

Meeting Minutes

Capital Regional District Board

Wednesday, May 10, 2017

1:35 PM

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

PRESENT:

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

STAFF: N Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; T. Robbins, General Manager, Integrated Water Services; Michael Barnes, Manager, Health and Capital Planning Strategies; S. Carby, Senior Manager, Protective Services; K. Morley, Manager, Bylaw and Contract Administration; B. Reems, Corporate Officer; and E. Gorman, Deputy Corporate Officer (Recorder)

ALSO PRESENT: Colin Smith, CRD Appointee, Victoria Airport Authority and Geoff Dixon, President and CEO, Victoria Airport Authority

The meeting was called to order at 1:33 p.m.

1. APPROVAL OF THE AGENDA

**MOVED by Director Tait, SECONDED by Director Helps,
That the agenda be adopted as circulated.**

**MOVED by Director Helps, SECONDED by Director Alto,
That the agenda be amended to add Carolyn Whittaker as an additional
delegation.
CARRIED**

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

2. ADOPTION OF MINUTES

2.1. [17-393](#) Minutes for Adoption

**MOVED by Director Helps, SECONDED by Director Jensen,
That the minutes of the CRD Board Special Meeting of March 22, 2017 and the
CRD Board Meeting of April 12, 2017 be adopted as circulated.
CARRIED**

3. REPORT OF THE CHAIR

Director Howe spoke to this being his last meeting as Acting Chair as the leave of Chair Desjardins ends shortly. He also welcomed Director Murdock to the Board. Director Dean Murdock has been appointed to represent the District of Saanich, to fill the vacancy of the late Director Derman.

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.1.1. [17-102](#) Presentation: Victoria Airport Authority 2016 Report to Nominators

Colin Smith and Geoff Dickson of the Victoria Airport Authority spoke to the presentation.

4.2 Delegations

4.2.1. [17-410](#) Delegation: Anna Gerrard re: item 5.10

Ms. Gerrard spoke to the Investment Policy update, and stated that it does not have to be a choice between accounts and conscience. She addressed the potential opportunities and impacts of GHG emissions. Ms. Gerrard also stated that some investments have a declining social licence and that other industries should be considered for investment.

4.2.2. [17-411](#) Delegation: Laurel Collins re: Item 5.10

Ms. Collins spoke to the Investment Policy update and that investment in companies whose values are based on fossil fuel reserve should be avoided. She said that changing government policy and improvements in conservation and technology will mean less fossil fuel use.

4.2.3. Late Delegation: Carolyn Whittaker re: Item 5.8

Ms. Whittaker represents Surfrider Vancouver Island and spoke to the proposal for a model bylaw to eliminate single-use plastic bags. She said that Surfrider aims to educate the public around environmental impacts and promote clean beaches. Ms. Whittaker also stated that a regional approach would help with the perception that a ban might make shoppers take their business elsewhere.

5. REPORTS OF COMMITTEES

Core Area Liquid Waste Management Committee

5.1. [17-390](#) Wastewater Treatment Project Monthly Report - April 2017

Item 5.1 was not forwarded by the committee as stated in the agenda and therefore not considered by the Board.

Electoral Area Services Committee

5.2. [17-285](#) Salt Spring Island Stormwater Quality Establishing Bylaw Amendment -

Bylaw No. 4178

MOVED by Director McIntyre, **SECONDED** by Director Hicks,
That Bylaw No. 4178, cited as “A Bylaw to Amend the Salt Spring Island
Stormwater Quality Management Extended Service Establishment Bylaw No.
1, 1996”, be introduced and read a first and second time.

CARRIED

MOVED by Director McIntyre, **SECONDED** by Director Hicks,
That Bylaw No. 4178, cited as “A Bylaw to Amend the Salt Spring Island
Stormwater Quality Management Extended Service Establishment Bylaw No.
1, 1996”, be read a third time.

CARRIED

5.3. [17-322](#) Fernwood Dock Repair Program

MOVED by Director McIntyre, **SECONDED** by Director Hicks,
That the Fernwood dock facility design and construction upgrades be
included in the 2017 Southern Gulf Island Harbour (SGIH) dock facility
upgrade scope of services; and further that tender review and award of the
Fernwood dock facility upgrade be based on recommendation by the SGIH
Commission to the Capital Regional District Board.

CARRIED

5.4. [17-282](#) Community Works Fund - Financial Update and Grant Application
Toolkit

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That this report be received for information.

CARRIED

5.5. [17-283](#) Grants-in-Aid

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That the following grant-in-aid applications be approved, as amended to
remove the North Galiano Fire Protection Society:

Royal Canadian Legion Branch 54 Sooke: \$1,000

Sooke Community Choir Society: \$500

Sooke Fine Arts Society: \$1,000

Heartwood Folk School Society: \$5,000

Pender Island Marine Association: \$6,100

SGI Community Resource Centre: \$2,000

Juan de Fuca Salmon Restoration Society: \$1,000

CARRIED

Environmental Services Committee

5.6. [17-287](#) Advanced Integrated Resource Management - Next Steps

Discussion ensued regarding:

- the Project Board terms of reference,
- requiring responses to conform to a certain predetermined mold,
- including or not including biosolids into the IRM process,
- the possibility of a better and more environmental way to address waste, and

- if there are possible penalties for filing the plan late.

In response to questions, staff advised that:

- they will look into the possibility of making public the names of those who submitted proposals, as bidders were advised their information would be kept confidential,
- more information from the Project Board staff will be available at the June Integrated Resource Management Advisory Committee meeting in response to the questions raised at this morning's Core Area Liquid Waste Management Committee
- the plan can be amended once filed,
- that Board members who are not on the Project Board or IRMAC are able to see the proposals, and
- the Board approved the Project Board plan and budget, and the filing of the plan was part of the agreement and a condition of the funding.

MOVED by Director Tait, SECONDED by Director Helps,

- 1. That the Integrated Resource Management Work Plan be submitted to the Minister of Environment by May 31, 2017; and**
- 2. That this report be forwarded to the Core Area Liquid Waste Management Committee, the Saanich Peninsula Wastewater Commission and the Core Area Wastewater Treatment Project Board for information.**

Acting Chair Howe ruled Director Atwell's comment out of order as he was not speaking to the amendment.

MOVED by Director Atwell, SECONDED by Director Hicks

Shall the Chair be sustained?

CARRIED

Opposed: Directors Isitt, Williams, Atwell, Hundleby, Ranns, Finall

MOVED by Director Young, SECONDED by Director Hicks,

That the main motion be amended to include that in Appendix B, and in the letter as appropriate, the term 'IRM' be replaced with 'IRM or, if found to be more beneficial, individual resource recovery plans.'

CARRIED

Opposed: Directors Atwell, Hundleby

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

MOVED by Director Tait, SECONDED by Director Helps,

- 1. That the Integrated Resource Management Work Plan be submitted to the Minister of Environment by May 31, 2017; and**
- 2. That this report be forwarded to the Core Area Liquid Waste Management Committee, the Saanich Peninsula Wastewater Commission and the Core Area Wastewater Treatment Project Board for information.**
- 3. That in Appendix B and in the letter, as appropriate, the term 'IRM' be replaced with 'IRM or, if found to be more beneficial, individual resource recovery plans'.**

CARRIED

Opposed: Directors Isitt, Williams, Atwell, Hundleby, Ranns and Finall

MOVED by Director Helps, **SECONDED** by Director Screech,
That the Board Chair write a letter to the Minister of Environment and Climate Change requesting that regional Intensity-Duration-Frequency curves be updated.
CARRIED

- 5.8. [17-338](#) Motion with Notice: Model Bylaw for the Elimination of Single-Use Plastic Bags

MOVED by Director Helps, **SECONDED** by Director Alto,
That staff be directed to develop a model bylaw for the elimination of single use plastic bags using the draft Single Use Plastic Bag bylaw attached as a starting point.
CARRIED

Finance Committee

- 5.9. [17-323](#) Capital Regional District Grants Update

MOVED by Director Williams, **SECONDED** by Director Screech,
That this report be received for information.
CARRIED

- 5.10. [17-339](#) Investment Policy Update

MOVED by Director Williams, **Seconded** by Director Plant,
That the changes to the Investment Policy that incorporates Responsible Investing as a key objective, as amended to add "that the policy be reviewed by the Finance Committee in two (2) years.", be approved.
CARRIED

- 5.11. [17-336](#) Capital Regional District Investment Portfolio Annual Update

MOVED by Director Williams, **SECONDED** by Director Screech,
That this report be received for information.
CARRIED

- 5.12. [17-371](#) Delegation Bylaw and Procurement Policy

Discussion ensued regarding:

- the discussions held at the Finance committee,
- the proposed limits compared to those of other local governments,
- spending limit differences between different staff positions,
- spending is done within approved budgets, and
- the role of the Board for oversight versus delegation.

MOVED By Director Atwell, **SECONDED** by Director Ranns,
That the item be referred back to the Finance committee.
DEFEATED

Opposed: Directors Brownoff, Young, Price, Brice, Isitt, C. Jensen, Williams, Blackwell, Hicks, McIntyre, Hundley, Howe, Alto, Tait, Helps, Hamilton, Seaton, N. Jensen, Finall, Plant, Screech and Murdock

MOVED by Director Williams, **SECONDED** by Director Screech,
That Bylaw No. 4186, Capital Regional District Delegation Bylaw No. 1, 2017,

be introduced and read a first and second time.

CARRIED

Opposed: Directors Atwell, Ranns

**MOVED by Director Williams, SECONDED by Director Screech,
That Bylaw No. 4186, Capital Regional District Delegation Bylaw No. 1, 2017,
be read a third time.**

CARRIED

Opposed: Directors Atwell, Ranns

**MOVED by Director Williams, SECONDED by Director Helps,
That Bylaw No. 4186, Capital Regional District Delegation Bylaw No. 1, 2017,
be adopted**

CARRIED

Opposed: Directors Atwell, Ranns

**MOVED by Director Williams, SECONDED by Director Helps,
That the Procurement Policy, attached as Appendix D, be adopted.**

CARRIED

Opposed: Directors Atwell, Ranns

**MOVED by Director Williams, SECONDED by Director Helps,
That the Consultants Policy, attached as Appendix B, be repealed.**

CARRIED

Opposed: Directors Atwell, Ranns

5.13. [17-374](#) 2017 Federal Budget Impact on Tax Exemptions

Discussion ensued regarding timing for this change and if the only options to address it are to pay more to make up for loss of income or having to claim more expenses.

**MOVED by Director Price, SECONDED by Director Screech,
That staff be directed to provide a report to the Finance Committee on
options to deal with the change in government policy on non-exemption of
expenses;**

**That the Capital Regional District Board Chair submit, on behalf of the Capital
Regional District Board, a late resolution to this year's Federation of
Canadian Municipalities and Union of British Columbia Municipalities Annual
General Meetings objecting to the change in government policy on
non-exemption of expenses; and**

That this report be received for information.

CARRIED

Hospitals and Housing Committee

5.14. [17-324](#) Motion with Notice: Support for Pilot Project: A Regional Health Care Facility in Sooke

Discussion ensued regarding:

- the similar challenges regarding healthcare for residents of Victoria and Sooke and if they are more acute in Sooke,
- the different needs perceived by the public versus healthcare professionals,
- being a part of the CRD means that residents of Sooke are requested to use

the facilities in the region that are not necessarily local,
- any facility would be open to residents of Victoria and reduce the load on services in Victoria, and
- the challenges of the highway to Sooke.

**MOVED by Director Tait, SECONDED by Director Young,
The District of Sooke and the Sooke Region Primary Health Care Services Working Group calls on the Capital Regional Hospital District, the Province of British Columbia, Island Health, and all levels of government to support a regional health care facility in Sooke.**

CARRIED

Regional Parks Committee

- 5.15. [17-301](#) Appointments under Capital Regional District Bylaw No. 3682

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That the CRD staff listed in Attachment 1 be appointed as “park officers” as described in the Regional Parks Bylaw Regulation No.1, 2010.**

CARRIED

- 5.16. [17-262](#) Bylaw No. 4181 - Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 7, 2017

**MOVED by Director Hicks, SECONDED by Director Blackwell
That Bylaw No. 4181, Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 7, 2017 be introduced and read a first and second time.**

CARRIED

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That Bylaw No. 4181, Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 7, 2017 be read a third time.**

CARRIED

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That Bylaw No. 4181, Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 7, 2017 be adopted.**

CARRIED

- 5.17. [17-268](#) Dogs in Regional Parks

**MOVED by Director Hicks, SECONDED by Director Plant,
That this report be received for information; and
That staff be directed to investigate and report back on enforcement issues related to the number of dogs per person in parks and commercial dog walking operations.**

CARRIED

6. ADMINISTRATION REPORTS

- 6.1. [17-165](#) Bylaw 4127: A Bylaw to Amend Bylaw Number 2884, Being “Arts and Culture Support Service Establishment Bylaw No. 1, 32001”
- MOVED** by Director Plant, **SECONDED** by Director Tait,
That the CRD Arts Commission Recommend to the CRD Board that Bylaw No. 4127, “Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw NO. 4, 2010” be introduced and read a first time and second time.
CARRIED
- MOVED** by Director Plant, **SECONDED** by Director Tait,
That the CRD Arts Commission Recommend to the CRD Board that Bylaw No. 4127, “Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw NO. 4, 2010” be read a third time.
CARRIED
- 6.2. [17-347](#) Amendment to Bylaws 4152, 4153, 4154, 4155, 4156, 4157, 4158 and 4159
- MOVED** by Director Tait, **SECONDED** by Director Helps,
That the third readings of Bylaws 4152, 4153, 4154, 4155, 4156, 4157, 4158 and 4159 be rescinded.
CARRIED
- MOVED** by Director Tait, **SECONDED** by Director Helps,
That Bylaws 4152, 4153, 4154, 4155, 4156, 4157, 4158 and 4159 be given third reading, as amended.
CARRIED
- 6.3. [17-367](#) Federal Gas Tax Strategic Priorities Fund: Grant Application
- MOVED** by Director Tait, **SECONDED** by Director Helps,
That the Capital Regional District Board approve the submission of a Federal Gas Tax Strategic Priorities Fund grant application for the gym and multi-purpose room expansion project at the SEAPARC Leisure Complex, as recommended by the Sooke and Electoral Area Parks and Recreation Commission at its meeting of April 20, 2017.
CARRIED
- 6.4. [17-383](#) BC Rural Dividend Program: Grant Application (Port Renfrew)
- MOVED** by Director Hicks, **SECONDED** by Director Helps,
That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for the Port Renfrew Tourism Trail Project and that the Board support this project through its duration.
CARRIED
- 6.5. [17-400](#) BC Rural Dividend Program: Proposed Application (Southern Gulf Islands)
- MOVED** by Director Hicks, **SECONDED** by Director Tait,
That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for the project “Implementing a Strategic Community Economic Sustainability Plan for the Southern Gulf Islands” and that the Board support this project through its duration.

CARRIED

- 6.6. [17-391](#) Award of Contract 17-1908 Project Management and Design Services for South Island Communications Centre Facility

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That the Chief Administrative Officer be authorized to finalize and execute a contract between the Capital Regional District and Stantec Consulting Limited for the provision of project management and design services for the South Island Communications Facility in the amount of \$901,161 (excluding GST).

CARRIED

7. BYLAWS

- 7.1. [17-382](#) Adoption of Bylaw 4142

MOVED by Director Tait, **SECONDED** by Director Helps,
That Bylaw 4142, Regional Parks Loan Authorization Bylaw, be adopted.

CARRIED

8. MOTION WITH NOTICE

- 8.1. [17-373](#) Motion with Notice: FCM Big City Mayor's Caucus

Discussion ensued regarding:

- timeliness for participation,
- potential approach for representation including annual endorsements,
- other local governments currently represented, and
- hope the request is answered by FCM.

MOVED by Director Alto, **SECONDED** by Director Tait,
That the CRD Board Chair write to the CEO of the Federation of Canadian Municipalities and the Chair of the Big City Mayor's Caucus requesting that the Mayor of Victoria be added to the Big City Mayor's Caucus to represent the Census Metropolitan Area of Greater Victoria with a population of 367,770.

CARRIED

9. NEW BUSINESS

There was none.

10. MOTION TO CLOSE THE MEETING

- 10.1. [17-398](#) Motion to Close Meeting

MOVED by Director Price, **SECONDED** by Director Helps,
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, 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

The Board moved to the Closed session at 3:38 p.m.
The Board rose from the closed session at 4:01 p.m., with the following report:

The followed persons were appointed representatives to the Port Renfrew Utility Services Committee, for an appointment to expire December 31, 2017:
John Wells

The followed persons were appointed representatives to the Southern Gulf Islands Community Economic Sustainability Commission, for an appointment to expire December 31, 2018:
Benjamin McConchie

11. ADJOURNMENT

**MOVED by Plant, SECONDED by Director Screech,
That the meeting be adjourned at 4:01 p.m.
CARRIED**

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER