

Meeting Minutes

Capital Regional District Board

Wednesday, April 22, 2020

1:10 PM

**Room 488
625 Fisgard Street
Victoria, BC**

Special Meeting

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), K. Murdoch (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); C. Nielson, Senior Manager, Human Resources; D. Clancy, Project Director, Core Area Wastewater Treatment Project Board (EP); E. Scott, Deputy Project Director, Core Area Wastewater Treatment Project Board (EP); E. Gorman, Deputy Corporate Officer (EP); T. Pillipow, Committee Clerk (Recorder)

Guests: D. Fairbairn, Chair, Core Area Wastewater Treatment Project Board (EP)

EP - Electronic Participation

The meeting was called to order at 1:33 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Director Helps provided a Territorial Acknowledgement in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Blackwell, **SECONDED** by Director Helps,
That the agenda of the April 22, 2020 Capital Regional District Board meeting be approved.
CARRIED

Chair's Remarks

Chair Plant expressed, on behalf of the Board, his thanks to staff for their work during this time.

He asked that Board members review the Strategic Plan when they receive that

agenda, as the annual Strategic Plan check-in will be held at the next meeting in three weeks.

He reminded the Board that they will revisit the decision to meet electronically at that meeting on May 13, 2020.

3. PRESENTATIONS/DELEGATIONS

3.1 Presentations

There were no Presentations.

3.2 Delegations

There were no Delegations.

4. CONSENT AGENDA

Items 4.1. through 4.3. were removed from the consent agenda and moved to be considered as items 5.2a., 5.2b. and 5.2c.

MOVED by Director Blackwell, **SECONDED** by Director Helps,
That the consent agenda items 4.4. and 4.5. be approved as presented.
CARRIED

4.4. [20-277](#) Metchosin Regional Context Statement Consideration

That the District of Metchosin 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.

4.5. [20-227](#) Capital Regional District Investment Portfolio Update

That the Capital Regional District Investment Portfolio Holdings and Performance Annual Update be received for information.

5. SPECIAL MEETING MATTERS

5.1. [20-270](#) MFABC SEAPARC Equipment Financing Program Borrowing Resolution

N Chan introduced Item 5.1.

Discussion ensued on borrowing costs.

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That the following borrowing resolution be approved:

1. That the Board of the Capital Regional District authorizes up to \$227,000 be borrowed, under Section 403 of the Local Government Act, from the MFABC Equipment Financing Program, for the purpose of purchasing fitness equipment for the SEAPARC fitness gym.
2. That the loan be repaid within five (5) years, with no rights of renewal.

CARRIED

5.2. [20-269](#) Bylaw No. 4355: Temporary Borrowing (Magic Lake Estates Wastewater

System) Bylaw No. 1, 2020

**MOVED by Director Blackwell, SECONDED by Director Helps,
That Bylaw No. 4355, "Temporary Borrowing (Magic Lake Estates Wastewater
System) 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 4355 be adopted.
CARRIED**

5.2a. [20-232](#) Wastewater Treatment Project Q4 2019 Quarterly Report

D. Fairbairn spoke to items 5.2a. through 5.2c.

Discussion ensued on the detailed breakdown of costs.

**MOVED by Director Blackwell, SECONDED by Director Helps,
That this report be received for information.
CARRIED**

5.2b. [20-233](#) Wastewater Treatment Project January 2020 Monthly Report

**MOVED by Director Blackwell, SECONDED by Director Helps,
That this report be received for information.
CARRIED**

5.2c. [20-273](#) Wastewater Treatment Project February 2020 Monthly Report

**MOVED by Director Blackwell, SECONDED by Director Helps,
That this report be received for information.
CARRIED**

MOTIONS WITH NOTICE

5.3. [20-246](#) Property Taxes in the CRD

N Chan spoke to Motion 5.3.

Discussion ensued on the Electoral Areas tax deferral program status.

The motions were withdrawn.

5.4. [20-282](#) Community Works Funds Criteria - Director Holman

Director Holman spoke to Item 5.4.

**MOVED by Director Holman, SECONDED by Director Howe,
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.**

CARRIED

New Business

The question of holding the May 13, 2020 Strategic Planning check-in meeting electronically was raised.

Discussion ensued on the following:

- directions from the Public Health Officer's office
- impacts of delaying the meeting
- restrictions of an electronic meeting format

6. MOTION TO CLOSE THE MEETING

6.1. [20-286](#) Motion to Close the Meeting

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

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

CARRIED

MOVED by Director Blackwell, **SECONDED** by Director Helps,
That the meeting be closed for Proposed Municipal Service under s. 90 (1)(k) of the Community Charter.

CARRIED

7. RISE AND REPORT

The Capital Regional District Board rose from closed session at 3:15 pm and reported on the following item:

3.1. Core Area Wastewater Project Board Update

That the terms of all seven (7) members of the Core Area Wastewater Treatment Project Board be extended by one (1) year until May 24, 2021:

Don Fairbairn
Dana Hayden
Brenda Eaton
David Howe
Bob Lapham
Colin Smith
Tim Stanley

8. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Desjardins,
That the April 22, 2020 Capital Regional District Board meeting be adjourned at 3:15 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER