

## Meeting Minutes

### Capital Regional District Board

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Wednesday, January 11, 2023

1:10 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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#### PRESENT

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

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

EP - Electronic Participation

Regrets: Director(s) M. Tait, R. Windsor

The meeting was called to order at 1:30 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in a preceding meeting.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Murdoch, **SECONDED** by Director Brent,  
That the agenda for the January 11, 2023 Session of the Capital Regional District Board be approved with the addition of the following item:  
8.2.b. Notice of Motion - Re-capitalize ICET (Director Holman)  
**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. [23-028](#) Minutes of the December 14, 2022 Capital Regional District Board Meeting

**MOVED** by Director Alto, **SECONDED** by Director Murdoch,  
That the minutes of the Capital Regional District Board meeting of December 14, 2022 be adopted as circulated.  
**CARRIED**

**3.2.**     [23-062](#)     Minutes of Previous Committee and Commission Meetings

**MOVED** by Director Caradonna, **SECONDED** by Director Murdoch,

**1. That the minutes of the of the November 30, 2022 Committee of the Whole meeting previously adopted on December 14, 2022 be rescinded.**

**2. That the updated minutes of the November 30, 2022 Committee of the Whole meeting be adopted as circulated.**

**CARRIED**

**4. REPORT OF THE CHAIR**

Happy New Year. I have a potpourri of topics to share with you today. A new year is often an opportunity to make resolutions and dedicate oneself to change. For us as a board we will have an opportunity soon to land on our Strategic Priorities and make the region an even better place to live. I wish to thank those of you who did complete the Board Strategic Priorities survey last month. Unfortunately, nine of us did not. I hope that when we meet we do not find that the survey results are not what the Board is wanting to move forward with when we meet again on January 25th. As you will recall the previous Board passed a provisional 2023 budget last fall. Any new initiative work for 2023 that comes out of our strategic plan will likely result in a change to the final budget and subsequent requisition. I do not say this to frighten or deter us from achieving our goals, but to be aware that any new initiative we want to take action on in 2023 will need to be budgeted for. And that would require a very quick turnaround as we finalize our 2023 budget in March. This Friday, Director Wickheim, staff and I will be participating in another government to government meeting with the Paccheedaht Nation in their territory in Port Renfrew. Chief Jones, Council and staff have been hosting us the past year and a half at these biannual meetings where we discuss items of mutual interest. When we talk about having effective government to government relationships it is important to value and participate in these types of meetings as they go a long way in building respectful dialogue and making progress on shared goals. Our first facilities tour is scheduled for Friday Feb 10, 2023 when we will visit the Core Area Wastewater Treatment Plant at McLoughlin Point. The last time we had a tour it was still being constructed so this will be a great opportunity. A memo of all our 2023 tour dates will be coming to you later this week. And finally, I wish to thank all the CRD and local government staff for their work during the recent snow event we had. It's hard to believe we were essentially shut down a few weeks ago with the weather we have today, but we were. And thanks to their dedication and hard work we were able to keep the essential services the CRD provides operating.

**5. PRESENTATIONS/DELEGATIONS**

There were no presentations or delegations.

## 6. CONSENT AGENDA

Item 6.3. was removed from the consent agenda and moved to be considered under Reports of Committees as item 8.5.

**MOVED** by Director Alto, **SECONDED** by Director Brice,  
That consent agenda items 6.1. through 6.2. and 6.4. through 6.5. be approved.  
**CARRIED**

- 6.1. [23-058](#) Southern Gulf Islands Electoral Area - Rural Economic Diversification and Infrastructure Program Grant Application

**That the Capital Regional District Board authorizes submission of a grant application under the BC Rural Economic Diversification and Infrastructure Program for Last-mile Connectivity and Economic Diversification for the Southern Gulf Islands; and direct staff to provide overall grant management.**  
**CARRIED**

- 6.2. [23-014](#) 2023 Royal and McPherson Theatres Services Committee Terms of Reference

**That the 2023 Royal and McPherson Theatres Services Advisory Committee Terms of Reference attached at Appendix A be approved.**  
**CARRIED**

- 6.4. [23-002](#) Capital Regional District External Grants Update

**This report was received for information.**

- 6.5. [23-042](#) 2023 Committee and External Membership Appointments - Update

**That the Board endorse the external appointments and nominations put forward in the attachment.**  
**CARRIED**

## 7. ADMINISTRATION REPORTS

- 7.1. [23-033](#) CAO Quarterly Progress Report No. 4, 2022

T. Robbins spoke to Item 7.1.

Discussion ensued regarding:

- home energy rebate program
- rail corridor update and advocacy
- advocacy and strategic priorities tracking and follow up
- volunteer and work safety recognition award programs
- investment opportunities related to parkland acquisition and affordable housing

**This report was received for information.**

## 8. REPORTS OF COMMITTEES

**Electoral Areas Committee**

- 8.1. [23-043](#) Report on Sooke Basin Aquaculture Proposal
- This report was received for information.
- 8.2. [22-677](#) Motion with Notice: Sooke Basin Aquaculture Proposal (Director Wickheim)
- Discussion ensued regarding a referral and consultation process.
- MOVED by Director Brent, SECONDED by Director Wickheim,  
That the Electoral Areas Committee recommend to the Capital Regional District Board:  
That the CRD Board refer its concerns regarding the potentially invasive seaweed aquaculture in Sooke Basin to appropriate provincial and federal agencies and request the updating and enforcement of regulations for foreign and or non-native species as soon as possible.  
CARRIED**
- 8.2.b. [23-074](#) Notice of Motion (same day): Re-capitalize Island Coastal Economic Trust (ICET) (Director Holman)
- Director Holman proposed the following Notice of Motion with same day consideration:
- "That the CRD Board urge the Province to re-capitalize the Island Coastal Economic Trust (ICET)."
- MOVED by Director Caradonna, SECONDED by Director Holman,  
That same day consideration be applied to the Notice of Motion.  
CARRIED**
- Discussion ensued regarding advocacy for re-capitalization.
- MOVED by Director Brent, SECONDED by Director Holman,  
That the CRD Board urge the Province to re-capitalize the Island Coastal Economic Trust (ICET).**
- MOVED by Director Murdoch, SECONDED by Director Holman,  
That the motion be amended by adding "and to put this matter forward to AVICC for consideration at the 2023 AGM and Convention" to the end of the motion.  
CARRIED**
- The question was called on the main motion as amended:  
That the CRD Board urge the Province to re-capitalize the Island Coastal Economic Trust (ICET) and to put this matter forward to AVICC for consideration at the 2023 AGM and Convention.  
CARRIED

**Finance Committee**

- 8.3. [23-008](#) Bylaw No. 4536: Security Issuing Bylaw, Spring 2023
- MOVED** by Director Brice, **SECONDED** by Director Brent,  
1. That Bylaw No. 4536, “Security Issuing Bylaw No. 1, 2023”, be introduced and read a first, second, and third time.  
**CARRIED**
- MOVED** by Director Brice, **SECONDED** by Director Brent,  
2. That Bylaw No. 4536 be adopted.  
**CARRIED**
- 8.4. [22-637](#) Bylaw No. 4532: Temporary Borrowing (Seagirt Water System Upgrades) Bylaw No. 1, 2022
- Director McNeil-Smith left the meeting at 2:30 pm.
- MOVED** by Director Brice, **SECONDED** by Director Brent,  
1. That Bylaw No. 4532, “Temporary Borrowing (Seagirt Water System Upgrades) Bylaw No. 1, 2022”, be introduced and read a first, second and third time.  
**CARRIED**
- MOVED** by Director Brice, **SECONDED** by Director Brent  
2. That Bylaw No. 4532 be adopted.  
**CARRIED**
- 8.5. [23-007](#) Capital Regional District 2022 Audit Planning Discussion
- MOVED** by Director Brice, **SECONDED** by Director Brent,  
That the Capital Regional District 2022 Audit Plan developed by KPMG be approved.  
**CARRIED**
- Motion Arising**  
**MOVED** by Director Murdoch, **SECONDED** by Director Brice,  
To refer the issue of audit scope and mandate to a future Finance Committee meeting for review.  
**CARRIED**

## 9. BYLAWS

There were no bylaws for consideration.

## 10. NOTICE(S) OF MOTION

**10.1.**    [23-075](#)            Notice of Motion (same day): Support for Mobile Youth Services Team (Director Little)

Director Little proposed the following Notice of Motion with same day consideration:

"That the CRD Board of Directors send an advocacy letter to the Province to encourage renewed support for the Pacific Centre Family Services Association's Mobile Youth Services Team (MYST) and its crime reduction and exploitation diversion (CRED) program."

**MOVED by Director Little, SECONDED by Director Brent,  
That same day consideration be applied to the Notice of Motion.  
CARRIED**

Discussion ensued regarding funding for MYST support staff.

**MOVED by Director Little, SECONDED by Director Thompson,  
That the CRD Board of Directors send an advocacy letter to the Province to encourage renewed support for the Pacific Centre Family Services Association's Mobile Youth Services Team (MYST) and its crime reduction and exploitation diversion (CRED) program.  
CARRIED**

**11. NEW BUSINESS**

There was no new business.

**12. MOTION TO CLOSE THE MEETING**

12.1. [23-039](#)

Motion to Close the Meeting

**MOVED** by Director de Vries, **SECONDED** by Director Murdoch,

1. That the meeting be closed for Appointments in accordance with Section 90(1)(a) of the Community Charter.

**CARRIED**

**MOVED** by Director de Vries, **SECONDED** by Director Murdoch,

2. That the meeting be closed for Labour Relations under Section (90)(1)(c) of the Community Charter.

**CARRIED**

**MOVED** by Director de Vries, **SECONDED** by Director Murdoch,

3. That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the Community Charter.

**CARRIED**

**MOVED** by Director de Vries, **SECONDED** by Director Murdoch,

4. That such disclosures could reasonably be expected to harm the interests of the Regional District.

**CARRIED**

**MOVED** by Director de Vries, **SECONDED** by Director Caradonna,

5. That the meeting be closed for a Legal Update in accordance with Section 90(1)(i) of the Community Charter.

**CARRIED**

**MOVED** by Director de Vries, **SECONDED** by Director Murdoch,

6. That the meeting be closed for Intergovernmental Negotiations in accordance with Section 90(2)(b) of the Community Charter.

**CARRIED**

The Capital Regional District Board moved to the Closed Session at 2:39 pm.

**13. RISE AND REPORT**

The Capital Regional District Board rose from the Closed Session at 4:04 pm and reported on the following:

In accordance with Bylaw No. 3166 that the following be appointed to the Juan de Fuca Land Use Committee for a term to expire December 31, 2026: Natalia Day, Vern McConnell

In accordance with Bylaw No. 3561 that the following be appointed to the Pender Islands Community Parks and Recreation Commission for a term to expire December 31, 2024: Lisa Baile, Barry Mathias, Andrea Mills, Erin O'Brien

In accordance with Bylaw No. 3281 that the following be appointed to the Port Renfrew Utility Services Committee for a term to expire December 31, 2023: Will Forsberg

In accordance with Bylaw No. 3281 that the following be appointed to the Port Renfrew Utility Services Committee for a term to expire December 31, 2024: Cynthia Carlsen, Chris Welham

In accordance with Regional Housing Advisory Committee Terms of Reference that the following be appointed to the Regional Housing Advisory Committee for a term to expire December 31, 2023: Pam Hartling

In accordance with Bylaw No. 3427 that the following be appointed to the Saanich Peninsula Wastewater Commission for a term to expire December 31, 2024: Michael Doehnel

In accordance with Bylaw No. 3727 that the following be appointed to the Salt Spring Island Community Economic Sustainability Commission for a term to expire December 31, 2024: Jason Griffin, Inga Michaelsen, Bryan Young

In accordance with Bylaw No. 3523 that the following be appointed to the Southern Gulf Islands Public Library Commission for a term to expire December 31, 2024: Katherine Hazen, Pat van Holderbeke

**14. ADJOURNMENT**

MOVED by Director Caradonna, SECONDED by Director Murdoch,  
That the January 11, 2023 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**