

## Meeting Minutes

### Capital Regional District Board

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Wednesday, November 9, 2016

1:40 PM

6th Floor Boardroom

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#### REGULAR MEETING

#### 1. APPROVAL OF THE AGENDA

MOVED by Director Ranns, SECONDED by Director Price,  
That Item 5.19, 2017 Board Committee Structure, be referred to a Committee of  
the Whole meeting.  
CARRIED

MOVED by Director Finall, SECONDED by Director Windsor,  
That Item 7.7, 2016 Regional Growth Strategy Bylaw 4017, be referred to another  
meeting.  
CARRIED

MOVED by Director Isitt, SECONDED by Director Helps,  
That Item 7.3, Island Corridor Foundation Referral Response, be postponed one  
month.  
CARRIED

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

#### 2. ADOPTION OF MINUTES

2.1. Minutes of CRD Board Meeting of October 12, 2016

MOVED by Director Alto, SECONDED by Director Windsor,  
That the minutes of the CRD Board meeting of October 12, 2016 be adopted as  
circulated.  
CARRIED

#### 3. REPORT OF THE CHAIR

Director Screech entered the meeting at 1:55 pm.

Chair Desjardins:

- thanked the Board for re-electing her as Chair
- advised that a consultant has been hired to carry out the Chief Administrative Officer performance review
- recognized the retirement, after 28 years as a CRD employee, of Sheila Norton, Deputy Corporate Officer

#### 4. PRESENTATIONS/DELEGATIONS

- 4.1. Presentation: Scott Gramm & Siraz Dalmir, Fortis, BC re Hartland Landfill Gas Utilization
- Using a PowerPoint presentation, S. Gramm spoke to the Fortis BC Renewable Natural Gas (RNG) program and the benefits of the proposed RNG infrastructure at Hartland landfill.
- 4.2. Delegation: Corey Burger, Greater Victoria Cycling Coalition re Item 5.26 - Regional Trails Management Plan
- C. Burger requested that approval of the Regional Trails Management Plan be delayed pending the establishment of the regional transportation service, and the need for further consultation on items added by the Regional Parks Committee regarding paving on the Lochside trail and the use of bollards, and other concerns related to commuter cycling.

#### 5. REPORTS OF COMMITTEES

##### Core Area Liquid Waste Management Committee

1. Report from the Core Area Wastewater Treatment Project Board, November 2016
- MOVED by Director Helps, SECONDED by Director Blackwell,  
That this report be received for information.  
CARRIED**
- OPPOSED Atwell**

##### Electoral Area Services Committee

2. Proposed Amendments to the Management of Dormant Building Inspection Files Policy
- MOVED by Director Hicks, SECONDED by Director Howe,  
That amendments to the existing Management of Dormant Building Inspection Files policy to reflect a new 15-year limitation pursuant to the Limitation Act, SBC 2012 be approved.  
CARRIED**
3. Award of Contract - Supply of Pumps, Tanks and Receiving Station for Burgoyne Bay Septage Facility
- MOVED by Director Hicks, SECONDED by Director McIntyre,  
That a contract for the Supply of Pumps, Tanks, and Receiving Station for the Burgoyne Bay Septage Facility be awarded to Waste 'n Watertech Ltd. in the amount of \$489,105.00 plus GST, based on the evaluation of submissions from RFP No. 2016-186; and that staff be authorized to issue Change Orders, if required, up to 5% of the total contract value.  
CARRIED**

4. Community Works Fund (CWF) Allocation: Highland Water and Sewer (Maliview) Utility Infrastructure Renewal

**MOVED by Director Hicks, SECONDED by Director McIntyre,**  
That a contribution of \$195,000 from the Salt Spring Island Electoral Area portion of the Capital Regional District's Federal Gas Tax Community Works Fund (CWF) be authorized to replace the land portion of the Maliview Sewer outfall and to complete initial repairs to the gravity sewer collection system. Further, staff continue to monitor grant programs and if programs become available that support these projects that staff bring forward the grant for consideration.

**CARRIED**

5. Salt Spring Island Liquid Waste Disposal 2017 Operating and Capital Budget

**MOVED by Director McIntyre, SECONDED by Director Hicks,**  
That the item be referred to the November 30, 2016 budget meeting of the Committee of the Whole.

**CARRIED**

6. Clean Water Wastewater Plant Grant Program - Verbal Report

**MOVED by Director Hicks, SECONDED by Director Howe,**  
That staff submit a grant application requesting funds up to \$800,000 for Magic Lake Estate Sewer and Anderson Cove in the Juan de Fuca Water Distribution Area for the Clean Water Wastewater fund.

**CARRIED**

### Emergency Management Committee

7. Tsunami Warning System Protocols

**MOVED by Director Hicks, SECONDED by Director Howe,**  
That the Capital Regional District Board approve the following specific protocol regarding the operation of Tsunami Warning Systems as per the operational policy as Appendix A "Distant vs Local Tsunami Response Protocols:

- Activation at a magnitude 7.0 or greater for near events
- Activation at 90 minutes pre-estimated inundation for distant events
- Messaging to mirror DND
- Testing of system be set at semi-annually for Port Renfrew and quarterly for Jordan River.

**CARRIED**

### Environmental Services Committee

8. Security Services for Hartland Landfill - Award of Contract 16-1880

**MOVED by Director Derman, SECONDED by Director McIntyre,**  
That Contract 16-1880, Security Services for Hartland Landfill, be awarded to Securigard Services Limited for a period of 5 years, with the first-year tendered amount being 131,200.20 (excluding GST).

**CARRIED**

9. Hartland Landfilling Operations - Award of Contract 16-1871
- MOVED by Director Derman, SECONDED by Director Screech,**  
1. That Contract 16-1871, Hartland Landfilling Operations January 2017 to June 2020, be awarded to Chew Excavating in the amount of \$1,571,042.55 for the first year (2017) of a 3.5-year term, and that payment of hourly rates be adjusted in 2018, 2019 and 2020 based on the CPI; and  
2. That costs be charged to the 2017, 2018, 2019 and 2020 solid waste operating budgets.  
**CARRIED**

10. Capital Regional District Regional Climate Action Strategy
- MOVED by Director ,Derman SECONDED by Director Screech,**  
That the draft Regional Climate Action Strategy be received for information and forwarded for further discussion to the Forum of Councils scheduled for November 19, 2016, with the addition of "natural capital" to the glossary (Appendix C).  
**CARRIED**

11. Environmental Resource Management - 2015 Annual Report
- MOVED by Director Derman, SECONDED by Director Screech,**  
1. That the following draft reports be approved:  
a) Environmental Resource Management 2015 Annual Report  
b) Hartland Landfill Operating & Environmental Monitoring 2015 Annual Report; and  
2. That the annual report fulfilling regulatory requirements be forwarded to the BC Ministry of Environment.  
**CARRIED**

#### **Finance Committee**

12. Capital Regional District (CRD) Grants Update
- MOVED by Director Howe, SECONDED by Director williams,**  
That the report be received for information.  
**CARRIED**
13. Union of BC Municipalities 2017 Age-friendly Communities Grant
- MOVED by Director Howe, SECONDED by Director Williams,**  
That the submission of an application to UBCM for a 2017 Age-friendly Communities Grant on behalf of the Health and Capital Planning Strategies Division be approved.  
**CARRIED**
14. Bylaw No. 4131: 2016-2020 Financial Plan Amendment
- MOVED by Director Howe, SECONDED by Director Williams,**  
That Bylaw No. 4131, cited as "2016 to 2020 Financial Plan, Amendment Bylaw No. 3, 2016", be introduced and read a first and second time.  
**CARRIED**

**MOVED by Director Howe, SECONDED by Director Williams,**

That Bylaw No. 4131 be read a third time.  
**CARRIED**

**MOVED** by Director Howe, **SECONDED** by Director Williams,  
That Bylaw No. 4131 be adopted.  
**CARRIED**

**15.** Bylaw No. 4130: Revenue Anticipation Borrowing (General Purpose)

**MOVED** by Director Howe, **SECONDED** by Director Williams,  
That Bylaw No. 4130, "Revenue Anticipation Borrowing (General Purpose)  
Bylaw No. 1, 2017" be read a first and second time.  
**CARRIED**

**MOVED** by Director Howe, **SECONDED** by Director Williams,  
That Bylaw No. 4130 be read a third time.  
**CARRIED**

**MOVED** by Director Howe, **SECONDED** by Director Williams,  
That Bylaw No. 4130 be adopted.  
**CARRIED**

**16.** Peninsula Health Unit Roof Replacement 2016 - Award of Contract  
FM2016-120

**MOVED** by Director Howe, **SECONDED** by Director Williams,  
That Contract FM2016-120, Peninsula Health Unit Roof Replacement 2016, be  
awarded to Top Line Roofing Ltd. in the amount of \$214,850 (plus GST) and  
that a construction contingency of \$10,000 (plus GST) be approved.  
**CARRIED**

**17.** Corporate Climate Action Strategy

**MOVED** by Director Howe, **SECONDED** by Director Helps,  
That the Corporate Climate Action Strategy be endorsed and staff be directed  
to implement the policy framework and 5-year action plan.  
**CARRIED**

### **Governance Committee**

**18.** CRD Board of Director Remuneration and Meeting Absences

On the motion, discussion ensued regarding the costs and staff time to track  
absences when there has not been an abuse of the use of Alternates. Concern  
was raised about the public perception of paying both the Director and the  
Alternate Director in the Director's absence.

**MOVED** by Director Ranns, **SECONDED** by Director Blackwell,  
That the current practice of not deducting remuneration from Directors for  
absences from CRD Board and/or Standing Committee meetings remain.

**MOVED** by Director Jensen, **SECONDED** by Director Blackwell,  
That the motion be amended to add: and that staff report back in six months  
regarding the cost of a administrative system to track director absences  
versus the cost to alternates.

**CARRIED**

**OPPOSED** Alto, Atwell, Finall, Hamilton, Helps, Plant, Seaton, Screech, Windsor

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

**MOVED** by Director Ranns, **SECONDED** by Director Blackwell,

That the current practice of not deducting remuneration from Directors for absences from CRD Board and/or Standing Committee meetings remain, and that staff report back in six months regarding the cost of a administrative system to track director absences versus the cost to alternates.

**DEFEATED**

**OPPOSED** Alto, Atwell, Finall, Desjardins, Hamilton, Helps, Hicks, Plant, Screech, Tait, Williams, Windsor, Young

On the motion, staff responded to questions on the implementation of the proposed revised remuneration policy. Concerns were raised regarding the staff time involved in tracking the type of Director absences and the judgement calls to be made by the Chair.

**MOVED** by Director Young, **SECONDED** by Director Screech,

1. That the Finance Committee's recommendation of September 7, 2016 be approved, which is specifically 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; and

2. That the CRD Board Remuneration Policy be amended as follows:

a. That in the event a Director is absent for two (2) CRD Board meetings in a calendar year, that the Director's remuneration be deducted for any Board meeting thereafter for which the Director is absent; and

b. That in the event a Director is absent for two (2) meetings of a CRD Standing Committee in a calendar year, that the Director's remuneration be deducted for any meeting of that Standing Committee thereafter for which the Director is absent; and

c. That the amount to deducted from a Director's remuneration shall be the equivalent of the per-meeting payment provided to Alternate Directors for Board and/or Standing Committee attendance; and

d. That exceptional circumstances may be considered by the CRD Board Chair, or in the case of the Board Chair by the Board Vice-Chair, where remuneration may not be deducted for meeting absences, such as: bereavement leave; inclement weather/emergency situations; an extraordinary number of Board and/or Standing Committee meetings in period of pre-planned leave; or related absences.

**DEFEATED** (tie vote)

**OPPOSED** Blackwell, Brownoff, Derman, Desjardins, Finall, Hamilton, Plant, Price, Ranns, Seaton, Wergeland, Williams,

**19.** 2017 Board Committee Structure

This item was referred to a Committee of the Whole meeting under Approval of the Agenda.

**20.** Hospital and Housing Standing Committee

**MOVED** by Director Derman, **SECONDED** by Director Helps,  
That this item be referred to a Committee of the Whole meeting.  
**CARRIED**

### **Integrated Resource Management Select Committee**

- 21.** Advanced Integrated Resource Management Project - Request for Expressions of Interest

There was discussion on what was being considered as integrated resource management.

**MOVED** by Director Derman, **SECONDED** by Director Helps,  
That the report on Advanced Integrated Resource Management Project - Request for Expressions of Interest be received for information.

**CARRIED**

**OPPOSED** Blackwell, Isitt, Jensen, Seaton, Wergeland, Windsor, Young

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

- 9.1.** Motion to Close the Meeting

Chair Desjardins advised that the solicitor was now present to speak an item on the closed agenda.

**MOVED** by Director Windsor, **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; (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; (g) litigation or potential litigation affecting the regional district; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (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 (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**CARRIED**

**OPPOSED** Alto, Isitt, Helps, McIntyre, Tait

The Board moved to closed session at 3:48 pm and reconvened in open session at 4:02 pm.

### **Juan De Fuca Land Use Committee**

- 22.** Section 510 Provision of Park Land for Subdivision of the Easterly ½ of the Northwest ¼ of Section 36, Township 13, Renfrew District except that part shown coloured red on Plan 346-R and except those parts in Plans 22475, 24267, 24755, 29515, 41154, 50819 and VIP59967 (PID: 000-468-291); and the West ½ of the Northwest ¼ of Section 36, Township 13, Renfrew District except those parts in Plan 5109, 24267

and 24755 (PID: 00-565-787) - 17013 Wickanninish Road (VOTING BLOCK A)

**MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
That the requirement for dedicated park land or cash-in-lieu be waived for the proposed subdivision of the Easterly ½ of the Northwest ¼ of Section 36, Township 13, Renfrew District except that part shown coloured red on Plan 346-R and except those parts in Plans 22475, 24267, 24755, 29515, 41154, 50819 and VIP59967; and the West ½ of the Northwest ¼ of Section 36, Township 13, Renfrew District except those parts in Plan 5109, 24267 and 24755, and that the voluntary commitment by 0983327 BC Ltd. to construct a 1.5 m wide trail to Juan de Fuca Electoral Area Parks and Recreation standards within the public road right-of-way be accepted  
**CARRIED**

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

23. Hazardous Materials Response (Hazmat) Service Agreement Renewal

**MOVED** by Director Finall, **SECONDED** by Director Screech,  
That the Hazardous Materials Response Services Agreement between the CRD and the District of Central Saanich be renewed for a three year period and that the Board Chair and Corporate Officer be authorized to execute the Agreement.  
**CARRIED**

25. Pathways to Housing Request to Partner with the Capital Regional District in an Application to the Homelessness Partnering Strategy Innovative Solutions to Homelessness Fund

**MOVED** by Director Finall, **SECONDED** by Director Windsor,  
That the Capital Regional District provide a letter of support to Pathways to Housing for the application to the Homelessness Partnering Strategy Innovative Solutions to Homelessness Fund Youth Homelessness Project.  
**CARRIED**

24. Saanich Peninsula Affordable Housing Needs Assessment Report

**MOVED** by Director Finall, **SECONDED** by Director Windsor,  
That the Saanich Peninsula Affordable Housing Needs Assessment Report be received for information.  
**CARRIED**

### **Regional Parks Committee**

26. Regional Trails Management Plan

Discussion ensued on the change not to pave part of the Lochside trail to allow for equestrian use versus having a standard throughout the trails. It was pointed out the hardpack can be used by cyclists and equestrians. The thorough consultation process was noted and that the plan can be changed in the future with respect to the trails as a transportation corridor.



**MOVED** by Director Hicks, **SECONDED** by Director Windsor,  
That the 2016 Regional Trails Management Plan, as amended (see Revised Attachment 1 to staff report) be approved.

**MOVED** by Director Hamilton, **SECONDED** by Director Windsor,  
That the question be called on the motion.

**CARRIED**  
**OPPOSED** Derman

The question was called on the motion, as follows:  
**MOVED** by Director Hicks, **SECONDED** by Director Windsor,  
That the 2016 Regional Trails Management Plan, as amended (see Revised Attachment 1 to staff report) be approved.

**CARRIED**  
**OPPOSED** Derman, Isitt, Young

**27.** Funding for the Completion of the E&N Rail Trail

Director Atwell left the meeting at 4:19 pm.

On the motion, concerns were expressed regarding borrowing versus funding as previously through grants, timing and design.

**MOVED** by Director Hicks, **SECONDED** by Director Helps,  
1. That CRD Regional Parks be authorized to borrow up to \$6.1 million under a new loan authorization bylaw to complete construction of phases 3 and 4 of the E&N Rail Trail - Humpback Connector by 2019.  
2. That staff be directed to assess and report back on the merit and opportunities of extending the land acquisition fund beyond 2019, to enable funding of both future regional parkland acquisitions and other major parks infrastructure assets.

**CARRIED**  
**OPPOSED** Young

**28.** Supplementary Information - Funding for the Completion of the E&N Rail Trail

Director Atwell returned to the meeting at 4:22 pm.

**MOVED** by Director Hicks, **SECONDED** by Director Helps,  
That the Capital Regional District Board receive this report for information.

**CARRIED**

**6. CORRESPONDENCE**

**6.1.** Correspondence: Island Corridor Foundation, October 28, 2016 re Commuter Train Service - E&N Corridor between Langford and Victoria

**MOVED** by Director Seaton, **SECONDED** by Director Helps,  
That staff be directed to bring back a report on the implications of a service and a draft establishing bylaw.

**CARRIED**

**7. ADMINISTRATION REPORTS**

- 7.1. Dedication of Fred & Bette Cotton Land to Parkland - Capital Regional District Bylaw No. 4139
- MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
That Bylaw No. 4139, "Community Parkland Dedication Bylaw No. 1, 2016" be introduced and read a first time and second time.  
**CARRIED**
- MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
That Bylaw No. 4139 be read a third time.  
**CARRIED**
- MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
That Bylaw No. 4139 be adopted.  
**CARRIED**
- 7.2. Association of Vancouver Island and Coastal Communities - Solid Waste Special Committee Funding
- MOVED** by Director Derman, **SECONDED** by Director Brownoff,  
That this item be referred to the November 30, 2016 Committee of the Whole budget meeting.  
**CARRIED**
- 7.3. Island Corridor Foundation Referral Response
- This item was deferred one month under Approval of the Agenda.
- 7.4. Commission Member Term Extension
- MOVED** by Director Windsors, **SECONDED** by Director Helps,  
That Bylaw No. 4132, Capital Regional District Housing Trust Fund Commission and Administrative Bylaw No. 1, 2005, Amendment Bylaw No. 3, 2016, be introduced and read a first and second time.  
**CARRIED**
- MOVED** by Director Windsors, **SECONDED** by Director Helps,  
That Bylaw No. 4132 be read a third time.  
**CARRIED**
- MOVED** by Director Windsors, **SECONDED** by Director Helps,  
That Bylaw No. 4132 be adopted.  
**CARRIED**
- MOVED** by Director Windsors, **SECONDED** by Director Blackwell,  
That Bylaw No. 4133, Saanich Peninsula Wastewater Commission Bylaw, 2007, Amendment Bylaw No. 1, 2016, be introduced and read a first and second time.  
**CARRIED**
- MOVED** by Director Windsors, **SECONDED** by Director Blackwell,  
That Bylaw No. 4133 be read a third time.  
**CARRIED**

MOVED by Director Windsor, SECONDED by Director Blackwell,  
That Bylaw No. 4133 be adopted.  
CARRIED

MOVED by Director Windsor, SECONDED by Director Alto,  
That Bylaw No. 4134, Traffic Safety Commission Bylaw No. 1, 2008, Amendment  
Bylaw No. 4, 2016, be introduced and read a first and second time.  
CARRIED

