

Meeting Minutes

Capital Regional District Board

Wednesday, March 22, 2017

1:30 PM

**6th Floor Boardroom
625 Fisgard Street
Victoria, BC**

Special Meeting

PRESENT:

DIRECTORS: B. Desjardins (Chair), D. Howe (Vice Chair), M. Alto, R. Atwell, D. Blackwell, L. Wergeland (for S. Brice), J. Brownoff, F. Haynes (for V. Derman), A. Finall, C. Hamilton, L. Helps, M. Hicks, B. Isitt, W. McIntyre, S. Price, J. Ranns, D. Screech, L. Seaton, R. Kasper (for M. Tait), K. Williams, R. Windsor, G. Young

STAFF: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance and Technology; K. Lorette, General Manager, Planning and Protective Services; I. Jesney, Senior Manager, Infrastructure Engineering; P. Dayton, Senior Financial Analyst; A. Donaldson, Acting Senior Manager, Finance; C. Neilson, Senior Manager, Human Resources; A. Piotrowsky, Manager, Finance, Major Projects; B. Reems, Corporate Officer; and E. Gorman, Deputy Corporate Officer (Recorder)

REGRETS: Director Jensen and Director Plant

The meeting was called to order at 1:42 p.m.

1. APPROVAL OF THE AGENDA

MOVED by Director Helps, **SECONDED** by Director Alto,
That the agenda be approved as circulated.
CARRIED

2. ADOPTION OF MINUTES

2.1. [17-245](#) Minutes for Adoption

MOVED by Director Price, **SECONDED** by Director Hamilton,
That the minutes of the Special Board Meeting of February 22, 2017 be adopted
as circulated.
CARRIED

3. REPORT OF THE CHAIR

Chair Desjardins spoke to the recent death of Director Vic Derman. A representative on the CRD appointed by Saanich Council, Director Derman had been a member of the CRD Board since 2005. His dedication to the region was particularly focused around raising awareness of active and public transportation, climate change and innovation in integrated resource

management. The CRD and residents are grateful for his contribution and enduring legacy.

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

There were none.

4.2 Delegations

There were none.

5. REPORTS OF COMMITTEES

Electoral Area Services Committee

5.1. [17-232](#) Electoral Area Services Budget Changes - Verbal Report

R. Lapham spoke to the budget presentation provided to and approved by the Electoral Area Services Committee.

**MOVED by Director McIntyre, SECONDED by Director Hicks,
That the Capital Regional District Board receive the updated Electoral Area
Services Committee budget, as distributed, for information subject to Galiano
Library being amended in the Salt Spring Island Budget.
CARRIED**

Environmental Services Committee

5.2. [17-223](#) Community Energy and Emissions Inventory (Referred by the Environmental Services Committee for Information)

Director Hamilton spoke to the report as Chair of the Environmental Services Committee, and said that there is an upcoming deadline for submission of the resolution to the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities.

**MOVED by Director Blackwell, SECONDED by Director Windsor,
1. That the Board Chair write a letter to the Premier requesting that the
on-road transportation sector be included in future Community Energy and
Emissions Inventories;
2. That this staff report be referred to the CRD Planning and Protective
Services Committee, the CRD Transportation Committee and municipal
councils for information; and
3. That the removal of the on-road transportation activities from the
Community Energy and Emissions Inventory be brought to the UBCM through
the following motion:
On-road transportation sector required in the Community Energy and
Emissions Inventory
Whereas the on-road transportation sector is a critical component of the
Provincial Community Energy and Emissions Inventory (CEEI);
And whereas this sector has been removed from CEEI for all communities
outside the lower mainland;**

Therefore be it resolved that the provincial government include the on-road transportation sector in future CEEI.

CARRIED

6. SPECIAL MEETING MATTERS

- 6.1. [17-252](#) Contribution Agreement: Clean Water Wastewater Fund (CWWF) Port Renfrew Water Service Water Main Replacement

N. Chan spoke to the report.

**MOVED by Director Hicks, SECONDED by Director Windsor,
That the Clean Water Wastewater Fund contribution agreement between the Capital Regional District and the Ministry of Community, Culture and Sport Development for the Port Renfrew Water Service Water Main Replacement project be approved and that the Board Chair and Corporate Officer be authorized to execute the Agreement.**

CARRIED

- 6.2. [17-242](#) Bylaw No. 4173 - 2017-2021 Financial Plan, 2017

R. Lapham spoke to the report and budget and N. Chan provided a presentation.

Discussion ensued regarding the usefulness of the visual representation of the budget figures.

In response to questions, staff advised that:

- a follow-up presentation would be provided with the Electoral Areas broken out,
- impacts to the budget from the Core Area Treatment Project have been distributed over many years,
- consultation has occurred with municipal Financial Officers, Councils and staff and as a result they are more informed about the CRD, and
- the cost allocation for the majority of CRD services are assessment based.

**MOVED by Director Howe, SECONDED by Director Windsor,
That Bylaw No. 4173, "2017 to 2021 Financial Plan Bylaw, 2017", be introduced and read a first and second time.**

CARRIED

**MOVED by Director Howe, SECONDED by Director Blackwell,
That Bylaw No. 4173, "2017 to 2021 Financial Plan Bylaw, 2017", be read a third time.**

CARRIED

**MOVED by Director Howe, SECONDED by Director Helps,
That Bylaw No. 4173, "2017 to 2021 Financial Plan Bylaw, 2017", be adopted.**

CARRIED

**MOVED by Director Howe, SECONDED by Director Blackwell,
That the Staff Establishment Chart as attached in Appendix 6 be approved.**

CARRIED

7. BYLAWS

There were none.

8. NEW BUSINESS

There was none.

9. MOTION TO CLOSE THE MEETING

9.1. [17-239](#) Motion to Close the Meeting

MOVED by Director Alto, **SECONDED** by Director Helps,
That the meeting be closed in accordance with the Community Charter Part 4,
Division 3, 90 (1) (c) labour relations or other employee relations, and (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.
CARRIED

10. ADJOURNMENT

MOVED by Director Helps, **SECONDED** by Director Haynes,
That the meeting be adjourned at 3:02 p.m.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER