

Meeting Minutes

Capital Regional District Board

Wednesday, May 13, 2020

1:10 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

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

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; G. Harris, Acting General Manager, Parks and Environmental Services (for L. Hutcheson,); K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; R. Lachance, Senior Manager, Financial Services; E. Sinclair, Planner, Regional and Strategic Planning; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Lenora Lee, Senior Audit Consultant, KPMG (EP)

Regrets: Director Windsor

The meeting was called to order at 1:15 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Blackwell, **SECONDED** by Director Screech,
That the agenda for the May 13, 2020 Session of the Capital Regional District Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [20-287](#) Minutes of the April 08, 2020 Capital Regional District Board Meeting

MOVED by Director Screech, **SECONDED** by Director Desjardins,
That the minutes of the Capital Regional District Board meeting of April 08, 2020 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

The Chair thanked CRD staff for their ongoing service to the region during this time, frontline workers who have served the public, residents of the CRD for following public health advice and to the Board for their ongoing commitment to the region. The Chair noted the meeting would formally review the Board Strategic Initiatives and looked forward to the input from Board members on their thoughts of the progress being made in pursuing these initiatives.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

Item 6.2. was removed from the consent agenda and moved to be considered under Administration Reports as item 7.9.

**MOVED by Director Howe, SECONDED by Director Screech,
That consent agenda items 6.1. and 6.3. be approved as presented.
CARRIED**

6.1. [20-265](#) Capital Regional District External Grants Update

That the Capital Regional District External Grants Update be received for information.

6.3. [20-275](#) Rural Islands Economic Online Marketing Program

The Capital Regional District Board amends the 2020 Community Economic Development Commission Five Year Financial Plan to fund a project with Rural Island Economic Partnership (RIEP) to develop an online business directory and marketing plan for rural businesses in the amount of \$10,000 funded from operating reserves subject to the RIEP returning funds on a proration basis upon securing contributions from RIEP partners participating in the project.

7. ADMINISTRATION REPORTS

7.1. [20-264](#) Capital Regional District 2019 Audit Findings Report and Statement of Financial Information

N. Chan introduced the Capital Regional District 2019 Audit Findings Report and Statement of Financial Information.

L. Lee from KPMG provided an overview of the Audit Findings Report.

Discussion ensued on the following:

- CRD financial health
- amortization of assets, capital investment regarding the Core Area Project

**MOVED by Director Blackwell, SECONDED by Director Screech,
That the Capital Regional District 2019 Audit Findings Report be received and the Capital Regional District 2019 Statement of Financial Information be approved.**

CARRIED**7.2. [20-299](#) Capital Regional District 2019 Annual Report**

R. Lapham spoke to the Capital Regional District 2019 Annual Report.

**MOVED by Director Desjardins, SECONDED by Director Taylor,
That the Capital Regional District 2019 Annual Report be received for
information.**

CARRIED**7.3. [20-292](#) Capital Regional District Climate Action - 2019 Annual Report**

R. Lapham spoke to the Capital Regional District Climate Action 2019 Annual Report.

Discussion ensued on the following:

- retrofit program
- CRD communications strategy on report results
- flood mapping project
- funding initiatives for reinvestment in climate action
- green house gas (GHG) reduction
- post COVID recovery spending

**MOVED by Director Blackwell, SECONDED by Director Taylor,
1. That the Capital Regional District (CRD) Board receive the draft 2019 Climate
Action Annual Report for information; and
2. That staff complete all Climate Action Revenue Incentive Program reporting
requirements, incorporate them into the Capital Regional District Climate Action
2019 Annual Report, and submit to the Province by the reporting deadline
(currently June 1, 2020) and post on the CRD website.**

CARRIED**7.4. [20-303](#) 2019-2022 Board Priorities - Annual Check-In**

R. Lapham provided an overview of the 2019-2020 Board Priorities Annual Check-In.

K. Lorette spoke to the following sections of CRD Strategic Board Priorities Progress Report:

- Community Wellbeing
- Transportation & Housing.
- Climate Action & Environmental Stewardship
- First Nations Reconciliation
- Advocacy, Governance & Accountability

Discussion ensued regarding the First Nations Reconciliation section of the report:

- CRD definition of First Nations
- First Nations involvement with the Sea Level Project

Discussion ensued on the Board Priorities Report with the following general comments from Directors:

- emphasis on parks in the report

- general future impact of COVID-19 to the region
- economic impact considerations of COVID-19
- 2020 financial plan progress
- Land Acquisition Fund levy
- transit system improvement requirements
- climate change initiatives
- mountain biking trails in the region
- E&N Rail corridor
- First Nations area considerations

Discussion ensued on the consideration of Recommendations a and b:

- long term planning on the remaining portion of the E&N unfinished corridor
- rail option for the region

Discussion ensued on the consideration of Recommendation c:

- long term threat of climate change
- climate change impact on our economics
- emissions increase, required strategy for future reduction
- retrofit of fossil fuel home heating to heat pumps
- revenue from methane recapture

Discussion ensued on the consideration of Recommendation d:

- referral option to the July Regional Parks Committee meeting
- increase to fund addresses the lack of a current inflation mechanism
- public consultation consideration

MOVED by Director Blackwell, SECONDED by Director Screech,

- a) That the initiatives and actions that deliver on Board Strategic Priorities be continued in accordance with the approved 2019-2022 Board Strategic Priorities.**
- b) That staff, through the service planning process, provide recommendations on funding, timing and service levels for 2021 in accordance with the approved 2019-2022 Corporate Plan.**

CARRIED

MOVED by Director Helps, SECONDED by Director Taylor,

- c) That the Capital Regional District Board extend the previously approved two year increase of \$95,000 for climate action initiatives, including a potential extension of the BC Hydro matching funding for the Community Energy Manager and to provide staff support to seek grant funds and update the CRD Climate Action Strategy and refer the report back to staff for a further report on additional potential expenditures in the 2021 budget to accelerate the priority actions that staff have identified in the report including the Regional Building Energy Retrofit Program and the CRD Climate Action Strategy Update.**

CARRIED

MOVED by Director Taylor, SECONDED by Director Howe,

- That the CRD Board meeting be recessed at 3:30 pm. for five (5) minutes.**

CARRIED

The meeting reconvened at 3:35 pm.

MOVED by Director Haynes, SECONDED by Director Isitt,

- d) That the Land Acquisition Fund be raised, starting in 2021, by \$2 per year until**

it reaches a maximum of \$40.

**MOVED by Director Screech, SECONDED by Director Blackwell,
That this matter be referred back to the next meeting of the Regional Parks
Committee.**

CARRIED

**MOVED by Director Taylor, SECONDED by Director Screech,
That the meeting be extended past the 3 hour scheduled time.**

CARRIED

Director Orr left the meeting at 4:29 pm.

Discussion ensued on the arising motion:

- CRD support for regional economic development
- value of strategic conversations with South Island Prosperity Partnership (SIPP)
- possible CRD possible representation on SIPP
- JDF concern over increasing costs
- CRD current data provider to SIPP
- SIPP potential partnership and possible duplication in representation
- benefit of a staff report, impact to staff resources

**MOVED by Director Haynes, SECONDED by Director Loveday,
Direct staff to bring forward a report on options to further contribute to regional
economic development including participation and partnerships with the South
Island Prosperity Partnership.**

CARRIED

**OPPOSED: Blackwell, Desjardins, Hicks, Martin, Murdoch, Ranns, Screech,
Seaton**

7.5. [20-263](#) 2021 Service and Financial Planning Guidelines

N. Chan provided an overview of the 2021 Service and Financial Planning Guidelines.

**MOVED by Director Howe, SECONDED by Director Screech,
That the Capital Regional District Board approve the financial plan guidelines as
presented and that staff be directed to prepare the draft financial plan review
based on the timeline presented.**

CARRIED

**7.6. [20-308](#) Proposed Amendment to Liquid Waste Management Core Area and
Western Communities Service Establishment Bylaw No. 2312 (as
amended by Bylaw No. 3028 and 3319)**

T. Robbins introduced the Proposed Amendment to Liquid Waste Management Core Area and Western Communities Service Establishment Bylaw No. 2312.

Discussion ensued on the environmental and social implications and the long term capital plan.

MOVED by Director Blackwell, SECONDED by Director Screech,

That Bylaw No. 4304, "Liquid Waste Management Core Area and Western Communities Service Establishment Bylaw No. 1, 1995, Amendment Bylaw No. 3, 2020" be introduced and read a first time, second and third time.

CARRIED

MOVED by Director Blackwell, **SECONDED** by Director Screech,
That staff be directed to refer Bylaw No. 4304 to the participant councils for consent requesting that the participants provide a written response by no later than June 30, 2020.

That staff be directed to submit the Bylaw No. 4304 to the Inspector of Municipalities for approval upon receiving two-thirds consent of the participants.

CARRIED

7.7. [20-226](#) Regional Parks - 2020 to 2021 Land Acquisition Strategy Criteria

MOVED by Director Isitt, **SECONDED** by Director Desjardins,
That the matter be referred to the May 27, 2020 Capital Regional District Board meeting.

CARRIED

7.8. [20-309](#) Board and Committee Meetings for June-August

R. Lapham spoke to the recommended Board and Committee meetings for June to August 2020.

Discussion ensued on the timeline for all Board Directors to attend in-person meetings.

MOVED by Director Howe, **SECONDED** by Director Desjardins,
That the Board hereby waive the 5 days' notice of special meetings as per s. 9(1) of the CRD Board Procedures Bylaw, until the end of June 2020.

That the Board receive the revised May-December 2020 schedule for information.

CARRIED

7.9. [20-290](#) Salt Spring Island Shared Services Society - Rural Economic Dividend Grant

MOVED by Director Holman, **SECONDED** by Director Howe,
That this report be referred back to staff for additional information.

CARRIED

8. REPORTS OF COMMITTEES

There were no Reports of Committees.

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

That the Board request that the Chair write, on behalf of the Board, to the Prime Minister of Canada and the Premier of British Columbia, requesting that these governments focus Covid-19 economic recovery investments on job creation through: (1) Expansion of non-market housing with social care; (2) Public

transit, including local, inter-city and national bus and rail networks; and (3) Clean Jobs, including the renewable energy sector and the clean technology sector.

11. NEW BUSINESS

There was no new business.

12. CORRESPONDENCE

- 12.1. [20-297](#) Letter from District of Central Saanich re Egg Addling for Goose Management (April 23, 2020)

MOVED by Director Blackwell, **SECONDED** by Director Desjardins,
That this item be referred to the Regional Parks Committee meeting of July 22, 2020.

CARRIED

13. MOTION TO CLOSE THE MEETING

- 13.1. [20-312](#) Motion to Close the Meeting

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

CARRIED

MOVED by Director Blackwell, **SECONDED** by Director Tait,
That such disclosure could reasonably be expected to harm the interests of the Regional District.

CARRIED

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

CARRIED

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

CARRIED

The meeting was closed at 4:58 pm.

14. RISE AND REPORT

The Capital Regional District Board rose from closed session at 5:04 pm and reported on the following items:

3.3 Appointments to CRD Committees and Commissions

In accordance with Bylaw No. 3450, that the following person be appointed to the Salt Spring Island Transportation Commission for a term to start May 14, 2020 and expire December 31, 2021: Peter Meyer

In accordance with Bylaw No. 3803, that the following person be appointed to the Southern Gulf Islands Community Economic Sustainability Commission for a term to start May 14, 2020 and expire December 31, 2020: Paul Brent

In accordance with Bylaw No. 3749, that the following person be appointed to the Southern Gulf Islands Electoral Area Emergency Advisory Commission to start May 14, 2020 and expire December 31, 2021: Mike Dine

15. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Desjardins,
That the May 13, 2020 Capital Regional District Board meeting be adjourned at
5:04 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER