

**Meeting Minutes**

**Capital Regional District Board**

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Wednesday, June 14, 2023

1:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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**PRESENT**

**DIRECTORS:** C. Plant (Chair), M. Tait (Vice Chair), M. Alto, P. Brent, S. Brice, J. Brownoff, J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson, G. Holman, P. Jones, D. Kobayashi (EP), M. Little, C. McNeil-Smith, K. Murdoch, D. Murdock (EP), 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)

EP - Electronic Participation

The meeting was called to order at 1:05 pm.

**1. TERRITORIAL ACKNOWLEDGEMENT**

A Territorial Acknowledgement was provided in the preceding meeting.

**2. APPROVAL OF THE AGENDA**

**MOVED** by Director Coleman, **SECONDED** by Director Brice,  
That the agenda for the June 14, 2023 Session of the Capital Regional District Board be approved with the following amendments:  
- agenda item 7.1. be moved to be considered under Presentations as Item 5.1.1.  
- agenda item 7.2. be moved to be considered under Presentations as Item 5.1.2.  
**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1.**     [23-396](#)     Minutes of the May 10, 2023 Capital Regional District Board Meeting

**MOVED** by Director Tobias, **SECONDED** by Director Desjardins,  
That the minutes of the Capital Regional District Board meeting of May 10, 2023 be adopted as circulated.  
**CARRIED**

#### 4. REPORT OF THE CHAIR

I look forward to seeing many of you this Friday as we tour the Hartland Landfill and our Residuals Treatment Facility. Staff are working to provide us with an informative and enjoyable tour of these important regional facilities. Afterward we'll find a suitable location to debrief over beverages and nachos. As it relates to tours, I want to inform the Board that unless a few more Directors can join us for our Salt Spring Island tour, we will need to cancel the proposed July tour. While I thank those who have registered, I do not feel we can justify the costs and the time of staff without having at least a 1/3 of the Board attend. Right now, we only have six including myself. A final reminder email will go out as part of my Board Chair memo tomorrow. The deadline for indicating you can join us is Friday at noon. Thank you to the Directors of the eight Municipalities thus far who have welcomed the CRD Executive Leadership Team and myself to your Council meetings over the past month and a half. These visits have been about sharing what the CRD does, answering questions and to ensure that your Councils and staff are aware the CRD is always willing to engage and discuss matters as it relates to our municipalities. I also want to thank our leadership team for taking the time to come out and attend each of these presentations. It has been noted by everyone how much they appreciate it and how it shows the CRD in a positive light to see such a strong representation. On behalf of the Board and staff, CAO Robbins and I wrote letters of congratulations to the newly elected members of the Salt Spring Island Local Community Commission. The matter of the recent election is on our consent agenda, but I wanted to share that we sent our congratulations and look forward to working with them. Because it is on our consent agenda and likely will not be debated, I want to preemptively thank you and your Councils and the general public for the feedback that will be provided to the CRD as it relates to the Transportation Governance next steps. Over the next few months, the CRD will be asking jurisdictions to comment on what it considers important to consider as we move forward. I hope you will each speak at your Council meetings about this Board's unanimous commitment to see positive changes in transportation governance in our region through working together on a process which will seek everyone's feedback. I want to thank you all for your service to the region.

#### 5. PRESENTATIONS/DELEGATIONS

##### 5.1. Presentations

5.1.1. [23-373](#) Nils Jensen Memorial Bursary 2023

Vice Chair Tait spoke to Item 5.1.1.

**This report was received for information.**

5.1.2. [23-374](#) Ed MacGregor Memorial Bursary 2023

Vice Chair Tait spoke to Item 5.1.2.

**This report was received for information.**

## 5.2. Delegations

- 5.2.1. [23-424](#) Delegation - James David Anderson; Representing Amalgamation Yes:  
Re: Agenda Item 6.11.: Transportation Governance Concepts and Next Steps.
- J. Anderson spoke to Item 6.11.

## 6. CONSENT AGENDA

**MOVED** by Director Alto, **SECONDED** by Director Murdoch,  
That consent agenda items 6.1. through 6.11. be approved.  
**CARRIED**

- 6.1. [23-381](#) Appointment of Officers
- 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, Lance Hurrell, Tony Dobos, Wolfgang Brunnwieser, Maen Rashead, Aya Endrigo, Taelyn Munro, Nathaniel Blondeau, Sam Poffinbarger, Theron Watson, Sean Eversfield, Murray Fyfe, Bradley McQueen, Dana Dawson, and John-Brian Alag be appointed as a Bylaw Enforcement Officers.  
**CARRIED**
- 6.2. [23-404](#) 2023 Salt Spring Island Local Community Commission Election Results
- This report was received for information.
- 6.3. [23-413](#) Salt Spring Island Local Community Commission Remuneration
- That the CRD Board Remuneration and Travel Expense Reimbursement Policy be amended to provide remuneration in the amount of ten thousand dollars (\$10,000) annually to a Commissioner of the Salt Spring Island Local Community Commission, as attached at Appendix A.  
**CARRIED**
- 6.4. [23-369](#) Motion with Notice: Household Hazardous Waste Pickup in Electoral Areas (Director Brent)
- That staff investigate the cost and feasibility of Hartland funding a one-time household hazardous waste (HHW) pickup on the four islands in the Southern Gulf Islands, Juan de Fuca, and also on Salt Spring Island.  
**CARRIED**
- 6.5. [23-379](#) CRD Participation in a Regional Community Safety and Wellbeing Plan and Council
- That staff be directed to include \$50,000 in funding in the 2024 Provisional budget to support work towards establishing a Regional Community Safety and Wellbeing Plan and Council.  
**CARRIED**

- 6.6. [23-353](#) Greater Victoria Drinking Water Quality - 2022 Annual Report  
That the Greater Victoria Drinking Water Quality 2022 Annual Report be approved.  
**CARRIED**
- 6.7. [23-366](#) Capital Regional District Regional Parks Dam Safety - Critical Infrastructure  
This report was received for information.
- 6.8. [23-367](#) CRD Regional Parks Division - 2023 Operational Update  
1. That staff report at the July Capital Regional District Board meeting on adding a pilot to extend the IVB camping season beyond the current end of season on Labour Day.  
2. That staff bring forward an information report, when available, on all historical and current information on the issue of the Island View Beach boat launch.  
**CARRIED**
- 6.9. [23-368](#) Motion with Notice: Island View Beach Mosquito Management (Director Windsor)  
That staff be directed to report back on creating an engineering working group with Tsawout First Nation, CRD and Central Saanich to conduct a holistic assessment of the drainage of the Island View Beach area this year so that improvements to the drainage system can be made to address the pest mosquito issues.  
**CARRIED**
- 6.10. [23-357](#) Regional Trails Closure Policy  
This report was received for information.
- 6.11. [23-364](#) Transportation Governance Concepts and Next Steps  
That the CRD Board seek input from local governments, electoral areas, the province, and relevant partner agencies, including Island Corridor Foundation, according to the engagement approach as amended.  
**CARRIED**

## 7. ADMINISTRATION REPORTS

- 7.3. [23-380](#) Capital Regional District 2022 Statement of Financial Information - Statement of Severance Agreements Amendment  
N. Chan spoke to Item 7.3.  
**MOVED** by Director Thompson, **SECONDED** by Director Tait,  
That the Capital Regional District Board approve the amended 2022 Statement of Financial Information - Statement of Severance Agreement as attached in Appendix B.  
**CARRIED**

7.4. [23-411](#) Bylaw No. 4552: Land Assembly, Housing and Land Banking Loan Authorization - Revision

K. Morley spoke to Item 7.4.

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

**1. That third reading of Bylaw No. 4552, "Land Assembly, Housing and Land Banking Loan Authorization Bylaw No. 3, 2023", be rescinded.**

**CARRIED**

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

**2. That Bylaw No. 4552 be amended as follows:**

**a. By renumbering section 2 to 3;**

**b. By inserting the following section in numerical order:**

**"2. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is 30 years."**

**CARRIED**

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

**3. That Bylaw No. 4552 be read a third time as amended.**

**CARRIED**

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

**4. That Bylaw No. 4552 as amended by referred to the Inspector of Municipalities.**

**CARRIED**

7.5. [23-423](#) Grant Acceptance for Regional Water Supply Main No. 4 - Mt. Newton to Highway 17 Section Replacement

L. Hutcheson spoke to Item 7.5.

**MOVED by Director Windsor, SECONDED by Director McNeil-Smith,**

**1. That the Capital Regional District Board approves execution of the Strategic Priorities Fund - Canada Community-Building Fund grant agreement for the Regional Water Supply Main No. 4 Mt. Newton to Highway 17 Section Replacement; and**

**2. That the Chair and Corporate Officer be authorized to execute the grant agreement on behalf of the Board.**

**CARRIED**

## 8. REPORTS OF COMMITTEES

### Electoral Areas Committee

- 8.1. [23-414](#) BC Building Energy Step Code Revision - Bylaw 4538, "Building Regulation Bylaw No. 5, 2010, Amendment Bylaw No. 5, 2023"
- MOVED by Director Brent, SECONDED by Director Holman,  
a) That Bylaw 4538, "Building Regulation Bylaw No. 5, 2010, Amendment Bylaw No. 5, 2023" be introduced and read a first, second, and third time.  
CARRIED
- MOVED by Director Brent, SECONDED by Director Holman,  
b) That Bylaw No. 4538 be adopted.  
CARRIED

### Regional Water Supply Commission

- 8.2. [23-345](#) Bylaw No. 4099 - Water Conservation Amendment: Once-Through Cooling Equipment
- MOVED by Director Coleman, SECONDED by Director Szpak,  
1. That Bylaw No. 4549, "Capital Regional District Water Conservation Bylaw No. 1, 2016, Amendment Bylaw No. 3, 2023", be introduced and read a first, second, and third time.  
CARRIED
- MOVED by Director Coleman, SECONDED by Director Szpak,  
2. That Bylaw No. 4549 be adopted.  
CARRIED
- MOVED by Director Coleman, SECONDED by Director Szpak,  
3. That Bylaw No. 4553 "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 76, 2023" be introduced and read a first, second, and third time.  
CARRIED
- MOVED by Director Coleman, SECONDED by Director Szpak,  
4. That Bylaw No. 4553 be adopted.  
CARRIED

### 9. BYLAWS

- 9.1. [23-406](#) Bylaw 4508 - "Salt Spring Island Local Community Commission Delegation Bylaw No. 1, 2022"
- MOVED by Director Holman, SECONDED by Director Tait,  
That Bylaw 4508 - "Salt Spring Island Local Community Commission Delegation Bylaw No. 1, 2022" be adopted.  
CARRIED

### 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. [23-400](#) Motion to Close the Meeting

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

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

**CARRIED**

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

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

**CARRIED**

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

3. That the meeting be closed for Land Acquisition/Disposition under Section (90) (1)(e) of the Community Charter.

**CARRIED**

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

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

**CARRIED**

The Capital Regional District Board moved to the closed session at 1:30 pm.

## 13. RISE AND REPORT

The Capital Regional District Board rose from its closed session at 1:54 pm and reported on the following items:

In accordance with Bylaw No. 3693 that the following be appointed to the Fulford Water Service Commission for a term to expire December 31, 2024: Don Thompson

In accordance with Bylaw No. 2972 that the following be appointed to the Southern Gulf Islands Harbours Commission for a term to expire December 31, 2024: Rick Schnurr

## 14. ADJOURNMENT

**MOVED** by Director Windsor, **SECONDED** by Director Murdoch,

That the June 14, 2023 Capital Regional District Board meeting be adjourned at 1:55 pm.

**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**