

Meeting Minutes

Capital Regional District Board

Wednesday, November 10, 2021

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

INAUGURAL MEETING

PRESENT:

C. Plant (Chair), R. Mersereau (Vice Chair), D. Blackwell, S. Brice, B. Desjardins, F. Haynes, L. Helps, M. Hicks (EP), G. Holman, D. Howe (EP), B. Isitt (EP), J. Loveday, R. Martin, C. McNeil-Smith, K. Murdoch, G. Orr, J. Ranns, D. Screech, L. Seaton, M. Tait (1:03 pm), N. Taylor, K. Williams, 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)

Guest: R. Bortolin; Stewart McDannold Stuart, Barristers & Solicitors

EP - Electronic Participation

1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 1:00 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

The Chief Administrative Officer provided a Territorial Acknowledgement.

3. ELECTION OF CHAIR OF THE BOARD

The Chief Administrative Officer called for nominations for the position of Chair of the Capital Regional District Board for 2022.

Director Murdoch nominated Director Plant. Director Plant accepted the nomination.

The Chief Administrative Officer called for nominations a second time.

Director Martin nominated Director Windsor. Director Windsor accepted the nomination.

The Chief Administrative Officer called for nominations a third time.

Hearing no further nominations, the Chief Administrative Officer invited each

nominee to address the Board.

Ballots were distributed by K. Morley and M. Lagoa, and collected by M. Lagoa.

The ballots were counted by K. Morley, M. Lagoa, and R. Bortolin, Solicitor.

The Chief Administrative Officer declared Director Plant Chair of the Capital Regional District Board.

**MOVED by Director Helps, SECONDED by Director Loveday,
That the ballots be destroyed.
CARRIED**

4. ELECTION OF VICE CHAIR OF THE BOARD

Chair Plant called for nominations of Vice Chair of the Capital Regional District Board for 2022.

Director Helps nominated Director Mersereau. Director Mersereau accepted the nomination.

Chair Plant called for nominations a second time.

Chair Plant called for nominations a third and final time.

Hearing no further nominations, Chair Plant declared Director Mersereau Vice Chair of the Capital Regional District Board by acclamation.

5. RECESS FOR MEETING OF THE CAPITAL REGION HOUSING CORPORATION AND THE CAPITAL REGIONAL HOSPITAL DISTRICT BOARD

**MOVED by Director Brice, SECONDED by Director Loveday,
That the meeting be recessed for the meetings of the Capital Region Housing Corporation Board and Capital Hospital Board.
CARRIED**

The meeting was recessed at 1:21 pm.

6. APPROVAL OF THE AGENDA

The meeting of the Capital Regional District Board reconvened at 1:36 pm.

**MOVED by Director Seaton, SECONDED by Director Mersereau,
That the agenda for the November 10, 2021 Session of the Capital Regional District Board be approved.
CARRIED**

7. INAUGURAL ADDRESS OF THE CHAIR

Thank you for returning me to this position. It is an honour. I have already spoken today at length so I'm going to try to keep my remarks brief and looking forward. The next year is one of opportunities and completions for this Board. We have completed almost all of the work on the region's largest infrastructure project in its history and now face several significant challenges that are going

to require our focus and determination. Our commitment to climate action is one we cannot stop advancing. Our future depends on it. We have an ambitious program planned and the bylaw is currently out for approval with our local governments. I continue to ask you to be champions of this work when it comes to your local table. We also will begin to look at next steps for our solid and liquid waste. While we have adopted a new Solid Waste Management Plan we all know that we have to look at our solid waste as a resource and not as just something to bury. Our first annual review of our Solid Waste Management Plan will happen early next year. Our commitment to a more integrated and climate-friendly regional transportation system cannot waiver. In the last 12 months we have moved from a place of aspirations and goals to one of advocacy and coordination. I believe we must continue to make progress on the transportation file and set the table for the next board to continue this work when the board changes. Our country's need to have Truth and Reconciliation with First Nations should resonate in this room. I believe we are on the right path and need to continue to develop relationships with the First Nations in the region that are based on mutual respect and mutual advancement. This is an endeavour we must all support. It is my intention to keep Committees and the leadership in them the same. That is unless someone wishes to step down from a position of leadership on a committee. There will be an email sent to you shortly that will ask for your preferences but again I am not envisioning making any changes unless you ask to no be on a committee. There are a couple of committees, First Nations Relations being one of them, where there are openings if you are looking for additional opportunities to serve. While it is still a year away, I would offer it is incredibly important topic for us to consider setting the future Board up for success in a number of ways. To that end I would offer our Spring Strategic Priorities check-in will be very crucial. We cannot have the work of this Board not continue with the next Board and in order to have that success we will need to think about how we will hand that off to the next Board. This is something that we will discuss throughout the year. Thank you for listening to my remarks. Let's get on with the business of this meeting.

8. ADOPTION OF MINUTES

- 8.1. [21-822](#) Minutes of the October 13, 2021 and the minutes of the October 27, 2021 Capital Regional District Board meetings

MOVED by Director Blackwell, **SECONDED** by Director Screech,
That the minutes of the Capital Regional District Board meetings of October 13, 2021 and October 27, 2021 be adopted as circulated.
CARRIED

- 8.2. [21-841](#) Minutes of Previous Committee and Commission Meetings

MOVED by Director Blackwell, **SECONDED** by Director Mersereau,
1. That the minutes of the Committee of the Whole meeting of May 12, 2021 be adopted as circulated.
2. That the minutes of the Appointments Advisory Committee meeting of October 6, 2021 be adopted as circulated.
3. That the minutes of the Committee of the Whole meeting of October 27, 2021 be adopted as circulated.
CARRIED

9. PRESENTATIONS/DELEGATIONS

9.1. Presentations

There were no presentations.

9.2. Delegations

- 9.2.1. [21-851](#) Delegation - Ian Robertson; Representing Greater Victoria Harbour Authority: Re: Agenda Item 13.2.: Motion with Notice: Cruise Industry (Director Brice)

I. Robertson spoke to Item 13.2.

10. CONSENT AGENDA

Item 10.3. was removed from the Consent Agenda and moved to be considered under Reports of Committees as item 12.6.c.

Item 10.4. was removed from the Consent Agenda and moved to be considered under Reports of Committees as item 12.6.b.

**MOVED by Director Mersereau, SECONDED by Director Martin,
That consent agenda items 10.1. and 10.2 and agenda items 10.5 through 10.17.
be approved.**

CARRIED

- 10.1. [21-650](#) 2022 Budget Process for the Royal Theatre Service and the McPherson Playhouse Service

**1. That the 2022 Budget Process for the Royal Theatre Service and the McPherson Playhouse Service report be received for information; and
2. That the maximum allowable contribution amount be approved for the Royal Theatre and McPherson Playhouse services.**

CARRIED

- 10.2. [21-686](#) Capital Regional District External Grants Update

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

CARRIED

- 10.5. [21-674](#) Letter from Mayor Helps, City of Victoria, dated October 25, 2021 re: Letter from Regional District of Mount Waddington - Contribution to Lytton Fire Relief

That the correspondence be received for information.

CARRIED

- 10.6. [21-825](#) Motion with Notice: Minimum Time Allocation for Budget Deliberations (Director Isitt)

That the Board direct that beginning in the autumn of 2022 and continuing in future years (until such time as this policy is varied), a minimum of one full

meeting day will be scheduled for the Board's deliberations on the next year's Financial Plan.

CARRIED

10.7. [21-721](#)

Recycling in British Columbia - Extended Producer Responsibility Five-Year Action Plan

That this report be received for information.

CARRIED

10.8. [21-771](#)

Waste Stream Management Licensing

That staff include the investigation of waste stream management licensing as part of the Solid Waste Management Plan Short-Term Implementation Framework.

CARRIED

10.9. [21-706](#)

Development Permit with Variance for Lot 9, Section 129, Sooke District, Plan VIP67208 - 590 Seedtree Road

That Development Permit with Variance DV000083 for Lot 9, Section 129, Sooke District, Plan VIP67208 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 8.49% for proposed Lot A and 10 % to 6.4% for proposed Lot B, as shown on the plans prepared by J.E. Anderson, dated August 30, 2021, be approved.

CARRIED

10.10. [21-717](#)

Liquor Lounge Endorsement Application (10236 West Coast Road)

1. That comments be provided to the LCRB confirming the CRD Board has considered the proposed location, person capacity, hours of liquor service, impact of noise, the general impact on the community, and public comments received for the proposed lounge endorsement application for Jordan River Brewery (LP000023);
2. That public comments received on application LP000023 be provided to the LCRB;
3. That a recommendation of approval-in-principle for lounge endorsement application for Jordan River Brewery (LP000023) be provided to the LCRB subject to the following conditions:
 - a. final adoption of rezoning Bylaw No. 4381.

CARRIED

10.11. [21-719](#)

Radio Communication and Broadcasting Antenna Systems Applications for:

1. Lot 205, Renfrew District - 6215 Powder Main Road; and
2. Block C, District Lot 251, Renfrew District as shown on Plan EPP100555 - West Coast Road.

1. That a statement of concurrence be provided to Rogers Communications for the proposed 68 m radio communication and broadcasting antenna system on Lot 205, Renfrew District (LP000026); and
2. That a statement of concurrence be provided to Rogers Communications for the proposed 63 m radio communication and broadcasting antenna system on

Block C, District Lot 251, Renfrew District as shown on Plan EPP100555 (LP000027).
CARRIED

10.12. [21-677](#) E&N Rail Trail - Humpback Connector

That this report be received for information.
CARRIED

10.13. [21-673](#) Ecological Values and Biodiversity in Regional Parks

That the matter be referred to staff to report back to the Committee by January 2022 on the advisability of adopting the conservation strategy on an interim basis pending the updating of that strategy.
CARRIED

10.14. [21-794](#) CRD Regional Parks - Mosquito Population Management and Control Program

1. That the Board authorize up to \$15,000 of funding toward a feasibility study for the replacement of the Tsawout flapper gate; and
2. That staff undertake a drainage study for the ditches in Island View Beach Regional Park, share the results with the District of Central Saanich and Tsawout First Nation, and report back.
CARRIED

10.15. [21-755](#) Motion with Notice: Lighting and Trail Improvement/Widening Policy (Director Plant)

That this item be referred to staff to report back on current endeavors and the advisability of such new policies.
CARRIED

10.16. [21-756](#) Motion with Notice: Construction and Detour Policy (Director Plant)

That this item be referred to staff to report back on current endeavors and the advisability of such new policies.
CARRIED

10.17. [21-791](#) Capital Regional District Transportation Working Group Terms of Reference

1. That 4.a) of the Terms of Reference be replaced with the wording, "The Working Group will meet bi-monthly. Additional meetings, as required, may be scheduled by CRD staff. The frequency of meetings will be reviewed after a year."
2. That the Transportation Working Group Terms of Reference be approved as amended.
CARRIED

11. ADMINISTRATION REPORTS

11.1. [21-817](#) Bylaw Nos. 4465, 4466, and 4467: Updates to Water Supply, Water Distribution and Bulk Water Fees and Charges Bylaws

MOVED by Director Murdoch, SECONDED by Director Mersereau,
1. That Bylaw No. 4465, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 23, 2021", be introduced and read a first, second and third time.

CARRIED

MOVED by Director Murdoch, SECONDED by Director Mersereau,
2. That Bylaw No. 4465 be adopted.

CARRIED

[Items 3 and 4 for Bylaw 4466 were removed from the agenda.]

MOVED by Director Orr, SECONDED by Director McNeil-Smith,
5. That Bylaw No. 4467, "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 41, 2021", be introduced and read a first, second and third time.

CARRIED

MOVED by Director Orr, SECONDED by Director McNeil-Smith,
6. That Bylaw No. 4467 be adopted.

CARRIED

12. REPORTS OF COMMITTEES

Electoral Areas Committee

12.1. [21-645](#) Bylaw Nos. 4470 and 4471: Fees and Charges (Local Utilities)

MOVED by Director Hicks, SECONDED by Director Mersereau,
1. That Bylaw No. 4470, " Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 15, 2021", be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Hicks, SECONDED by Director Mersereau,
2. That Bylaw No. 4470 be adopted.

CARRIED

MOVED by Director Hicks, SECONDED by Director Holman,
3. That Bylaw No. 4471, "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 10, 2021", be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Hicks, SECONDED by Director Holman,
4. That Bylaw No. 4471 be adopted.

CARRIED

12.2. [21-838](#) Salt Spring Island Liquid Waste Bylaw Amendment - Composting Facilities

MOVED by Director Holman, SECONDED by Director Hicks,
1. That Bylaw No. 4085, "Salt Spring Island Liquid Waste Disposal Additional Local Service Establishment Bylaw No. 1, 1993, Amendment Bylaw No. 3, 2021", be introduced and read a first, second and third time.

CARRIED

MOVED by Director Holman, SECONDED by Director Hicks,
2. That Bylaw No. 4085 be forwarded to the Inspector of Municipalities for approval.
CARRIED

Finance Committee

- 12.3. [21-762](#) Bylaw No. 4460: Temporary Borrowing (Southern Gulf Islands Harbours Improvements) Bylaw No. 1, 2021

MOVED by Director Brice, SECONDED by Director Williams,
1. That Bylaw No. 4460, "Temporary Borrowing (Southern Gulf Islands Harbours Improvements) 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. 4460 be adopted.
CARRIED

- 12.4. [21-806](#) Bylaw No. 4463: Temporary Borrowing (Florence Lake Water System Upgrades) Bylaw No. 1, 2021

MOVED by Director Brice, SECONDED by Director Seaton,
1. That Bylaw No. 4463, "Temporary Borrowing (Florence Lake Water System Upgrades) Bylaw No. 1, 2021", be introduced and read a first, second and third time.
CARRIED

MOVED by Director Brice, SECONDED by Director Seaton,
2. That Bylaw No. 4463 be adopted.
CARRIED

- 12.5. [21-643](#) Bylaw No. 4456: Financial Plan Amendment Bylaw No. 3, 2021

MOVED by Director Brice, SECONDED by Director Williams,
1. That Bylaw No. 4456, "2021 to 2025 Financial Plan Bylaw, 2021, Amendment Bylaw No. 3, 2021" be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Brice, SECONDED by Director Williams,
2. That Bylaw No. 4456 be adopted.
CARRIED

- 12.6. [21-675](#) Bylaw No. 4461: Revenue Anticipation (General Purpose) Bylaw No. 1, 2021

MOVED by Director Brice, SECONDED by Director Williams,
1. That Bylaw No. 4461, "Revenue Anticipation Borrowing (General Purpose) 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. 4461 be adopted.

CARRIED**12.6.b. [21-676](#) Municipal Finance Authority - Debt Issuance Terms**

Discussion ensued on the item requiring further discussion at a Finance Committee meeting.

**MOVED by Director Brice, SECONDED by Director Williams,
That the Municipal Finance Authority - Debt Issuance Terms report be received for information.
The question was not called.**

**MOVED by Director Young, SECONDED by Director Brice,
That the Municipal Finance Authority - Debt Issuance Terms be referred back to the Finance Committee for further discussion with regard to implications for the Municipal Finance Authority.
CARRIED**

12.6.c. [21-687](#) COVID-19 Safe Restart Grants for Local Governments - Regional Update

Discussion ensued regarding allocation of funding in Electoral Areas.

**MOVED by Director Brice, SECONDED by Director Loveday,
That the COVID-19 Safe Restart Grants for Local Governments - Regional Update report be received for information.
CARRIED
Opposed: Holman**

Hospitals and Housing Committee**12.7. [21-815](#) 4734, 4744, 4754 Elk Lake Drive Housing Agreement and Bylaw**

Discussion took place regarding cost of service.

**MOVED by Director Helps, SECONDED by Director Orr,
1. That Bylaw No.4459, "Resale Control and Housing Agreement Bylaw (4734, 4744, 4754 Elk Lake Drive), 2021" be introduced and read for a first, second and third time.
CARRIED**

**MOVED by Director Helps, SECONDED by Director Orr,
2. That Bylaw No. 4459 be adopted.
CARRIED**

Juan de Fuca Land Use Committee**12.8. [21-816](#) Public Hearing Report on Bylaw No. 4412, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 8, 2021" and Bylaw No. 4413, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 151, 2021"**

**MOVED by Director Hicks, SECONDED by Director Blackwell,
a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4412, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 8, 2021", which are certified as a fair and accurate summary of the**

representations that were made at the public hearing held on October 5, 2021, for Bylaw No. 4412, be received.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
b) That Bylaw No. 4412 be read a third time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
c) That Bylaw No. 4412 be adopted.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
d) That the minutes that form the Report of the Public Hearing for Bylaw No. 4413, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 151, 2021", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on October 5, 2021, for Bylaw No. 4413, be received.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
e) That Bylaw No. 4413 be read a third time.

CARRIED

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
f) That Bylaw No. 4413 be adopted.

CARRIED

Regional Parks Committee

12.9. [21-801](#) Regional Trails Management Plan - Implementation Update

Director Mersereau spoke to Item 12.9.

Discussion ensued regarding public outreach program for the trails management plan.

MOVED by Director Mersereau, **SECONDED** by Director Seaton,

1. That the report be received for information.

2. That the Board refer strategic action 2 in the Regional Trails Management Plan to the Capital Regional District Transportation Working Group, as a priority for action in 2022 and to refer all outstanding actions from the plan that require local government coordination to the Working Group to consider in advancing regional transportation priorities.

3. That the Committee direct staff to report back in 2022 on options for evaluating the evolution of the regional trail network.

CARRIED

13. NOTICE(S) OF MOTION

13.1. [21-515](#) Motion with Notice: Equity Lens on Transportation Priorities (Director Loveday)

Director Loveday spoke to Item 13.1.

MOVED by Director Loveday, **SECONDED** by Director Helps,
That the CRD Transportation Committee direct staff to report back with a plan to undertake the data collection and analysis that is needed to apply a robust equity lens to transportation priority implementation, advocacy, and future planning.

MOVED by Director Loveday, **SECONDED** by Director Helps,
That the main motion be amended to replace the following words:
"a plan to undertake the data collection and analysis that is needed to apply"
with "implications of applying".
CARRIED

Discussion ensued regarding:

- Equity clarification
- Services delivery and planning
- Existing inequities
- Financial model
- Regional equity
- Regional trail system expansion
- Electoral areas
- First Nations inclusion
- Rail service

The question was called on the main motion as amended:
That the CRD Transportation Committee direct staff to report back with implications of applying a robust equity lens to transportation priority implementation, advocacy, and future planning.
CARRIED

13.2. [21-826](#) Motion with Notice: Cruise Industry (Director Brice)

Director Brice spoke to Item 13.2.

Discussion ensued regarding:

- Legislation regarding border openings
- Provincial support
- Shipbuilding industry
- Tourism benefits

MOVED by Director Brice, **SECONDED** by Director Windsor,
That CRD support the Greater Victoria Harbour Authority and as the Authority has already done:
Write to the Prime Minister asking that the Government of Canada engage with the US Federal Government to develop a mutually beneficial and responsible approach which addresses the handling of cruise ships in our waters and ports so that any future issues will not result in a significant halt to operations of the Alaska Cruise itinerary.
CARRIED

14. BYLAWS

There were no bylaws for consideration.

15. NEW BUSINESS

There was no new business.

16. MOTION TO CLOSE THE MEETING

16.1. [21-840](#) Motion to Close the Meeting

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

The Capital Regional District Board recessed and moved to the closed session at
2:47 pm.

17. RISE AND REPORT

The Capital Regional District Board rose from the closed session at 2:51 pm and
reported on the following:

- In accordance with Bylaw No. 2647, that the Capital Regional District Board
appoint Marilyn Palmer and Marcus Handman to the Royal & McPherson
Theatres Society Board for a term ending no later than May 31, 2023.

- In accordance with Bylaw No. 2339, that the following persons be appointed to
the Magic Lake Estates Water and Sewer Committee for a term expiring October
31, 2023: Michael Fossil and Wally Foster.

18. ADJOURNMENT

MOVED by Director Loveday, **SECONDED** by Director Mersereau,
That the November 10, 2021 Capital Regional District Board meeting be
adjourned at 2:51 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER