

Meeting Minutes

Capital Regional District Board

Wednesday, March 10, 2021

1:10 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

Directors: C. Plant (Chair), R. Mersereau (Vice-Chair), D. Blackwell, S. Brice, B. Desjardins, K. Harper (for F. Haynes) (EP), L. Helps, M. Hicks, G. Holman, D. Howe (EP), B. Isitt (EP), J. Loveday (EP), C. McNeil-Smith, D. Kobayashi (for R. Martin) (EP), R. Mersereau, K. Murdoch (EP), G. Orr, J. Ranns, D. Screech, L. Seaton, J. Bateman (for M. Tait) (EP), N. Taylor, K. Williams, R. Windsor (EP), 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; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; S. Carey, Manager of Legal Services; S. Henderson, Manager, Real Estate; J. Lam, Manager, Arts Development; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors F. Haynes, R. Martin, M. Tait

The meeting was called to order at 1:06 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Williams, **SECONDED** by Director Mersereau,
That agenda item 6.2. be moved to be considered as agenda item 8.1.a. and that three (3) additional delegations be permitted to speak, and that the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES

3.1. [21-218](#) Minutes of the February 10, 2021 Capital Regional District Board Meeting

MOVED by Director Taylor, **SECONDED** by Director Seaton,
That the minutes of the Capital Regional District Board meeting of February 10, 2021 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

Spring feels like it is here, even if the official beginning of spring is still to come later this month. The plants and air have the harbingers of flowers and warmth to come.

Things are coming back to life. So too are our residents letter-writing proclivities. And we welcome that. Because coming and listening to us in person is not possible during COVID we all know that letter-writing is a safe and effective way to communicate with us. This past month we have seen nearly 500 pieces of correspondence come in on topics like parking, arts facilities and 5G and we thank the public for their input.

This past month we have seen some significant debates occur at our committees regarding parking, transportation and arts facilities. I want to thank everyone for their thoughtful contributions and look forward to addressing them today.

Later this month we will reconvene to finalize our budget and I look forward to that discussion.

In April our Transportation committee will meet again and begin the challenging work of making recommendations to the board on transportation priorities and potential governance options. The proposed timeline is to see the recommendations come back to our May Board meeting.

Since we last met I had the opportunity to connect with Premier Horgan and shared with him many of the initiatives the CRD is working on. He is appreciative of the work we are doing on Transportation, acknowledged our work of including FN at the committee level and encouraged us to work with his provincial government, noting that at no time in recent history has there been so many Capital Regional District-based MLAs sitting in cabinet.

CAO Lapham and I (and many of you) also had the opportunity to hear Minister Fleming speak to the Victoria Chamber of Commerce about transportation. It was a positive sign in my opinion that Minister Fleming indicated he was looking forward to work with the CRD as we helped identify priorities that can be addressed in the near, medium and long term.

I wish to end my comments with a thank you to our CRD staff. It should never be forgotten that during this pandemic staff have continued to deliver on our Strategic Priorities, continued to deliver on capital projects and continued to engage and consult with the public. This Board and region is appreciative of your work.

Now let's get on with our work.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

There were no presentations.

5.2. Delegations

- 5.2.1.** [21-221](#) Delegation - Sarah Gose; Resident of Highlands: Re: Agenda Item 6.13.: Initial Engagement Reports for the Mount Work, East Sooke, Matheson Lake and Roche Cove Regional Parks Management Plans

Sarah Gose spoke in favour of Item 6.12.

- 5.2.2.** [21-222](#) Delegation - Christopher Devlin; Representing Royal & McPherson Theatres Society: Re: Agenda Item 8.6.: Implementations and Implications of the Consultant's Recommendations from Stage One: A Public Conversation about Performing Arts Facilities in the CRD

Christopher Devlin did not speak.

- 5.2.3.** [21-223](#) Delegation - Jacques Lemay; Representing Pacific Opera Victoria: Re: Agenda Item 8.6.: Implementations and Implications of the Consultant's Recommendations from Stage One: A Public Conversation about Performing Arts Facilities in the CRD

Jacques Lemay spoke in favour of Item 8.6.

- 5.2.4.** Delegation - Yvonne Mendel ; Representing South Island Mountain Bike Society: Re: Agenda Item 6.11.: Regional Parks - Strategic Plan

Yvonne Mendel spoke in favour of Item 6.11.

- 5.2.5.** Delegation - Doug Jarvis; Representing ProArt Alliance of Greater Victoria: Re: Agenda Item 8.6.: Implementations and Implications of the Consultant's Recommendations from Stage One: A Public Conversation about Performing Arts Facilities in the CRD

Doug Jarvis spoke in favour of Item 8.6.

6. CONSENT AGENDA

Consent agenda item 6.3. and 6.9. were removed from the consent agenda and moved to be considered under Reports of Committees as items 8.1.b and 8.5.a.

**MOVED by Director Mersereau, SECONDED by Director Desjardins,
That consent agenda be approved with the exceptions of items 6.3. and 6.9.
CARRIED**

- 6.1. [21-183](#) Community Funding and Support Program Grant: Emergency Support Services
- That the CRD Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for Juan de Fuca, Southern Gulf Islands and Salt Spring Island emergency programs for the Emergency Support Services Grant and direct staff to provide overall grant management.
- CARRIED**
- 6.4. [21-141](#) City of Victoria - Zero Waste Victoria Update
- That this report be received for information.
- CARRIED**
- 6.5. [21-138](#) Capital Regional District External Grants Update
- That the Capital Regional District External Grants Update be received for information.
- CARRIED**
- 6.6. [21-139](#) Capital Regional District Investment Portfolio Holdings and Annual Performance Update
- That the Capital Regional District Investment Portfolio Holdings and Annual Performance Update be received for information.
- CARRIED**
- 6.7. [21-164](#) Capital Regional District and Capital Region Housing Corporation Investment Policy Updates
- That the Capital Regional District Investment Policy, Amendment #2, be approved.
- CARRIED**

- 6.8. [21-107](#) Building Conversion to Strata for Lot A, Section 11, Otter District, Plan 33095 - 4090 Otter Point Road
1. That Building Conversion Strata BC000024, for Lot A, Section 11, Otter District, Plan 33095, to obtain individual title for two single-family dwellings as part of phase 1 of the Proposed Phased Building Strata shown on the Plan prepared by Summit Land Surveying, dated December 2, 2020, be approved subject to the following conditions::
- i. Submission of a Qualified Professional's report to confirm that the existing dwelling substantially complies with the BC Building Code and describe the life expectancy and projected major increases in maintenance costs due to the condition of the building;
 - ii. Completion of a building permit for the existing dwelling;
 - iii. Completion of any building permits and development permits required for the existing accessory buildings;
 - iv. Submission of a Qualified Professional's report confirming completion of the improvements to the existing domestic groundwater as outlined in the report prepared by Wellmaster Pumps and Water Systems Ltd., dated July 19, 2020, and certifying that well complies with the Groundwater Protection Regulation;
 - v. Submission of proof of a potable water supply for the proposed dwelling;
 - vi. Confirmation that the subject property can accommodate a sewerage system or systems that meet the requirements of the Sewerage System Regulation, for proposed phased strata;
 - vii. Substantial completion of a second dwelling on the subject property, as confirmed by CRD Chief Building Inspector, to form part of phase 1 of the proposed phased building strata as identified on the survey prepared by Summit Land Surveying dated December 2, 2020;
 - viii. The submission of a final survey plan for endorsement by the General Manager, Planning & Protective Services Department.
- CARRIED**
- 6.10. [21-210](#) Notice of Motion: Letter of Support for Aboriginal Coalition to End Homelessness Society
- That the Board Chair write a letter of support to the Aboriginal Coalition to End Homelessness Society for the federal and provincial funding they are seeking.
- CARRIED**
- 6.11. [21-144](#) Regional Parks - Strategic Plan
- That staff report back on a plan to review and update the Regional Parks Strategic Plan.
- CARRIED**
- 6.12. [21-147](#) Initial Engagement Reports for the Mount Work, East Sooke, Matheson Lake and Roche Cove Regional Parks Management Plans
- That this report be received for information.
- CARRIED**

6.13. [21-095](#) 2021 Transportation Committee Terms of Reference

That the Transportation Committee Terms of Reference be amended by adding, as new item 1.0 (b)(iii), the following:

“Work with other Vancouver Island Regional Districts to support major multi-modal transportation which support transportation and the flow of goods on Vancouver Island.”

CARRIED

6.14. [21-148](#) Regional Transportation Plan Report Card

That the Regional Transportation Plan Report Card report be received for information.

CARRIED

6.15. [21-146](#) Traffic Safety Commission Motion

That the Capital Regional District advise municipalities in the region that the Traffic Safety Commission is supportive of participation in a default reduced speed pilot.

CARRIED

6.16. [20-787](#) Transportation Gap Summary

That the Capital Regional District Board receive this report for information.

CARRIED

6.17. [21-180](#) 2021 Committee and External Membership Appointments - Update #2

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

CARRIED

7. ADMINISTRATION REPORTS**7.1. [21-207](#) 1114 Rockland Housing Agreement Modification**

K. Lorette spoke to Item 7.1.

MOVED by Director Helps, **SECONDED** by Director Mersereau,

a) That Bylaw No. 4410, “Resale Control and Housing Agreement Bylaw (1114 Rockland Avenue), 2021” be introduced and read a first, second and third time;
CARRIED

MOVED by Director Helps, **SECONDED** by Director Mersereau,

b) That Bylaw No. 4410 be adopted.

CARRIED

8. REPORTS OF COMMITTEES**Electoral Areas Committee**

- 8.1. [21-130](#) Proposed Revisions to Capital Regional District Bylaw No. 3741 - Building Regulation Bylaw No. 5, 2010

MOVED by Director Hicks, **SECONDED** by Director Holman,
a) That Bylaw 4403, "Building Regulation Bylaw No. 5, 2010, Amendment Bylaw No. 2, 2021" be introduced and read a first, second, and third time;
CARRIED

MOVED by Director Hicks, **SECONDED** by Director Holman,
b) That Bylaw No. 4403 be adopted.
CARRIED

- 8.1.a. [21-201](#) TELUS Request for Letter of Support to the Universal Broadband Fund

Discussion ensued on the following:

- the considerable correspondence from the public
- health and environmental impacts that need to be explored
- competition with the Connected Coast grant application
- whether this is considered assistance to business

MOVED by Director Hicks, **SECONDED** by Director Howe,
That the Board approve a letter of support for the TELUS application to the Universal Broadband Fund to improve cellular service in the Southern Gulf Island and Salt Spring Island Electoral Areas, on condition that there is no competition with the Connected Coast grant application.

CARRIED

OPPOSED: Desjardins, Holman, Isitt, Loveday, Murdoch, Ranns, Screech, Williams

- 8.1.b. [21-205](#) Cash-in-Lieu of Park Land Dedication for Subdivision of James Island

Discussion ensued on the following:

- the expression of interest from Tsawout First Nation
- the need for public use land on this island
- allocation of funds
- the implications of a negative vote

Director Desjardins declared a personal conflict and recused herself from the meeting room at 2:10 pm.

MOVED by Director Hicks, **SECONDED** by Director Howe,
That staff notify Islands Trust

1. That a 5% cash-in-lieu of park land dedication of \$2,077,250 is acceptable to the CRD for the proposed 79 lot bareland strata subdivision of James Island presented as Strata Plan EPS6912.

2. That if the subdivision is not completed by the end of 2021, that staff be permitted to request a new appraisal be undertaken and the cash-in-lieu adjusted accordingly.

CARRIED

OPPOSED: Isitt

Director Desjardins returned to the meeting room at 2:14 pm.

Environmental Services Committee**8.2. [21-140](#) Kitchen Scraps Tipping Fee Rate**

Discussion ensued on the funding source of this subsidy

MOVED by Director Desjardins, **SECONDED** by Director Blackwell,
That Bylaw No. 3881, Hartland Landfill and Tipping Fee Regulation Bylaw No. 6,
be amended to set the tipping fee rate for kitchen scraps at \$140 per tonne
beginning January 1, 2022 to offset kitchen scraps hauling and processing costs.
CARRIED

Finance Committee**8.3. [21-137](#) Bylaw Nos. 4404 and 4405: Transfer of Individual Trunk Reserve Funds**

MOVED by Director Brice, **SECONDED** by Director Williams,
1. That Bylaw No. 4404, "Core Area and Western Communities Liquid Waste
Management Service Equipment Replacement Reserve Fund Transfer Bylaw No.
1, 2021", be introduced and read a first, second, and third time;
CARRIED

MOVED by Director Brice, **SECONDED** by Director Williams,
2. That Bylaw No. 4404 be adopted;
CARRIED

MOVED by Director Brice, **SECONDED** by Director Williams,
3. That Bylaw No. 4405, "Core Area and Western Communities Liquid Waste
Management Service Operating Reserve Fund Transfer Bylaw No. 1, 2021", be
introduced and read a first, second and third time;
CARRIED

MOVED by Director Brice, **SECONDED** by Director Williams,
4. That Bylaw No. 4405 be adopted.
CARRIED

8.4. [21-196](#) Reconsideration of Coastal Communities Social Procurement Initiative Membership

Discussion ensued on the following:

- producing uncertainty in the bidding process, resulting in fewer bids
- legal liability and risk of exposure due to procurement policy

MOVED by Director Brice, **SECONDED** by Director Helps,
1. That the Capital Regional District join the Coastal Communities Social
Procurement Initiative for the 2021 year, with a membership fee equal to AVICC
dues;
2. That staff report back to the Board prior to incorporating CCSPI's preferred
social procurement principles into CRD's procurement processes.
CARRIED

OPPOSED: Young

Hospitals and Housing Committee

8.5. [21-169](#) 3656 Raymond Street South Housing Agreement and Bylaw

Discussion ensued on the following:

- municipalities' awareness of this service by the CRD
- the public hearing by the District of Saanich

MOVED by Director Helps, **SECONDED** by Director Screech,
a) That Bylaw No.4402, "Resale Control and Housing Agreement Bylaw (3656 Raymond Street South), 2021" be introduced and read a first, second and third time;
CARRIED

MOVED by Director Helps, **SECONDED** by Director Screech,
b) That Bylaw No. 4402 be adopted.
CARRIED

8.5.a. [21-170](#) Housing Needs Report Regional Project

Discussion ensued on whether a housing needs assessment was completed for the electoral areas.

MOVED by Director Helps, **SECONDED** by Director Orr,
That the Housing Needs Report Regional Project be received for information.
CARRIED

Regional Arts Facilities Select Committee

8.6. [21-193](#) Implementation and Implications of the Consultant's Recommendations from Stage One: A Public Conversation about Performing Arts Facilities in the CRD

Discussion ensued on the following:

- the Royal McPherson Theatre Society presentation
- funding source
- a provision for voter approval process
- appropriate models of governance
- consideration of the performing artists
- sub-regional facilities

MOVED by Director Screech, **SECONDED** by Director Williams,

1. That staff be directed to include \$150,000 in the 2021 final budget; and
2. That staff be directed to begin the process of establishing a regional service for the purposes of planning, developing and funding of performing arts facilities that have regional impact, per Recommendation 1 of the CRD Regional Arts Facilities Select Committee report Stage One: A Public Conversation about Performing Arts Facilities in the CRD.

CARRIED

OPPOSED: Blackwell, Hicks, Holman, Seaton, Windsor

MOVED by Director Helps, **SECONDED** by Director Screech,

That the Board recommends to the Chair that a committee be struck to oversee this process of the service establishment.

CARRIED

Regional Parks Committee

8.7. [21-174](#)

Capital Regional District Regional Parks - Revenue Generation Strategy - 2021-2024

Discussion ensued on the following:

- BC Transit service to the parks
- the need for public consultation
- increased street parking due to parks constitutes significant cost for municipalities
- criteria used to select those parks where parking fees would be implemented
- reporting on the comprehensive funding gap

MOVED by Director Isitt, **SECONDED** by Director Screech,
That the Capital Regional District Board:

1. Endorses the appropriateness of the property tax requisition as the primary revenue source for Regional Parks operating costs; and

CARRIED

MOVED by Director Screech, **SECONDED** by Director Isitt,

2. Directs staff to report back during the Regional Parks Strategic Planning process on additional options for parking revenues in Regional Parks, with a view toward (a) maintaining accessibility for diverse parks users, and (b) ensuring fairness for users across the regional parks system.

CARRIED

MOVED by Director Holman, **SECONDED** by Director Mersereau,

That staff report back to the Regional Parks Committee on a more modest parking revenue strategy that would include application of fees at existing parks to the nine other parks identified by staff as an interim measure prior to strategic plan review.

MOVED by Director Screech, **SECONDED** by Director Blackwell,

That the motion be amended to replace the words "...Regional Parks Committee" with the word "Board...".

DEFEATED

OPPOSED: Bateman, Blackwell, Desjardins, Harper, Helps, Hicks, Holman, Isitt, Kobayashi, Loveday, Mersereau, Murdoch, Taylor, Seaton, Young

Director Windsor left the meeting at 3:43 pm

Director Howe left the meeting at 3:50 pm

MOVED by Director Mersereau, **SECONDED** by Director Helps,

That the meeting be extended past the 3 hour scheduled time.

CARRIED

MOVED by Director McNeil-Smith, **SECONDED** by Director Mersereau,

That the motion be amended to remove the word "nine".

CARRIED

OPPOSED: Harper, Hicks

MOVED by Director Holman, **SECONDED** by Director Mersereau,

That staff report back to the Regional Parks Committee on a more modest parking revenue strategy that would include application of fees at existing

parks to the other parks identified by staff as an interim measure prior to strategic plan review.

DEFEATED

OPPOSED: Bateman, Blackwell, Brice, Desjardins, Harper, Hicks, Isitt, Kobayashi, Loveday, Murdoch, Orr, Plant, Ranns, Screech, Taylor, Williams

9. BYLAWS

- 9.1. [21-173](#) Bylaw No. 4360 - Salt Spring Island Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 2, 2020

**MOVED by Director Howe, SECONDED by Director Williams,
That Bylaw No. 4360 "Salt Spring Island Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 2, 2020" be adopted.**

CARRIED

- 9.2. [21-220](#) Bylaw No. 4391 - Saanich Peninsula Waterways Environmental Action Service Establishment Bylaw No. 1, 2020

**MOVED by Director McNeil-Smith, SECONDED by Director Orr,
That Bylaw No. 4391 "Saanich Peninsula Waterways Environmental Action Service Establishment Bylaw No. 1, 2020" be adopted.**

CARRIED

10. NOTICE(S) OF MOTION

- 10.1. Notice of Motion - Zero Waste British Columbia Input on the Solid Waste Management Plan (Directors Isitt, Loveday, and Taylor)

That the Board:

1. Refer the attached report from Zero Waste British Columbia dated February 10, 2021 to staff, to inform revisions to the Solid Waste Management Plan,
2. Endorse the goal of the CRD becoming a national leader in zero waste and the circular economy in solid waste management, and;
3. Direct staff to strengthen the emphasis on the principals of zero waste and circular economy in the Solid Waste Management Plan, including in the waste reductions targets within the plan

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. [21-153](#) Motion to Close the Meeting

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

CARRIED

MOVED by Director Blackwell, **SECONDED** by Director Mersereau,
2. That the meeting be closed for Land Acquisition in accordance with Section
90(1)(e) of the Community Charter.

CARRIED

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

CARRIED

The Capital Regional District Board moved into closed session at 4:36 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from closed session at 4:51 pm and reported on the following item:

3.1. Appointments to CRD Committees and Commissions

In accordance with Bylaw No. 3427, that the following person be appointed to the Saanich Peninsula Wastewater Commission:

For a term to start January 1, 2021 and expire December 31, 2021: Michael Williams

In accordance with Letters Patent, that the following person be appointed to the Saanich Peninsula Water Commission:

For a term to start January 1, 2021 and expire December 31, 2021: Michael Williams

In accordance with Bylaw No. 3450, that the following person be appointed to the Salt Spring Island Transportation Commission:

For a term to start January 1, 2021 and expire December 31, 2022: Aubrey Smith

In accordance with Bylaw No. 3133, that the following person be appointed to the Skana Water Service Committee:

For a term to start March 10, 2021 and expire June 30, 2021: Angelo Dicherni

In accordance with Bylaw No. 3693, that the following person be appointed to the SSI – Ganges Sewer Local Services Commission:

For a term to start January 1, 2021 and expire December 31, 2022: Jodie Miller 1

In accordance with Bylaw No. 3763, that the following person be appointed to the SSI – Parks and Recreation Advisory Commission:

For a term to start January 1, 2021 and expire December 31, 2021: Randy Cunningham

In accordance with Bylaw No. 3693, that the following person be appointed to the SSI – Salt Spring Island Liquid Waste Disposal Service Commission:

For a term to start January 1, 2021 and expire December 31, 2021: Jodie Miller

14. ADJOURNMENT

MOVED by Director Mersereau, **SECONDED** by Director Helps,
That the March 10, 2021 Capital Regional District Board meeting be adjourned at
4:51 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER