

## Meeting Minutes

### Capital Regional District Board

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Wednesday, March 13, 2024

1:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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

**STAFF:** T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; L. Hutcheson, Acting General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; D. Elliott, Senior Manager, Regional Housing; G. Harris, Senior Manager, Environmental Protection; R. Lachance, Senior Manager, Financial Services; A. Linwood, Controller, Financial Services; B. Semmens, Manager, Financial Planning & Performance; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, C. Coleman, B. Desjardins, P. Jones, C. McNeil-Smith

The meeting was called to order at 1:02 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Alternate Director Stock, **SECONDED** by Director Goodmanson,  
That the agenda for the March 13, 2024 Session of the Capital Regional District  
Board be approved.  
**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. [24-246](#) Minutes of the January 31, 2024 and the minutes of the February 14, 2024  
Capital Regional District Board meetings

**MOVED** by Director Murdoch, **SECONDED** by Director Williams,  
That the minutes of the Capital Regional District Board meetings of January 31,  
2024 and February 14, 2024 be adopted as circulated.  
**CARRIED**

#### 4. REPORT OF THE CHAIR

It is wonderful to see you all here today. There is something about the spring that brings me hope and optimism. I have a potpourri of items I wish to share with you today. I am truly appreciative of our collective efforts (both Directors and staff) as we consider the 2024 CRD budget. It takes almost a year to develop a new budget and I thank you all for your contributions to this budget. We are proposing a budget collectively to continue to deliver the services and programs our residents rely on, and continuing to address the Collective Board Priorities we have collectively identified. However, I do see a challenge for the organization moving forward. Starting next year, we will be facing potentially larger increases with certain costs coming due. When we consider our budget guidelines for next year, we will need to be very careful and judicious in how we will move forward to balance service delivery with affordability. I wish to offer congratulations to the newly elected Chief and Councils of T'souke and Pacheedaht First Nations, I would like to thank former Chief Planes and Chief Jones for working with the CRD. For the board's benefit, I want to share that whenever an election occurs in a Nation, we send a congratulatory note and extend an invitation to collaborate and work together. I also wish to share some board meeting logistical information. Based on director feedback and consultation with staff we will be moving our morning committee meetings start time back to 9:30 am effective April 1, 2024. The challenge of arriving on time for a 9 am meeting has been pointed out and while the 9:30 am decision was made to ensure we did not run out of time for our committee work when there is a lunch hour meeting scheduled in the board room, we believe we can make it work. It is not lost on me that the challenge of getting here for 9 am is not dissimilar to the thousands of other residents who commute into the city, and it is a reminder we need to find solutions to congestion everywhere in the CRD. Directors may have already noticed they will be provided electronic meeting invites in case your plans change, however, at this time I will not be making changes to the seating plan. It is my intention to continue to see Directors move around the table to provide an opportunity for people to have a different view and to continue to see Directors get to know each other. As you will hear later in the meeting in April, we will be receiving a report on the Biosolids Consultation we undertook as well as receive a copy of the Long-Term Biosolids Management Plan. I am anticipating this will generate a great deal of discussion and debate. And to end with a topic that is not about biosolids, I wish to remind the board that in May we will be conducting our annual review of our Strategic Priorities. This will be our collective opportunity to check in with the process we are making and determine if we are satisfied with the proposed work to date or if we wish to make changes.

#### 5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

**6. CONSENT AGENDA**

Item 6.11. was removed from the consent agenda and moved to be considered under Administration Reports as item 8.2.

**MOVED by Director Brent, SECONDED by Director Kobayashi,  
That consent agenda items 6.1. through 6.10. and 6.12. be approved.  
CARRIED**

- 6.1.**     [24-196](#)     Core Area Inflow & Infiltration Program - 2023 Summary  
**This report was received for information.**
- 6.2.**     [24-197](#)     Core Area Wastewater Treatment Plant Odour Mitigation Strategy  
**This report was received for information.**
- 6.3.**     [24-238](#)     Union of British Columbia Municipalities Grant for Emergency Operations Centres Equipment and Training 2024 - Motion of Support  
**That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness for the Emergency Operations Centres Equipment and Training Grant 2024 and direct staff to provide overall grant management.  
CARRIED**
- 6.4.**     [24-128](#)     Future Housing Priorities and Partnerships Framework  
**This report was received for information.**
- 6.5.**     [24-096](#)     Capital Regional District External Grants Update  
**This report was received for information.**
- 6.6.**     [24-097](#)     Capital Regional District Investment Portfolio Holdings and Performance Annual Update  
**This report was received for information.**
- 6.7.**     [24-132](#)     Internal Controls Over Financial Reporting  
**This report was received for information.**
- 6.8.**     [24-184](#)     2024 Provincial Budget Highlights  
**This report was received for information.**

6.9. [24-220](#) Literature Review of E-bike and Micro-mobility Safety

That the CRD Board advocate to the provincial government to consider amending the Motor Vehicle Act to allow electric wheelchairs and mobility scooters, and micro mobility devices, to operate in a safe manner in designated bike lanes and/or routes.

**CARRIED**

6.10. [24-162](#) Use of Rigid Bollards on CRD Regional Trails

That the CRD Board direct staff to report back on the findings of the design phase of the Trestles and Trail widening project, including but not limited to interim options and implications regarding the use of rigid bollards and possible alternatives such as flexible bollards.

**CARRIED**

6.12. [24-260](#) 2024 Committee and External Membership Appointments - Update #2

That the Board receive for information the updated 2024 Committee and External Membership Appointments as attached.

**CARRIED**

## 7. ADMINISTRATION REPORTS

7.1. [24-157](#) Bylaw No. 4603: 2024 to 2028 Financial Plan Bylaw, 2024

T. Robbins and N. Chan spoke to Item 7.1.

**MOVED** by Director Brice, **SECONDED** by Director Brent,

1. That Bylaw No. 4603, "2024 to 2028 Financial Plan Bylaw, 2024", be introduced and read a first, second and third time.

**CARRIED**

**MOVED** by Director Brice, **SECONDED** by Director Brent,

2. That Bylaw No. 4603 be adopted.

**CARRIED**

**MOVED** by Director Brice, **SECONDED** by Director Brent,

3. That the Staff Establishment Chart as attached in Appendix G be approved.

**CARRIED**

**7.2.**     [24-242](#)     Biosolids Monthly Update - March

L. Hutcheson presented Item 7.2. for information.

Discussion ensued regarding:

- timing of the procurement processes
- First Nations consultation
- communications with the Regional District of Nanaimo
- Organic Matter Recycling Regulation of B.C. (OMRR) update

**Motion Arising:**

**MOVED by Director Caradonna, SECONDED by Director Tobias, Given delays to provincial reporting on Organic Matter Recycling Regulation of B.C. (OMRR) and the Board's previous direction to initiate an academic analysis, that the Board direct staff to move forward with a third-party academic review of the scientific literature on the uses and impacts of biosolids.**

Discussion ensued regarding:

- expected deliverables from a third party academic report
- amending the long term biosolids management plan based on new information
- extension of June deadline for the long term biosolids management plan

The question was called on the motion arising:

**Given delays to provincial reporting on Organic Matter Recycling Regulation of B.C. (OMRR) and the Board's previous direction to initiate an academic analysis, that the Board direct staff to move forward with a third-party academic review of the scientific literature on the uses and impacts of biosolids.**

**CARRIED**

**Opposed: de Vries, Kobayashi, Little**

**Motion Arising:**

**MOVED by Director Caradonna, SECONDED by Alternate Director Armour, That the Board direct staff and the Chair to write to relevant provincial ministries and request a six-month extension on finalizing the CRD's long-term biosolids management plan.**

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

**That the motion arising be amended by replacing the words "relevant provincial ministries and request a six-month" with the words "request a meeting with the Minister of Environment and Climate Change Strategy to discuss an".**

**CARRIED**

The question was called on the motion arising as amended:

**That the Board direct staff and the Chair to write to request a meeting with the Minister of Environment and Climate Change Strategy to discuss an extension on finalizing the CRD's long-term biosolids management plan.**

**CARRIED**

7.3. [24-261](#) Bylaw No. 4605: Board Code of Conduct Bylaw No.1, 2024

K. Morley spoke to Item 7.3.

Discussion ensued regarding the statement of commitment.

**MOVED by Director Little, SECONDED by Director Szpak,**

**1. That Bylaw No. 4605, "Capital Regional District Board Code of Conduct Bylaw No. 1, 2024", be introduced and read a first, second and third time.**

**CARRIED**

**MOVED by Director Little, SECONDED by Director Szpak,**

**2. That Bylaw No. 4605 be adopted.**

**CARRIED**

**MOVED by Director Little, SECONDED by Director Szpak,**

**3. That the Member Statement of Commitment attached as Appendix B be approved.**

**CARRIED**

## 8. REPORTS OF COMMITTEES

### Finance Committee

8.1. [24-212](#) Bylaw No. 4588: Regional Parks Loan Authorization Bylaw No. 1, 2024

**MOVED by Director Brice, SECONDED by Director Brent,**

**1. That Bylaw No. 4588, "Regional Parks Loan Authorization Bylaw No. 1, 2024", be introduced and read a first, second and third time.**

**CARRIED**

**MOVED by Director Brice, SECONDED by Director Brent,**

**2. That approval on behalf of the participating areas for Bylaw No. 4588 be obtained through the municipal and electoral area consent process, according to sections 346 and 347 of the Local Government Act, and if successful, that Bylaw No. 4588 be referred to the Inspector of Municipalities for approval.**

**CARRIED**

8.2. [24-032](#) Motion with Notice: Advocacy for Province-wide Trip Reduction Program (Director Caradonna)

**MOVED** by Director Szpak, **SECONDED** by Director Caradonna,  
That the CRD echo Metro Vancouver's call for the BC Government to set up a province-wide trip reduction program, and that the Chair of the CRD Board send a letter to the Premier requesting the creation of and a timeline for the introduction of a trip reduction program.

Discussion ensued regarding regional achievements in transportation.

**MOVED** by Director Murdoch, **SECONDED** by Director Brice,  
That this item be referred back to the Transportation Committee.  
**DEFEATED**

**Opposed:** Armour, Brent, Brice, Brownoff, Caradonna, de Vries, Goodmanson, Holman, Kim, Kobayashi, Little, Murdoch, Murdock, Plant, Rintoul, Stock, Szpak, Tait, Thompson, Tobias, Wickheim, Williams

Discussion ensued regarding:

- advocacy for mode shift and trip reduction programs
- challenges of trip reduction programs in rural and remote areas

**MOVED** by Director Szpak, **SECONDED** by Director Caradonna,  
That the main motion be amended by deleting the words "echo metro Vancouver's".

Discussion ensued regarding trip reduction programs and services.

**MOVED** by Director Brent, **SECONDED** by Director Kobayashi,  
That the question on the amendment to the main motion be called.

**CARRIED**

**Opposed:** Tobias

The question was called on the amendment:

**That the main motion be amended by deleting the words "echo metro Vancouver's".**

**CARRIED**

The question was called on the main motion as amended:

**That the CRD call for the BC Government to set up a province-wide trip reduction program, and that the Chair of the CRD Board send a letter to the Premier requesting the creation of and a timeline for the introduction of a trip reduction program.**

**CARRIED**

**Opposed:** Little, Stock, Wickheim, Williams

## 9. BYLAWS

There were no bylaws for consideration.

**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. [24-250](#) Motion to Close the Meeting**

**MOVED** by Director Little, **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 Little, **SECONDED** by Director Murdoch,

**2. That the meeting be closed for Labour Relations in accordance with Section (90)(1)(c) of the Community Charter.**

**CARRIED**

**MOVED** by Director Little, **SECONDED** by Director Murdoch,

**3. That the meeting be closed for Litigation in accordance with Section 90(1)(g) of the Community Charter.**

**CARRIED**

**MOVED** by Director Little, **SECONDED** by Director Murdoch,

**4. That the meeting be closed for Intergovernmental Relations under Section 90(2)(b) of the Community Charter.**

**CARRIED**

**MOVED** by Director Little, **SECONDED** by Alternate Director Stock,

**That the meeting be recessed for the meeting of the Capital Regional Hospital District Board.**

**CARRIED**

The meeting recessed at 3:13 pm to convene the meeting of the Capital Regional Hospital District Board.

The meeting reconvened and went into the Closed Session at 3:48 pm.

**13. RISE AND REPORT**

The Capital Regional District Board rose from the closed session at 4:32 pm and reported on the following:

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



**14. ADJOURNMENT**

**MOVED** by Director Murdoch, **SECONDED** by Director Goodmanson,  
That the March 13, 2024 Capital Regional District Board meeting be adjourned at  
4:33 pm.  
**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**