

Meeting Minutes

Capital Regional District Board

Wednesday, November 16, 2022

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

Special Meeting - Inaugural

PRESENT

DIRECTORS: C. Plant (Chair), M. Tait (Vice Chair), M. Alto, K. Armour (for B. Desjardins), P. Brent, S. Brice, J. Brownoff, J. Caradonna, C. Coleman, Z. de Vries, S. Goodmanson, G. Holman, P. Jones, D. Kobayashi, M. Little, C. McNeil-Smith, K. Murdoch, D. Murdock, L. Szpak, D. Thompson, S. Tobias, A. Wickheim, K. Williams, R. Windsor

STAFF: T. Robbins, 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; I. Jesney, Acting General Manager, Integrated Water Services; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

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

Regrets: Director(s) B. Desjardins

1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 1:02 pm.

2. TERRITORIAL ACKNOWLEDGEMENT

The Chief Administrative Officer provided the Territorial Acknowledgement.

3. ELECTION OF CRD BOARD CHAIR

The Chief Administrative Officer called for nominations for the position of Chair of the Capital Regional District Board for 2023.

Director Kobayashi nominated Director Windsor. Director Windsor accepted the nomination.

The Chief Administrative Officer called for nominations a second time.

Director Brice nominated Director Plant. Director Plant accepted the nomination.

The Chief Administrative Officer called for nominations a third time.

Director Wickheim nominated Director Williams. Director Williams accepted the nomination.

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 Tait, SECONDED by Director McNeil-Smith,
That the ballots be destroyed.
CARRIED**

4. ELECTION OF CRD BOARD VICE CHAIR

Chair Plant called for nominations of Vice Chair of the Capital Regional District Board for 2023.

Director de Vries nominated Director Tait. Director Tait 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 Tait Vice Chair of the Capital Regional District Board by acclamation.

5. HOUSING CORPORATION APPOINTMENTS

5.1. [22-625](#) Appointment of Capital Region Housing Corporation Board

K. Morley spoke to Item 5.1.

MOVED by Director Murdock, **SECONDED** by Director Alto,

That the Capital Regional District Board:

1. Resolve to appoint its directors as the directors of the Capital Region Housing Corporation;

2. Resolve to exercise its single Capital Region Housing Corporation share in the form attached as Appendix A; and

3. Instruct staff as the shareholder's representative to execute the special resolution in the form attached as Appendix A with immediate effect.

CARRIED

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

MOVED by Director Murdoch, **SECONDED** by Director Brent,

That the meeting be recessed for the meetings of the Capital Region Housing Corporation Board and Capital Hospital Board.

CARRIED

The meeting recessed at 1:21 pm.

The meeting reconvened at 2:15 pm.

7. INAUGURAL ADDRESS OF THE CHAIR

Thank you for supporting me as your Chair. It is truly an honour. I did speak for nearly four minutes during the election so I will be briefer. However, I do want to mention a few items. As you know, we will undertake Strategic Priority setting on Nov 30th. It is very important that you come to this meeting with some ideas on how you want to see the organization move forward. Of course we are not starting from scratch. Our current priorities are large in scope and are addressed through the staff's corporate plan. Current priorities include Community Wellbeing, Transportation and Housing, Climate Actions and Environmental Stewardship, First Nations Reconciliation, Advocacy, Governance and Accountability. I am confident that these priorities will get full consideration. It is also important to note that three items have been passed forward from the previous Board to this Strategic Planning session; Transportation Priorities, Arts Service participation, and the discussion on an Arts Facilities service. As to committees, you heard from Kristen that the Chair populates the committees and the chairs/vice-chairs. You will be receiving an email tomorrow with a request for you to indicate your interest. This will need to be completed in one week so by the end of next Wednesday. I also welcome phone call if you want to discuss your interests on committees. And finally, I would like to formally encourage you to work with staff and get to better know this organization. As you saw this morning, there is a lot that goes on in the CRD. And like your jurisdictions, staff are our greatest assets. Now let's get on with the meeting.

8. APPROVAL OF THE AGENDA

MOVED by Director Wickheim, **SECONDED** by Director Williams,
That the rules of the Capital Regional District Board Procedures Bylaw be
suspended to allow a Notice of Motion to be read in at the Special meeting.

CARRIED

Opposed: Jones, Windsor

MOVED by Director Brent, **SECONDED** by Director Thompson,
That the agenda for the November 16, 2022 Session of the Capital Regional
District Board be approved with the addition of the following item:

- 11. Notice of Motion

CARRIED

9. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

10. SPECIAL MEETING MATTERS

10.1. [22-627](#) 2022 General Local Election and Assent Voting Results

K. Morley spoke to Item 10.1.

This Informational Report was received for information.

10.2. [22-626](#) Greater Victoria Harbour Authority Board - Request for Nominees

K. Morley spoke to Item 10.2.

MOVED by Director Brice, **SECONDED** by Director Williams,
That Directors interested in serving as Member Director on the Greater Victoria
Harbour Authority Board submit their cover letter and resume to the CRD Board
Chair by November 25, 2022; and that the CRD Board Chair forward the name of
three nominees to the Greater Victoria Harbour Authority by November 30, 2022.

CARRIED

10.3. [22-622](#) BC Active Transportation Infrastructure Grants Program - Resolution for Mayne Island Regional Trail - Phase 1 Development

L. Hutcheson spoke to Item 10.3.

Discussion ensued regarding:

- project time line and phases
- islands tour opportunities for Directors
- involvement and support from community
- funding source and contributions

**MOVED by Director Brent, SECONDED by Director Williams,
That the Capital Regional District Board confirm submission authorization of the BC Active Transportation Infrastructure Grants application for the Mayne Island Regional Trail - Phase 1 Development Project; provide confirmation that the funding share for the shovel-ready priority project is available and supported with a construction completion date of before March 2025; and direct staff to provide overall grant management.**

CARRIED

10.4. [22-623](#) Bylaw No. 4529: Financial Plan Amendment No. 4, 2022

N. Chan spoke to Item 10.4.

**MOVED by Director McNeil-Smith, SECONDED by Director Brice,
1. That Bylaw No. 4529, "2022 to 2026 Financial Plan Bylaw, 2022, Amendment Bylaw No. 4, 2022", be introduced and read a first, second, and third time.**

CARRIED

**MOVED by Director McNeil-Smith, SECONDED by Director Brice,
2. That Bylaw No. 4529 be adopted.**

CARRIED

10.5. [22-630](#) Referral of Motion Arising - Request for Regional Transportation Priorities Update.

K. Lorette spoke to Item 10.5.

**MOVED by Director Windsor, SECONDED by Director Brent,
To refer an update on the status of advancing the regional transportation priorities to Transportation Committee in 2023 and refer to Board Strategic Planning, exploration of options for next steps in governance for transportation in the region.**

CARRIED

- 10.6. [22-585](#) Development Permit with Variance for Lot 1, Section 9, Otter District, Plan 12535 - 8492 West Coast Road

K. Lorette spoke to Item 10.6.

MOVED by Director Wickheim, SECONDED by Director Tait, That Development Permit with Variance DV000086 for Lot 1, Section 9, Otter District, Plan 12535, to authorize the subdivision and proposed development of land designated as Steep Slopes 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 for proposed Lot A from 10% of the lot perimeter (116.9 m) to 2.8% of the lot perimeter (33 m), as shown on the plans prepared by McIlvaney Riley Land Surveying Inc., dated January 14, 2022, be approved.

CARRIED

- 10.7. [22-586](#) Development Permit with Variance for Section 41, Otter District as Shown on Plan Deposited Under DD 55112I - Clark Road

K. Lorette spoke to Item 10.7.

MOVED by Director Wickheim, SECONDED by Director Tait, That Development Permit with Variance DV000089 for Section 41, Otter District as Shown on Plan Deposited Under DD 55112I to authorize the subdivision of land designated as Steep Slopes, Watercourses and Wetland Areas, 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 for:

- a) proposed Lot 3 from 10% of the lot perimeter (88 m) to 7.5% of the lot perimeter (66 m);
- b) proposed Lot 7 from 10% of the lot perimeter (119 m) to 0.5% of the lot perimeter (6 m); and
- c) proposed Lot 18 from 10% of the lot perimeter (141 m) to 0.46% of the lot perimeter (6.5 m)

as shown on the plan prepared by J.E. Anderson, revised September 21, 2022, be approved.

CARRIED

11. Notice of Motion

- 11.1. **22-639** Notice of Motion

Director Wickheim provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board meeting:

"Move that discussion relating to the aquaculture proposal for the Sooke basin be brought for discussion at the next Board meeting".

Director Holman provided the following Notice of Motion for consideration at the next meeting of the Electoral Areas Committee meeting:

"That the Electoral Area Director remuneration be maintained at 2022 levels for 2023".

12. MOTION TO CLOSE THE MEETING

12.1. [22-624](#) Motion to Close the Meeting

MOVED by Director Tait, **SECONDED** by Director Murdock,
That the meeting be closed for Labour Relations in accordance with Section 90(1)
(c) of the Community Charter.
CARRIED

The Capital Regional District Board moved to the Closed Session at 2:59 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from the Closed Session at 3:23 pm
without report.

14. ADJOURNMENT

MOVED by Director Alto, **SECONDED** by Director Brent,
That the November 16, 2022 Capital Regional District Board meeting be
adjourned at 3:24 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER