

Meeting Minutes

Capital Regional District Board

Wednesday, September 14, 2016

6th Floor Boardroom

Present:

Directors: B. Desjardins (Chair), D. Howe (Vice Chair), M. Alto, R. Atwell, D. Blackwell, S. Brice, J. Brownoff, C. Hamilton, F. Haynes (for V. Derman), L. Helps, M. Hicks, B. Isitt, N. Jensen (2:51), W. McIntyre, C. Plant, S. Price, J. Ranns, D. Screech, L. Seaton, M. Tait, K. Williams, R. Windsor and G. Young

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; C. Culham, Senior Manager, Regional Housing; D. Hennigan, Senior Manager, Information Technology and GIS; C. Neilson, Senior Manager, Human Resources and Organizational Development; A. Orr, Senior Manager, Corporate Communications; E. Sinclair, ; B. Reems, Corporate Officer, and S. Norton, Deputy Corporate Officer (Recorder)

Absent:

Director: A. Finall

The meeting was called to order at 2:45 pm.

1. APPROVAL OF THE AGENDA

MOVED by Director Alto, **SECONDED** by Director Windsor,
That the the agenda be amended to move Items 8.1, 5.6, 6.2 and 6.3 after Item 5.1.
CARRIED

MOVED by Director Howe, **SECONDED** by Director Helps,
That the the agenda be approved as amended.
CARRIED

2. ADOPTION OF MINUTES

2.1. [16-885](#) Minutes of CRD Board Meeting of August 10, 2016

MOVED by Director Seaton, **SECONDED** by Director Helps,
That the minutes of the meeting of August 10, 2016 be adopted as circulated.
CARRIED

3. REPORT OF THE CHAIR

4. PRESENTATIONS/DELEGATIONS

- 4.1. [16-925](#) Delegation: Colin Nielsen re Item 5.7
- C. Nielsen spoke in favour of the CRD moving forward with the proposed new unified 911 Call Answer and Police Dispatch Centre and encouraged the inclusion of space in the facility for a centralized dispatch function for all Fire Departments in the region. The delegation provided a written submission, on file at Legislative and Information Services.
- Director Jensen entered the meeting at 2: 51 pm.
- 4.2. [16-935](#) Delegation: Marion Cumming, Salish Sea Biosphere Initiative Society re Item 6.3
- M. Cumming requested that the Salish Sea Biosphere Initiative (SSBI) be acknowledged in the Regional Growth Strategy. She provided an update on current progress of the SSBI in working toward Biosphere Reserve status. The delegation provided a written submission, on file at Legislative and Information Services.
- 4.3. [16-936](#) Delegation: Robert Trotter, Island Transformations / Greater Victoria Light Rail Society re Item 6.3 (late request requires unanimous approval)
- M. Trotter urged the CRD to seek control of the infrastructure for moving people -- the road and highway network, the transit network, the pedestrian network and the cycling network. He requested that the Regional Growth Strategy include discussion of transportation and its role in economic development. The delegation provided a written submission, on file at Legislative and Information Services.

5. REPORTS OF COMMITTEES

Finance Committee

- 5.1. [16-899](#) Regional Housing First Program Implementation Plan
- MOVED by Director Howe, SECONDED by Director Helps,
That the Regional Housing First Program Implementation Plan be approved.
CARRIED**
- 8.1. [16-910](#) Motion With Notice: Remuneration for First Nations' Chiefs and Councillors attending CRD Forums of Council
- MOVED by Director Alto, SECONDED by Director Tait,
Be it resolved that, when attending CRD Forums of Councils, First Nations Chiefs and Councillors be compensated in the same manner and amount as local government Mayors and Councillors; and
Be it further resolved that this same policy apply to the November 30 Committee of the Whole meeting that continues the work of the June 11 Forum of Councils.
CARRIED**

5.6. [16-867](#) Bylaw No. 4116: Loan Authorization Bylaw (Panorama Recreation Service)

MOVED by Director Howe, **SECONDED** by Director Windsor,
That Bylaw No. 4116, "Saanich Peninsula Recreation Service Loan Authorization
Bylaw No. 1, 2016" be introduced and read a first and second time.
CARRIED

MOVED by Director Howe, **SECONDED** by Director Windsor,
That Bylaw No. 4116 be read a third time.
CARRIED

MOVED by Director Howe, **SECONDED** by Director Windsor,
That staff be directed to conduct an elector consent process for Bylaw No. 4116.
CARRIED

6.2. [16-913](#) Initiation of Amendment to the 2003 Regional Growth Strategy

MOVED by Director Ranns, **SECONDED** by Director Howe,
That the CRD Board:
Initiate an amendment to Bylaw No. 2952 "Capital Regional District Regional
Growth Strategy Bylaw No. 1, 2002", and:
a. notify the Minister of Community, Sport and Cultural Development, municipal
councils and the Juan de Fuca Land Use Committee that an amendment to the
RGS has been initiated;
b. adopt the consultation plan (Appendix B) for the amendment of the 2003 RGS,
waive the discretionary public hearing, request that the Minister of Community,
Sport and Cultural Development confirm an Intergovernmental Advisory
Committee (IAC) as set out in the consultation plan and direct staff to consult the
IAC and other parties on the draft amendment as per the consultation plan.
CARRIED

6.3. [16-916](#) Regional Growth Strategy Public Hearing Plan

MOVED by Director Seaton, **SECONDED** by Director Helps,
That the CRD Board:
Receive the public hearing plan (Appendix A) for information and:
a. in accordance with the provisions of section 469 of the Local Government Act,
delegate authority to hold a public hearing with respect to Bylaw No. 4017 to the
Chair of the Capital Regional District Board or, if the Chair is not available, then
to the Chair of the Planning, Transportation and Protective Services Committee;
and
b. hold a public hearing to receive comments on Bylaw No. 4017; and
c. direct staff to report back on the input received from the public hearing.
CARRIED

5.2. [16-896](#) Board Strategic Priorities and Corporate Plan Initiatives - Priorities
Dashboard Progress Report No. 3 - 2016

MOVED by Director Howe, **SECONDED** by Director Screech,
That the Priorities Dashboard Progress Report No. 3 - 2016 as attached in
Appendix A of the staff report be confirmed.
CARRIED

- 5.3. [16-872](#) Capital Regional District (CRD) Grants Update
- MOVED** by Director Howe, **SECONDED** by Director Helps,
That the report be received for information.
CARRIED
- 5.4. [16-865](#) Conditional Grant Agreement: BikeBC Funding for the E&N Rail Trail - Humpback Connector (E&N Rail Trail)
- MOVED** by Director Screech, **SECONDED** by Director Howe,
That the BikeBC Funding Agreement between the Capital Regional District and the Ministry of Transportation and Infrastructure for the E&N Rail Trail - Maplebank Road to Hallowell Road Project be approved, and that the Board Chair and Corporate Officer be authorized to execute the Agreement.
CARRIED
- 5.5. [16-866](#) Bylaw No. 4118 - Transfer of Capital Reserve Funds to the Sooke Electoral Area Recreation Capital Reserve Fund
- MOVED** by Director Hicks, **SECONDED** by Director Howe,
That Bylaw No. 4118, cited as the "Sooke and Electoral Area Recreation and Facilities Capital Reserve Fund Transfer Bylaw No. 1, 2016", be introduced and read a first and second time.
CARRIED
- MOVED** by Director Hicks, **SECONDED** by Director Howe,
That Bylaw No. 4118 be read a third time.
CARRIED
- MOVED** by Director Hicks, **SECONDED** by Director Howe,
That Bylaw No. 4118 be adopted.
CARRIED
- 5.7. [16-895](#) Emergency Response Dispatch Center - Including Unified 911
- In response to questions, staff provided information regarding the debt servicing for the proposed new facility to be covered by the current 911 call levy; the accommodation of future emergency response capacity such as fire dispatch; and the timing of the alternative approval process for the bylaws to coincide with the non-binding offer on the site for the new facility. Staff noted more details on costs and budget would be forthcoming.
- Director Jensen left the meeting at 3:28 pm.
- MOVED** by Director Howe, **SECONDED** by Director Windsor,
That Bylaw No. 4119, cited as "911 Call Answer Loan Authorization Bylaw No. 1, 2016", be introduced and read a first and second time.
CARRIED
OPPOSED Isitt
- MOVED** by Director Howe, **SECONDED** by Director Windsor,
That Bylaw No. 4119 be read a third time.
CARRIED
OPPOSED Isitt

MOVED by Director Screech, **SECONDED** by Director Windsor,
That bylaw No. 4123, cited as "Emergency Response Telephone Extended
Service Establishment Bylaw, No. 1, 1997, Amendment Bylaw No. 1, 2016", be
Introduced and read a first and second time.

CARRIED

OPPOSED Isitt

MOVED by Director Screech, **SECONDED** by Director Windsor,
That bylaw No. 4123 be read a third time.

CARRIED

OPPOSED Isitt

MOVED by Director Howe, **SECONDED** by Director Windsor,
That staff be directed to conduct an alternative approval process for Bylaw No.
4119 and Bylaw No. 4123.

CARRIED

OPPOSED Isitt

- 5.8. [16-863](#) Community Works Fund (CWF) Request - Southern Gulf Islands
Community Economic Sustainability Commission Economic Development
Framework

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the Capital Regional District Board:

**Authorize funding of \$50,000 from the Southern Gulf Islands Community Works
Fund to undertake the Southern Gulf Islands Community Economic Sustainability
Commission Economic Development Framework.**

CARRIED

- 5.9. [16-881](#) Community Works Fund (CWF) Request - Mayne Island Community Bus
Society Vehicles

Alternate Director Haynes left the meeting at 3:30 pm.

MOVED by Director Howe, **SECONDED** by Director Hicks,
That this item be postponed indefinitely.

CARRIED

- 5.10. [16-897](#) 2017 Service and Financial Planning Update

MOVED by Director Howe, **SECONDED** by Director Helps,
That the 2017 Service and Financial Planning Update report be received for
information.

CARRIED

- 5.11. [16-891](#) Method of Remuneration for Alternate Directors

On the motion to refer back to the Finance Committee, it was pointed out that
there had been an in-depth discussion with only one member opposed to
keeping with the status quo of not deducting an Alternate Director's pay from the
Director's pay for meeting attendance.

MOVED by Director Howe, **SECONDED** by Director Windsor,
That when an Alternate Director is attending a meeting eligible for remuneration
on behalf of a Director, that the per-meeting payment to an Alternate Director not

be deducted from the CRD Director's remuneration.

MOVED by Director Young, **SECONDED** by Director Howe,
That the item be referred back to the Finance Committee.

DEFEATED

OPPOSED Alto, Atwell, Blackwell, Brice, Brownoff, Desjardins, Hamilton, Helps,
Hicks, Howe, Isitt, McIntyre, Plant, Price, Ranns, Screech, Seaton, Tait, Williams,
Windsor

The following points were discussed regarding the main motion:

- * principle that Directors be paid per meeting
- * meeting attendance alone does not take into account preparatory work of Directors
- * staff costs to track a per-meeting system
- * if Alternate Director's pay deducted from Director's pay, Director could decide not to send an Alternate
- * expectations of Directors to attend Committee meetings
- * past practice of some Directors sending an Alternate Director all the time to Committee meetings resulting in the Director and Alternative Director being remunerated, and Directors not fulfilling expectations of being appointed to a Committee
- * setting a certain number of consecutive meetings missed after which Alternate Director's pay could be deducted from Director's pay

Director Jensen entered the meeting at 3:38 pm.

On the motion to to deduct the Director's pay after missing five meetings, it was felt that this needed more discussion rather than choosing an arbitrary number today.

On the motion to refer to the Governance Committee, it was pointed out that the actual dollar amount was not that significant but the principles for remuneration needed more discussion, which was appropriate at the Governance Committee. It was understood that the referral included today's discussion.

MOVED by Director Screech, **SECONDED** by Director Hicks,
That the motion be amended to add: That if a Director misses five or more
Committee or Board meetings in a calendar year, their remuneration be
deducted over and above that number.

DEFEATED

OPPOSED Alto, Atwell, Blackwell, Brice, Brownoff, Desjardins, Hamilton, Helps,
Howe, Isitt, Jensen, McIntyre, Plant, Price, Ranns, Seaton, Tait, Williams,
Windsor, Young

MOVED by Director Jensen, **SECONDED** by Director Brice,
That the item be referred to the Governance Committee.

CARRIED

OPPOSED Atwell, Hicks, Screech, Young

Governance Committee

- 5.12. [16-887](#) Approval of Bylaw 4122; a Bylaw to amend Bylaw No. 3343 being "Officers', General Managers' and Management Staff's Bylaw No.1, 2006"

MOVED by Director Windsor, **SECONDED** by Director Price,
That Bylaw No. 4122, cited as "Officers', General Managers' and Management Staff's Bylaw No.1, 2006, Amendment Bylaw No. 3, 2016", be introduced and read a first and second time.

CARRIED

MOVED by Director Windsor, **SECONDED** by Director Price,
That Bylaw No. 4122 be read a third time.

CARRIED

MOVED by Director Windsor, **SECONDED** by Director Price,
That Bylaw No. 4122 be adopted.

CARRIED

6. ADMINISTRATION REPORTS

- 6.1. [16-848](#) Alternative Approval Process Results for Disposition of Regional Parkland (Irwin Road) Bylaw No. 4112

MOVED by Director Blackwell, **SECONDED** by Director Howe,
That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4112 be received.

CARRIED

MOVED by Director Blackwell, **SECONDED** by Director Howe,
That Bylaw No. 4112, "Capital Regional District Disposition of Regional Parkland (Irwin Road) Bylaw No. 1, 2016", be adopted.

CARRIED

- 6.4. [16-873](#) Email Exchanges between CRD Directors

MOVED by Director Blackwell, **SECONDED** by Director Helps,
That the report be received for information.

CARRIED

7. BYLAWS AND RESOLUTIONS

- 7.1. [16-839](#) Bylaw 4054, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 127, 2016" (VOTING BLOCK A)

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That Bylaw No. 4054 be adopted.

CARRIED

- 7.2. [16-882](#) Resolution: Appointments to the Greater Victoria Coalition to End Homelessness Society

MOVED by Director Windsor, SECONDED by Director Alto,
In accordance with the newly revised bylaws of the Greater Victoria Coalition to
End Homelessness Society,

1) That the following persons be appointed to the Society as:

CRD Corporate Members

Lisa Helps, CRD Director (Mayor, City of Victoria)

Vicki Sanders, CRD Alternate Director (Councillor, District of Saanich)

Kevin Lorette, General Manager, Planning and Protective Services

Christine Culham, Senior Manager, Regional Housing

John Reilly, Manager, Housing Planning and Programs; and

2) That the following be nominated as:

Appointed Directors

Lisa Helps, CRD Co-Chair (Mayor, City of Victoria)

Vicki Sanders, CRD Alternate Director (Councillor, District of Saanich)

MOVED by Board Chair Desjardins, SECONDED by Director Helps,
That the motion be amended to add: Lynda Hundleby, CRD Alternate Director
(Councillor, Township of Esquimalt) as a Corporate Member and Appointed
Director.

CARRIED

The main motion, as amended, was called.

MOVED by Director Windsor, SECONDED by Director Alto,

1) That the following persons be appointed to the Society as:

CRD Corporate Members

Lisa Helps, CRD Director (Mayor, City of Victoria)

Lynda Hundleby, CRD Alternate Director (Councillor, Township of Esquimalt)

Vicki Sanders, CRD Alternate Director (Councillor, District of Saanich)

Kevin Lorette, General Manager, Planning and Protective Services

Christine Culham, Senior Manager, Regional Housing

John Reilly, Manager, Housing Planning and Programs; and

2) That the following be nominated as:

Appointed Directors

Lisa Helps, CRD Co-Chair (Mayor, City of Victoria)

Lynda Hundleby, CRD Alternate Director (Councillor, Township of Esquimalt)

Vicki Sanders, CRD Alternate Director (Councillor, District of Saanich)

CARRIED

8. MOTION WITH NOTICE - Considered after Item 5.1.

9. NEW BUSINESS - None

10. MOTION TO CLOSE THE MEETING

10.1. [16-919](#) Motion to Close the Meeting

MOVED by Director Price, SECONDED by Director Windsor,
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; (c) labour
relations or other employee relations; (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.

CARRIED

The CRD Board moved to closed session at 3:50 pm and rose and reported at 4:30 pm.

11. RISE AND REPORT

11.1. 16-969 Rise and Report - September 14, 2016

Appointments to CRD Committees and Commissions

The following appointments were approved:

- Magic Lake Estates Water and Sewer Committee, for a term to expire October 31, 2018: Joseph Gill, Kathy Heslop, Dave Reed
- Sticks Allison Water Local Service Committee, for a term to expire October 31, 2018: Patrick Ramsay, Douglas Knight
- Saturna Island Parks and Recreation Commission, for a term to expire December 31, 2017: Ian Gaines

12. ADJOURNMENT

MOVED by Director Windsor, **SECONDED** by Director Howe,
That the meeting be adjourned at 4:30 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER