

Meeting Minutes

Capital Regional District Board

Wednesday, July 11, 2018

1:30 PM

**6th Floor Boardroom
625 Fisgard Street
Victoria, BC**

PRESENT:

DIRECTORS: S. Price (Chair), D. Screech (Vice Chair), M. Alto, R. Atwell (In at 1:31), D. Blackwell, S. Brice, J. Brownoff, B. Desjardins, C. Stock (for A. Finall), C. Hamilton, L. Helps, M. Hicks, D. Howe, B. Isitt, K. Murdoch (for N. Jensen), W. McIntyre, V. Sanders (for D. Murdock), C. Plant, J. Ranns, L. Seaton, R. Kasper (for M. Tait), K. Williams, G. Young.

REGRETS: Director Windsor

STAFF: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; L. Hutcheson, General Manager, Environmental Sustainability; K. Morley, General Manager, Corporate Services; S. Bagh, Senior Manager, Regional and Strategic Planning; J. Hicks, Senior Transportation Planner; T. Watkins, Manager, Solid Waste Operations; E. Gorman, Deputy Corporate Officer; J. Cuthbert, Committee Clerk (Recorder)

OTHERS PRESENT: James Wadsworth, Planning Manager and Lindsay Taylor, Senior Transit Planner, BC Transit

1. APPROVAL OF THE AGENDA

MOVED by Director Alto, **SECONDED** by Director Brice,
That the agenda be approved with the removal of item 5.3.
CARRIED

2. ADOPTION OF MINUTES

2.1. [18-423](#) Minutes from the June 13, 2018 Capital Regional District Board Meeting

MOVED by Director Isitt, **SECONDED** by Director Williams,
That the minutes from the June 13, 2018 Capital Regional District Board Meeting
be adopted as circulated.
CARRIED

3. REPORT OF THE CHAIR

The Chair welcomed Alternate Directors Stock, Kasper, and Murdoch and spoke to the accomplishments on various items on the agenda.

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.1.1. [18-412](#) Presentation: BC Transit

BC Transit staff , James Wadsworth and Lindsay Taylor, gave a presentation which is on file with Legislative Services.

A discussion ensued regarding the following:

- electric vehicles
- U-passes and employer buss pass programs
- the increase of ridership
- bus priority lane out to the westshore
- provincial sponsorship
- how bus fares are established

4.2 Delegations

There were none.

5. REPORTS OF COMMITTEES**Arts Commission****5.1. [18-406](#) Bylaw No. 4255: Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 5, 2018**

A discussion ensued regarding the challenges for level 1 participants.

**MOVED by Director Plant, SECONDED by Director Screech,
That the CRD Arts Commission recommend to the Capital Regional District Board:
That Bylaw No. 4255, "Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 5, 2018" be introduced and read a first and second time;
CARRIED
MOVED by Director Plant, SECONDED by Director Screech,
That Bylaw No. 4255 be read a third time.
CARRIED**

Electoral Area Services Committee**5.2. [18-405](#) BC Rural Dividend Program 2018 Intake**

**MOVED by Director McIntyre, SECONDED by Director Howe,
That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for Engineering Design of the Southern Gulf Islands Regional Trails and that the Board support this project through its duration.
AND
That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for Port Renfrew and Pacheedaht First Nation Wi-Fi Hot Spots and that the Board support this project through its duration.**

AND

That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for Development of a Shared Services Business Model for SSI - Phase 2 Feasibility Study and that the Board support this project through its duration.

CARRIED

5.3. [18-356](#)

CRD Southern Gulf Islands Electoral Area Broadband Internet Connectivity

This item was removed at the approval of the agenda.

5.4. [18-411](#)

Southern Gulf Islands Community Economic Sustainability Commission request for New Transportation Commission

**MOVED by Director McIntyre, SECONDED by Director Howe,
That the EASC defer consideration of creating a Transportation Commission pending the outcome of staff discussions with BC transit on establishing a transportation service for the SGI.**

CARRIED

5.5. [18-421](#)

Appointment of Officers

**MOVED by Director McIntyre, SECONDED by Director Howe,
That for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act and in accordance with Capital Regional District Bylaw No. 2681, Joseph Milkowski and Barry McLean, be appointed as Assistant Bylaw Officers.**

CARRIED

5.6. [18-407](#)

Grants-in-Aid

**MOVED by Director Howe, SECONDED by Director McIntyre,
That the following grant-in-aid applications be approved:**

- 1. Galiano Conservancy Association: \$2,000**
- 2. Mayne Island Housing Society: \$5,000**
- 3. East Sooke Neighbourhoods Association: \$2,000**
- 4. Mayne Island Pathways and Trails Association: \$4,119.12**
- 5. Wild Wise: \$500**

CARRIED

5.7. [18-414](#)

Motion with Notice: UBCM Resolution regarding Rural Eligibility (Director McIntyre)

A discussion ensued regarding the submission deadline and wording for this resolution.

**MOVED by Director McIntyre, SECONDED by Director Howe,
That the attached late resolution be submitted to UBCM for consideration at this fall's AGM.**

CARRIED

**MOVED by Director McIntyre, SECONDED by Director Howe,
That the Chair, on behalf of the CRD, send a letter to the Federal Government requesting that the three Electoral Areas be declared as 'rural' for eligibility**

for economic development funding.
CARRIED

- 5.8. [18-430](#) Cedars of Tuam Concept Designs for Connecting to New Well
- MOVED** by Director McIntyre, **SECONDED** by Director Howe,
That the Five Year Financial Plan be amended to include the Cedars of Tuam
Concept Design for Connecting to New Well and that \$10,503 be allocated
from the Capital Reserve Fund in 2018 to fund the project.
CARRIED

Finance Committee

- 5.9. [18-384](#) Capital Regional District External Grants Update
- MOVED** by Director Brice, **SECONDED** by Director Brownoff,
That the Capital Regional District External Grants Update be received for
information.
CARRIED
- 5.10. [18-385](#) Bylaw 4241: Capital Regional District Recreation Services and
Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No.
12, 2018
- MOVED** by Alternate Director Kasper, **SECONDED** by Director Blackwell,
That Bylaw No. 4241, cited as "Capital Regional District Recreation Services
and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No.
12, 2018" be introduced and read a first and second time.
CARRIED
- MOVED** by Alternate Director Kasper, **SECONDED** by Director Blackwell,
That Bylaw 4241 be read a third time.
CARRIED
- MOVED** by Alternate Director Kasper, **SECONDED** by Director Blackwell,
That Bylaw 4241 be adopted.
CARRIED
- 5.11. [18-386](#) Bylaw No. 4252: Temporary Loan (Core Area Wastewater Treatment
Program) Bylaw No. 1, 2018
- A discussion ensued regarding:
- the rounded amounts being borrowed
 - fees that may come up at the end of the project not covered in current
borrowing amount
- MOVED** by Director Brice, **SECONDED** by Director Helps,
That Bylaw No. 4252, in the amount of three hundred million (\$300M), cited as
"Temporary Loan (Core Area Wastewater Treatment Program) Bylaw No 1.
2018" be introduced and read a first and second time.
CARRIED
- MOVED** by Director Brice, **SECONDED** by Director Helps,
That Bylaw No. 4252 be read a third time.
CARRIED

OPPOSED: Director Atwell

**MOVED by Director Brice, SECONDED by Director Helps,
That Bylaw No. 4252 be adopted.**

CARRIED

OPPOSED: Director Atwell

5.12. [18-408](#)

Bylaw No. 4253: Security Issuing Bylaw No. 2, 2018

**MOVED by Director Brice, SECONDED by Director Helps,
That Bylaw No. 4253, "Security Issuing Bylaw No. 2, 2018", be introduced and
read a first and second time.**

CARRIED

**MOVED by Director Brice, SECONDED by Director Helps,
That Bylaw 4253 be read a third time.**

CARRIED

**MOVED by Director Brice, SECONDED by Director Helps,
That Bylaw 4253 be adopted.**

CARRIED

Juan De Fuca Land Use Committee

5.13. [18-337](#)

**Zoning Amendment Application for Lot 12, District Lot 17, Renfrew
District, Plan VIP13240**

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That the referral of proposed Bylaw No. 4216 directed by the Juan de Fuca
Land Use Committee to the Port Renfrew Advisory Planning Commission, BC
Hydro, Cowichan Valley Regional District, District of Sooke, Island Health,
Ministry of Transportation and Infrastructure, Pacheedaht First Nation, RCMP
and Sooke School District #62 and appropriate CRD departments be approved
and the comments be received.**

CARRIED

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That proposed Bylaw No. 4216, "Comprehensive Community Development
Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 9, 2018", as
amended, be introduced and read a first time, read a second time.**

CARRIED

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That in accordance with the provisions of Section 469 of the Local
Government Act, the Director for the Juan de Fuca Electoral Area, or
Alternate Director, be delegated authority to hold a Public Hearing with
respect to Bylaw No. 4216.**

CARRIED

Regional Parks Committee

5.14. [18-368](#)

Consultation Strategy for Regional Park Land Acquisition Priority Areas

MOVED by Director Screech, SECONDED by Director Brownoff,

That the attached Land Acquisition Ecological Inventory and Assessment Consultation Strategy be approved.

CARRIED

5.15. [18-389](#) Regional Parks 2017 Annual Report

A discussion ensued regarding the following:

- how attendance is monitored
- commending staff for concise annual report

**MOVED by Director Screech, SECONDED by Director Brownoff,
That the Regional Parks 2017 Annual Report be received for information.**

CARRIED

5.16. [18-371](#) Millstream Creek Fish Passage at Mill Hill Regional Park

Ms. Hutcheson spoke to the report.

A discussion ensued regarding the funding ask being retracted.

**MOVED by Director Screech, SECONDED by Director Helps,
That this report be received for information.**

CARRIED

5.17. [18-351](#) E&N Rail Trail - Phase 3 (Atkins Avenue to Savory School)

A discussion ensued regarding the following:

- railway signals
- importance of location of the trail in terms of money expended.
- there has been no correspondence from any government regarding decommissioning the rail line
- timeframe for when phase 4 will commence

**MOVED by Director Screech, SECONDED by Director Brownoff,
That this report be received for information.**

CARRIED

5.18. [18-370](#) Elk/Beaver Lake Initiative Update

**MOVED by Director Screech, SECONDED by Director Brownoff,
That this report be received for information.**

CARRIED

Transportation Committee

5.19. [18-081](#) 2018 Board Standing and Select Committees - Terms of Reference

**MOVED by Alternate Director Murdoch, SECONDED by Director Plant,
That the Terms of Reference for the 2018 Transportation Committee, as
attached in Appendix B, be approved as amended.**

CARRIED

**5.20. [18-388](#) 2017 Capital Regional District Origin Destination Household Travel
Survey Findings**

A discussion ensued regarding sending results to the municipalities.

**MOVED by Alternate Director Murdoch, SECONDED by Director Alto,
That the findings from the 2017 Capital Regional District Origin Destination
Household Travel Survey report be received for information.
CARRIED**

6. ADMINISTRATION REPORTS

6.1. [18-404](#) North Park Manor Society Application

**MOVED by Director Helps, SECONDED by Director Screech,
That a grant in the amount of \$45,000 to the North Park Manor Society be
approved to support the development of three units of affordable rental housing
at 875 North Park Street, Victoria, subject to meeting the terms of the RHTF Grant
Funding Agreement.
CARRIED**

6.2. [18-410](#) Plastics Recycling

A discussion ensued regarding the following:

- thanks to staff for in depth follow up
- federal government info on plastic waste

**MOVED by Director Blackwell, SECONDED by Director Brownoff,
That the Capital Regional District Board receive this report for information.
CARRIED**

6.3. [18-417](#) Saturna Health Care Clinic Referendum Voting Opportunity - Bylaw No. 4231

**MOVED by Director Howe, SECONDED by Director McIntyre,
That Thomas F. Moore be appointed as Chief Election Officer for the assent
voting with the power to appoint Deputy Chief Election Officers, and**

**That the wording of the bylaw question for the purposes of the ballot will be as
follows:**

**“Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw
No. 4231, “Saturna Island Medical Clinic Contribution Service Establishment
Bylaw No.1, 2018” authorizing the CRD to establish a service to contribute to
costs incurred by the Saturna Community Club in operating the Saturna Island
Medical Clinic and to raise a maximum annual requisition of the greater of
FORTY THOUSAND DOLLARS (\$40,000) or \$0.17 per ONE THOUSAND DOLLARS
(\$1,000) of taxable land and improvements for the purpose of funding the
operating costs of the service.”**

YES or NO?”

CARRIED

6.4. [18-419](#) South Galiano Fire Hall Referendum Voting Opportunity - Bylaws No. 4239 And 4240

**MOVED by Director Howe, SECONDED by Director McIntyre,
That Thomas F. Moore be appointed as Chief Election Officer for the assent
voting with the power to appoint Deputy Chief Election Officers, and**

That the wording of the bylaw questions for the purposes of the ballot will be as follows:

“Are you in favor of the Capital Regional District Board adopting both of the following bylaws:

Bylaw No. 4240 “South Galiano Fire Protection and Emergency Response Service Establishment Bylaw No 1, 1993, Amendment Bylaw No. 3, 2018” authorizing the Capital Regional District to increase the maximum annual requisition so that it will be the greater of FOUR HUNDRED SEVENTY THOUSAND DOLLARS (\$470,000) or \$1.157 per ONE THOUSAND DOLLARS (\$1,000) of net taxable assessed value of land and improvements for the purposes of funding the annual costs for the service, including operating costs and costs to design and construct a new fire hall on south Galiano Island and permit the recovery of annual costs for the service by way of a parcel tax in addition to the current requisition; and

Bylaw No. 4239 “South Galiano Island Fire Hall Loan Authorization Bylaw No. 1, 2018” authorizing the Capital Regional District to borrow an amount not to exceed TWO MILLION FOUR HUNDRED THOUSAND DOLLARS (\$2,400,000) for the purpose of designing and constructing a fire hall on south Galiano Island.

YES or NO?”

CARRIED

7. BYLAWS

- 7.1. [18-395](#) Bylaw No. 4000 - A Bylaw to Establish an Official Community Plan for East Sooke.

MOVED by Director Hicks, SECONDED by Director Blackwell,
That Bylaw No. 4000 - A Bylaw to Establish an Official Community Plan for East Sooke be adopted.

CARRIED

- 7.2. [18-397](#) Bylaw No. 4001 - A Bylaw to Establish an Official Community Plan for Shirley and Jordan River.

MOVED by Director Hicks, SECONDED by Director Blackwell,
That Bylaw No. 4001 - A Bylaw to Establish an Official Community Plan for Shirley and Jordan River be adopted.

CARRIED

8. NEW BUSINESS

There was none.

RISE AND REPORT

Be it resolved that the Capital Regional District Board Rise and Report on the following items:

1. “Appendix A: Feasibility Study Zero Emissions” from the October 11, 2017 Zero Emissions Fleet Initiative Project Update.

2. Item 3.4 “Appointments to CRD Committees and Commissions”

- In accordance with Bylaw No. 3520, that the following persons be appointed to the Traffic Safety Commission, for a term to expire December 31, 2018: Paweena Sukhawathanakul

- In accordance with the Standing Committee Terms of Reference, that the

following persons be appointed to the Solid Waste Advisory Committee, for a term to expire December 31, 2021: Jason Hills

9. MOTION TO CLOSE THE MEETING

9.1. [18-420](#) Motion to Close Meeting

MOVED by Director Plant, **SECONDED** by Director Helps,
That the meeting be closed in accordance with the Community Charter s. 90 (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer or agenda of the Regional District or another person appointed by the Regional District [1 item]; (e) the acquisition, disposition or expropriation of land or improvements that could reasonably be expected to harm the interest of the Regional District [3 items]; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose [2 items] and (2)(b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party [2 items].
CARRIED

The Board moved to the closed session at 2:45 pm.

The Board rose from the closed session at 3:45 pm, with the following report.

11. ADJOURNMENT

MOVED by Director Plant, **SECONDED** by Alternate Director Kasper,
That the meeting be adjourned at 2:44 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER