

Meeting Minutes

Capital Regional District Board

Wednesday, January 8, 2020

1:10 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

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, M. Tait, K. Harper (for N. Taylor), 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; S. Eam, Supervisor, Financial Services; S. Closson, Committee Clerk (Recorder)

Guests: Lenora Lee, Audit Engagement Partner, Sara Bennett, KPMG

The meeting was called to order at 1:11 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided by Director Helps in the preceding Capital Region Housing Corporation Board meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Hicks, **SECONDED** by Director Mersereau,
That introduced agenda item 10.2. approved at the earlier Electoral Areas
Committee meeting be moved for consideration after Section 6, Consent Agenda.
CARRIED

MOVED by Director Haynes, **SECONDED** by Director Helps,
That the agenda for the January 08, 2020 Capital Regional District Board meeting
be approved as amended.
CARRIED

3. ADOPTION OF MINUTES

3.1. [20-023](#) Minutes of the December 11, 2019 Capital Regional District Board Meeting

MOVED by Director Seaton, **SECONDED** by Director Haynes,
That the minutes of the Capital Regional District Board meeting of December 11,
2019 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

The Chair welcomed Alternate Director Harper attending for Director Taylor and noted the seating will change again for the next six months. The Chair also mentioned the tragedy of the Iranian airplane crash in which Canadian citizens were lost and expressed our collective condolences to those who lost loved ones. In remembrance, the CRD will lower the flag.

There are new projects coming online in 2020 and we will continue to work in step with our strategic initiatives. The CRD is also proceeding with a bylaw to borrow funds for the development of additional housing units. It is the Chair's hope that CRD Directors continue to be champions for this initiative.

5. PRESENTATIONS/DELEGATIONS

5.1 Presentations

- 5.1.1. [20-035](#) Capital Regional District 2019 Audit Planning Report, Lenora Lee, lead Audit Engagement Partner, KPMG

L. Lee provided an overview of the Audit Planning Report.

5.2 Delegations

There were no delegations.

6. CONSENT AGENDA

**MOVED by Director Howe, SECONDED by Director Murdoch,
CARRIED**

- 6.1. [20-003](#) Alternative Approval Process Results for Salt Spring Island Community Safety Service Establishment - Bylaw No. 4325

1. That the attached Certificate of Results from the Corporate Officer for Bylaw No. 4325 be received, and
2. That no further action be taken on elector assent or adoption for Bylaw No. 4325 at this time.

- 6.2. [20-030](#) Housing Strategy for the Southern Gulf Islands

1. That staff develop a housing strategy for the Southern Gulf Islands Electoral Area, and
2. That implementation of the SGI housing strategy be considered in the 2021 service planning process.

- 6.3. [20-033](#) Update on Connectivity Planning for the Southern Gulf Islands

That staff be directed to seek partnerships with one or more Internet Service Providers and pursue funding for the design and implementation of the Southern Gulf Islands Connectivity Plan.

10. NOTICE(S) OF MOTION

10.2. Notice of Motion: Gas Tax Funds - Director Hicks

Director Hicks spoke to the Notice of Motion regarding Gas Tax Funds.

Discussion ensued on the following:

- presenting the matter to the UBCM
- clarification of Notice of Motion procedures and criteria

MOVED by Director Hicks, **SECONDED** by Director Holman,
WHEREAS the Federal Government distributes gas tax to municipalities and electoral areas throughout Canada based on population;
AND WHEREAS the Provincial Government allows gas tax funds to be used as a municipal or electoral area contribution towards some Provincial grants applications:

THEREFORE BE IT RESOLVED that Gas Tax funds should not be considered stacking, and Municipalities and Electoral Areas be permitted to use their Gas Tax funds when contributing to all Provincial and Federal Grant Programs.

MOVED by Director Helps, **SECONDED** by Alternate Director Harper,
That deliberation be postponed until the Notice of Motion is put forward for consideration.

CARRIED

MOVED by Director Helps, **SECONDED** by Director Haynes,
That the Notice of Motion be considered at this meeting.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Holman,
WHEREAS the Federal Government distributes gas tax to municipalities and electoral areas throughout Canada based on population;
AND WHEREAS the Provincial Government allows gas tax funds to be used as a municipal or electoral area contribution towards some Provincial grants applications:

THEREFORE BE IT RESOLVED that Gas Tax funds should not be considered stacking, and Municipalities and Electoral Areas be permitted to use their Gas Tax funds when contributing to all Provincial and Federal Grant Programs.

CARRIED

7. ADMINISTRATION REPORTS

7.1. [20-001](#) CAO Quarterly Progress Report No. 4 - 2019

R. Lapham spoke to the CAO Quarterly Progress Report.

Discussion ensued on the following:

- regional climate forum
- savings to region on Wastewater Project

MOVED by Director Mersereau, **SECONDED** by Director Haynes,
That the CAO Quarterly Progress Report No. 4 - 2019 be received for information.

CARRIED

7.2. [20-004](#) Capital Regional District 2019 Audit Planning Discussion

Discussion ensued on the following:

- end of life assets
- risk based approach
- ongoing audits regarding maintenance

**MOVED by Director Howe, SECONDED by Director Desjardins,
That the Capital Regional District 2019 Audit Plan developed by KPMG be
approved.**

CARRIED

7.3. [20-005](#) Bylaw Nos. 4344, 4345 and 4346: Municipal Finance Authority Security Issuing, Spring 2020

N. Chan introduced Bylaws 4344, 4345, 4346.

**MOVED by Director Mersereau, SECONDED by Director Murdoch,
That Bylaw No. 4344, "Security Issuing Bylaw No. 1, 2020", be introduced and
read a first, second, and third time.**

CARRIED

**MOVED by Director Mersereau, SECONDED by Director Murdoch,
That Bylaw No. 4344 be adopted.**

CARRIED

**MOVED by Director Mersereau, SECONDED by Director Murdoch,
That Bylaw No. 4345, "Security Issuing Bylaw No. 2, 2020", be introduced and
read a first, second, and third time.**

CARRIED

**MOVED by Director Mersereau, SECONDED by Director Murdoch,
That Bylaw No. 4345 be adopted.**

CARRIED

**MOVED by Director Mersereau, SECONDED by Director Murdoch,
That Bylaw No. 4346, "Security Issuing Bylaw No. 3, 2020", be introduced and
read a first, second, and third time.**

CARRIED

**MOVED by Director Mersereau, SECONDED by Director Murdoch,
That Bylaw No. 4346 be adopted.**

CARRIED

7.4. [20-020](#) Zoning Amendment Application for Lot 12, Section 128, Sooke District, Plan VIP58851 - 5495 Mt. Matheson Road

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That the motion be deferred until the next CRD Board meeting.**

CARRIED

7.5. [20-031](#) Appointments

MOVED by Director Blackwell, SECONDED by Director Brice,

That the following appointments be made to the Royal and McPherson Theatres Society Board:

Tara Ney - Oak Bay Representative
Cairine Green - Oak Bay Representative (Alternate)

That the following appointment be made to the Royal and McPherson Theatres Society Advisory Committee:

Kevin Murdoch - Oak Bay Representative

That the following appointment be made to the Victoria Family Court and Family Youth Justice Committee:

Esther Paterson - Oak Bay

That the following appointments be made as Shareholders to CREST (Capital Regional Emergency Services Telecommunications)

Mike Hicks - Juan de Fuca
Gary Holman - Salt Spring Island
Dave Howe - Southern Gulf Islands
CARRIED

Director Hicks left the meeting at 1:58 pm.

8. REPORTS OF COMMITTEES

There were no reports of committees.

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

10.1. [20-034](#) Notice of Motion: Kings Road - Director Holman

Director Holman spoke to the Notice of Motion regarding Kings Road property consideration.

Discussion ensued on the following:

- removal of green space
- fundraising efforts
- tabling options

MOVED by Director Holman, **SECONDED** by Director Loveday,
That CRD staff provide a report to the Hospitals and Housing Committee examining options for the purchase of a small portion of the Kings Road property in Saanich, at a cost of up to \$2 million, for the purposes of affordable housing while still protecting all of the undeveloped portion of the parcel, including the forested riparian corridor.

MOVED by Alternate Director Harper, **SECONDED** by Director Haynes,
That the motion be tabled until the September 9, 2020 Board meeting.

CARRIED

OPPOSED: Holman, Martin, McNeil-Smith, Screech, Seaton Tait

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. [20-036](#) Motion to Close the Meeting

MOVED by Director Mersereau, **SECONDED** by Director Martin,
That the meeting be closed for a Legal Update under s. 90 (1)(g) of the
Community Charter.
CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Martin,
That the meeting be closed for a Labour Relations Update under s. 90 (1)(c) of the
Community Charter.
CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Martin,
That the meeting be closed for appointments under s. 90 (1)(a) of the Community
Charter.
CARRIED

The meeting went in camera at 2:13 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from closed session at 2:45 pm. and reported on the following item:

3.2. - Appointments to CRD Committees and Commissions

In accordance with Bylaw No. 3693, that the following person be appointed to the SSI - Beddis Water Service Commission for a term to start January 9, 2020 and expire December 31, 2020: Michael McCormick

In accordance with Bylaw No. 3450, that the following person be appointed to the Salt Spring Island Transportation Commission for a term to start January 9, 2020 and expire December 31, 2021: Rod Sanderson

In accordance with Bylaw No. 2788, that the following person be appointed to the Sooke and Electoral Area Parks and Recreation Commission for a term to start January 9, 2020 and expire August 31, 2020: Holly Johnson

In accordance with Bylaw No. 2788, that the following persons be appointed to the Sooke and Electoral Area Parks and Recreation Commission for a term to start January 9, 2020 and expire December 31, 2021: Derek W. Bishop, Dal Little, Jim Perkins

In accordance with Bylaw No. 3488, that the following persons be appointed to the Mayne Island Parks and Recreation Commission for a term to start January 9, 2020 and expire December 31, 2021: Peter Askin, Veronica Euper

In accordance with Bylaw No. 3427, that the following person be appointed to the Saanich Peninsula Wastewater Commission for a term to start January 9, 2020 and expire December 31, 2020: David Kelbert

In accordance with Letters Patent, that the following person be appointed to the Saanich Peninsula Water Commission for a term to start January 9, 2020 and expire December 31, 2020: David Kelbert

In accordance with Bylaw No. 2397, that the following person be appointed to the Peninsula Recreation Commission for a term to start January 9, 2020 and expire December 31, 2021: Ted Daly

14. ADJOURNMENT

MOVED by Director Helps, **SECONDED** by Director Orr,
That the January 08, 2020 Capital Regional District Board meeting be adjourned
at 2:45 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER