally Significant Funds Agreement to the Regionally Significant Funds portion of the E&N Rail Trail Phase 1 Pooled Funding Agreement to assist in completing construction of Phase 1.  
**CARRIED**

**6.7. 15-1299 Alternative Approval Process for Bylaw No. 4042 - Disposition of Part of Sooke Hills Wilderness Regional Park Reserve**

**MOVED by Director Brice, SECONDED by Director Hicks,**  
1) That in accordance with Section 86(3) of the Community Charter, the date of February 22, 2016 be established as the deadline by which elector responses, under the Alternative Approval Process for CRD Bylaw No. 4042, must be submitted to the Capital Regional District (CRD) by qualified electors within the service area of the CRD;  
2) That the attached Notice of Alternative Approval Process and the Elector Response Form be approved; and  
3) That in accordance with Section 801(4) of the Local Government Act, approval of the electors of Bylaw No. 4042 be authorized in the entire service area, which is comprised of all the municipalities and electoral areas within the Capital Regional District, as follows: Central Saanich, Colwood, Esquimalt, Highlands, Langford, Oak Bay, Metchosin, North Saanich, Saanich, Sidney, Sooke, Victoria, View Royal; and Juan de Fuca, Salt Spring Island and Southern Gulf Islands electoral areas.

**CARRIED**

**6.8. 15-1292 Kitchen Scraps Hauling and Processing Options**

On the motion, discussion ensued regarding looking at a pilot project for the in-region processing of kitchen scraps for application to farmland. It was noted that the motion on the floor did not preclude looking at other options. Chair Desjardins suggested a separate motion be put forward regarding a pilot project.

**MOVED by Director Derman, SECONDED by Director Brownoff,**  
That staff be directed to issue a tender for a two-year kitchen scraps hauling and processing contract, with no guaranteed minimum volume and an ability to direct materials to a processing facility owned or leased by the Capital Regional District (CRD), for approval by the CRD Board and to have kitchen scraps hauled and processed by Emterra Environmental on a month-to-month basis until the new contract comes into force.

**CARRIED**

**OPPOSED Isitt, Finall**

**MOVED** by Director Isitt, **SECONDED** by Director Finall,  
That staff be directed to report back, on a priority basis, on options for an  
in-region kitchen scraps processing pilot.

**CARRIED**

**OPPOSED** Atwell, Blackwell, Derman, Hicks, McIntyre, Seaton

- 6.9. 15-1298** Animal Control Services Agreement between the Capital Regional District (CRD) and the District of Sooke

**MOVED** by Director Hicks, **SECONDED** by Director Kasper,  
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**

- 6.10. 15-1304** Amendment to the Sooke & Electoral Area Parks and Recreation Commission Bylaw (SEAPARC)

**MOVED** by Director Hicks, **SECONDED** by Director Kasper,  
That Bylaw No. 4049, "Sooke & Electoral Area Parks and Recreation  
Commission Bylaw, Amendment No. 3, 2015", be introduced and read a  
first and second time.

**CARRIED**

**MOVED** by Director Kasper, **SECONDED** by Director Hicks,  
That Bylaw No. 4049 be read a third time.

**CARRIED**

**MOVED** by Director Hicks, **SECONDED** by Director Kasper,  
That Bylaw No. 4049 be adopted.

**CARRIED**

## **7. MOTION WITH NOTICE**

- 7.1. 15-1303** Canada Goose Management - Director Hicks

**This Motion with Notice was postponed to the next meeting due to time constraints.**

- 7.2. 15-1301** Traditional Shellfish Harvesting on the Saanich Peninsula - Director Isitt

**This Motion with Notice was postponed to the next meeting due to time constraints.**

- 7.3. 15-1302** Regional Response to the Truth and Reconciliation Commission Calls to Action - Director Alto

**This Motion with Notice was postponed to the next meeting due to time constraints.**

## 8. NEW BUSINESS

### 8.1. 15-1341 Regional Housing First Strategy “Feasibility Study”

Chair Desjardins noted that this item was forwarded by Capital Regional Hospital District Board.

**MOVED by Director Finall, SECONDED by Director Isitt,**

- a) That the CRD seek the authority to borrow up to \$30 million to fund affordable or supportive housing projects in conjunction with the existing borrowing authority of the CRHD (for designated health facilities), subject to agreement by the British Columbia Housing Management Commission to match this funding and the provincial government contributing through its ministries and agencies sufficient funding for the social and healthcare support services to complement the projects that receive capital funding from the CRD/CRHD and BC Housing;
- b) That staff be directed to develop a policy and program framework to support the utilization of these housing development funds for supportive and affordable housing purposes across the Spectrum in partnership with BC Housing and in consultation with Island Health, Greater Victoria Coalition to End Homelessness and other social service agencies and local, provincial and federal authorities; and
- c) That staff be directed to work with partners to engage street-involved people on housing and support needs, and desired housing forms, to inform recommendations on operational models in the policy and program framework referenced in the previous motion.

**CARRIED**

## 9. MOTION TO CLOSE THE MEETING

### 9.1. 15-1319 Motion to Close the Meeting

**MOVED by Director Windsor, SECONDED by Director Alto,**

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

**CARRIED**

The Board moved to closed session at 4:23 pm and reconvened in open meeting at 4:32 pm.  
Directors

Blackwell and Windsor left the meeting during the closed session.



## 10. RISE AND REPORT

- 10.1. 15-1339 Repairs to Hartland Landfill Gas Power Generation System - Award of Contract 15-1838

**MOVED** by Director Helps, **SECONDED** by Director Derman, That the Capital Regional District Board award Contract 15-1838, Repairs to Hartland Landfill Gas Power Generation System, to Finning and fund up to \$550,725, including project administration and taxes and \$75,000 towards contingencies, from the Environmental Resource Management Sustainability Reserve.

**CARRIED**

- 10.2. 15-1340 Fairness and Transparency Advisor Term Extension

**MOVED** by Director Helps, **SECONDED** by Director Screech,

- 1) That the term of appointment of the Fairness and Transparency Advisor be extended to March 31, 2016; and
- 2) That the Terms of Reference for the Fairness and Transparency Advisor be amended to reflect the extension.

**CARRIED**

- 10.3. 15-1336 Grants-in-Aid

**MOVED** by Director Hicks, **SECONDED** by Director Kasper, That the following grant-in-aid be approved:

- 1) Juan de Fuca Grants-in-aid as approved by Director Hicks:
  - Team Sooke/Juan de Fuca - \$5,000

Payable by the Capital Regional District once the Team Sooke/Juan de Fuca registered charity has achieved the funding goal of \$50,000 for the refugee sponsorship project.

**CARRIED**

### 10.4. Appointments to CRD Committees/Commissions

The following persons were appointed to the **Willis Point Fire Protection and Recreation Facilities Commission** for a term to expire December 31, 2017: Joel Cotter, Ken Ilott, Gary Howell.

The following persons were appointed to the **Sooke and Electoral Area Parks and Recreation Commission** for a term to expire December 31, 2016: Councillor Bev Berger, District of Sooke; and for a term to expire December 31, 2017: Derek W. Bishop, Patrick Grove, Jim Perkins.

The following persons were appointed to the **Juan de Fuca Electoral Area Parks and Recreation Advisory Commission** for a term to expire December 31, 2017: Charmian Bennett, Anne Boquist, Sid Jorna, Louise Paterson.

The following persons were appointed to the **North Galiano Fire Protection and Emergency Response Service Commission** for a term to expire December 31, 2017: Philip Buller, Paul LeBlond, Alan (Sandy) Moodie.

The following persons were appointed to the **Southern Gulf Islands Public Library Commission** for a term to expire December 31, 2017: Lynda Challis, Warren John Coulthard, Nancy Troger, Ellen McGinn, Kate Vigneault, Sher O'Hara, Jacquie Troger.

The following persons were appointed to the **Traffic Safety Commission** for a term to expire December 31, 2017: Supt. Grant Brilz, Chris Foord, Steve Roberts, Alan Perry, Colleen Woodger.

The following persons were appointed to the **Salt Spring Island Parks and Recreation Advisory Commission** for a term to expire December 31, 2017: Daniel Clements, Jon Suk, Garth Hendren.

The following persons were appointed to the **Salt Spring Island Community Economic Development Commission** for a term to expire December 31, 2017: Janice Harkley, Darryl Martin, Francine Carlin.

The following persons were appointed to the **Salt Spring Island Transportation Commission** for a term to expire December 31, 2017: Nigel Denyer, Ross Simpson, Seth Wright.

The following persons were appointed to the **Ganges Sewer Local Services Commission** for a term to expire December 31, 2017: David Toynbee, Mike deCarle.

The following person was appointed to the **Salt Spring Island Beddis Water Service Commission** for a term to expire December 31, 2017: Ruth Waldick.

The following person was appointed to the **Salt Spring Island Cedar Lane Water Service Commission** for a term to expire December 31, 2017: Troy Newton.

The following person was appointed to the **Salt Spring Island Cedars of Tuam Water Service Commission** for a term to expire December 31, 2017: Peter Wypkema.

The following persons were appointed to the **Salt Spring Island Fulford Water Service Commission** for a term to expire December 31, 2017: Carole Eyles, Anthony Maude.

The following person was appointed to the **Salt Spring Island Liquid Waste Disposal Local Service Commission** for a term to expire December 31, 2017: Rod Scotvold.

The following person was appointed to the **Salt Spring Island Fernwood Water Local Service Commission** for a term to expire December 31, 2017: Eli Trory.

The following person was appointed to the **Salt Spring Island Highland Water and Sewer Services Commission** for a term to expire December 31, 2017: Carol Newmeyer.

## 11. ADJOURNMENT

**MOVED** by Director Helps, **SECONDED** by Director Alto,  
That the meeting be adjourned at 4:33 pm.  
**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**