MOVED by Director Windsor, SECONDED by Director Alto,  
That Bylaw No. 4134 be read a third time.  
CARRIED

MOVED by Director Windsor, SECONDED by Director Alto,  
That Bylaw No. 4134 be adopted.  
CARRIED

MOVED by Director Windsor, SECONDED by Director Helps,  
That Bylaw No. 4135, Peninsula Recreation Commission Bylaw No. 1, 1996,  
Amendment Bylaw No. 4, 2016 be introduced and read a first and second time.  
CARRIED

MOVED by Director Windsor, SECONDED by Director Helps,  
That Bylaw No. 4135 be read a third time.  
CARRIED

MOVED by Director Windsor, SECONDED by Director Helps,  
That Bylaw No. 4135 be adopted.  
CARRIED

**7.5.** Hartland Landfill Gas Utilization

MOVED by Director Derman, SECONDED by Director Helps,  
1. Receive the XCG report, Overview of Landfill Gas Utilization - Options and  
Technologies - Hartland Landfill for information;  
2. Direct the Chief Administrative Officer to enter into a Memorandum of  
Understanding with FortisBC, with a non-participation payment of no more than  
\$150,000, to fully investigate and develop a business case for construction and  
operation of renewable natural gas infrastructure at Hartland landfill; and  
3. Direct staff to report back to the CRD Board with the result of the FortisBC  
business case for renewable natural gas infrastructure at Hartland landfill.  
CARRIED  
OPPOSED Atwell

**7.6.** 2003 Regional Growth Strategy Amendment Input and Amending Bylaw -  
Metchosin/Langford Boundary Adjustment / Extend Regional Urban  
Containment and Servicing Policy Area

MOVED by Director Ranns, SECONDED by Director Windsor,  
That the consultation results on the proposed 2003 RGS amendment be received.  
CARRIED

MOVED by Director Ranns, SECONDED by Director Tait,

That Bylaw No. 4124, "Capital Regional District Regional Growth Strategy Bylaw No.1, 2002, Amendment Bylaw No. 2, 2016"; be introduced and read a first and second time.

**CARRIED**

**MOVED** by Director Ranns, **SECONDED** by Director Tait,  
That the meeting continue past 4:30 pm.

**CARRIED**

**MOVED** by Director Ranns, **SECONDED** by Director Tait,  
That Bylaw No. 4124 be referred on November 10, 2016 to municipal councils for acceptance as per section 436 of the Local Government Act.

**CARRIED**

**7.7.** 2016 Regional Growth Strategy Bylaw 4017

This item was referred to another meeting under Approval of the Agenda.

**8. NEW BUSINESS**

**9. MOTION TO CLOSE THE MEEITNG**

**MOVED** by Director Windsor, **SECONDED** by Director Seaton,  
That the Board reconvene in closed meeting.

**CARRIED**

The Board moved to closed session at 4:34 pm and rose and reported at 4:55 pm.

**10. RISE AND REPORT**

**10.1.** Rise and Report - November 9, 2016

**Appointments to CRD Committees, Commissions and Other Boards**

The following appointments were approved:

- Lyall Harbour/Boot Cove Water Local Services Committee for a term to expire December 31, 2018: Ian Rowe, Daniel Thachuk

- Southern Gulf Islands Public Library Commission for a term to expire December 31, 2017: Mary Sheldrake; and for a term to expire December 31, 2018: Lyn Greenhill, Nancy Phillips, Patti Locke-Lewkowich, Eleanor Cocker, Carole Petts, Kris Dartnell

- Southern Gulf islands Harbours Commission for a term to expire October 1, 2017: Bryce Young; and for a term to expire October 1, 2018: Dave Maude, Larry Peck, Dave Hargreaves

- Capital Region Housing Corporation Board for a term to expire December 31, 2018: Johnny Carline

**11. ADJOURNMENT**

**MOVED** by Director Windsor, **SECONDED** by Director Blackwell,  
That the meeting be adjourned at 4:55 pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER