

## Meeting Minutes

### Capital Regional District Board

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Wednesday, September 21, 2022

1:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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#### Special Meeting - Budget

#### PRESENT:

C. Plant (Chair), R. Mersereau (Vice Chair), J. Bateman (for M. Tait) (EP), D. Blackwell, P. Brent, S. Brice, B. Desjardins, C. Graham (for R. Windsor), L. Helps, M. Hicks, G. Holman, B. Isitt (2:25 pm), J. Loveday, C. McNeil-Smith, R. Martin, K. Murdoch, G. Orr, J. Ranns, D. Screech, L. Seaton, N. Taylor, K. Williams, 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; R. Lachance, Senior Manager, Financial Services; B. Semmens, Manager, Financial Planning; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

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

The meeting was called to order at 1:27 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in a preceding meeting.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Williams, **SECONDED** by Director Orr,  
That the agenda for the September 21, 2022 Session of the Capital Regional  
District Board be approved.  
**CARRIED**

#### 3. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

#### 4. SPECIAL MEETING MATTERS

**4.1. [22-545](#) 2023 Service Planning - Community Needs Summaries**

K. Lorette spoke to Item 4.1.

**This Informational Report was received for information.**

**4.2. [22-492](#) Capital Regional District 2023 Financial Plan Provisional Approval**

R. Lapham spoke to Item 4.2.

Discussion ensued regarding:

- McPherson funding
- provincial and federal funding and grants for housing projects

**MOVED by Director Murdoch, SECONDED by Director Mersereau,**

- 1. That the Capital Regional District 2023 Financial Plan be given provisional approval as amended;**
- 2. That the Board Directed and Board Endorsed Initiatives be approved and incorporated into the final budget, subject to successful service establishment where required;**
- 3. That the new initiatives and capital identified in Appendix H for January 1, 2023, implementation be approved for expenditure;**
- 4. That the 2023 Community Need Summaries be approved as presented; and**
- 5. That the Staff Establishment Chart as attached in Appendix M be approved.**
- 6. That additional Building Inspection resources be added to the provisional budget to address the backlog of building permit applications and to amend the staff establishment chart, if required.**

**CARRIED**

**Motion Arising**

**MOVED by Director Helps, SECONDED by Director Taylor,**

**That the CRD Board request that staff report back on options for increasing funding for land acquisition for housing.**

**CARRIED**

**4.3.**     [22-486](#)     BC Local Government Climate Action Program - Funding Distribution

L. Hutcheson spoke to Item 4.3.

**MOVED by Director Hicks, SECONDED by Director Taylor,  
That the funding associated with the new BC Local Government Climate Action Program in 2022, 2023 and 2024 be distributed as follows: \$79,496 for CRD Climate Action Service; \$11,512 for Juan de Fuca Electoral Area; \$24,552 for Salt Spring Island Electoral Area; and \$10,522 for Southern Gulf Islands Electoral Area.**

**Motion Arising**

**MOVED by Director Helps, SECONDED by Director Loveday,  
That the CRD Board allocate \$73,150 of the funding available through the new provincial climate funding in 2022 to help complete the Vancouver Island and Coastal Communities Climate Leadership Plan.**

Director Mersereau left the meeting at 1:42 pm and joined electronically.

Discussion ensued regarding:

- funding allocation
- climate action initiatives
- climate action service in other regional districts
- affordable housing
- time sensitivity

**MOVED by Director Desjardins, SECONDED by Alternate Director Brent,  
That the matter be referred to a future meeting of the Environmental Services Committee.**

**CARRIED**

**Opposed: Taylor**

The question was called on the main motion.

**That the funding associated with the new BC Local Government Climate Action Program in 2022, 2023 and 2024 be distributed as follows: \$79,496 for CRD Climate Action Service; \$11,512 for Juan de Fuca Electoral Area; \$24,552 for Salt Spring Island Electoral Area; and \$10,522 for Southern Gulf Islands Electoral Area.**

**CARRIED**

**4.4.**     [22-540](#)     Mt Erskine Water Conversion

**MOVED by Director Hicks, SECONDED by Director Blackwell,  
Authorize the submission of an application for an Infrastructure Planning grant for Mount Erskine Water Society to assess the water society's infrastructure, operations, and financial position.**

**CARRIED**

- 4.5. [22-474](#) Motion with Notice: Wood Burning Appliance Operation of Salt Spring Island (Director Holman)
- MOVED** by Director Hicks, **SECONDED** by Director Holman,  
That staff provide a report regarding CRD or CRHD legal authority to regulate wood burning appliance operation in the Salt Spring Island electoral area, and that the Southern Gulf Islands and Juan de Fuca electoral areas be specifically excluded.  
**CARRIED**
- 4.6. [22-519](#) Indigenous Intercultural Skills Training for Board Directors
- MOVED** by Director Desjardins, **SECONDED** by Director Helps,  
That staff be directed to offer Directors a series of Indigenous intercultural training, learning and coaching opportunities in 2023.  
**CARRIED**
- 4.7. [22-521](#) First Nations Relations Operational Update
- This Informational Report was received for information.**
- 4.8. [22-560](#) Bylaw 4407 - "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 150, 2021"
- MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
That Bylaw 4407 "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 150, 2021" be adopted.  
**CARRIED**
- 4.9. [22-564](#) Public Hearing Report on Bylaw No. 4473, "Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 14, 2022"
- MOVED** by Director Hicks, **SECONDED** by Director Blackwell,
1. That the minutes that form the Report of the Public Hearing for Bylaw No. 4473, "Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 14, 2022" which are certified as a fair and accurate summary of the representations that were made at the public hearing held on September 7 and continued on September 8, 2022 for Bylaw No. 4473, be received.  
**CARRIED**
- MOVED** by Director Hicks, **SECONDED** by Director Blackwell, **CARRIED**
2. That Bylaw No. 4473 be read a third time.  
**CARRIED**
- MOVED** by Director Hicks, **SECONDED** by Director Blackwell,
3. That Bylaw No. 4473 be adopted.  
**CARRIED**

4.10. [22-563](#) Public Hearing Report on Bylaw No. 4464, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 155, 2022”

**MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
1. That the minutes that form the Report of the Public Hearing for Bylaw No. 4464, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 155, 2022”, which are certified as a fair and accurate summary of the representations that were made at the public hearing held on September 13, 2022, for Bylaw No. 4464, be received.

**CARRIED**

**MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
2. That Bylaw No. 4464 be read a third time.

**CARRIED**

**MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
3. That Bylaw No. 4464 be adopted.

**CARRIED**

4.11. [22-524](#) City of Langford Hotel Tax

N. Chan spoke to Item 4.11.

**MOVED** by Director Blackwell, **SECONDED** by Director Seaton,  
That the Capital Regional District support renewal of the City of Langford’s application to levy an accommodation tax under the Municipal and Regional District Tax (MRDT) provision of the Provincial Sales Tax Act.

**CARRIED**

**4.12.**     [22-562](#)           Bylaws No. 4487 and 4488: Seagirt Waterworks Conversion to CRD Service

T. Robbins spoke to Item 4.12.

Director Isitt joined the meeting in person at 2:25 pm.

**MOVED** by Director Hicks, **SECONDED** by Alternate Director Brent,  
**1. That Bylaw No. 4487, "Seagirt Water System Local Service Establishment Bylaw No. 1, 2022", be introduced and read a first, second, and third time.**  
**CARRIED**

**MOVED** by Director Hicks, **SECONDED** by Alternate Director Brent,  
**2. That participating area approval for Bylaw No. 4487 is authorized by sufficient petition in accordance with ss. 337 and 347 of the Local Government Act;**  
**3. That Bylaw No. 4487 be referred to the Inspector of Municipalities for approval.**  
**CARRIED**

**MOVED** by Director Hicks, **SECONDED** by Alternate Director Brent,  
**4. That Bylaw No. 4488, "Seagirt Water System Local Service Loan Authorization Bylaw No. 1, 2022", be introduced and read a first, second, and third time.**  
**CARRIED**

**MOVED** by Director Hicks, **SECONDED** by Alternate Director Brent,  
**5. That participating area approval for Bylaw No. 4488 is authorized by sufficient petition in accordance with ss. 337, 347, 407 and 408 of the Local Government Act; and**  
**6. That Bylaw No. 4488 be referred to the Inspector of Municipalities for approval.**  
**CARRIED**

**5. MOTION TO CLOSE THE MEETING**

**5.1.**     [22-553](#)           Motion to Close the Meeting

**MOVED** by Director Blackwell, **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 moved to the closed session at 2:28 pm.

**6. RISE AND REPORT**

The Capital Regional District Board rose from the closed session at 3:09 pm and reported on the following:

- Item 3.1. - Appointments to CRD Commissions and Committees:

In accordance with Bylaw No. 3654, that the following be appointed to the North Galiano Fire Protection and Emergency Response Service Commission for a term expiring December 31, 2022: Roger Allen, Allan Doty, Roger Pettit

In accordance with Bylaw No. 3654, that the following be appointed to the North Galiano Fire Protection and Emergency Response Service Commission for a term expiring December 31, 2023: Kurt Bandelow, Michael Clark, Judith Hamilton, Ken Kucille,

In accordance with Bylaw No. 3727 that the following be appointed to the Salt Spring Island Community Economic Sustainability Commission for a term expiring December 31, 2023: Francine Carlin, Dr. Daniel Muzyka

In accordance with Solid Waste Advisory Committee Terms of Reference that the following person be appointed to the Solid Waste Advisory Committee for a term to expire December 31, 2024: Margaret McCullough, Wendy Stevens

In accordance with Bylaw No. 3523 that the following be appointed to the Southern Gulf Islands Library Commission for a term expiring December 31, 2023: Ellen Bourassa, Laura Vilness, Marilyn Winterbottom, Charlotte Young

**7. ADJOURNMENT**

MOVED by Director Brice, SECONDED by Director Helps,  
That the September 21, 2022 Capital Regional District Board meeting be adjourned at 3:10 pm.  
CARRIED

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**