

## Meeting Minutes

### Capital Regional District Board

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Wednesday, October 13, 2021

1:10 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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C. Plant (Chair), R. Mersereau (Vice-Chair), D. Blackwell, P. Brent (for D. Howe), S. Brice, J. Brownoff (for F. Haynes) (EP), B. Desjardins, L. Helps, M. Hicks, G. Holman, B. Isitt (EP), J. Loveday, R. Martin (1:44 pm) (EP), C. McNeil-Smith, K. Murdoch (EP), G. Orr, J. Ranns, L. Seaton, D. Screech (EP), M. Tait (EP), N. Taylor, K. Williams (EP), R. Windsor, 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; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: F. Haynes, D. Howe

The meeting was called to order at 1:29 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 Brice,  
That the agenda for the October 13, 2021 Session of the Capital Regional District Board be approved.  
**CARRIED**

#### 3. ADOPTION OF MINUTES

##### 3.1. [21-729](#) Minutes of the September 8, 2021 Capital Regional District Board Meeting

**MOVED** by Director Blackwell, **SECONDED** by Director Brice,  
That the minutes of the Capital Regional District Board meeting of September 8, 2021 be adopted as circulated.  
**CARRIED**

#### 4. REPORT OF THE CHAIR

#### 5. PRESENTATIONS/DELEGATIONS

## 5.1. Presentations

There were no presentations.

## 5.2. Delegations

- 5.2.1. [21-787](#) Delegation - Beatrice Gentili-Hittos; Representing Greater Victoria Acting Together: Re: Agenda Item 8.4.: Updated Capital Regional District Climate Action Strategy
- B. Gentili-Hittos spoke to Item 8.4.

## 6. CONSENT AGENDA

**MOVED** by Director Brice, **SECONDED** by Director Orr,  
That consent agenda items 6.1. through 6.12. be approved.  
**CARRIED**

- 6.1. [21-773](#) Core Area Inflow & Infiltration Program - 2021 Summary
- That this report be received for information.  
**CARRIED**
- 6.2. [21-783](#) Core Area Wastewater Treatment Project Closeout
- That Core Area Wastewater Treatment Project Closeout Report be received for information.  
**CARRIED**
- 6.3. [21-693](#) Appointment of Officers
- That for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act and in accordance with Capital Regional District Bylaw No. 2681, Mark Groulx be appointed as Chief Bylaw Officer.  
**CARRIED**
- 6.4. [21-601](#) Solid Waste Management Plan - Implementation Update
- That this report be received for information.  
**CARRIED**
- 6.5. [21-688](#) Capital Region Energy Retrofit - Business Case
- That the Capital Region Energy Retrofit - Business Case be received for information and that implementation be considered as part of the Climate Action 2022 Service Planning Process.  
**CARRIED**
- 6.6. [21-672](#) Ecological Asset Management Plan
- That staff proceed with ongoing, existing projects and activities that identify and proactively value ecological features in the region and support strategic engagement of First Nations regarding ecosystem values, taking care of land and water, Indigenous languages and place names.

[At the September 22, 2021 First Nations Relations Committee meeting, the following motion arising carried:]

That the First Nations Relations Committee recommends that the Capital Regional District Board refer the following recommendation to the next strategic planning check-in:

That the Capital Regional District Board amend the description of Priority 3a-4 in the 2019-2022 Strategic Plan, so that it reads as follows:

Initiate ecological asset management planning that includes natural infrastructure, First Nations guiding principles, First Nations language & place names, historical uses & invasive species management.

**CARRIED**

**6.7.**     [21-724](#)     Establishing Best Practices for CRD Meetings

1. That staff report back to the Governance Committee with best practice guidelines for meetings of the Capital Regional District Boards, Committees and Commissions in accordance with the direction set out in this report.

2. That the issue of rescind and reconsider be examined by staff and included in the information moving forward.

**CARRIED**

**6.8.**     [21-708](#)     Regional Housing First Program: Project Update, Third Quarter 2021

That the Regional Housing First Program: Project Update, Third Quarter 2021 report be received for information.

**CARRIED**

**6.9.**     [21-610](#)     Development Permit with Variance for Strata Lot 7, Section 97, Sooke District, Strata Plan EPS6132 - 6301 Quail Peak Place

That Development Permit with Variance DV000078 for Strata Lot 7, Section 97, Sooke District, Strata Plan EPS6132, to authorize construction of a single-family dwelling within a Riparian and Sensitive Ecosystem Development Permit Area, and to vary Juan de Fuca Land Use Bylaw No. 2040, as follows:

1. Part 2, Section 9.09(a) to reduce the front yard requirement from 7.5 m to 5.5 m;

2. Part 2, Section 9.09(b) to reduce the side yard requirement from 6 m to 2.5 m; and

3. Part 3, Section 6.0(3) to permit parking to be located within the required front yard be approved.

**CARRIED**

**6.10.**    [21-649](#)     Development Permit with Variance for Section 4, Renfrew District, Except Those Parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, and EPP69011

That Development Permit with Variance DV000081 for Section 4, Renfrew District, except those parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, and EPP69011 to authorize the subdivision of land designated as Steep Slope, Riparian, and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement from 10% to 1.5% for proposed Lot 1, 5% for proposed Lot 2, 1.1% for proposed Lot 5, 6.2% for proposed Lot 6, 0.9% for

proposed Lot 7, 2.5% for proposed Lot 8, 0.5% for proposed Lot 11, and 0.7% for proposed Lot 12, as shown on the Tentative Plan of Subdivision, prepared by J.E. Anderson, dated August 23, 2021, be approved.

**CARRIED**

- 6.11. [21-630](#) Radio Communication and Broadcasting Antenna Systems Application for District Lot 175, Renfrew District - Cedar Coast Road

That a statement of concurrence be provided to Rogers Communications for the proposed 57 m radio communication and broadcasting antenna system on District Lot 175, Renfrew District.

**CARRIED**

- 6.12. [21-678](#) Regional Trails Widening and Lighting Project

That staff be directed to actively develop partnerships and pursue grant funding opportunities, including submission to the federal Active Transportation Fund, to support implementation of the separated use pathway design with lighting.

**CARRIED**

## 7. ADMINISTRATION REPORTS

- 7.1. [21-667](#) CAO Quarterly Progress Report No. 3 - 2021

R. Lapham spoke to Item 7.1.

Discussion ensued regarding:

- Mandatory vaccine for staff
- Completion of Rails Trail
- Water supply

**MOVED** by Director Mersereau, **SECONDED** by Director Orr,

That the CAO Quarterly Progress Report No. 3 - 2021 be received for information.

**CARRIED**

- 7.2. [21-758](#) Outcomes from Board Meeting (September 8, 2021) on Region-Wide Participation in the Arts and Culture Support Service

N. Chan spoke to Item 7.2.

Discussion ensued regarding:

- Exit clause clarification
- Letters to municipalities
- Arts sector support

Director Loveday moved an amended recommendation:

**MOVED** by Director Loveday, **SECONDED** by Director Helps,

1. That staff take no further action to draft amendments at this time, including removal of the exit clause, to the establishing bylaw of the Arts and Culture Support Service, Bylaw No. 2884.

2. That the CRD Board Chair send a letter to non participating jurisdictions, outlining the benefits of joining the Arts and Culture Support Service and associated costs, and request that non participating jurisdictions consider joining the existing service voluntarily.

**CARRIED**

- 7.3. [21-759](#) Outcomes from Board Meeting (September 8, 2021) on a New Regional Performing Arts Facilities Service

N. Chan spoke to Item 7.3.

Discussion ensued regarding:

- Regional approach to the service
- Voter approval processes
- Sub-regional Arts Service

Director Loveday moved an amended recommendation:

**MOVED by Director Loveday, SECONDED by Director Taylor,**

1. That staff take no further action related to Bylaw No. 4445 at this time, nor to its proposed approval process as outlined in the recommendations brought to Board on September 8, 2021.

2. That staff be directed to report back to the CRD Arts Facilities committee with options regarding:

(a) Moving forward with a full regional service that does not include the Alternative Approval Process

(b) A sub-regional arts facilities service

3. That the following motion be postponed until after the CRD Performing Arts Facilities Select Committee have reviewed the above two options:

That the CRD Board Chair send a letter to all CRD jurisdictions, outlining the benefits of joining the Royal Theatre Service and McPherson Playhouse Service, along with associated costs, and encouraging non participating jurisdictions to join these existing services.

**CARRIED**

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

- 8.1. [21-652](#) Bylaw No. 4455: Tax Exemption (Permissive) Bylaw, 2021

**MOVED by Director Hicks, SECONDED by Director Holman,**

1. That Bylaw No. 4455, "Tax Exemption (Permissive) Bylaw, 2021" be introduced and read a first, second and third time.

**CARRIED**

**MOVED by Director Hicks, SECONDED by Director Holman,**

2. That Bylaw No. 4455 be adopted.

**CARRIED**

- 8.2. [21-757](#) Expansion of Willis Point Fire Protection, Emergency Response and Recreation Facilities Local Service Area (Bylaw No. 1951)

**MOVED by Director Hicks, SECONDED by Alternate Director Brent,**

1. That the attached Certificate of Results of the petition to expand the service area boundary for the Willis Point Fire Protection, Emergency Response and Recreation Service be received.

**CARRIED**

**MOVED by Director Hicks, SECONDED by Alternate Director Brent,**  
**2. That Bylaw No. 4458, "Willis Point Fire Protection, Emergency Response and Recreation Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 5, 2021" be read a first, second, and third time.**

**CARRIED**

**MOVED by Director Hicks, SECONDED by Alternate Director Brent,**  
**3. That Bylaw No. 4458 be adopted.**

**CARRIED**

**8.3.     [21-761](#)**

Bylaw No. 4444, "Southern Gulf Islands Community Economic Sustainability Commission Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2021.

**MOVED by Alternate Director Brent, SECONDED by Director Hicks,**  
**1. That Bylaw No. 4444, "Southern Gulf Islands Community Economic Sustainability Commission Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2021" be introduced and read a first, second, and third time.**

**CARRIED**

**MOVED by Alternate Director Brent, SECONDED by Director Hicks,**  
**2. That Bylaw No. 4444, "Southern Gulf Islands Community Economic Sustainability Commission Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2021" be adopted.**

**CARRIED**

### **Environmental Services Committee**

**8.4.     [21-701](#)**

Updated Capital Regional District Climate Action Strategy

Director Desjardins spoke to Item 8.4.

The Board thanked staff for their work.

Discussion ensued regarding:

- Bringing the report to Electoral Areas Committee
- Monitoring and reporting updating frequency
- Financial and capital plan
- Inter-governmental collaboration and investment
- Risk management and mitigation
- Updating mapping

Director Martin left the meeting at 2:41 pm.

Director Windsor left the meeting at 2:48 pm.

- Charging infrastructure
- Territorial emissions

**MOVED by Director Desjardins, SECONDED by Director Taylor,**  
**1. That the Capital Regional District Regional Climate Action Strategy be approved; and,**  
**2. That staff be directed to forward this report to municipal councils and the Electoral Areas Committee for information.**

**CARRIED AS AMENDED**

**9. BYLAWS**

- 9.1. [21-782](#) Adoption of Bylaw 4411: “Saanich Peninsula Water Supply Water Works Facilities Loan Authorization Bylaw No. 1, 2021”
- MOVED** by Director McNeil-Smith, **SECONDED** by Director Orr,  
That Bylaw 4411, “Saanich Peninsula Water Supply Water Works Facilities Loan Authorization Bylaw No. 1, 2021” be adopted.  
**CARRIED**

**10. NOTICE(S) OF MOTION**

There were no notice(s) of motion.

**11. NEW BUSINESS**

There was no new business.

**12. MOTION TO CLOSE THE MEETING**

- 12.1. [21-746](#) 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 Labour Relations under Section (90)(1)(c) of the Community Charter.  
**CARRIED**
- MOVED** by Director Blackwell, **SECONDED** by Director Mersereau,  
3. 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,  
4. That such disclosures could reasonably be expected to harm the interests of the Regional District.  
**CARRIED**
- MOVED** by Director Blackwell, **SECONDED** by Director Mersereau,  
5. That the meeting be closed for Legal Advice under Section 90 (1)(i) of the Community Charter.  
**CARRIED**
- The Capital Regional District Board recessed at 2:56 pm and reconvened into its closed session at 3:10 pm.

**13. RISE AND REPORT**

The Capital Regional District Board rose from the closed session at 4:05 pm and reported on the following:

In accordance with Bylaw No. 2558, that the following persons be appointed to the Southern Gulf Island Harbours Commission for a term expiring December 31, 2022: Brian Dearden and Rob Fenton.

That the following persons be appointed to the Elk/Beaver Lake Recreational Use Advisory Committee for a term expiring December 31, 2024: Jim Cambridge, Eden Hardcastle, and Melanie Parrott.

**14. ADJOURNMENT**

**MOVED** by Director Murdoch, **SECONDED** by Director Tait,  
That the October 13, 2021 Capital Regional District Board meeting be adjourned at 4:05 pm.  
**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**