

Meeting Minutes

Capital Regional District Board

Wednesday, January 13, 2021

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 (EP), G. Holman, D. Howe (EP), B. Isitt (EP), J. Loveday, C. McNeil-Smith (EP), R. Mersereau, K. Murdoch (EP), G. Orr, J. Ranns, D. Screech, L. Seaton, M. Tait (EP), N. Taylor, K. Williams, R. Windsor (EP), G. Young

STAFF: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; S. May, 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; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; E. Kelch, First Nations Engagement Assistant; M. Lagoa, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director R. Martin

The meeting was called to order at 1:25 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Mersereau, **SECONDED** by Director Haynes,
That the agenda be amended to withdraw agenda item 8.1. and add 8.1.a, and
that the agenda be approved as amended.
CARRIED

3. ADOPTION OF MINUTES

3.1. [21-033](#) Minutes of the December 9, 2020 Capital Regional District Board Meeting

MOVED by Director Loveday, **SECONDED** by Director Helps,
That the minutes of the Capital Regional District Board meeting of December 9,
2020 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

I would be remiss to not say I believe we are all feeling more optimistic about 2021. We will undoubtedly look back at 2020 as an extremely challenging year for our world, but because of strong leadership and staff dedication, we have as an organization been able to safely continue delivering services and moving forward on strategic priorities. We here at the table cannot likely appreciate the high level of planning and work that went into ensuring our organization kept things progressing.

Hopefully we will see 2021 as a year of collective economic and public health recovery as we see a vaccine begin to come into circulation.

It was without the celebration we had intended to have, but the Core Area is now treating its wastewater and this is something we can say was a positive in 2020. Other aspects of the project are entering final phases and I look forward to the project being complete this year.

I want to commend every director for their work last month when we dealt with the topic of Transportation during our Committee of the Whole and Board meetings. I have repeatedly said it felt last month like we were metaphorically putting a derailed train back on the tracks. Although not exactly "that" train. We unanimously agreed to work collaboratively to establish a list of regional transportation priorities and we unanimously agreed to look to review possible coordination and governance Structures to help our region with our transportation needs. As per our consent agenda you will note that I have appointed Directors Screech and Loveday as Chair/Vice-Chair respectively of our new Transportation Committee. I am also pleased to report every Director who asked to be on the committee was able to be accommodated. Now the work really begins.

I am going to make a slight change to how I chair this year. Based on feedback and discussions I have had with Directors and staff, I will continue to ask the Board to put forward motions that have been vetted by committees, but any report or item that has not been vetted by a committee I will first ask if the Board has questions. Not comments, questions. Once that has been dealt with, I will ask the board to put forth a motion.

And my final remark this afternoon is to say thank you. Thank you to everyone in this room and on this call for what you are doing to help make the CRD an even greater place to live.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

There were no presentations.

5.2. Delegations

5.2.1. [21-066](#)

Delegation - Eric Doherty; Representing Greater Victoria Acting Together (GVAT): Re: Agenda Items: 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers, 10.3. Invitation to BC Transit

E. Doherty spoke in support of transportation motions 7.2, 10.2 and 10.3.

- 5.2.2. [21-068](#) Delegation - Savannah Barrat; Representing the Camosun College Student Society: Re: Agenda Items 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers

S. Barratt spoke in support of transportation motions 7.2 and 10.2.

- 5.2.3. [21-069](#) Delegation - Eric Diller; Representing the Island Transformations Organization: Re: Agenda Item 7.2. Transportation Gap Summary

E. Diller spoke in support of transportation motions 7.2, 10.2 and 10.3.

- 5.2.4. [21-070](#) Delegation - Sue Stroud; Representing the Better Transit Alliance: Re: Agenda Items 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers, 10.3. Invitation to BC Transit

S. Stroud spoke in support of transportation motions 7.2, 10.2 and 10.3.

- 5.2.5. [21-071](#) Delegation - Beatrice Gentili-Hittos; Representing Climate Justice Victoria: Re: Agenda Items 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers

B. Gentili-Hittos spoke in support of transportation motions 7.2 and 10.2.

- 5.2.6. [21-072](#) Delegation - Steve Gray; Resident of Metchosin: Re: Agenda Item 7.2. Transportation Gap Summary

Dr. S. Gray spoke in support of transportation motion 7.2.

- 5.2.7. [21-075](#) Delegation - Todd Litman; Representing Cities for Everyone: Re: Agenda Item 7.2. Transportation Gap Summary

T. Litman spoke in favour of transportation motions 7.2, 10.2 and 10.3.

6. CONSENT AGENDA

Consent agenda items 6.1. and 6.2. were removed from the consent agenda and moved to be considered under Reports of Committees as agenda items 8.6. and 8.7.

MOVED by Director Helps, **SECONDED** by Director Desjardins,
That consent agenda items 6.3. through 6.10. be approved.
CARRIED

- 6.3. [21-005](#) Capital Regional District 2020 Audit Planning Discussion

That the Capital Regional District 2020 Audit Plan developed by KPMG be approved.
CARRIED

- 6.4. [21-006](#) Capital Regional District External Grants Update

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

CARRIED

- 6.5. [20-776](#) Frontage Exemption for Parcel A (DD 143426I) of Section 97, Renfrew District, Except that part in Plans 15462, VIP77871 and EPP24972 - 17151 Parkinson Road

That Frontage Exemption VA000154, for Parcel A (DD 143426I) of Section 97, Renfrew District, Except that part in Plans 15462, VIP77871 and EPP24972, to reduce the minimum required frontage for proposed Lot 1 from 125.4 m (10%) to 45.1 m (3.6%) for the purpose of creating a two-lot subdivision, be approved.

CARRIED

- 6.6. [20-777](#) Provision of Park Land for Subdivision of Lot 9, Section 129, Sooke District, Plan VIP67208 - 590 Seedtree Road

That cash in lieu of park land dedication be requested for the proposed subdivision of Lot 9, Section 129, Sooke District, Plan VIP67208, subject to verification of appraisal value acceptable to the Commission pursuant to Section 510 of the Local Government Act.

CARRIED

- 6.7. [20-788](#) Receipt of a Housing Needs Report for the Juan de Fuca Electoral Area

That the Juan de Fuca Electoral Area Housing Needs Report be received and published on the CRD website in accordance with the requirements of the Local Government Act.

CARRIED

- 6.8. [21-043](#) 2021 Terms of Reference for Planning and Protective Services Committee and Transportation Committee

That the Board approve the 2021 Terms of Reference for the Planning and Protective Services Committee (Appendix A) and Transportation Committee (Appendix B).

CARRIED

- 6.9. [21-059](#) 2021 Committee and External Membership Appointments - Update

That the Board receive for information the updated 2021 Appointments to Board and Committees as attached.

CARRIED

- 6.10. [21-004](#) Minutes of the December 2, 2020 Governance and Finance Committee

That the minutes of the Governance and Finance meeting of December 2, 2020 be adopted as circulated.

CARRIED

7. ADMINISTRATION REPORTS

- 7.1. [21-022](#) CAO Quarterly Progress Report No. 4, 2020

R. Lapham spoke to the CAO Quarterly Progress Report for the last quarter of 2020.

Discussions ensued on the following:

- Green Municipal Fund - business case presentation to board
- Bringing Home for Climate pilot program
- oil/gas to heat pump conversion available funding

**MOVED by Director Screech, SECONDED by Director Williams,
That the CAO Quarterly Progress Report No. 4, 2020 be received for information.
CARRIED**

7.2. [20-787](#) Transportation Gap Summary

Director Taylor spoke to the Transportation Gap Summary.

Discussion ensued on the matter of referral to the next Transportation Committee meeting.

**MOVED by Director Taylor, SECONDED by Director Loveday,
That the Board express its support for Union of BC Municipalities Resolution B143
- Shifting Investment to Low-Emission Transportation which passed at the 2019
convention, and request that staff consider the commitment in the Pan-Canadian
framework on clean growth and climate change, to shift investments "from
higher to lower-emitting types of transportation" in their work.**

**MOVED by Director Screech, SECONDED by Director Blackwell,
That this item be referred to the Transportation Committee meeting on February
17, 2021.
CARRIED
OPPOSED: Helps, Isitt, Loveday, Taylor**

8. REPORTS OF COMMITTEES

Regional Arts Facilities Select Committee

8.1. [21-027](#) Report and Recommendations, December 2020: Stage One - A Public Conversation about Performing Arts Facilities in the CRD

This item was removed from the agenda and the agenda amended.

8.1a. Regional Arts Facilities Select Committee - Terms of Reference

Director Windsor left the meeting at 2:31 pm.

**MOVED by Director Williams, SECONDED by Director Loveday,
That the Terms of Reference be approved with the following amendment:
Under 1.0 Purpose subsection (d), insert after "...public stakeholder and input..."
the words "...and action recommendations...".
CARRIED**

Governance and Finance Committee (2020)**8.2. [21-062](#) Outreach Summary on First Nations Inclusion in CRD Governance**

K. Morley introduced the item and spoke to the history of the Outreach Summary on First Nations Inclusion in CRD Governance.

Discussion ensued on the following:

- future generations involvement
- public consultation
- systemic racism
- regional planning
- committee voting
- reconciliation journey

MOVED by Director Tait, SECONDED by Director Isitt,

1. That Bylaw No. 4368, Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 11, 2020, be adopted;

2. That the Terms of Reference for all CRD Standing Committees be amended to allow for First Nation Member participation, as follows: "First Nation Members are permitted to participate in standing committee meetings at their pleasure, in accordance with the CRD Procedures Bylaw, where the Nation has an interest in matters being considered by the committee."

CARRIED

OPPOSED: Ranns, Young

8.3. [20-681](#) First Nation Participation in Closed Committee Meetings

Discussion ensued on the following:

- anticipated process for in camera discussions
- clarification of Board ability to refer back to Committee
- potential land acquisition conflicts
- conflict disclosures
- treaty process

MOVED by Director Brice, SECONDED by Director Orr,

That all closed matters be directed to Regional Board, where First Nation Member participation can be determined on an item-by-item basis.

CARRIED

OPPOSED: Ranns

8.4. [20-755](#) Amendment to CRD Board Remuneration and Travel Expense Reimbursement Policy to Include First Nation Members

Discussion ensued on the following:

- resource requirements
- taxpayer funding
- motion indicates value of First Nations participation

MOVED by Director Brice, SECONDED by Director Desjardins,

a. That the proposed amendments to the Board Remuneration and Travel Expense Reimbursement Policy be approved.

b. That the amended Schedule 1 of the Board Remuneration and Travel Reimbursement Policy be further amended to include all standing committees.

c. That the amended Schedule 1 of the Board Remuneration and Travel Reimbursement Policy be approved, thereby setting the remuneration rates for

First Nation Members at \$110 per committee/commission meeting for only those identified in the policy including expenses.

CARRIED

Finance Committee (2021)

8.5. [21-007](#) Bylaw Nos. 4399 and 4400: Security Issuing Bylaws, Spring 2021

MOVED by Director Brice, **SECONDED** by Director Mersereau,
That Bylaw No. 4399, "Security Issuing Bylaw No. 1, 2021", be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Brice, **SECONDED** by Director Williams,
That Bylaw No. 4399 be adopted.

CARRIED

MOVED by Director Brice, **SECONDED** by Director Williams,
That Bylaw No. 4400, "Security Issuing Bylaw No. 2, 2021", be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Brice, **SECONDED** by Director Williams,
That Bylaw No. 4400 be adopted.

CARRIED

8.6. [20-800](#) Capital Regional District Corporate Emergency Plan Revision

Discussion ensued on the following:

- Emergency Act updates and incorporation into the CRD Emergency Plan
- rating of the public health crisis
- inclusion of homeless population in risk determination
- gap analysis
- integration with water planning emergency preparedness plan

MOVED by Director Helps, **SECONDED** by Director Desjardins,
That the revised CRD Corporate Emergency Plan be approved.

CARRIED

8.7. [21-061](#) Connected Coast Proposal for the Southern Gulf Islands

Discussion ensued on the following:

- anticipated outcomes of this project
- role of high speed fibre optics in rural and urban areas
- expense of private enterprise utility service
- expansion public utilities

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
1. That the Board approve a letter of support for the Strathcona Regional District and the Connected Coast project for their efforts to secure all necessary permits within the CRD, including design and tenure agreements for landings, Points of Presence and Rights of Way. Where possible, identification of the best landing sites should be informed by the connectivity design plan currently underway for the Southern Gulf Islands Electoral Area.

2. That the Board Chair write a letter in support of the CityWest applications to the Federal Universal Broadband Fund (UBF) and the Provincial Economic Recovery Intake (ERI) programs for construction of last mile fibre to the home projects in the communities of Mayne Island, Galiano Island, Saturna Island, and North Pender Island.

3. That the Board approve in principle that funding beyond the 90% threshold will be provided by the communities to be served by last mile projects, subject to successful service establishment and voter assent, and to mutual agreement to the terms of any required partnership agreements.

CARRIED

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

10.1. [21-030](#) Greater Victoria Harbour Authority Economic Impact Study (Director Desjardins)

Discussion ensued on the referral:

- requires more in depth discussion
- development of funding for regionally significant projects

Director Tait left the meeting at 3:31 pm.

Director Howe left the meeting at 3:35 pm.

**MOVED by Director Desjardins, SECONDED by Director Haynes,
That the matter be referred to the Governance Committee meeting on February 3, 2021.**

CARRIED

10.2. [21-031](#) Letter to Transportation and Infrastructure Ministers (Director Taylor)

Director Taylor spoke to the notice of motion for writing a Letter to the Transportation and Infrastructure Ministers.

Discussion ensued on the following:

- discussions on free transit for children
- possible referral
- other government bodies policies

Discussion ensued on the referral:

- further discussion at committee
- in-depth conversation to provide additional input in letter
- regional transportation challenges
- support for December motions
- climate emergency statement

**MOVED by Director Taylor, SECONDED by Director Loveday,
That the Board write to Rob Fleming, Minister of Transportation and
Infrastructure and Bowinn Ma, Minister of State for Infrastructure:**

a) Applauding their government's commitment to fund free transit for children up

to and including age 12 as an example of how we can build a better future through fighting climate change;

b) Expressing the CRD's eagerness to work with them to improve transit and other low-carbon transportation on the South Island to meet the aspirations of the South Island Transportation Strategy;

c) Noting that following through on the aspiration of the South Island Transportation Strategy to "to fundamentally shift how people move around South Vancouver Island" will be necessary to meet the CRD's goal of a 61% reduction in GHG emissions from 2007 levels by 2038, and that the CRD does not consider failure to meet this goal to be an option given the seriousness of the climate emergency; and

d) Communicating the CRD's willingness to collaborate with Minister Fleming and Minister Ma in the identification, planning and development of key transit projects in this region.

MOVED by Director Murdoch, **SECONDED** by Director Blackwell,
That this matter be referred to the Transportation Committee meeting on February 17, 2021.

CARRIED

10.3. [21-032](#)

Invitation to BC Transit (Director Loveday)

Discussion ensued on the amendment regarding the value in hearing from BC Transit.

MOVED by Director Loveday, **SECONDED** by Director Taylor,
That the CRD invite BC Transit President and CEO Erinn Pinkerton and/or other BC Transit staff to speak to the Committee of the Whole about transportation priorities and climate action on southern Vancouver Island at an appropriate time.

MOVED by Director Desjardins, **SECONDED** by Director Loveday,
That the following amendments be made:

1. Add the words "...Island Corridor Foundation, BC Ferries and..." after the words "That the CRD invite...".
2. Remove the words "...President and..." after the words "...invite BC Transit...".
3. Replace the words "...Erinn Pinkerton and/or other BC Transit staff..." with the words "or designate".
4. After the words "...to speak to the...", replace "Committee of the Whole" with "CRD".

CARRIED

MOVED by Director Loveday, **SECONDED** by Director Taylor,
That the CRD invite Island Corridor Foundation, BC Ferries and BC Transit CEO or designate to speak to the CRD about transportation priorities and climate action on southern Vancouver Island at an appropriate time.

CARRIED

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. [21-001](#) Motion to Close the Meeting

MOVED by Director Mersereau, **SECONDED** by Director Helps,
That the meeting be closed for Appointments in accordance with Section 90(1)(a)
of the Community Charter.

CARRIED

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

CARRIED

The Board went into closed session at 4:03 pm.

13. RISE AND REPORT

The Board rose from closed session at 4:08 pm and reported on the following items:

3.1. Appointments to CRD Committees and Commissions

In accordance with Bylaw No. 3654, that the following person be appointed to the East Sooke Fire Protection and Emergency Response Service Commission for a term to start January 1, 2021 and expire December 31, 2022: Falk Wagenbach

In accordance with Bylaw No. 2339, that the following persons be appointed to the Magic Lake Estates Water and Sewer Committee for a term to start January 1, 2021 and expire October 31, 2022: Jean Deschenes, Kathy Heslop, David Reed

In accordance with Bylaw No. 3488, that the following person be appointed to the Mayne Island Parks and Recreation Commission for a term to start January 1, 2021 and expire December 31, 2021: Adrian Wright

In accordance with Bylaw No. 3485, that the following person be appointed to the Saturna Island Parks and Recreation Commission for a term to start January 1, 2021 and expire December 31, 2021: Kyra Haworth

In accordance with Bylaw No. 3749, that the following person be appointed to the Southern Gulf Islands Electoral Area Emergency Advisory Commission for a term to start January 1, 2021 and expire December 31, 2022: Peter Clark

3.2. Appointments to the Saanich Peninsula Water and Wastewater Commissions
That Michael Doehnel and Mavis Underwood be appointed as members-at-large on the Saanich Peninsula Water Commission for a one-year term ending December 31, 2021.

That Michael Doehnel be appointed as the Peninsula and Area Agricultural Commission representative on the Saanich Peninsula Wastewater Commission for a two-year term ending December 31, 2022.

3.3. Reaching Home Community Advisory Board Membership

The following nominations were approved as membership in the Reaching Home Program Community Advisory Board for 2021.

Don Elliott - CRD, Regional Housing Senior Manager

Donna Wingfield - Service Canada, Senior Program Development Officer, ESDC

Heidi Hartman - BC Housing, Regional Director, Operations, VI Region

Angela Wignall - Island Health, Director, Special Projects, Indigenous Health
Kelly Roth - GV Coalition to End Homelessness, Executive Director
Cyril Morris - Pacifica Housing, Indigenous Outreach Worker
Evan James - Umbrella Society, Team Lead
Jaimee Eggar - Peers Victoria Resources Society
Jason Chadwick - North Park Neighbourhood Association
Bo Grbavac - BC Correction, Asst. Deputy Warden of Class. & Case Mgmt
Karen Tunkana - GV Chamber of Commerce, Songhees Councillor
Sinan Demirel - James Bay New Horizons
Pat Griffin - Victoria Youth Empowerment Society, Executive Director
Aly Essa - Intercultural Association of Victoria, Resettlement Assistance Pgm Mgr
Allison Ashcroft - North Park Neighbourhood Association

14. ADJOURNMENT

MOVED by Director Screech, SECONDED by Director Mersereau,
That the January 13, 2021 Capital Regional District Board meeting be adjourned
at 4:08 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER