

Meeting Minutes

Capital Regional District Board

Wednesday, September 11, 2019

1:00 PM

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

PRESENT

Directors: C. Plant (Chair), D. Blackwell (Vice-Chair), J. Brownoff (for S. Brice), B. Desjardins, F. Haynes, L. Helps, M. Hicks, G. Holman, D. Howe (1:08 pm), B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau, K. Murdoch, G. Orr, J. Ranns, D. Screech, L. Seaton, J. Bateman (for M. Tait), K. Harper (for N. Taylor), K. Williams, B. Thompson (for R. Windsor), G. Young

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; C. Nielson, Senior Manager, Human Resources; C. Culham, Senior Manager, Regional Housing; S. Henderson, Manager, Real Estate; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

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

1. TERRITORIAL ACKNOWLEDGEMENT

Director Screech provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Blackwell, **SECONDED** by Director Martin,
That Councillor Day from the City of Colwood and Councillor Fallot from the
Town of Sidney be added as delegations to the agenda.
CARRIED

MOVED by Director Blackwell, **SECONDED** by Alternate Director Brownoff,
That an additional four (4) minutes be added to the speaking time of the three (3)
delegations.
CARRIED

MOVED by Director Helps, **SECONDED** by Director Williams,
That the agenda for the September 11, 2019 Capital Regional District Board
meeting be approved as amended.
CARRIED

3. ADOPTION OF MINUTES

3.1. [19-779](#) Minutes of the August 14, 2019 Capital Regional District Board Meeting

MOVED by Director Williams, **SECONDED** by Director Helps,

That the minutes of the Capital Regional District Board meeting of August 14, 2019 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

Chair Plant welcomed Ms. Pepper Dick from the Songhees First Nation in a job shadowing capacity and Alternate Directors Harper, Thompson, Bateman, and Brownoff.

The Chair also spoke to the following:

- Advocacy work with the Federal Government during the election period
- Advocacy strategy in regards to the representation of our residents

5. PRESENTATIONS/DELEGATIONS

5.1 Presentations

There were no presentations.

5.2 Delegations

5.2.1. 19-787

Delegation - Marcie McLean; Member of Victoria Family Court & Youth Justice Committee: Re: Agenda Item 8.3.: Motion with Notice: Study of Victoria Family Court and Youth Justice Committee; C. Plant

M. McLean spoke to item 8.3., Study of Victoria Family Court and Youth Justice Committee.

5.2.2.

Delegation - Cynthia Day; Member of Victoria Family Court & Youth Justice Committee: Re: Agenda Item 8.3.: Motion with Notice: Study of Victoria Family Court and Youth Justice Committee

C. Day spoke to item 8.3., Study of Victoria Family Court and Youth Justice Committee.

Discussion ensued on the following:

- Response by the Chair
- Issuance of grants

5.2.3.

Delegation - Barbara Fallot; Councillor for the Town of Sidney: Re: Agenda Item 8.3.: Motion with Notice: Study of Victoria Family Court and Youth Justice Committee

Councillor Fallot spoke to item 8.3., Study of Victoria Family Court and Youth Justice Committee.

6. CONSENT AGENDA

MOVED by Director Howe, SECONDED by Director Loveday,
That the consent agenda be approved as presented.
CARRIED

6.1. [19-708](#) CRD External Grants Update

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

6.2. [19-739](#) UBCM Housing Needs Reports Program Grant Application

1. That the CRD Board authorize staff to apply to the Union of BC Municipalities for a grant under the 2019 Housing Needs Reports Program;
2. That the CRD Board Chair write a letter to the councils of the participating municipalities, electoral areas and local trust areas requesting approval of resolutions to support the CRD applying for, receiving and managing the Union of BC Municipalities 2019 Housing Needs Reports Program grant funding on their behalf; and
3. That the CRD Board approve the CRD providing overall grant management for a project under the Union of BC Municipalities 2019 Housing Needs Reports Program that includes the activities proposed in the Statement of Work presented in Appendix A.
CARRIED

7. ADMINISTRATION REPORTS

7.1. [19-727](#) BikeBC Cycling Infrastructure Program Grant acceptance

MOVED by Director Helps, SECONDED by Director Screech,
That the Capital Regional District Board authorize the Chief Administrative Officer to accept the BikeBC Cycling Infrastructure Grant on behalf of the Capital Regional District and execute all documents required to secure the funding.
CARRIED

7.2. [19-738](#) Appointments

MOVED by Director Blackwell, SECONDED by Director Murdoch,
That the following appointment be made:
Alternate Director Dan Quigley as an Alternate Trustee on the Vancouver Island Regional Library Board for a term to expire December 31, 2019.
CARRIED

7.3. [19-775](#) Public Hearing Report on Bylaw No. 4292, "Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 12, 2019"

MOVED by Director Hicks, SECONDED by Director Blackwell,
That the minutes that form the Report of the Public Hearing for Bylaw No. 4292, which is certified as a fair and accurate summary of the representations that were made at the public hearing held on September 3, 2019, for Bylaw No. 4292, "Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1,

2003, Amendment Bylaw No. 12, 2019”, be received.

That Bylaw No. 4292 be read a third time and adopted.

CARRIED

- 7.4. [19-777](#) Public Hearing Report on Bylaw No. 4266, “Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 11, 2019”

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That the minutes that form the Report of the Public Hearing for Bylaw No. 4266, which is certified as a fair and accurate summary of the representations that were made at the public hearing held on September 3, 2019, for Bylaw No. 4266, “Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 11, 2019”, be received.

That Bylaw No. 4266 be read a third time and adopted.

CARRIED

8. REPORTS OF COMMITTEES

Electoral Areas Committee

- 8.1. [19-754](#) Bylaw No. 4325: A Bylaw to Establish Community Safety Service on Salt Spring Island

MOVED by Director Holman, **SECONDED** by Director Howe,
That Bylaw No. 4325, “Salt Spring Island Community Safety Service Establishing Bylaw No. 1, 2019”, be introduced and read a first, second, and third time.

That staff be directed to conduct an alternative approval process for Bylaw No. 4325, “Salt Spring Island Community Safety Service Establishing Bylaw No. 1, 2019”.

CARRIED

- 8.2. [19-736](#) Notice of Motion: Appointment of Poet Laureate for the Juan de Fuca Electoral Area

Discussion ensued in favour of the appointment of Wendy Morton as Poet Laureate.

Chair Plant requested that Ms. Morton write a poem for the CRD and present it upon completion.

MOVED by Director Hicks, **SECONDED** by Alternate Director Bateman,
That Wendy Morton be appointed as Poet Laureate for the Juan de Fuca Electoral Area.

CARRIED

Governance and Finance Committee

- 8.3. [19-709](#) Motion with Notice: Study of Victoria Family Court and Youth Justice Committee; C. Plant

Discussion ensued on the following:

- Current CRD process of review for committees and commissions
- Role clarity to provide clear mandate
- Impact on VFCYJC operations and undertakings during the review phase
- Establishing bylaw provisions regarding grant functions
- A review done in 2010

**MOVED by Director Ranns, SECONDED by Director Blackwell,
That staff be directed to work with the Victoria Family Court (VFC) and Youth Justice Committee (YJC) to review the VFCYJC mandate, governance, finances and communications and prepare a report with recommendations.
CARRIED**

**MOVED by Director Orr, SECONDED by Director Desjardins,
That the CRD Board direct staff to report back at the next Board meeting with advice related to the interim ability to issue funds to the Victoria Family Court and the Youth Justice Committee.**

**MOVED by Director Isitt, SECONDED by Director Haynes,
That the arising motion be amended to add the sentence "That funds of up to \$1600 be allocated by staff towards the October 10, 2019 Mental Health Conference".
CARRIED**

**MOVED by Director Orr, SECONDED by Director Desjardins,
The question was called on the arising motion as amended.
That the CRD Board direct staff to report back at the next Board meeting with advice related to the interim ability to issue funds to the VFCYJC and;
That funds of up to \$1600 be allocated by staff towards the October 10, 2019 Mental Health Conference.
CARRIED**

8.4. [19-756](#)

Appointment Process for Southern Vancouver Island Representative on B.C. Ferries Authority Board of Directors

**MOVED by Director Ranns, SECONDED by Director Desjardins,
Direct staff to work with B.C. Ferry Authority to place advertisements and invite applications to be the Southern Vancouver Island representative on the B.C. Ferry Authority Board of Directors;**

2. Form a subcommittee of up to five (5) members who will make a short list of up to three (3) recommended appointments for consideration by the CRD Board at the November meeting.

3. (a) That the following 5 Directors be appointed to the committee:

Director from Central Saanich

Director from SGI

Director from Sidney

Director from North Saanich

Director from SSI; and

(b) That the Board Chair be authorized to appoint alternate members for those nominees not be listed in sitting on the subcommittee.

CARRIED

Hospitals and Housing Committee

8.5. [19-741](#)

Regional Housing First Program Alternative Approval Process and

Bylaw Amendments

MOVED by Director Helps, SECONDED by Director Haynes,
1. That Bylaw No. 4326, Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010, Amendment Bylaw No. 1, 2019 be introduced and read a first, second, and third time;
CARRIED

MOVED by Director Helps, SECONDED by Director Haynes,
2. That Bylaw No. 4327, Land Assembly, Housing and Land Banking Loan Authorization Bylaw No. 2, 2019, be introduced and read a first, second and third time.
CARRIED

MOVED by Director Helps, SECONDED by Director Haynes,
3. That elector assent for Bylaws No. 4326 and 4327 in the 13 municipalities be obtained via municipal council consent on behalf, according to section 346 of the Local Government Act; and
4. That elector assent for Bylaws No. 4326 and 4327 in the Electoral Areas be obtained via alternative approval process, according to section 345 of the Local Government Act.
CARRIED

8.6. [19-740](#) 208-242 Wilson Street Housing Agreement and Bylaw

MOVED by Director Helps, SECONDED by Director Haynes,
That Bylaw No. 4323, “Resale Control and Housing Agreement Bylaw 208-242 Wilson Street, 2019” be introduced and read a first, second and third time.
CARRIED

MOVED by Director Helps, SECONDED by Director Haynes,
That Bylaw No. 4323 be adopted.
CARRIED

Parks and Environment Committee

8.7. [19-750](#) Solid Waste Management Plan - Proposed Strategies and Targets for the First Round of Public Consultation

Director Isitt spoke to the Solid Waste Management Plan.

Discussion ensued on the following:

- Consultations on organics with region's municipalities
- Diversion tables
- Vehicle emission reduction options for waste transport vehicles
- Tourism stakeholder engagement
- Progress for recycling collections at multi-family buildings
- Public consultation and feedback

MOVED by Director Isitt, SECONDED by Director Howe,
That staff initiate the first round of public consultation on the proposed strategies and targets for the new Solid Waste Management Plan.
That staff bring back a report on a high level cost estimate of a passing lane on the steep 1.5 km section of Willis Pt. Rd. adjacent to Hartland Landfill.
CARRIED

- 8.8. [19-749](#) Capital Regional District Waterways and Beaches
- MOVED by Director Isitt, SECONDED by Director Howe,
That this report be received for information.
That the Board Chair write to Island Health and the Province (Ministries of Health and Environment) appreciating the sampling service and lamenting the end of the service and downloading to local government.
CARRIED**
- MOVED by Director Isitt, SECONDED by Director Howe,
That staff be directed to include for the Board's consideration, as part of 2020 final plan, an allocation for sampling of beaches for recreational swimming.
That consideration be given to including the Dallas Rd. waterfront beach in the vicinity of Cook St., and that staff engage member local governments on the proposed sampling locations.
CARRIED**
- 8.9. [19-755](#) Elk/Beaver Lake Remediation Project - Progress Update
- Discussion ensued on the following:
- Watershed source control and management plan
 - Grant applications, funding requisition of remediation plan
 - Impact of deterioration on biodiversity and recreation
 - Aerator functions and funding options
- MOVED by Director Isitt, SECONDED by Director Screech,
That this report be received for information.
That staff be directed to pursue external funding opportunities and partnerships to offset costs associated with the remediation of Elk and Beaver lakes.
That staff incorporate capital and operating expenditures into the Regional Parks five-year financial plan, subject to receiving at least 50% capital grant funds for the project.
CARRIED**
- 8.10. [19-746](#) Deer Management Update
- Discussion ensued on the following:
- Deer management on Mayne Island
 - Regional Mayors' letter to the Provincial Government
 - Statistics for deer killed by motor vehicles, ICBC impact
- MOVED by Director Howe, SECONDED by Director Holman,
That this report be received for information.
That the CRD Chair write to the Province urging them to assume responsibility for deer management in the region including coordinating possible population control mechanisms.
CARRIED**
- 8.11. [19-737](#) Amendment of Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 3675
- MOVED by Director Isitt, SECONDED by Director Howe,
That Bylaw No. 4324, "Capital Regional District Parks Services and Facilities**

Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 9, 2019”, be introduced and read a first, second and third time.

CARRIED

MOVED by Director Isitt, **SECONDED** by Director Howe,
That Bylaw No. 4324 be adopted.

CARRIED

9. BYLAWS

There were no new bylaws.

10. NOTICE(S) OF MOTION

There were no new Notices of Motion.

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. [19-774](#) Motion to Close the Meeting

MOVED by Director Desjardins, **SECONDED** by Director Howe,
That the meeting be closed for Appointments under section 90(1)(a) of the
Community Charter.

CARRIED

MOVED by Director Helps, **SECONDED** by Director Screech,
That the meeting be closed for labour relations or other employee relations
under section 90(1)(c) of the Community Charter.

CARRIED

13. RISE AND REPORT

The Capital Regional District Board rose from the closed session at 2:54 pm.
and reported on the following items:

3.1 - Appointments to Capital Regional District Committees and Commissions
BE IT RESOLVED:

In accordance with Bylaw No. 2558, that the following persons be appointed to
the Sticks Allison Water Local Service Committee for a term to start November
1, 2019 and expire October 31, 2021: Jan Fenby, George Menyhart

In accordance with Bylaw No. 1875, that the following person be appointed to
the Lyall Harbour Boot Cove Water Local Service Committee for a term to
expire December 31, 2019: Jeanne Crerar

In accordance with Bylaw No. 1875, that the following persons be appointed to
the Lyall Harbour Boot Cove Water Local Service Committee for a term to start
January 1, 2020 and expire December 31, 2021: Jeanne Crerar, Michael Fry

In accordance with Bylaw No. 2339, that the following persons be appointed to the Magic Lake Estates Water and Sewer Committee for a term to start November 1, 2019 and expire October 31, 2021: Marika Kenwell, Michael Fossil, Wally Foster

In accordance with Bylaw No. 2339, that the following person be appointed to the Magic Lake Estates Water and Sewer Committee for a term to expire October 31, 2020: Jean Deschenes

In accordance with Bylaw No. 3749, that the following persons be appointed to the Southern Gulf Islands Electoral Area Emergency Advisory Commission for a term to expire December 31, 2021: Charlie Boyte, Brenda Clairo

In accordance with Bylaw No. 3727, that the following person be appointed to the Salt Spring Island Community Economic Development Commission for a term to expire December 31, 2020: Daniel Wood

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, 2019: Mitchell Sherrin

In accordance with Bylaw No. 3654, that the following persons be appointed to the Shirley Fire Protection and Emergency Response Commission for a term to expire December 31, 2020: Brian Einarson, James Powell

14. ADJOURNMENT

MOVED by Director McNeil-Smith, **SECONDED** by Director Orr,
That the September 11, 2019 Capital Regional District Board meeting be
adjourned at 2:54 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER