

Meeting Minutes

Capital Regional District Board

Wednesday, May 11, 2022

1:10 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT:

Directors: C. Plant (Chair), R. Mersereau (Vice Chair), D. Blackwell, P. Brent (for D. Howe), S. Brice, B. Desjardins, L. Helps, F. Haynes, M. Hicks (EP), G. Holman, B. Isitt, J. Loveday, R. Martin, C. McNeil-Smith, K. Murdoch (EP), G. Orr, J. Ranns, L. Seaton, M. Tait (EP), N. Taylor (EP), K. Williams, R. Windsor (EP), G. Young

Staff: R. Lapham, 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; T. Robbins, General Manager, Integrated Water Services; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors Howe, Screech

The meeting was called to order at 1:20 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Mersereau, **SECONDED** by Director Brice,
That the agenda for the May 11, 2022 Session of the Capital Regional District Board be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [22-314](#) Minutes of the April 13, 2022 Capital Regional District Board Meeting

MOVED by Director Seaton, **SECONDED** by Director Mersereau,
That the minutes of the Capital Regional District Board meeting of April 13, 2022 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

I want to say thank you for a productive meeting this morning. It is what we intended, to have a conversation about the strategic priorities and highlight what are looking to in the next term, for those of us who will be here, and also to comment on the last three and half years. I want to share with you that prior to the COVID situation, if you recall, we used to do tours of our facilities, and that was something that was quite enjoyable, that we were able to see facilities as they were coming online. I have been working with staff to look at potentially having a site tour of the Southern Gulf Islands this summer so that we could potentially see the impact of the work that the CRD does in those jurisdictions, it would be educational and also some comradery, spending time together to see the beautiful islands. If that comes to fruition, it would be in July or August and I hope that you could find an afternoon to join us.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

Item 6.13. was removed from the consent agenda and moved to be considered under Reports of Committees as item 8.7.

**MOVED by Director Mersereau, SECONDED by Director Blackwell,
That consent agenda items 6.1. through 6.12. and 6.14. be approved.
CARRIED**

6.1. [22-322](#) 2019-2022 Board Strategic Priorities-Annual check-in

**1. That the current level of effort on CRD Board Priorities be maintained and that staff, through the next service planning process, provide recommendations in funding, timing and service levels for 2023 focused on operational adjustments.
2. That the CRD Board heighten its advocacy regarding protection of E&N Corridor as a transportation corridor including reinstatement of passenger and freight rail services.**

CARRIED

6.2. [22-299](#) Board Orientation and Strategic Plan 2023-2027

That the Board Orientation and Strategic Planning process and timeline be endorsed.

CARRIED

6.3. [22-273](#) Southern Gulf Islands Housing Strategy

That the Southern Gulf Islands Housing Strategy be endorsed.

CARRIED

That staff investigate the possibility of a non-enforcement policy for trailers, yurts, and other forms of housing for the electoral areas.

CARRIED

- 6.4. [22-260](#) Capital Regional District Climate Action - 2021 Annual Report
There is no recommendation. This report is for information only.
- 6.5. [22-236](#) Meeting the Solid Waste Management Plan Targets through Material Stream Diversion
1. That staff be directed to initiate a procurement process for further processing of divertible materials, and return to the Environmental Services Committee in January 2023 with financial implications and proposed amendments to the Hartland Tipping Fee and Regulation Bylaw No. 3881 and associated operational implications.
2. That further attention be focused towards construction material source separation, and information be brought back to the Solid Waste Advisory Committee on what can be done.
CARRIED
- 6.6. [22-262](#) Solid Waste - 2021 Annual Report
That the Solid Waste Advisory Committee, in its plan monitoring role, be directed to review the 2021 Plan Monitoring Update (Appendix A - of the Solid Waste 2021 Annual Report).
CARRIED
- 6.7. [22-085](#) Capital Regional District 2021 Audit Findings Report & Statement of Financial Information
That the Capital Regional District 2021 Statement of Financial Information be approved.
CARRIED
- 6.8. [22-159](#) 2023 Service and Financial Planning Guidelines
That the financial planning guidelines as presented be approved and that staff be directed to prepare the draft financial plan review based on the timeline presented.
CARRIED
- 6.9. [22-217](#) Capital Regional District External Grants Update
There is no recommendation. This report is for information only.
- 6.10. [22-193](#) Capital Regional District External Grants 2021 Annual Report
There is no recommendation. This report is for information only.
- 6.11. [22-267](#) 2021 Safe Restart Program Update
There is no recommendation. This report is for information only.
- 6.12. [22-268](#) 2022 Federal Budget Highlights
There is no recommendation. This report is for information only.

6.14. [22-271](#) First Nations Relations Communications Framework

That the First Nations Relations Communication Framework report be circulated to member municipalities.

CARRIED

7. ADMINISTRATION REPORTS

7.1. [22-285](#) Capital Regional District 2021 Annual Report

B. Lapham spoke to Item 7.1.

There is no recommendation. This report is for information only.

7.2. [22-286](#) Capital Region Housing Corporation Annual General Meeting

K. Lorette spoke to Item 7.2.

The Board thanked staff for their work.

**MOVED by Director Loveday, SECONDED by Director Mersereau,
That the unanimous shareholder's resolution attached as Appendix A to the
Capital Region Housing Corporation Annual General Meeting report be
approved, and the Chair and Corporate Officer execute it on behalf of the Capital
Regional District.**

CARRIED

8. REPORTS OF COMMITTEES

Electoral Areas Committee

8.1. [22-310](#) SGI and JDF Local Service Committee/Commission Bylaw Amendments - Annual General Meeting and Appointments

MOVED by Director Hicks, **SECONDED** by Alternate Director Brent,

1) That Bylaw No. 4446 cited as, "Lyall Harbour/Boot Cove Water Local Services Committee Bylaw, 1990, Amendment Bylaw No. 1, 2022", be introduced and read a first, second, and third time.

2) That Bylaw No. 4446 be adopted.

CARRIED

MOVED by Director Hicks, **SECONDED** by Alternate Director Brent,

3) That Bylaw No. 4447 cited as, "Magic Lake Estates Water and Sewer Committee Bylaw 1995, Amendment Bylaw No. 1, 2022", be introduced and read a first, second, and third time.

4) That Bylaw No. 4447 be adopted.

CARRIED

MOVED by Director Hicks, **SECONDED** by Alternate Director Brent,

5) That Bylaw No. 4448 cited as, "Sticks Allison Water Local Service Committee Bylaw No. 1, 1998, Amendment Bylaw No. 1, 2022", be introduced and read a first, second, and third time.

6) That Bylaw No. 4448 be adopted.

CARRIED

MOVED by Director Hicks, **SECONDED** by Alternate Director Brent,

7) That Bylaw No. 4449 cited as, "Surfside Park Estates Water Service Committee Bylaw No. 1, 2003, Amendment Bylaw No. 1, 2022", be introduced and read a first, second, and third time.

8) That Bylaw No. 4449 be adopted.

CARRIED

MOVED by Director Hicks, **SECONDED** by Alternate Director Brent,

9) That Bylaw No. 4450 cited as, "Skana Water Service Committee Bylaw No. 1, 2003, Amendment Bylaw No. 1, 2022", be introduced and read a first, second, and third time.

10) That Bylaw No. 4450 be adopted.

CARRIED

MOVED by Director Hicks, **SECONDED** by Alternate Director Brent,

11) That Bylaw No. 4451 cited as, "Port Renfrew Utility Services Committee Bylaw No. 1, 2005, Amendment Bylaw No. 4, 2022", be introduced and read a first, second, and third time.

12) That Bylaw No. 4451 be adopted.

CARRIED

MOVED by Director Hicks, **SECONDED** by Alternate Director Brent,

13) That Bylaw No. 4452 cited as, "Wilderness Mountain Water Service Commission Bylaw No. 1, 2008, Amendment Bylaw No. 1, 2022", be introduced and read a first, second, and third time.

14) That Bylaw No. 4452 be adopted.

CARRIED

Finance Committee

- 8.2. [22-161](#) Bylaw No. 4490: Financial Plan Amendment No. 1, 2022

MOVED by Director Brice, **SECONDED** by Director Orr,
1. That Bylaw No. 4490, “2022 to 2026 Financial Plan Bylaw, 2022, Amendment Bylaw No. 1, 2022” be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Brice, **SECONDED** by Director Orr,
2. That Bylaw No. 4490 be adopted.
CARRIED

Juan de Fuca Land Use Committee

- 8.3. [22-211](#) Development Variance Permit for Lot 1, Section 89, Sooke District, Plan 26576, except part in Plan 35281 - 1381 Pike Road

MOVED by Director Hicks, **SECONDED** by Director Blackwell,
That Development Variance Permit VA000156 for Lot 1, Section 89, Sooke District, Plan 26576, except part in Plan 35281 to vary the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Schedule A, Part 1, Section 3.10(4)(a) by reducing the minimum frontage requirement for proposed Lot 1 from 10% of the lot perimeter (34.3 m) to 3 % of the lot perimeter (10.51 m) for the purpose of permitting a three-lot subdivision, be approved.
CARRIED

Sooke and Electoral Area Parks and Recreation Commission

- 8.4. [22-288](#) Asset Management Planning Program: Union of British Columbia Municipalities - 2022 Grant Application

MOVED by Director Tait, **SECONDED** by Director Hicks,
1. That an application to the Union of British Columbia Municipalities Asset Management Planning Program for 2022 be supported; and
2. That staff be directed to provide overall grant management.
CARRIED

Transportation Committee

8.5. [22-258](#) Regional Parks Strategic Plan Update

The Board thanked staff for their work.

MOVED by Director Loveday, **SECONDED** by Director Mersereau,

1. That the CRD Board change the name of the Regional Parks Strategic Plan to Regional Parks and Trails Strategic Plan upon adoption.
2. To direct staff to include actions in the Regional Parks and Trails Strategic Plan to improve the service levels for trails, including detour route considerations, trail maintenance, consideration of network expansion to address gaps and educational and enforcement activities to support mode shift and reduce users conflicts.
3. To direct staff to develop a funding strategy for regional trails to support the Regional Parks and Trails Strategic Plan, which also includes the widening and lighting plan.

CARRIED

8.6. [22-261](#) Update on Transportation Priorities

MOVED by Director Loveday, **SECONDED** by Director Mersereau,

To direct staff to, in conjunction with reporting on the 2022 Origin and Destination Survey, report back on options and implications on improving data collection in support of monitoring changes in active transportation, mode shift, and emissions reductions, including interim surveys that complement the Origin and Destination Survey surveys and Screen Line surveys to help monitor daily trends for all transportation modes.

CARRIED

8.7. [22-290](#)

Procurement Policy Amendments for Procurement from Indigenous Businesses

MOVED by Director Tait, **SECONDED** by Director Helps,
That the Procurement Policy be amended as attached as Appendix "A".

MOVED by Director Ranns, **SECONDED** by Director Young,
That the main motion be amended by replacing it with:
To postpone this decision until there has been a thorough consultation with Chief and Council of each participating nation.

Discussion ensued regarding:

- consultation with First Nations
- government to government relationship versus economic development
- staff resources required to undertake consultation

MOVED by Director Blackwell, **SECONDED** by Director Isitt,
That the amendment be amended to include the words "and reporting back at the next First Nations Relations Committee meeting in June".

DEFEATED

OPPOSED: Brent, Brice, Desjardins, Haynes, Helps, Hicks, Holman, Loveday, Martin, McNeil-Smith, Mersereau, Murdoch, Orr, Plant, Ranns, Seaton, Tait, Taylor, Williams, Windsor

MOVED by Director Ranns, **SECONDED** by Director Isitt,
That the amendment be amended to remove the words "a thorough".

CARRIED

Opposed: Brent, Helps, Hicks, Holman, Loveday, Plant, Seaton, Tait, Taylor

The question was called on the amendment:

To postpone this decision until there has been consultation with Chief and Council of each participating nation.

DEFEATED

Opposed: Brent, Brice, Haynes, Helps, Hicks, Holman, Loveday, Martin, McNeil-Smith, Mersereau, Murdoch, Orr, Plant, Seaton, Tait, Taylor, Windsor

The question was called on the main motion:

That the Procurement Policy be amended as attached as Appendix "A".

CARRIED

Opposed: Ranns

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

- 10.1. [22-265](#) Motion with Notice: COVID Sewage Monitoring (Director Desjardins)
- MOVED** by Director Desjardins, **SECONDED** by Director Loveday,
That the Capital Regional District Board request that staff bring a report to the CRD Board on the benefit and implementation of monitoring Sewage from McLoughlin for the benefit of understanding COVID levels in our community and that the report includes activities on this within the CRD.

Discussion ensued regarding:

- committee referral
- interest from public health in sewage monitoring
- financial implications
- staff resources
- external funding

MOVED by Director Desjardins, **SECONDED** by Director Loveday,
That the motion be amended to add the word "directly" after the word "report".
CARRIED

The question was called on the main motion as amended.

That the Capital Regional District Board request that staff bring a report directly to the CRD Board on the benefit and implementation of monitoring Sewage from McLoughlin for the benefit of understanding COVID levels in our community and that the report includes activities on this within the CRD.

CARRIED

Opposed: Mersereau

- 10.2. 22-334 Notice of Motion: Mount Maxwell Park Land Acquisition

Director Holman provided the following Notice of Motion for consideration at a future meeting:

"That CRD Parks staff provide a report to the Capital Regional District Board regarding a possible maximum contribution of \$100,000 to the proposed 75 acre Mount Maxwell park land acquisition, in return for the placement of a satisfactory conservation covenant on forested lands contiguous to the Provincial park and protected watershed lands."

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. [22-317](#) Motion to Close the Meeting

MOVED by Director Mersereau, **SECONDED** by Director Blackwell,

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

CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Blackwell,

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

CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Blackwell,

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

CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Blackwell,

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

CARRIED

MOVED by Director Mersereau, **SECONDED** by Director Blackwell,

5. 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 2:22 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from the closed session at 3:08 pm and reported on the following:

In accordance with Bylaw No. 3450, that the following be appointed to the Salt Spring Island Transportation Commission for a term expiring December 31, 2023:
Luke Campbell

In accordance with Bylaw No. 3749, that the following be appointed to the Southern Gulf Islands Electoral Area Emergency Advisory Commission for a term expiring December 31, 2022: Wayne Quinn

14. ADJOURNMENT

MOVED by Director Seaton, **SECONDED** by Director Brice,

That the May 11, 2022 Capital Regional District Board meeting be adjourned at 3:09 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER