



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, November 10, 2021

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

INAUGURAL MEETING

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. CALL TO ORDER
2. TERRITORIAL ACKNOWLEDGEMENT
3. ELECTION OF CHAIR OF THE BOARD
4. ELECTION OF VICE CHAIR OF THE BOARD
5. RECESS FOR MEETING OF THE CAPITAL REGION HOUSING CORPORATION AND THE CAPITAL REGIONAL HOSPITAL DISTRICT BOARD
6. APPROVAL OF THE AGENDA
7. INAUGURAL ADDRESS OF THE CHAIR
8. ADOPTION OF MINUTES

- 8.1. [21-822](#) Minutes of the October 13, 2021 and the minutes of the October 27, 2021 Capital Regional District Board meetings
- Recommendation: That the minutes of the Capital Regional District Board meetings of October 13, 2021 and October 27, 2021 be adopted as circulated.
- Attachments: [Minutes: October 13, 2021](#)
 [Minutes: October 27, 2021](#)

8.2. [21-841](#) Minutes of Previous Committee and Commission Meetings

Recommendation: 1. That the minutes of the Committee of the Whole meeting of May 12, 2021 be adopted as circulated.
2. That the minutes of the Appointments Advisory Committee meeting of October 6, 2021 be adopted as circulated.
3. That the minutes of the Committee of the Whole meeting of October 27, 2021 be adopted as circulated.

Attachments: [Minutes: COW May 12, 2021](#)
 [Minutes: COW October 27, 2021](#)
 [Minutes: Appts. Adv. Ctee. October 6, 2021](#)

9. PRESENTATIONS/DELEGATIONS

In keeping with directives from the Province of BC, there is limited space for the public to attend CRD Board meetings in-person at this time. However, the public may continue to view meeting materials and Live Webcasts online. If you wish to attend a meeting in-person, please email legserv@crd.bc.ca.

CRD encourages delegations to participate electronically. Please complete the online application for "Addressing the Board" on our website and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

9.1. Presentations**9.2. Delegations**

- 9.2.1. [21-851](#) Delegation - Ian Robertson; Representing Greater Victoria Harbour Authority: Re: Agenda Item 13.2.: Motion with Notice: Cruise Industry (Director Brice)**

10. CONSENT AGENDA

10.1. [21-650](#) 2022 Budget Process for the Royal Theatre Service and the McPherson Playhouse Service

Recommendation: [At the October 15, 2021 RMTS Advisory Committee meeting, the recommendation was amended by adding recommendation item 2:]
The Royal and McPherson Theatres Services Advisory Committee recommends the Finance Committee recommend to the Capital Regional District Board:
1. That the 2022 Budget Process for the Royal Theatre Service and the McPherson Playhouse Service report be received for information; and
2. That the maximum allowable contribution amount be approved for the Royal Theatre and McPherson Playhouse services.
(NWA)

Attachments: [Staff Report: 2022 Budget Process Theatres Services](#)
[Appendix A: Provisional Operating Budget 2022 RMTSociety](#)
[Appendix B: Capital Plans RMTSociety](#)
[RMTS Presentation: RMTS Financial Status](#)

10.2. [21-686](#) Capital Regional District External Grants Update

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District External Grants Update be received for information.
(NWA)

Attachments: [Staff Report: CRD External Grants Update](#)
[Appendix A: External Grants Dashboard](#)
[Appendix B: Investing in Canada Infrastructure Program Funding Update](#)

10.3. [21-687](#) COVID-19 Safe Restart Grants for Local Governments - Regional Update

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
That the COVID-19 Safe Restart Grants for Local Governments - Regional Update report be received for information.
(NWA)

Attachments: [Staff Report: Safe Restart Grants Regional Services Update](#)
[Appendix A: Regional Services Projects](#)

10.4. [21-676](#) Municipal Finance Authority - Debt Issuance Terms

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
That the Municipal Finance Authority - Debt Issuance Terms report be received for information.
(NWA)

Attachments: [Staff Report: Municipal Finance Authority - Debt Issuance Terms](#)
[Appendix A: Magic Lake Notice Assent Voting Opportunity](#)
[Appendix B: Rate Analysis](#)

- 10.5.** [21-674](#) Letter from Mayor Helps, City of Victoria, dated October 25, 2021 re:
Letter from Regional District of Mount Waddington - Contribution to
Lytton Fire Relief
- Recommendation:** [At the November 3, 2021 Finance Committee meeting, the following recommendation
was carried:]
That the correspondence be received for information.
(NWA)
- Attachments:** [Correspondence: Mayor Helps \(October 25, 2021\)](#)
- 10.6.** [21-825](#) Motion with Notice: Minimum Time Allocation for Budget Deliberations
(Director Isitt)
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
That the Board direct that beginning in the autumn of 2022 and continuing in future
years (until such time as this policy is varied), a minimum of one full meeting day will be
scheduled for the Board's deliberations on the next year's Financial Plan.
(NWA)
- 10.7.** [21-721](#) Recycling in British Columbia - Extended Producer Responsibility
Five-Year Action Plan
- Recommendation:** The Environmental Services Committee recommends to the Capital Regional District
Board:
That this report be received for information.
(NWA)
- Attachments:** [Staff Report: Recycling in BC - EPR 5 Year Action Plan](#)
[Appendix A: Advancing Recycling in BC - EPR 5 Year Action Plan 2021-26](#)
- 10.8.** [21-771](#) Waste Stream Management Licensing
- Recommendation:** The Environmental Services Committee recommends to the Capital Regional District
Board:
That staff include the investigation of waste stream management licensing as part of
the Solid Waste Management Plan Short-Term Implementation Framework.
(NWA)
- Attachments:** [Staff Report: Waste Stream Management Licensing](#)
[Appendix A: Letter from City of Victoria re Draft SWMP - Feb. 12, 2021](#)
[Appendix B: SWMP - Short-Term Implementation Framework](#)

10.9. [21-706](#) Development Permit with Variance for Lot 9, Section 129, Sooke District, Plan VIP67208 - 590 Seedtree Road

Recommendation: The Land Use Committee recommends to the Capital Regional District Board: That Development Permit with Variance DV000083 for Lot 9, Section 129, Sooke District, Plan VIP67208 to authorize the subdivision of land designated as Steep Slope, Riparian, and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement from 10% to 8.49% for proposed Lot A and 10 % to 6.4% for proposed Lot B, as shown on the plans prepared by J.E. Anderson, dated August 30, 2021, be approved.
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

Attachments: [Staff Report: DVP for 590 Seedtree Road](#)
 [Appendix A: Subject Property Map](#)
 [Appendix B: Proposed Subdivision Phases](#)
 [Appendix C: Development Permit Guidelines](#)
 [Appendix D: Permit DV000083](#)

10.10. [21-717](#) Liquor Lounge Endorsement Application (10236 West Coast Road)

Recommendation: The Land Use Committee recommends to the Capital Regional District Board:
1. That comments be provided to the LCRB confirming the CRD Board has considered the proposed location, person capacity, hours of liquor service, impact of noise, the general impact on the community, and public comments received for the proposed lounge endorsement application for Jordan River Brewery (LP000023);
2. That public comments received on application LP000023 be provided to the LCRB;
3. That a recommendation of approval-in-principle for lounge endorsement application for Jordan River Brewery (LP000023) be provided to the LCRB subject to the following conditions:
a. final adoption of rezoning Bylaw No. 4381.
(NWA)

Attachments: [Staff Report: Liquor Lounge App. - 10236 W. Coast Rd.](#)
 [Appendix A: Subject Property Map](#)
 [Appendix B: Zoning Map](#)
 [Appendix C: Site Plan](#)
 [Appendix D: Floor Plan](#)
 [Appendix E: Letter of Intent for Lounge Endorsement](#)

- 10.11.** [21-719](#) Radio Communication and Broadcasting Antenna Systems Applications for:
1. Lot 205, Renfrew District - 6215 Powder Main Road; and
 2. Block C, District Lot 251, Renfrew District as shown on Plan EPP100555 - West Coast Road.

Recommendation: The Juan de Fuca Land Use Committee recommends to the Capital Regional District Board:

1. That a statement of concurrence be provided to Rogers Communications for the proposed 68 m radio communication and broadcasting antenna system on Lot 205, Renfrew District (LP000026); and
2. That a statement of concurrence be provided to Rogers Communications for the proposed 63 m radio communication and broadcasting antenna system on Block C, District Lot 251, Renfrew District as shown on Plan EPP100555 (LP000027).
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

Attachments: [Staff Report: Radio & Antenna Applications](#)
[Appendix A: Subject Property Map LP000026](#)
[Appendix B: Development Proposal LP000026](#)
[Appendix C: Subject Property Map LP000027](#)
[Appendix D: Development Proposal LP000027](#)
[Appendix E: Public Submission and Applicant Response](#)
[Appendix F: Evaluation Criteria](#)

- 10.12.** [21-677](#) E&N Rail Trail - Humpback Connector

Recommendation: The Regional Parks Committee recommends to the Capital Regional District Board:
That this report be received for information.
(NWA)

Attachments: [Staff Report: E&N Rail Trail - Humpback Connector](#)
[Appendix A: Development Phasing Plan - Map](#)
[Appendix B: Detailed Status of E&N Rail Trail Development](#)

- 10.13.** [21-673](#) Ecological Values and Biodiversity in Regional Parks

Recommendation: [At the October 27, 2021 Regional Parks Committee meeting, the following motion arising was carried:]
That the matter be referred to staff to report back to the Committee by January 2022 on the advisability of adopting the conservation strategy on an interim basis pending the updating of that strategy.
(NWA)

Attachments: [Staff Report: Ecological Values and Biodiversity in Regional Parks](#)
[Appendix A: Draft Conservation Strategy Framework - March 2010](#)

- 10.14.** [21-794](#) CRD Regional Parks - Mosquito Population Management and Control Program
- Recommendation:** The Regional Parks Committee recommends to the Capital Regional District Board:
1. That the Board authorize up to \$15,000 of funding toward a feasibility study for the replacement of the Tsawout flapper gate; and
 2. That staff undertake a drainage study for the ditches in Island View Beach Regional Park, share the results with the District of Central Saanich and Tsawout First Nation, and report back.
- (WP- ALL)
- Attachments:** [Staff Report: Mosquito Population Mgmt and Control Program](#)
[Appendix A: Integrated Pest Management Plan](#)
[Appendix B: IVBRP – Mosquito Development Site Map](#)
[Appendix C: VectoBac 200G Larvicide Application](#)
[Appendix D: Aqua-Tex Ditch Maintenance Report](#)
[Appendix E: Letter from District of Central Saanich Council](#)
- 10.15.** [21-755](#) Motion with Notice: Lighting and Trail Improvement/Widening Policy (Director Plant)
- Recommendation:** [At the October 27, 2021 Regional Parks Committee meeting, the motion with notice "That staff develop a Lighting and Trail Improvement/Widening Policy" was referred to staff for more information:]
- That the Regional Parks Committee recommend to the Board:
- That this item be referred to staff to report back on current endeavors and the advisability of such new policies.
- (NWA)
- 10.16.** [21-756](#) Motion with Notice: Construction and Detour Policy (Director Plant)
- Recommendation:** [At the October 27, 2021 Regional Parks Committee meeting, the motion with notice "That staff develop a Construction and Detour Policy" was referred to staff for more information:]
- That the Regional Parks Committee recommend to the Board:
- That this item be referred to staff to report back on current endeavors and the advisability of such new policies.
- (NWA)
- 10.17.** [21-791](#) Capital Regional District Transportation Working Group Terms of Reference
- Recommendation:** [At the October 20, 2021 Transportation Committee meeting, the recommendation was amended:]
- The Transportation Committee recommends to the Capital Regional District Board:
1. That 4.a) of the Terms of Reference be replaced with the wording, "The Working Group will meet bi-monthly. Additional meetings, as required, may be scheduled by CRD staff. The frequency of meetings will be reviewed after a year."
 2. That the Transportation Working Group Terms of Reference be approved as amended.
- (NWA)
- Attachments:** [Staff Report: CRD Transportation Working Group Terms of Reference](#)
[Appendix A: Transportation Working Group Terms of Reference](#)

11. ADMINISTRATION REPORTS

11.1. [21-817](#) Bylaw Nos. 4465, 4466, and 4467: Updates to Water Supply, Water Distribution and Bulk Water Fees and Charges Bylaws

- Recommendation:**
1. That Bylaw No. 4465, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 23, 2021", be introduced and read a first, second and third time; and
 2. That Bylaw No. 4465 be adopted.
(WP - All except SGI & SSI, 2/3rds on adoption)
 3. That Bylaw No. 4466, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 11, 2021", be introduced and read a first, second and third time; and
 4. That Bylaw No. 4466 be adopted.
(WP - Colwood, Langford, Metchosin, Sooke, View Royal, JDF EA, 2/3rds on adoption)
 5. That Bylaw No. 4467, "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 41, 2021", be introduced and read a first, second and third time; and
 6. That Bylaw No. 4467 be adopted.
(WP - Central Saanich, North Saanich & Sidney, 2/3rds on adoption)

- Attachments:**
- [Staff Report: Bylaws - 2022 Fee and Charges](#)
 - [Appendix A: Bylaw No 4465 - Water Supply Fee Charge Amendment 2022](#)
 - [Appendix B: Bylaw No. 4466 - Water Distribution Fee Charge Amendment 2022](#)
 - [Appendix C: Bylaw No. 4467 - Bulk Water Rates Bylaw Amendment 2022](#)

12. REPORTS OF COMMITTEES

Electoral Areas Committee

12.1. [21-645](#) Bylaw Nos. 4470 and 4471: Fees and Charges (Local Utilities)

- Recommendation:**
- The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4470, "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 15, 2021", be introduced and read a first, second, and third time.
 2. That Bylaw No. 4470 be adopted.
(NWA, 2/3rds on adoption)
 3. That Bylaw No. 4471, "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 10, 2021", be introduced and read a first, second, and third time.
 4. That Bylaw No. 4471 be adopted.
(WP - JDF EA & SGI, 2/3rds on adoption)

- Attachments:**
- [Staff Reports Bylaws 4470-4471 Fee Charges Bylaw](#)
 - [Appendix A: 4470 SSI Utility Fee & Charges Amendment](#)
 - [Appendix B: 4471 SGI & JDF Utility Fee & Charges Amendment](#)
 - [Appendix C: Bylaws 4470-4471 Charges Summary](#)

- 12.2. [21-838](#) Salt Spring Island Liquid Waste Bylaw Amendment - Composting Facilities
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4085, "Salt Spring Island Liquid Waste Disposal Additional Local Service Establishment Bylaw No. 1, 1993, Amendment Bylaw No. 3, 2021", be introduced and read a first, second and third time;
 2. That Bylaw No. 4085 be forwarded to the Inspector of Municipalities for approval. (NWA, 2/3rds on adoption)
- Attachments:** [Staff Report: SSILW Bylaw Amend.- Composting Fac.](#)
[Appendix A: Bylaw No.4085](#)
[Appendix B: Redlined Bylaw No. 2118](#)

Finance Committee

- 12.3. [21-762](#) Bylaw No. 4460: Temporary Borrowing (Southern Gulf Islands Harbours Improvements) Bylaw No. 1, 2021
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4460, "Temporary Borrowing (Southern Gulf Islands Harbours Improvements) Bylaw No. 1, 2021", be introduced and read a first, second and third time; and
 2. That Bylaw No. 4460 be adopted. (WA, 2/3rds on adoption)
- Attachments:** [Staff Report: Bylaw No. 4460 Temporary Borrowing SGI Harbours](#)
[Appendix A: Bylaw No. 4460 Temporary Borrowing SGI Harbours Improvement:](#)
- 12.4. [21-806](#) Bylaw No. 4463: Temporary Borrowing (Florence Lake Water System Upgrades) Bylaw No. 1, 2021
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4463, "Temporary Borrowing (Florence Lake Water System Upgrades) Bylaw No. 1, 2021", be introduced and read a first, second and third time; and
 2. That Bylaw No. 4463 be adopted. (WA, 2/3rds on adoption)
- Attachments:** [Staff Report: Bylaw 4463 Temporary Borrowing Florence Lake](#)
[Appendix A: Bylaw No. 4463 Temporary Borrowing Florence Lake Water Syster](#)
- 12.5. [21-643](#) Bylaw No. 4456: Financial Plan Amendment Bylaw No. 3, 2021
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4456, "2021 to 2025 Financial Plan Bylaw, 2021, Amendment Bylaw No. 3, 2021" be introduced and read a first, second, and third time; and
 2. That Bylaw No. 4456 be adopted. (WA, 2/3rds on adoption)
- Attachments:** [Staff Report: Bylaw 4456 Financial Plan Amendment No. 3, 2021](#)
[Appendix A: Bylaw No. 4456 Financial Plan Amendment with Schedules A-B](#)

- 12.6. [21-675](#) Bylaw No. 4461: Revenue Anticipation (General Purpose) Bylaw No. 1, 2021
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4461, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2021" be introduced and read a first, second, and third time.
2. That Bylaw No. 4461 be adopted.
- (WA, 2/3rds on adoption)
- Attachments:** [Staff Report: Bylaw 4461 Revenue Anticipation Borrowing](#)
- [Bylaw No. 4461 Revenue Anticipation Borrowing 2021](#)

Hospitals and Housing Committee

- 12.7. [21-815](#) 4734, 4744, 4754 Elk Lake Drive Housing Agreement and Bylaw
- Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional District Board:
1. That Bylaw No.4459, "Resale Control and Housing Agreement Bylaw (4734, 4744, 4754 Elk Lake Drive), 2021" be introduced and read for a first, second and third time; and
2. That Bylaw No. 4459 be adopted.
- (WA, 2/3rds on adoption)
- Attachments:** [Staff Report: 4734, 4744, 4754 Elk Lk Dr Housing Agrm't & Bylaw](#)
- [Appendix A: Section 219 Covenant and Housing Agreement](#)
- [Appendix B: Capital Regional District Bylaw No. 4459](#)

Juan de Fuca Land Use Committee

- 12.8. [21-816](#) Public Hearing Report on Bylaw No. 4412, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 8, 2021" and Bylaw No. 4413, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 151, 2021"

Recommendation: a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4412, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 8, 2021", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on October 5, 2021, for Bylaw No. 4412, be received;
b) That Bylaw No. 4412 be read a third time.
c) That Bylaw No. 4412 be adopted.
d) That the minutes that form the Report of the Public Hearing for Bylaw No. 4413, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 151, 2021", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on October 5, 2021, for Bylaw No. 4413, be received.
e) That Bylaw No. 4413 be read a third time.
f) That Bylaw No. 4413 be adopted.
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

Attachments: [Staff Report: PH Rpt on Bylaw No. 4412 and 4413](#)
[Appendix A: Proposed Bylaw No. 4412](#)
[Appendix B: Proposed Bylaw No. 4413](#)
[Appendix C: Reports of the Public Hearing](#)

Regional Parks Committee

- 12.9. [21-801](#) Regional Trails Management Plan - Implementation Update

Recommendation: [At the October 27, 2021 Regional Parks Meeting, two additional motions arising were carried and a supplemental table was added:]
The Regional Parks Committee recommends to the Capital Regional District Board:
1. That the report be received for information.
2. That the Board refer strategic action 2 in the Regional Trails Management Plan to the Capital Regional District Transportation Working Group, as a priority for action in 2022 and to refer all outstanding actions from the plan that require local government coordination to the Working Group to consider in advancing regional transportation priorities.
3. That the Committee direct staff to report back in 2022 on options for evaluating the evolution of the regional trail network.
(NWA)

Attachments: [Staff Report: Regional Trails Mgmt Plan-Implementation Update](#)
[Appendix A: Regional Trails Management Plan](#)
[Appendix B: Regional Trails Map](#)
[Supplemental Table: RTMP - Implementation Status](#)

13. NOTICE(S) OF MOTION

13.1. [21-515](#) Motion with Notice: Equity Lens on Transportation Priorities (Director Loveday)

Recommendation: [At the October 20, 2021 Transportation Committee, the following item was referred to the next regular meeting of the Capital Regional District Board without discussion:]
That the CRD Transportation Committee direct staff to report back with a plan to undertake the data collection and analysis that is needed to apply a robust equity lens to transportation priority implementation, advocacy, and future planning.
(NWA)

13.2. [21-826](#) Motion with Notice: Cruise Industry (Director Brice)

Recommendation: [At the October 27, 2021 special meeting of the Capital Regional District Board, the following motion with notice was given:]
That CRD support the Greater Victoria Harbour Authority and as the Authority has already done:
Write to the Prime Minister asking that the Government of Canada engage with the US Federal Government to develop a mutually beneficial and responsible approach which addresses the handling of cruise ships in our waters and ports so that any future issues will not result in a significant halt to operations of the Alaska Cruise itinerary.
(NWA)

Attachments: [Advocacy Letter Template re: Cruise Industry and PVSA](#)

14. BYLAWS

15. NEW BUSINESS

16. MOTION TO CLOSE THE MEETING

16.1. [21-840](#) Motion to Close the Meeting

Recommendation: That the meeting be closed for Appointments in accordance with Section 90(1)(a) of the Community Charter. [2 items]

17. RISE AND REPORT

18. ADJOURNMENT

Voting Key:

NWA - Non-weighted vote of all Directors

NWP - Non-weighted vote of participants (as listed)

WA - Weighted vote of all Directors

WP - Weighted vote of participants (as listed)