

Meeting Minutes

Capital Regional District Board

Wednesday, November 13, 2019

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

INAUGURAL MEETING

PRESENT

Directors: C. Plant (Chair), D. Blackwell (Vice-Chair), S. Brice, B. Desjardins, F. Haynes, L. Helps, M. Hicks, G. Holman, D. Howe, B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau, K. Murdoch, G. Orr, J. Ranns, D. Screech, L. Seaton, N. Taylor (1:20 pm), 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; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; C. Culham, Senior Manager, Regional Housing; C. Nielson, Senior Manager, Human Resources; S. Henderson, Manager, Real Estate; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder); T. Pillipow, Committee Clerk

Regrets: Director Tait

Guest: Robert Macquisten, Stewart McDannold Stuart Barristers and Solicitors

1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 1:06 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

The Chief Administrative Officer provided a Territorial Acknowledgement in the preceding Capital Region Housing Corporation Board meeting.

3. ELECTION OF THE CHAIR OF THE BOARD

The Chief Administrative Officer called for nominations for the position of Chair of the Capital Regional District Board for 2020.

Director Blackwell nominated Director Plant. Director Plant accepted the nomination.

The Chief Administrative Officer called for nominations a second time.

The Chief Administrative Officer called for nominations a third and final time.

Hearing no further nominations, the Chief Administrative Officer declared

Director Plant Chair of the Capital Regional District Board for 2020 by acclamation.

4. ELECTION OF VICE CHAIR OF THE BOARD

Chair Plant called for nominations of Vice Chair of the Capital Regional District Board for 2020.

Director Haynes nominated Director Blackwell. Director Blackwell accepted the nomination.

Chair Plant called for nominations a second time.

Chair Plant called for nomination a third and final time.

Hearing no further nominations, Chair Plant declared Director Blackwell Vice Chair of the Capital Regional District Board for 2020 by acclamation.

RECESS

The CRD Board recessed at 1:09 pm.

The CRD Board returned from recess at 1:18 pm.

5. APPROVAL OF THE AGENDA

MOVED by Director Isitt, **SECONDED** by Director Mersereau,
That Item 9.7 be removed from the Consent Agenda and be added under
Administration Reports as Item 11.2b.
CARRIED

MOVED by Director Isitt, **SECONDED** by Director Mersereau,
That the agenda for the November 13, 2019 Capital Regional District Board
meeting be approved as amended.
CARRIED

6. ADOPTION OF MINUTES

- 6.1. [19-963](#) Minutes of the October 09, 2019 Capital Regional District Board Meeting

MOVED by Director Seaton, **SECONDED** by Director Mersereau,
That the minutes of the Capital Regional District Board meeting of October 09,
2019 be adopted as circulated.
CARRIED

7. REPORT OF THE CHAIR

Chair Plant gave an inaugural address and thanked the Board for the opportunity to serve again for the upcoming year.

The Chair spoke on main accomplishments over the past year including a four year Strategic Plan and the unanimous declaration of a Climate Emergency.

The Chair also spoke to upcoming changes to a few of the existing committees.

The current Parks and Environment Committee will be separated into two committees as before, a Parks Committee and an Environment Committee. The Transportation Committee will become part of the Planning and Protective Services Committee and will be reassessed when the Province releases its Transportation Strategy.

For the upcoming year, the Chair spoke to our First Nations Relations objectives, the upcoming operational Wastewater Treatment Project and the recent establishment of the Arts Facilities Select Committee as just a few of the goals for the upcoming year.

8. PRESENTATIONS/DELEGATIONS

8.1 Presentations

There were no presentations.

8.2 Delegations

- 8.2.1. [19-977](#) Delegation - Alon Soraya; Representing South island Mountain Bike Society Re: Agenda Item 11.3: Mountain Bike Policy - Notice of Motion from Director Tait

Alon Soraya spoke in favour of the Mountain Bike Policy.

- 8.2.2. [19-978](#) Delegation - Hazel Prince; Representing Dirty Girlz Bike Club Re: Agenda Item 11.3: Mountain Bike Policy - Notice of Motion from Director Tait

Hazel Prince spoke in favour of the Mountain Bike Policy.

- 8.2.3. [19-979](#) Delegation - Daniel Cammiade; Representing Nature Trails Society Re: Agenda Item 11.3: Mountain Bike Policy - Notice of Motion from Director Tait

Daniel Cammiade spoke in favour of the Mountain Bike Policy.

9. CONSENT AGENDA

MOVED by Director Helps, **SECONDED** by Director Isitt,
That consent agenda Items 9.1. through 9.8. be approved as presented. Item 9.7 was removed from the Consent Agenda and moved to Administration Reports as Item 11.2b.

CARRIED

- 9.1. [19-826](#) Wastewater Treatment Project Q2 2019 Quarterly Report

That this report be received for information.

- 9.2. [19-834](#) Wastewater Treatment Project July 2019 Monthly Report

That this report be received for information.

- 9.3. [19-835](#) Wastewater Treatment Project August 2019 Monthly Report
That this report be received for information.
- 9.4. [19-828](#) Core Area Inflow & Infiltration Program - 2019 Report
That the Core Area Inflow & Infiltration Program 2019 Report be approved.
- 9.5. [19-809](#) Wastewater Treatment Project Options to Further Mitigate Costs
That the Wastewater Treatment Project Options to Further Mitigate Costs report be received for information.
- 9.6. [19-917](#) CRD External Grants Update
That the Capital Regional District External Grants Update be received for information.
- 9.8. [19-950](#) Alternative Approval Process for Bylaw 4325 - Salt Spring Island Community Safety Service
- 1) That in accordance with section 86 (3) of the Community Charter, the date of December 9, 2019 be established as the deadline by which electoral response, under the Alternate Approval process for CRD Bylaw 4325, must be submitted to the Capital Regional District by qualified electors within the Salt Spring Island Electoral Area;
 - 2) That the attached Notice of Alternative Approval Process and the Elector Response Form be approved; and
 - 3) That the total number of electors within the service area is 9,095 and that 10% of that number or 910 electors must submit elector response forms to prevent the CRD from enacting Bylaw No. 4325 without the assent of the electors by referendum.

10. ADMINISTRATION REPORTS

There were no administration reports.

11. REPORTS OF COMMITTEES

Governance and Finance Committee

- 11.1. [19-916](#) Bylaw No. 4332: 2019 to 2023 Financial Plan Bylaw, 2019, Amendment Bylaw No. 4, 2019
- MOVED by Director Brice, SECONDED by Director Howe,
That Bylaw No. 4332, "2019 to 2023 Financial Plan Bylaw, 2019, Amendment Bylaw No. 4, 2019" be introduced and read a first, second, and third time.
CARRIED**
- MOVED by Director Brice, SECONDED by Director Howe,
That Bylaw No. 4332 be adopted.
CARRIED**

- 11.2. [19-933](#) Approval of Bylaw 4330; a Bylaw to amend Bylaw No. 3343 being "Officers', General Managers' and Management Staff's Bylaw No.1, 2006"

MOVED by Director Brice, **SECONDED** by Director Howe,
That Bylaw No. 4330, cited as "Officers', General Managers' and Management Staff's Bylaw No.1, 2006, Amendment Bylaw No.5, 2019" be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Brice, **SECONDED** by Director Howe,
That Bylaw No. 4330 be adopted.
CARRIED

- 11.2b. [19-864](#) Sooke Region Museum and Visitor Centre Reporting Structure

Discussion ensued on the following:

- JDF Electoral Area non-representation on the Sooke Region Museum and Visitor Centre Reporting Structure
- consideration for service to be based on population versus converted assessed value
- structure of service

MOVED by Director Haynes, **SECONDED** by Director Howe,
That this report be received for information.

MOVED by Director Hicks, **SECONDED** by Director Windsor,
That the motion be amended to add the words "...and that staff be directed to negotiate with the District of Sooke and the Sooke Museum to consider the service funding model to be based on population instead of converted assessed value."

MOVED by Director Screech, **SECONDED** by Director Ranns,
For referral to the Governance and Finance Committee for further discussion.

MOVED by Director Loveday, **SECONDED** by Director Helps,
That the referral motion be amended to replace the words "For referral" with the words "To refer the matter".

OPPOSED: Hicks

CARRIED

MOVED by Director Screech, **SECONDED** by Director Ranns,
To refer the matter to the Governance and Finance Committee for further discussion.

OPPOSED: Blackwell, Desjardins, Haynes, Helps, Hicks, Holman, Howe, Isitt, Loveday, McNeil-Smith, Martin, Mersereau, Murdoch, Orr, Seaton, Taylor, Williams, Windsor, Young

DEFEATED

MOVED by Director Loveday, **SECONDED** by Director Taylor,
That this matter be referred to the next CRD meeting.

MOVED by Director Hicks, **SECONDED** by Director Isitt,
The the amendment be amended to add the words "...including the same funding mechanism as SEAPARC." after the words "...for the service."

CARRIED

MOVED by Director Isitt, SECONDED by Director Windsor,
That the referral be amended to "That the matter be referred to the next CRD Board meeting and invite comment from the District of Sooke and the JDF EA on the preferred governance and funding model for the service."

MOVED by Director Haynes, SECONDED by Director Blackwell,
That this matter be referred to the next CRD Board meeting and invite comment from the District of Sooke and the JDF EA on the preferred governance and funding model for the service including the same funding mechanism as SEAPARC.

CARRIED

Parks and Environment Committee

11.3. [19-780](#) Mountain Bike Policy - Notice of Motion from Director Tait

Director Isitt spoke to Item 11.3, the Mountain Bike Policy.

Discussion ensued on the following:

- focus of study
- Terms of Reference
- protection of green space

MOVED by Director Isitt, SECONDED by Director Screech,
WHEREAS CRD Parks has significant land holdings suitable for forest-based recreation on the South Island, and that Harbourview has opened in recent years and includes mountain biking as a promoted and encouraged activity;
AND WHEREAS the Hartland mountain biking area has been proven to mitigate trail system challenges through appropriate management over the past 20 years;

AND WHEREAS investment into trail infrastructure comes at a much lower cost with more longevity when qualified volunteer members of the public are involved in specific aspects of park maintenance relating to their particular approach to utilizing trail systems;

AND WHEREAS a Mountain Bike Policy would provide the necessary framework to coordinate and focus volunteer activities and events, target challenges and develop formalized strategies to fairly and effectively defuse them, identify capital improvements and budget for the necessary funding to sustain and enhance the overall trail experience for constituents and visitors, while creating job opportunities for Parks staff;

THEREFORE be it resolved that the CRD Parks & Environment Committee recommend that the Board approve a budget and provide staffing and request that staff develop the Terms of Reference for an advisory committee whose goal is to develop a Mountain Biking Policy for CRD Parks, within a defined timeframe.

CARRIED

MOVED by Director Ranns, SECONDED by Director Hicks,
That the words "...with the initial focus on mountain bikers..." be added to the words "...develop a Mountain Biking Policy for CRD Parks, within a defined timeframe...".

OPPOSED: Blackwell, Brice, Haynes, Helps, Holman, Howe, Mersereau,

McNeil-Smith, Murdoch, Orr, Plant, Screech, Seaton, Williams, Windsor
DEFEATED

MOVED by Director Isitt, SECONDED by Director Screech,
WHEREAS CRD Parks has significant land holdings suitable for forest-based recreation on the South Island, and that Harbourview has opened in recent years and includes mountain biking as a promoted and encouraged activity; AND WHEREAS the Hartland mountain biking area has been proven to mitigate trail system challenges through appropriate management over the past 20 years;
AND WHEREAS investment into trail infrastructure comes at a much lower cost with more longevity when qualified volunteer members of the public are involved in specific aspects of park maintenance relating to their particular approach to utilizing trail systems;
AND WHEREAS a Mountain Bike Policy would provide the necessary framework to coordinate and focus volunteer activities and events, target challenges and develop formalized strategies to fairly and effectively defuse them, identify capital improvements and budget for the necessary funding to sustain and enhance the overall trail experience for constituents and visitors, while creating job opportunities for Parks staff;
THEREFORE be it resolved that the CRD Parks & Environment Committee recommend that the Board approve a budget and provide staffing and request that staff develop the Terms of Reference for an advisory committee whose goal is to develop a Mountain Biking Policy for CRD Parks, within a defined timeframe.
CARRIED

11.4. [19-857](#)

Regional Parks - Sustainable Funding

Discussion ensued on the following:

- clarification of the 25% from fundraising options
- revenue options, maintenance expenses
- municipalities' contribution

MOVED by Director Isitt, SECONDED by Director Screech,
1. That the Land Acquisition Fund be renewed for an additional 10 years (2020-2029) at a levy of \$20/household; and,
2. That land acquisitions be funded with an averaged contribution from community partners at an additional 25%; and,
4. That staff report back in 2020 on strategies to ensure that sufficient funding is in place in future years to sustain the Regional Parks service.
OPPOSED: Desjardins, Windsor
CARRIED

12. BYLAWS

There were no bylaws for consideration under this section.

13. NOTICE(S) OF MOTION

13.1. Notice of Motion: Director Isitt: District of Highlands

That the Board receive the letters from the District of Highlands and the Highland District Community Association and refer the matter to the Regional

Parks Committee, requesting that the committee consider providing comment to the Province on potential impacts to adjacent CRD property from the proposal referenced in the letters, including potential impacts on water quality and potential mitigation measures.

K. Morley spoke to the Notice of Motion process.

Discussion ensued on the groundwater concerns from the District of Highlands.

The Notice of Motion was withdrawn by Director Isitt.

14. NEW BUSINESS

15. MOTION TO CLOSE THE MEETING

15.1. [19-966](#) Motion to Close the Meeting

MOVED by Director Mersereau, SECONDED by Director Hicks,

1. That the meeting be closed for Contract Negotiations in accordance with the Community Charter (90)(1)(k).

CARRIED

MOVED by Director Mersereau, SECONDED by Director Hicks,

2. That the meeting be closed for Labour Relations in accordance with the Community Charter (90)(1)(c).

CARRIED

MOVED by Director Mersereau, SECONDED by Director Hicks,

3. That the meeting be closed for Appointments in accordance with the Community Charter 90(1)(a).

CARRIED

MOVED by Director Mersereau, SECONDED by Director Hicks,

4. That the meeting be closed for Land Acquisition in accordance with the Community Charter 90(1)(e).

CARRIED

MOVED by Director Mersereau, SECONDED by Director Hicks,

5. That the disclosure could reasonably be expected to hard the interests of the Regional District.

CARRIED

16. RISE AND REPORT

The Capital Regional District Board rose from closed session at 4:00 pm. and reported on the following items:

3.2 - Nominations to the B.C. Ferry Authority Board

That the CRD Board Chair forward the following two (2) nominees, in alphabetical order (not ranked), to the B.C. Ferry Authority Board from the received applications.

- Douglas Crowder
- Susan Mehinagic

3.4 - Regional Housing First Program Project Funding Increases

- a) That the Regional Housing First Program (RHFP) equity contribution to the Cedar Grove project be increased to \$9,000,000 for 30 units rented at the provincial income assistance shelter rates.
- b) That the RHFP equity contribution to the Croftonbrook project be increased to \$5,400,000 for 18 units rented at the provincial income assistance shelter rates.
- c) That the RHFP equity contribution to the Drennan/Sooke project be increased to \$10,200,000 for 34 units rented at the provincial income assistance shelter rates.

3.6 - Appointments to CRD Committees and Commissions

In accordance with Bylaw No. 3763, that the following person be appointed to the Salt Spring Island Parks and Recreation Advisory Commission for a term to expire December 31, 2019: Colin Walde

In accordance with Bylaw No. 3520, that the following person be appointed to the Traffic Safety Commission for a term to expire December 31, 2020: Carolyn Maxwell

In accordance with Bylaw No. 3520, that the following persons be appointed to the Traffic Safety Commission for a term to expire December 31, 2021: Chris Foord, Colleen Woodger, Shawn Haley, Erin Anderson

In accordance with Bylaw No. 3561, that the following person be appointed to the Pender Island Parks and Recreation Commission for a term to expire December 31, 2019: Ron Underhill

17. ADJOURNMENT

**MOVED by Director Loveday, SECONDED by Director Seaton,
That the November 13, 2019 Capital Regional District Board meeting be
adjourned at 4:00 pm.
CARRIED**

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER