

## Meeting Minutes

### Capital Regional District Board

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Wednesday, July 10, 2019

1:00 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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#### PRESENT

Directors: C. Plant (Chair), D. Blackwell (Vice-Chair), S. Brice, B. Desjardins, F. Haynes, L. Helps, D. Quigley (for M. Hicks), G. Holman, B. Mabblerley (for D. Howe), B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau, K. Murdoch, G. Orr, J. Ranns (1:24 pm), D. Screech, L. Seaton, M. Tait (1:03 pm), N. Taylor, K. Williams, R. Windsor, G. Young

Staff: N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; G. Harris, Senior Manager, Environmental Protection (for L. Hutcheson, General Manager, Parks and Environmental Services); C. Nielson, Senior Manager, Human Resources; S. Carey, Manager of Legal Services; R. Smith, Senior Manager, Environmental Resource Management; L. Ferris, Senior Project Coordinator - Resource Recovery, Environmental Resource Management; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

The meeting was called to order at 1:00 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

Director Brice provided the Territorial Acknowledgement.

#### 2. APPROVAL OF THE AGENDA

Item 6.3 Recommendation revision:

That the Electoral Areas Committee recommend to the Capital Regional District Board:

That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for the *Southern Gulf Islands Connectivity Design Strategy* and that the Board support this project through its durations.

**MOVED** by Director Holman, **SECONDED** by Director Blackwell,

**That the agenda for the July 10, 2019 Session of the Capital Regional District Board be approved as amended.**

**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. [19-680](#) Minutes of the June 12, 2019 Capital Regional District Board Meeting

**MOVED** by Director Helps, **SECONDED** by Director Mersereau,  
That the minutes of the Capital Regional District Board meeting of June 12, 2019  
be adopted as circulated.  
**CARRIED**

#### **4. REPORT OF THE CHAIR**

Chair commented on the following:

- Condolences to the family of Brenda Parkinson on her recent passing
- Board tours
- Board effectiveness, schedule considerations
- Notice of Motion submissions
- Notice of August Board meeting (no Committee meetings in August)

#### **5. PRESENTATIONS/DELEGATIONS**

##### **5.1 Presentations**

- 5.1.1. [19-664](#) Presentation: Arts & Culture Progress Report - Jeremy Loveday, Chair,  
CRD Arts Commission

Director Loveday presented the Arts & Culture Progress Report.

##### **5.2 Delegations**

There were no delegations.

#### **6. CONSENT AGENDA**

**MOVED** by Director Loveday, **SECONDED** by Director Tait,  
That consent agenda Items 6.1. through 6.9. be approved as presented.  
Item 6.7 was removed from the Consent Agenda and moved to Administration  
Reports as Item 8.11b.  
**CARRIED**

- 6.1. [19-663](#) Appointment of Officers

That the Electoral Areas Committee recommends to the Capital Regional District  
Board:

That for the purpose of Section 233 of the Local Government Act and Section  
28(3) of the Offence Act and in accordance with Capital Regional District Bylaw  
No. 2681, Richard Beaumont, Lorne Bunyan, Adam Carter, Daniel Lundin and  
Phil Williams, be appointed as Assistant Bylaw Officers.

- 6.2. [19-673](#) Salt Spring Island Water Service Optimization Study

That the Electoral Areas Committee recommend to the Capital Regional District  
Board:

That an application be submitted to the Ministry of Municipal Affairs and Housing  
for funding in the amount of \$50,000 for a Water Service Optimization study in  
Salt Spring Island Electoral Area.

- 6.3. [19-671](#) BC Rural Dividend Program 2019 Intake

That the Electoral Areas Committee recommend to the Capital Regional District Board:

That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for Southern Gulf Islands Connectivity Design Strategy and that the Board support this project through its duration.

**6.4.**     [19-617](#)     CRD External Grants Update

That the Governance and Finance Committee recommend to the Capital Regional District Board:

That the Capital Regional District External Grants Update be received for information.

**6.5.**     [19-646](#)     Review of Policy on Non-Disclosure & Confidentiality Agreement for CRD Commissions

That the Governance and Finance Committee recommend to the Capital Regional District Board:

That the revised Policy on Non-Disclosure & Confidentiality Agreement for CRD Commissions be adopted.

**6.6.**     [19-607](#)     E&N Rail Trail - Humpback Connector

That the Parks & Environment Committee recommend to the Capital Regional District Board:

That the E&N Rail Trail - Humpback Connector update report be received for information.

**6.8.**     [19-661](#)     Appointment to the Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee

1. That the Capital Regional District Board appoint a board member to the Vancouver Island and Coastal Communities Climate Leadership Plan steering committee.

2. That Director Lisa Helps be nominated by the Parks and Environment Committee for appointment by the Board.

**6.9.**     [19-587](#)     Greater Victoria Drinking Water Quality - 2018 Annual Report

That the Regional Water Supply Commission recommend to the Capital Regional District Board:

That the Greater Victoria Drinking Water Quality 2018 Annual Report be approved.

## 7. ADMINISTRATION REPORTS

**7.1.**     [19-620](#)     CAO Quarterly Report No. 2 - 2019

N. Chan provided an overview of Quarterly Report No. 2 - 2019.

Discussion ensued on the following:

- South Island Transportation Strategy progress
- Ecological asset management initiative

**MOVED by Director Helps, SECONDED by Director Murdoch,  
That the CAO Quarterly Report No. 2 - 2019 be received for information.  
CARRIED**

- 7.2. [19-645](#) Public Hearing Report on Bylaw No. 4285, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 142, 2019”

**MOVED by Alternate Director Quigley, SECONDED by Director Tait,  
a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4285, which is certified as a fair and accurate summary of the representations that were made at the public hearing held on June 12, 2019, for Bylaw No. 4285, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 142, 2019”, be received; and  
b) That Bylaw No. 4285 be read a third time and adopted.  
CARRIED**

- 7.3. [19-672](#) Public Hearing Report on Bylaw No. 4254, “Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 10, 2018”

**MOVED by Alternate Director Quigley, SECONDED by Director Tait,  
a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4254, which is certified as a fair and accurate summary of the representations that were made at the public hearing held on May 29, 2019, for Bylaw No. 4254, “Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 10, 2018”, be received; and  
b) That Bylaw No. 4254 be read a third time and adopted.  
CARRIED**

## 8. REPORTS OF COMMITTEES

### Electoral Areas Committee

- 8.1. [19-647](#) Magic Lake Estates Wastewater System Assent Voting for Loan Authorization Bylaw No. 4320

T. Robbins provided an overview of the Magic Lake Estates Wastewater System Loan Authorization Bylaw 4320.

**MOVED by Alternate Director Maberley, SECONDED by Director Holman,  
1. That Bylaw No. 4320, “Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019”, be introduced and read a first and second time,  
2. That Bylaw No. 4320 be read a third time;  
CARRIED**

**MOVED by Alternate Director Maberley, SECONDED by Director Holman,  
3. To direct staff to implement a referendum process under Section 344 of the Local Government Act;  
CARRIED**

**MOVED by Alternate Director Maberley, SECONDED by Director Holman,  
4. To direct staff to seek all possible grant funds eligible for wastewater infrastructure to assist with completing other required upgrades to the Magic**

Lake Estates Wastewater System;

5. To appoint Kristen Morley, General Manager, Corporate Services & Corporate Officer, as Chief Election Officer and Emilie Gorman, Deputy Corporate Officer, as Deputy Chief Election Officer with the power to appoint election officials as required;

6. Approve the wording of the bylaw question for the purposes of the ballot as follows:

Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw No. 4320, "Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019", authorizing the Capital Regional District to borrow an amount up to but not to exceed SIX MILLION DOLLARS (\$6,000,000) for the purpose of administering, planning, designing, acquiring and constructing the capital renewal and upgrade of the Magic Lake Estates Wastewater System.

YES or NO?";

7. Approve that the General Voting Day be held on Saturday, November 23, 2019 with the Advance Voting opportunities held on Wednesday, November 13, 2019 and Wednesday, November 20, 2019 at voting places to be determined by the Chief Election Officer; and

8. Approve the synopsis of Bylaw No. 4320, attached as Appendix A, for advertising purposes.

**CARRIED**

8.2. [19-643](#)

Amendments to Pender Islands Community Parks Bylaws

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman, That Bylaw No. 4307, "Community Parks Regulations (Pender Islands) By-law No. 1, 1987, Amendment Bylaw No. 2, 2019" be introduced and read a first, second, and third time.

**CARRIED**

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman, That Bylaw No. 4307 be adopted.

**CARRIED**

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman, That Bylaw No. 4309, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 66, 2019", be introduced and read a first, second, and third time.

**CARRIED**

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman, That Bylaw No. 4309 be adopted.

**CARRIED**

### Governance and Finance Committee

8.3. [19-618](#)

Bylaw No. 4308: 2019 to 2023 Financial Plan, Amendment Bylaw No. 2, 2019

**MOVED** by Director Brice, **SECONDED** by Director Blackwell, That Bylaw No. 4308, "2019 to 2023 Financial Plan, Amendment Bylaw No. 2, 2019" be introduced and read a first, second, and third time.

**CARRIED**

**MOVED by Director Brice, SECONDED by Director Desjardins  
That Bylaw No. 4308 be adopted.  
CARRIED**

- 8.4. [19-619](#) Bylaw No. 4315: Capital Regional District Recreation Services and Facilities Fees and Charges 2019-2020

**MOVED by Director Brice, SECONDED by Director Haynes,  
That Bylaw No. 4315, cited as “Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 13, 2019” be introduced and read a first, second, and third time.  
CARRIED**

**MOVED by Director Brice, SECONDED by Director Haynes,  
That Bylaw 4315 be adopted.  
CARRIED**

- 8.5. [19-625](#) Bylaws No. 4318 and 4319: Municipal Finance Authority Security Issuing Bylaws - Fall 2019

Discussion ensued on municipal borrowing through the Capital Regional District Board to Municipal Finance Authority (MFA).

**MOVED by Director Brice, SECONDED by Director Haynes,  
That Bylaw No. 4318, “Security Issuing Bylaw No. 5, 2019”, be introduced and read a first, second, and third time.  
CARRIED**

**MOVED by Director Brice, SECONDED by Director Tait,  
That Bylaw No. 4318 be adopted.  
CARRIED**

**MOVED by Director Brice, SECONDED by Director Helps,  
That Bylaw No. 4319, “Security Issuing Bylaw No. 6, 2019”, be introduced and read a first, second, and third time.  
CARRIED**

**MOVED by Director Brice, SECONDED by Director Tait,  
That Bylaw No. 4319 be adopted.  
CARRIED**

- 8.6. [19-660](#) Capital Regional District Advocacy Strategy

Discussion ensued on the following:  
- Focus on Board strategic initiatives  
- Role clarity

**MOVED by Director Brice, SECONDED by Director Windsor,  
That the Capital Regional District Advocacy Strategy be approved, as amended, and form the basis for individual advocacy initiatives.  
CARRIED**

- 8.7. [19-632](#) New Notice of Motion Procedure - Verbal Update

K. Morley spoke to the Notice of Motion Procedure - Verbal Update.

**MOVED by Director Brice, SECONDED by Director Windsor,  
That the verbal update on the New Notice of Motion Procedure be received  
for information.**

**CARRIED**

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

- 8.8.     [19-487](#)     Temporary Use Permit Renewal For That Part Of Section 97, Renfrew District As Shown Coloured Red On Plan 344R; Lot 1, Section 97, Renfrew District, Plan EPP24972; and Those Parts Of Block A And B, District Lot 751, Together With Unsurveyed Crown Foreshore Or Land Covered By Water Being Part Of The Bed Of Port San Juan, All Within Renfrew District, Containing 3.86 Hectares, More Or Less. - Parkinson Road**

**MOVED by Director Hicks, SECONDED by Director Blackwell,  
That a three year renewal for Temporary Use Permit TP000008 to allow the  
operation of a commercial marina, on That Part of Section 97, Renfrew  
District as Shown Coloured Red on Plan 344R; Lot 1, Section 97, Renfrew  
District, Plan EPP24972; and those Parts of Block A and B, District Lot 751,  
together with Unsurveyed Crown Foreshore or Land Covered by Water Being  
Part of the Bed of Port San Juan, all within Renfrew District, Containing 3.86  
Hectares, More Or Less be approved subject to the following conditions:**

- a) That the mobile food service be operated in accordance with Island  
Health's requirements for food service facilities, including permits to operate  
a water system.  
b) That no additional structures or modifications to structures be constructed  
on the lands for a use under this permit until such time as authorized by  
bylaw.**

**CARRIED**

### **Parks and Environment Committee**

- 8.9.     [19-614](#)     Invasive Species Service**

**MOVED by Director Isitt, SECONDED by Director Tait,  
That staff be directed to continue with the current administration and scope  
of the service for the purposes of coordinating invasive species management  
and education in the region and incorporating the service into the 2020-2023  
service plan with an ongoing position.**

**CARRIED**

- 8.10.    [19-606](#)     Abandoned Boats Program Update**

**MOVED by Director Isitt, SECONDED by Director Tait,  
1. That use of the funds set aside for marine-related debris disposal also be  
made available for removal and disposal of abandoned boats; and  
2. That the CRD Board advocate to Transport Canada to have 100% of future  
abandoned boat disposal and removal costs paid through their funding  
program.**

**CARRIED**

- 8.11.    [19-609](#)     Landfill Gas Utilization - Additional Information**

Discussion ensued on future considerations of LNG and RNG supply and demand.

**MOVED** by Director Isitt, **SECONDED** by Director Tait,  
That this report be received for information.  
**CARRIED**

**MOVED** by Director Isitt, **SECONDED** by Director Helps,  
That consideration of the recommendation be postponed until after the in camera meeting.  
The motion was withdrawn by the Mover and Seconder.  
**WITHDRAWN**

**8.11b.** [19-608](#)

Non-Migratory Canada Goose Management Update

Discussion ensued on the following:

- Environmental deer impact on the Gulf Islands
- Independent management strategies
- Different stakeholder groups for deer and geese
- CRD partnership in geese management
- Effectiveness of historical geese management, current process

**MOVED** by Director Isitt, **SECONDED** by Director Blackwell,  
That the Board advocate to senior levels of government for resources (e.g., policy, programs, research and grant funding) to maintain and enhance the scope and scale of non-migratory Canada goose management in the region and report back in one year on the efficacy of the advocacy or enhanced service levels.  
**CARRIED**

**MOVED** by Director Holman, **SECONDED** by Alternate Director Maberley,  
That the motion be amended to add the words "deer and" after "...the scope and scale of" and before "non-migratory Canada goose management".  
**DEFEATED**

**OPPOSED:** Mersereau, Murdoch, Orr, Ranns, Screech, Seaton, Tait, Williams, Windsor, Blackwell, Plant, Brice, Desjardins, Haynes, Helps, Loveday, McNeil-Smith, Martin

**MOVED** by Director Desjardins, **SECONDED** by Director Windsor,  
That staff bring to the Parks and Environment Committee a report regarding previous CRD work done regarding deer management.

**MOVED** by Director Isitt, **SECONDED** by Director Loveday,  
That the motion be amended to add the words " and options for advocacy." after "work done regarding deer management."  
**CARRIED**

The question was called on the arising motion as amended.

**MOVED** by Director Isitt, **SECONDED** by Director Blackwell,  
That staff bring to the Parks and Environment Committee a report regarding previous CRD work done regarding deer management and options for advocacy.  
**CARRIED**

**Planning and Protective Services Committee**



8.12. [19-584](#) Regional Growth Strategy Indicator Report

**MOVED** by Director Windsor, **SECONDED** by Director Williams,

a) That the Regional Growth Strategy (RGS) Indicator Report be received for information; and

b) That Regional and Strategic Planning staff be directed to forward copies of the RGS Indicator Report to municipal and Juan de Fuca Electoral Area staff as well as relevant CRD Divisions with encouragement to take actions to further advance progress towards RGS targets.

**CARRIED**

## 9. BYLAWS

There were no bylaws for consideration under this section.

## 10. NOTICE(S) OF MOTION

There were no Notice(s) of Motion.

## 11. NEW BUSINESS

There was no new business.

## 12. MOTION TO CLOSE THE MEETING

12.1. [19-683](#) Motion to Close the Meeting

**MOVED** by Director Desjardins, **SECONDED** by Director Haynes,

That the meeting be closed for the following items:

1. For Appointments under section 90 (1)(a) of the Community Charter. [1 item]

**CARRIED**

**MOVED** by Director Desjardins, **SECONDED** by Director Haynes,

2. For Intergovernmental Negotiations under section (2)(b) of the Community Charter [2 items]

**CARRIED**

**MOVED** by Director Blackwell, **SECONDED** by Director Haynes,

3. For Labour Relations under section 90 (1)(c) of the Community Charter. [2 items]

**CARRIED**

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

4. For Legal Update under section (90)(1)(g) of the Community Charter [1 item]

**CARRIED**

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

5. For consideration of whether an item should be considered in camera under section 90(1)(n) [1 item]

**CARRIED**

**13. RISE AND REPORT**

**13.1. [19-674](#) Rise and Report**

The Capital Regional District Board rose from closed session at 3:45 pm. and reported on the following items:

3.3 - Appointments to CRD Committees and Commissions

BE IT RESOLVED:

In accordance with Bylaw No. 3749, that the following person be appointed to the Southern Gulf Islands Electoral Area Emergency Advisory Commission for a term to expire December 31, 2019: Linda Cunningham

In accordance with Bylaw No. 3450, that the following person be appointed to the Salt Spring Island Transportation Commission for a term to expire December 31, 2020: Gayle Baker

In accordance with Bylaw No. 2972, that the following persons be appointed to the Southern Gulf Islands Harbour Commission for a term to expire August 31, 2021: Robert Fenton; and for a term to start September 1, 2019 and expire December 31, 2020: Jean Deschenes

**14. ADJOURNMENT**

**MOVED** by Director Blackwell, **SECONDED** by Alternate Director Quigley,  
**That the July 10, 2019 Capital Regional District Board meeting be adjourned at 3:45 pm.**  
**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**