

Meeting Minutes

Capital Regional District Board

Wednesday, April 8, 2020

1:00 PM

Room 488
625 Fisgard Street
Victoria, BC

PRESENT

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

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

EP - Electronic Participation

Regrets: Director Murdoch

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

1. TERRITORIAL ACKNOWLEDGEMENT

Director Helps provided a Territorial Acknowledgement in the preceding meeting.

2. APPROVAL OF THE AGENDA

Discussion ensued on the number of Notice of Motions that have come forward, and to consider what we bring forward in the future, as they require careful discussion which may be challenging in this current format.

**MOVED by Director Blackwell, SECONDED by Director Helps,
That the agenda for the April 8, 2020 Session of the Capital Regional District Board be approved.
CARRIED**

3. ADOPTION OF MINUTES

3.1. [20-257](#) Minutes of the March 11, 2020 Capital Regional District Board Meeting

**MOVED by Director Blackwell, SECONDED by Director Helps,
That the minutes of the Capital Regional District Board meeting of March 11, 2020 be adopted as circulated.**

CARRIED

- 3.2. [20-258](#) Minutes of the March 18, 2020 and March 27, 2020 Capital Regional District Board Special Meetings

MOVED by Director Blackwell, **SECONDED** by Director Helps,
That the minutes of the Capital Regional District Board special meetings of March 18, 2020 and March 27, 2020 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

The Chair introduced this meeting as the second electronic/online meeting and thanked CRD staff at all levels in the organization for their work during the pandemic as they continue serving our residents' needs. He thanked Board Members for their continued service to the Regional District and their home jurisdictions, and to the public for their efforts and sacrifices to keep our region, province and country safe. He recognized that everyone is trying to get through this together with as little disruption as possible.

On the business side the Chair noted the Strategic Initiatives Check-In was moved to from April 29th to May 13th to focus on the CRD's response to the COVID-19 issue. Additionally, the provincial government announced the closure of all provincial parks and that our CRD regional parks would be discussed during quarterly report matters.

5. PRESENTATIONS/DELEGATIONS

5.1 Presentations

There were no Presentations.

5.2 Delegations

There were no Delegations.

6. CONSENT AGENDA

MOVED by Director Blackwell, **SECONDED** by Director Helps,
That consent agenda items 6.1. through 6.11. be approved.

CARRIED

- 6.1. [20-127](#) Community Works Fund 2019 Annual Report
That the Community Works Fund 2019 Annual Report be received for information.
- 6.2. [20-128](#) CRD External Grants 2019 Annual Report
That the CRD External Grants 2019 Annual Report be received for information.
- 6.3. [20-148](#) Electoral Areas Grants-in-Aid Fund 2019 Annual Report
That the Electoral Areas Grants-In-Aid Fund 2019 Annual Report be received for information.

- 6.4. [20-129](#) CRD External Grants Update
That the CRD External Grants Update be received for information.
- 6.5. [20-203](#) Recycling Markets Update
That this report be received for information.
- 6.6. [20-221](#) AVICC Special Committee on Solid Waste Management - Update (meeting of March 5, 2020)
That this update be received for information.
- 6.7. [20-204](#) International Cruise Ship Waste at Hartland Landfill
That this report be received for information.
- 6.8. [20-222](#) Solid Waste Advisory Committee - Revised Terms of Reference
That the revised Terms of Reference for the Solid Waste Advisory Committee be adopted.
- 6.9. [20-182](#) Langford Regional Context Statement
That the City of Langford 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.
- 6.10. [20-184](#) Active School Travel Planning 2020-21 Selected Schools - Committee Update
That the Active School Travel Planning 2020-21 Selected Schools - Committee Update report be received for information.
- 6.11. [20-168](#) Beddis Water Service - Level Control System Repair Capital Project Budget
That the Capital Regional District Board amend the 2020 Beddis Water Five Year Capital Plan to include a revised project budget in the amount of \$42,500 for the Sky Valley Upper reservoir level control upgrade.

7. ADMINISTRATION REPORTS

- 7.1. [20-240](#) CAO Quarterly Progress Report No. 1 - 2020
R. Lapham introduced the CAO Quarterly Progress Report No. 1 - 2020.
Discussion ensued on the following:
- impacts from closing parking lots at park locations
- provincial park closures causing overuse in other parks
- encouraging people stay in their own neighbourhoods/municipalities
- volunteer fire departments' response protocol

**MOVED by Director Blackwell, SECONDED by Director Helps,
That the CAO Quarterly Progress Report No. 1 - 2020 be received for information.
CARRIED**

- 7.2. [20-262](#) Bylaw No. 4354: 2020 to 2024 Financial Plan Bylaw, 2020, Amendment Bylaw No. 1, 2020

N. Chan introduced the 2020-2024 Financial Plan Bylaw, 2020, Amendment Bylaw No. 1, 2020.

Discussion ensued on the following:

- balanced budget re COVID-19, operating reserves
- current service expectations
- cost recovery of electoral area emergency programs

**MOVED by Director Blackwell, SECONDED by Director Helps,
That Bylaw No. 4354, "2020 to 2024 Financial Plan Bylaw, 2020, Amendment Bylaw No. 1, 2020" be introduced and read a first, second, and third time.
CARRIED**

**MOVED by Director Blackwell, SECONDED by Director Helps,
That Bylaw No. 4354 be adopted.
CARRIED**

- 7.3. [20-251](#) Public Hearing Report on Bylaw No. 4314, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 146, 2019"

**MOVED by Director Blackwell, SECONDED by Director Hicks,
a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4314, which is certified as a fair and accurate summary of the representations that were made at the public hearing held on March 9, 2020, for Bylaw No. 4314, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 146, 2019", be received; and
b) That Bylaw No. 4314 be read a third time and adopted.
CARRIED**

Motions with Notice

- 7.4. [20-174](#) Accelerating CRD Response to Climate Emergency - Notice of Motion (Directors Helps and Taylor)

Director Helps spoke to the Notice of Motion - Accelerating the CRD response to the climate emergency and noted the expectation is for inclusion in the 2021 budget.

Discussion ensued on the following:

- inclusion of adaption measures
- cost benefit analysis for possible economic implications
- impact of climate change economically, ecologically and socially
- COVID-19 economic impact to small businesses and home owners
- budget implications
- current work load and focus of staff

MOVED by Director Helps, SECONDED by Director Taylor,

That staff be directed to report back with options for accelerating the Capital Regional District's (CRD) response to the climate emergency, including consideration of additional investments through the 2021 budget process and options for increasing regional collaboration to reduce greenhouse gas.

CARRIED

OPPOSED: Desjardins, Hicks, McNeil-Smith, Ranns, Seaton, Young

7.5. [20-235](#)

Parks Acquisition Fund - Notice of Motion from Director Haynes

Directors Haynes and Loveday spoke to the Notice of Motion - Parks Acquisition Fund.

**MOVED by Director Haynes, SECONDED by Director Loveday,
That staff report back on options to improve the capacity of the CRD Parks Acquisition Fund, for example, starting in 2021 by \$2.00 per year to reach \$40.00 from its current \$20.00.**

CARRIED

7.6. [20-245](#)

Increasing Transit Service in the Capital Region: Notice of Motion from Directors Mersereau, Loveday and Taylor

Director Mersereau spoke to Notice of Motion - Increasing Transit Service in the Capital Region.

Discussion ensued on the following regarding postponement:

- including BC Transit on the advocacy portion
- significant contribution to climate emergency
- addition of rail transport to this motion
- receiving the multi-modal transportation report
- expanded transit service and removal of fare barriers affecting climate
- building on the advocacy efforts of the UBCM
- directive of zero fare for Salt Spring Island to match Greater Victoria transit fares during COVID-19

**MOVED by Director Mersereau, SECONDED by Director Loveday,
That the Capital Regional District Board request that the Board Chair write, on behalf of the Board, to the Premier and the Minister of Transportation and Infrastructure, copying the Leader of the Official Opposition, the Leader of the Third Party, MLAs representing constituencies within the CRD, and the Victoria Regional Transit Commission, requesting new investments and reliable annual funding to support increased transit services in the Capital Region.**

**MOVED by Director Mersereau, SECONDED by Director Taylor,
That this Notice of Motion be postponed for 2 months.**

CARRIED

7.7. [20-246](#)

Property Taxes in the CRD

N. Chan spoke to Property Taxes in the CRD.

Discussion ensued on the following:

- upcoming communication from the province
- balance in the market re: interest
- postponing this motion pending a provincial response

Discussion ensued on postponement and noted that the MFA is a key partner and is working through the complexity of this issue.

MOVED by Director Howe, **SECONDED** by Director Holman,
That the CRD Board Chair write the Minister of Finance Surveyor of Taxes requesting the option of a 6 month deferral of the CRD EA property taxes and that the interest costs of deferral be financed by the Province.

That the CRD Board Chair write the Minister of Finance Surveyor of Taxes requesting the option of a 6 month deferral of local government requisitions to Regional Districts and that the interest costs of deferral be financed by the Province.

MOVED by Director Tait, **SECONDED** by Director Helps,
That this motion be postponed until the next CRD Board meeting, of April 22, 2020.

CARRIED

8. REPORTS OF COMMITTEES

Juan De Fuca Land Use Committee

- 8.1. [20-147](#) Development Permit with Variance for Lot A, Section 53, Renfrew District, Plan EPP20739

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That Development Permit with Variance DV000069 for Lot A, Section 53, Renfrew District, Plan EPP20739 to authorize construction in a Steep Slopes and a Sensitive Ecosystems Development Permit Area, and to vary Juan de Fuca Land Use Bylaw No. 2040, Part 2, Section 3.07 by reducing the side yard setback from 15 m to 3 m for the purpose of constructing a single family dwelling and septic field, be approved.

CARRIED

9. CORRESPONDENCE

- 9.1. [20-205](#) Letter from Mayor David Screech, Town of View Royal, re Regional Canada Goose Management Strategy (February 10, 2020)

MOVED by Director Screech, **SECONDED** by Director Blackwell,
That this be referred to the Environmental Services Committee at the next regular meeting.

CARRIED

10. BYLAWS

- 10.1. [20-261](#) Bylaw No. 4331: Salt Spring Island Arts Contribution Service Establishment Bylaw No. 1, 2003, Amendment Bylaw No. 3, 2020

MOVED by Director Holman, **SECONDED** by Director Blackwell,
That Bylaw No. 4331 be adopted.

CARRIED

11. NOTICE(S) OF MOTION

Notice of Motion: Amending CWF Guidelines - Director Holman
That the CRD Board Chair immediately write the Boards of UBCM and FCM requesting their advocacy to the federal government, that in light of the economic and financial impacts of the COVID-19 pandemic, the guidelines governing expenditures of Community Works Funds be relaxed for a temporary period of up to a year, allowing a broader range of capital and operating expenditures than currently allowed, subject to the due diligence of local government, and as long as such expenditures are in the broad public interest.

12. NEW BUSINESS

There was no New Business.

13. MOTION TO CLOSE THE MEETING

13.1. [20-266](#) Motion to Close the Meeting

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

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

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

14. RISE AND REPORT

The Capital Regional District Board rose from closed session at 2:56 pm and reported on the following items:

3.2. Appointments to CRD Committees and Commissions

In accordance with Bylaw No. 3654, that the following person be appointed to the North Galiano Fire Protection and Emergency Response Service Commission for a term to start January 1, 2020 and expire December 31, 2021: Roger Pettit

In accordance with Bylaw No. 3654, that the following persons be appointed to the Shirley Fire Protection and Emergency Response Service Commission for a term to start January 1, 2020 and expire December 31, 2021: Ron Ramsay, Howard Williams

In accordance with Bylaw No. 3520, that the following person be appointed to the Traffic Safety Commission for a term to start April 1, 2020 and expire December 31, 2021: Hailey Bergstrom-Parker

15. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Helps,
That the April 8, 2020 Capital Regional District Board meeting be adjourned at
2:56 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER