

## Meeting Minutes

### Planning and Protective Services Committee

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Wednesday, October 16, 2024

9:30 AM

6th Floor Boardroom  
625 Fisgard St.  
Victoria, BC V8W 1R7

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#### PRESENT

Directors: Z. de Vries (Chair), K. Williams (Vice Chair), B. Desjardins (EP), M. Little, C. McNeil-Smith, D. Thompson, A. Wickheim (9:31 am) (EP), R. Windsor, C. Plant (Board Chair, ex officio) (9:35 am) (EP)

Staff: T. Robbins, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; P. Klassen, Senior Manager, Regional Planning; N. Brotman, Research Planner, Regional Planning; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

The meeting was called to order at 9:30 am.

#### 1. Territorial Acknowledgement

Director Little provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Williams,  
That the agenda for the October 16, 2024 Planning and Protective Services  
Committee meeting be approved.  
**CARRIED**

#### 3. Adoption of Minutes

##### 3.1. [24-992](#) Minutes of the July 17, 2024 Planning and Protective Services Committee Meeting

Director Wickheim joined the meeting electronically at 9:31 am.

**MOVED** by Director Williams, **SECONDED** by Director McNeil-Smith,  
That the minutes of the Planning and Protective Services Committee meeting of  
July 17, 2024 be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

Chair de Vries provided an update on the grant awarded to the Capital Regional District by the Union of British Columbia Municipalities (UBCM) for a Growth and Mobility Study. UBCM has provided an extension for this grant to August 2025. A Request for Proposals has been issued for consulting services required to complete this work, and staff will review submissions with the intent to award the work in November 2025.

#### 5. Presentations/Delegations

There were no presentations or delegations.

#### 6. Committee Business

- 6.1. [24-1015](#) Shirley-Jordan River Official Community Plan Amendment and Rezoning Application RZ000284

K. Lorette spoke to Item 6.1.

Director Plant joined the meeting electronically at 9:35 am.

**MOVED** by Director Wickheim, **SECONDED** by Director Williams,  
The Planning and Protective Services Committee recommends to the Capital Regional District Board:

That proposed Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024" and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment No. 162, 2024" be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 445 of the Local Government Act.

**CARRIED**

- 6.2. [24-792](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) Development and Planning Advisory Committee minutes of June 24, 2024
- b) Local Government Emergency Program Advisory Commission minutes of June 6, 2024
- c) Local Government Emergency Program Advisory Commission minutes of August 1, 2024

## 7. Notice(s) of Motion

### 7.1. [24-1024](#) Motion with Notice: Peninsula and Area Agricultural Commission (Director Windsor)

Discussion ensued regarding:

- the status of the Regional Food and Agriculture Task Force
- the potential role of an advisory committee under the new Foodlands Access Service

**MOVED** by Director Windsor, **SECONDED** by Director Williams,  
The Planning and Protective Services Committee recommends to the Capital  
Regional District Board:

**THEREFORE BE IT RESOLVED** that the Capital Regional District explores  
assuming responsibility of the Peninsula and Area Agricultural Commission as a  
regional committee, and that staff report back to the Planning and Protective  
Services Committee.

**MOVED** by Director Plant, **SECONDED** by Director Desjardins,  
That the item be postponed until after the Alternative Approval Process for the  
Foodlands Access Service is completed.

**CARRIED**

Opposed: Williams, Windsor

## 8. New Business

There was no new business.

## 9. Adjournment

**MOVED** by Director Little, **SECONDED** by Director Thompson,  
That the October 16, 2024 Planning and Protective Services Committee be  
adjourned at 9:50 am.

**CARRIED**

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CHAIR

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RECORDER