

Meeting Minutes

Capital Regional District Board

Wednesday, March 11, 2020

1:00 PM

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

PRESENT

Directors: C. Plant (Chair), D. Blackwell (Vice-Chair), S. Brice, B. Desjardins, F. Haynes, M. Alto (for L. Helps (Chair)), M. Hicks, G. Holman, B. Mabberley (for D. Howe), B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau (1:08 pm), K. Murdoch, G. Orr, D. Screech, J. Bateman (for M. Tait), 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; T. Robbins, General Manager, Integrated Water Services; C. Culham, Senior Manager, Regional Housing; D. Elliott, Manager, Aboriginal Initiatives; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

Regrets: Directors Ranns, Seaton

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

1. TERRITORIAL ACKNOWLEDGEMENT

Director Loveday provided a Territorial Acknowledgement in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Windsor, **SECONDED** by Director Loveday,
That the agenda for the March 11, 2020 Session of the Capital Regional District Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [20-198](#) Minutes of the February 12, 2020 Capital Regional District Board Meeting

MOVED by Director Murdoch, **SECONDED** by Director Haynes,
That the minutes of the Capital Regional District Board meeting of February 12, 2020 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

The Chair wished everyone an early Happy St. Patrick's Day and reminded the Board of the budget meeting on March 18th.

Further remarks by the Chair focused on the COVID-19 situation and the CRD response which is following the guidance of the provincial and federal health officers. CRD staff also initiated an emergency operations centre and have been planning since January with a focus of maintaining essential service levels. The Chair encouraged everyone to check the BC Centre for Disease Control and the Public Health Agency of Canada websites for ongoing updates and to continue to set the best examples for hygiene practices for our residents in the event that COVID-19 does present in the CRD.

5. PRESENTATIONS/DELEGATIONS

5.1 Presentations

There were no presentations.

5.2 Delegations

- 5.2.1. 20-224** Delegation - Scott Richardson; Representing the Highlands District Community Association: Re: Agenda Item 8.1.: Millstream Meadows - District of Highlands

Scott Richardson spoke to Millstream Meadows - District of Highlands Item 8.1.

- 5.2.2. 20-225** Delegation - David Mackas; Representing Highlands District Community Association: Re: Agenda Item 8.1.: Millstream Meadows - District of Highlands

David Mackas spoke to Millstream Meadows - District of Highlands Item 8.1.

6. CONSENT AGENDA

MOVED by Director Holman, **SECONDED** by Director Windsor,
That consent agenda Items 6.1 through 6.13 be approved with the amendment to Item 6.13.
CARRIED

- 6.1.** [20-042](#) 2020 Standing Committee Terms of Reference

That the Planning, Transportation and Protective Services Committee Terms of Reference be approved.

- 6.2.** [20-043](#) Highlands Regional Context Statement

That the District of Highlands regional context statement be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 448 of the Local Government Act.

- 6.3.** [20-044](#) Saanich Regional Context Statement

That the District of Saanich regional context statement be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 448 of the Local Government Act.

6.4. [20-045](#) Victoria Regional Context Statement

That the City of Victoria regional context statement be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 448 of the Local Government Act.

6.5. [20-108](#) Sidney Regional Context Statement

That the Town of Sidney regional context statement be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 448 of the Local Government Act.

6.6. [20-109](#) Sooke Regional Context Statement

That the District of Sooke regional context statement be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 448 of the Local Government Act.

6.7. [20-050](#) Environmental Services Committee - Terms of Reference

That the Terms of Reference for the Environmental Services Committee be approved.

6.8. [20-040](#) Victoria Plaza Hotel - Debris Disposal

That this report be received for information.

6.9. [20-149](#) Regional Parks - Visitor Use Surveys - 2018 and 2019

That this report be received for information.

6.10. [20-159](#) Recycling Outreach Assistant Final Report

That the Recycling Outreach Assistant Final Report be received for information.

6.11. [20-160](#) 2019 Forum of All Councils Summary Report

That the 2019 Forum of All Councils Summary Report be received for information.

6.12. [20-185](#) Home Owner Grant Program in Electoral Areas

WHEREAS the British Columbia Home Owner Grant related to property tax is larger if a person(s) lives in a rural area.

WHEREAS the five Southern Gulf Islands of Salt Spring, Galiano, Mayne, Saturna, and North and South Pender Islands do not receive the 'rural' grant because the Capital Regional District (CRD) is excluded from the rural grant. This is unfair and inequitable for the taxpayers of the Southern Gulf Islands whose living conditions are no different than those in neighboring jurisdictions such as the electoral areas of the Cowichan Valley and Nanaimo Regional Districts who are eligible for the rural grant.

THEREFORE BE IT RESOLVED that UBCM request the province officially designate the Capital Regional District electoral areas as 'rural' for the purposes of the British Columbia Home Owner Grant.

6.13. [20-166](#) Motion with Notice: Director Howe

That the Capital Regional District Board Chair write a letter of advocacy to the Minister of Transportation and Infrastructure requesting a strategy and plan for ongoing coordination between BC Ferries, BC Transit, and MoTI road infrastructure planning to achieve integrated, low carbon, active transportation orientated solutions for the Southern Gulf Islands and Salt Spring Island.

MOVED by Director Haynes, **SECONDED** by Director Mersereau,
That Item 6.12 from the consent agenda be reconsidered, as it was amended at the Electoral Areas Committee meeting earlier today.
CARRIED

ELECTORAL AREAS COMMITTEE**6.12. [20-185](#) Home Owner Grant Program in Electoral Areas**

MOVED by Director Hicks, **SECONDED** by Director Holman,
WHEREAS the British Columbia Home Owner Grant related to property tax is larger if a person(s) lives in a rural area.
WHEREAS the five Southern Gulf Islands of Salt Spring, Galiano, Mayne, Saturna, North and South Pender Islands and the Juan de Fuca do not receive the 'rural' grant because the Capital Regional District (CRD) is excluded from the rural grant. This is unfair and inequitable for the taxpayers of the Southern Gulf Islands whose living conditions are no different than those in neighboring jurisdictions such as the electoral areas of the Cowichan Valley and Nanaimo Regional Districts who are eligible for the rural grant.
THEREFORE BE IT RESOLVED that UBCM request the province officially designate the Capital Regional District electoral areas as 'rural' for the purposes of the British Columbia Home Owner Grant.
CARRIED

7. ADMINISTRATION REPORTS**7.1. [20-178](#) Elector Assent Obtained for CRD Bylaw No. 4326 and 4327**

R. Lapham introduced Bylaws 4326 and 4327.

MOVED by Director Murdoch, **SECONDED** by Director Screech,
That the attached Certificate of Results from the Corporate Officer for Bylaw No. 4326 and 4327 be received; and
To declare that elector assent has been obtained as per section 345 and 346 of the Local Government Act.
CARRIED

MOVED by Director Murdoch, **SECONDED** by Director Screech,
That Bylaw No. 4326 be adopted.
CARRIED

MOVED by Director Murdoch, **SECONDED** by Director Screech,
That Bylaw No. 4327 be adopted.
CARRIED

MOVED by Director Murdoch, **SECONDED** by Director Screech,
That staff continue to pursue negotiations with Canada Mortgage and Housing Corporation to obtain matching funds; and
That the Chief Administrative Officer be authorized to execute such grant agreements with the Canada Mortgage and Housing Corporation and BC Housing.
CARRIED

7.2. [20-194](#) 2020 Provincial Budget Highlights

N. Chan introduced the 2020 Provincial Budget Highlights.

Discussion ensued on electric vehicles subsidies and a recycling program for end of life electric vehicles.

MOVED by Director Taylor, **SECONDED** by Director Brice,
That the 2020 Provincial Budget Highlights report be received for information.
CARRIED

7.3. [20-180](#) Application for a Non-Adhering Residential Use within the Agricultural Land Reserve for Lot 1, Section 55, Renfrew District, Plan VIP73142 - 2640 Sheringham Point Road

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That Non-Adhering Residential Use within the Agricultural Land Reserve Application AG000080, for Lot 1, Section 55, Renfrew District, Plan VIP73142, be forwarded to the Agricultural Land Commission with no comment.
CARRIED

7.4. [20-029](#) EEP 20-04 Cross Connection Control Bylaw No. 3516 - Amendment

MOVED by Director Mersereau, **SECONDED** by Director Haynes,
That CRD Bylaw No. 4340, "Capital Regional District Cross Connection Control Bylaw No. 1, 2008, Amendment Bylaw No. 2, 2019" be introduced and read a first, second time and third time.
CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Haynes,
That Bylaw No. 4340 be adopted.
CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Haynes,
That CRD Bylaw No. 4343, "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 67, 2016", be introduced and read a first, second time and third time.
CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Haynes,
That Bylaw No. 4343 be adopted.
CARRIED

8. REPORTS OF COMMITTEES

Environmental Services Committee

8.1. [20-098](#) Millstream Meadows - District of Highlands Correspondence

Director Williams spoke to Millstream Meadows - District of Highlands Correspondence.

Discussion ensued on the following:

- content of the District of Highlands letters
- staff report update
- public consultation status
- possible content of Chair's letter to Minister of Mines
- role of statutory decision maker vs Minister of Mines

**MOVED by Director Williams, SECONDED by Director Haynes,
That staff meet with Highlands residents to hear their concerns.
That the report be received for information, and that pending additional
information on public consultation to date that the CRD Board Chair write to
the Minister of Mines supporting the District of Highlands in their concerns.**

**MOVED by Director Williams, SECONDED by Director Haynes,
That the motion be amended to add the words "...in a manner of the letters
received from the District of Highlands and at a high level." after the words
"...supporting the District of Highlands in their concerns."**

**MOVED by Director Murdoch, SECONDED by Director McNeil-Smith,
The report be received for information with the following change in the
report:
That the words "or compliance" be removed from page 2 of the staff report
under the paragraph heading "Environmental Implications".
CARRIED**

**MOVED by Director Blackwell, SECONDED by Director Hicks,
That the proposed amendment be further amended to remove the wording
"That staff meet with Highlands residents to hear their concerns."
CARRIED**

**MOVED by Director Williams, SECONDED by Director Haynes,
That the motion be amended to add the words "...in a manner of the letters
received from the District of Highlands and at a high level." after the words
"...supporting the District of Highlands in their concerns."
CARRIED**

**MOVED by Director Williams, SECONDED by Director Haynes,
That the report be received for information, and that pending additional
information on public consultation to date that the CRD Board Chair write to
the Minister of Mines supporting the District of Highlands in their concerns in
a manner of the letters received from the District of Highlands and at a high
level.
CARRIED**

First Nations Relations Committee**8.2. [20-161](#) First Nations Inclusion on CRD Board Standing Committees**

Discussion ensued on the following:

- representation to include elected Chiefs
- hereditary Chiefs and unaffiliated First Nations members
- Electoral Area representation

**MOVED by Director Orr, SECONDED by Alternate Director Alto,
That staff bring back implications and draft amendments to the Capital
Regional District Procedures Bylaw No. 3828 to enable the inclusion of First
Nations elected representatives on Board Standing Committees, Select and
Advisory Committees, Commissions and other appointed bodies of the Board.
CARRIED**

8.3. [20-162](#)

Remuneration to Support Increased First Nations Participation

Discussion ensued on the following:

- refer to other municipalities' example for developing policy
- cost of remuneration

**MOVED by Director Orr, SECONDED by Alternate Director Alto,
That staff bring back draft changes to the Capital Regional District Board
Remuneration and Travel Expense Policy that outlines remuneration for First
Nations elected representatives participating on CRD Standing Committees,
Commissions and other Board appointed bodies; as well as a draft First
Nations Remuneration Policy that establishes compensation for specific
cultural, technical or subject matter expertise on CRD projects and activities.
CARRIED**

Juan De Fuca Land Use Committee

8.4. [20-083](#)

Development Permit with Variance for Strata Lot 21, Section 16, Otter
District, Strata Plan VIS7096 - Sooke Business Park - 7450 Butler
Road

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That Development Permit with Variance DV000070, for Strata Lot 21, Section
16, Otter District, Strata Plan VIS7096 to vary the Juan de Fuca Land Use
Bylaw, 1992, Bylaw No. 2040, Part 2, Section 27B.09(a) by reducing the front
yard setback requirement from 7.5 m to 6.4 m, and Section 27B.09(c) by
reducing the flanking yard setback requirement from 6.0 m to 4.5 m, for the
purpose of constructing a 490.53 m2 steel building be approved.
CARRIED**

Regional Parks Committee

8.5. [20-153](#)

Regional Parks - Sustainable Service Delivery

**MOVED by Director Isitt, SECONDED by Director Screech,
That Regional Parks sustainable service delivery report be received for
information.
CARRIED**

Regional Housing Trust Fund Commission

8.6. 20-158

Cedar Grove 210 Gorge Road East

MOVED by Director Screech, **SECONDED** by Director Blackwell,
That the number of affordable rental housing units at 210 Gorge Road East, Victoria, supported by a \$600,000 Regional Housing Trust Fund grant, be reduced from 50 to 42, subject to meeting the terms of the Regional Housing Trust Fund Grant Funding Agreement.
CARRIED

Planning, Transportation and Protective Services Committee

8.7. [20-046](#) Bylaw No. 4328: Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019 - Comments Received and Referral

MOVED by Director Windsor, **SECONDED** by Director Haynes,
That the consultation results on the proposed Regional Growth Strategy amendment be received.
CARRIED

MOVED by Director Windsor, **SECONDED** by Director Haynes,
That Bylaw No. 4328, “Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019” be given first and second reading.
CARRIED

MOVED by Director Windsor, **SECONDED** by Director Haynes,
That staff be directed to refer Bylaw No. 4328 on March 13, 2020 to municipal councils for acceptance as per section 436 of the Local Government Act.
CARRIED

9. BYLAWS

There were no bylaws for consideration.

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. [20-197](#) Motion to Close the Meeting

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

MOVED by Director Loveday, **SECONDED** by Director Windsor,
That the meeting be closed for Land Acquisition under s. 90 (1)(f) of the Community Charter.

CARRIED

MOVED by Director Loveday, **SECONDED** by Director Windsor,
That such disclosures could reasonably be expected to harm the interests of the
Regional District.

CARRIED

MOVED by Director Loveday, **SECONDED** by Director Windsor,
That the meeting be closed for Intergovernmental Negotiations under s. 90 (2)(b)
of the Community Charter.

CARRIED

MOVED by Director Loveday, **SECONDED** by Director Windsor,
That the meeting be closed for a labour relations update under s. 90 (1)(c) of the
Community Charter.

CARRIED

13. RISE AND REPORT

The Capital Regional District Board rose from closed session at 3:06 pm. and
reported on the following items:

3.1. Solid Waste Advisory Committee Appointments

Approve the following appointments:

1. Sarah Gose be appointed as District of Highlands representative to the Solid Waste Advisory Committee;
2. Kayla Siefried be appointed as a composting representative to the Solid Waste Advisory Committee; and
3. Lara Jensen be appointed as public representative to the Solid Waste Advisory Committee.

3.5. Appointments to CRD Committees and Commissions

In accordance with Bylaw No. 2972, that the following person be appointed to
the Southern Gulf Islands Harbour Commission for a term to expire December 31,
2021: Brian Dearden

In accordance with Bylaw No. 3520, that the following person be appointed to
the Traffic Safety Commission for a term to expire on December 31, 2021: Bill
Laughlin

14. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Mersereau,
That the March 11, 2020 Capital Regional District Board meeting be adjourned at
3:06 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER