



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, January 13, 2021

1:10 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

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. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

3. ADOPTION OF MINUTES

3.1. [21-033](#) Minutes of the December 9, 2020 Capital Regional District Board Meeting

Recommendation: That the minutes of the Capital Regional District Board meeting of December 9, 2020 be adopted as circulated.
(NWA)

Attachments: [Minutes - December 9, 2020](#)

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

In keeping with directives from the Province of BC, this meeting will be held by Live Webcast without the public present.

To participate electronically, complete the online application for "Addressing the Board" on our website. Alternatively, you may email the CRD Board at crdboard@crd.bc.ca.

5.1. Presentations

5.2. Delegations

5.2.1. [21-066](#) Delegation - Eric Doherty; Representing Greater Victoria Acting Together (GVAT): Re: Agenda Items: 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers, 10.3. Invitation to BC Transit

Attachments: [Delegation Application - E. Doherty](#)

5.2.2. [21-068](#) Delegation - Savannah Barrat; Representing the Camosun College Student Society: Re: Agenda Items 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers

Attachments: [Delegation Application - S. Barratt](#)

- 5.2.3. [21-069](#) Delegation - Eric Diller; Representing the Island Transformations Organization: Re: Agenda Item 7.2. Transportation Gap Summary

Attachments: [Delegation Application - E. Diller](#)

- 5.2.4. [21-070](#) Delegation - Sue Stroud; Representing the Better Transit Alliance: Re: Agenda Items 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers, 10.3. Invitation to BC Transit

Attachments: [Delegation Application - S. Stroud](#)

- 5.2.5. [21-071](#) Delegation - Beatrice Gentili-Hottis; Representing Climate Justice Victoria: Re: Agenda Items 7.2. Transportation Gap Summary, 10.2. Letter to Transportation and Infrastructure Ministers

Attachments: [Delegation Application - B. Gentili-Hottis](#)

- 5.2.6. [21-072](#) Delegation - Steve Gray; Resident of Metchosin: Re: Agenda Item 7.2. Transportation Gap Summary

Attachments: [Delegation Application - S. Gray](#)

- 5.2.7. [21-075](#) Delegation - Todd Litman; Representing Cities for Everyone: Re: Agenda Item 7.2. Transportation Gap Summary

Attachments: [Delegation Application - T. Litman](#)

6. CONSENT AGENDA

- 6.1. [20-800](#) Capital Regional District Corporate Emergency Plan Revision

Recommendation: The Capital Regional District (CRD) Emergency Management Committee recommends to the CRD Board:
That the revised CRD Corporate Emergency Plan be approved.
(NWA)

Attachments: [Staff Report: CRD Corporate Emergency Plan Revision](#)

[Appendix A: CRD Corporate Emergency Plan – December 2020](#)

- 6.2. [21-061](#) Connected Coast Proposal for the Southern Gulf Islands

- Recommendation:** The Electoral Areas Committee recommend to the Capital Regional District Board:
1. That the Board approve a letter of support for the Strathcona Regional District and the Connected Coast project for their efforts to secure all necessary permits within the CRD, including design and tenure agreements for landings, Points of Presence and Rights of Way. Where possible, identification of the best landing sites should be informed by the connectivity design plan currently underway for the Southern Gulf Islands Electoral Area.
 2. That the Board Chair write a letter in support of the CityWest applications to the Federal Universal Broadband Fund (UBF) and the Provincial Economic Recovery Intake (ERI) programs for construction of last mile fibre to the home projects in the communities of Mayne Island, Galiano Island, Saturna Island, and North Pender Island.
 3. That the Board approve in principle that funding beyond the 90% threshold will be provided by the communities to be served by last mile projects, subject to successful service establishment and voter assent, and to mutual agreement to the terms of any required partnership agreements.
(NWA)

- Attachments:** [Staff Report: Connected Coast Proposal for the SGI](#)
[Appendix A: Letter from D. Leitch, Strathcona Regional District](#)
[Appendix B: Connecting SGI: Connectivity Planning for the SGI](#)

6.3. [21-005](#) Capital Regional District 2020 Audit Planning Discussion

- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2020 Audit Plan developed by KPMG be approved.
(NWA)

- Attachments:** [Staff Report: CRD 2020 Audit Planning Discussion](#)
[Appendix A: CRD 2020 Audit Plan KPMG](#)

6.4. [21-006](#) 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: CRD Grants Dashboard](#)

6.5. [20-776](#) Frontage Exemption for Parcel A (DD 143426I) of Section 97, Renfrew District, Except that part in Plans 15462, VIP77871 and EPP24972 - 17151 Parkinson Road

- Recommendation:** The Land Use Committee recommends to the Capital Regional District Board:
That Frontage Exemption VA000154, for Parcel A (DD 143426I) of Section 97, Renfrew District, Except that part in Plans 15462, VIP77871 and EPP24972, to reduce the minimum required frontage for proposed Lot 1 from 125.4 m (10%) to 45.1 m (3.6%) for the purpose of creating a two-lot subdivision, be approved.
(Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

Attachments: [Staff Report: Frontage Exemption for 17151 Parkinson Road](#)
[Appendix A: Subject Property Map](#)
[Appendix B: Proposed Subdivision Plans](#)
[Land Use Committee - Minutes Excerpt](#)

6.6. [20-777](#) Provision of Park Land for Subdivision of Lot 9, Section 129, Sooke District, Plan VIP67208 - 590 Seedtree Road

Recommendation: The Land Use Committee recommends to the Capital Regional District Board:
That cash in lieu of park land dedication be requested for the proposed subdivision of Lot 9, Section 129, Sooke District, Plan VIP67208, subject to verification of appraisal value acceptable to the Commission pursuant to Section 510 of the Local Government Act.
(Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

Attachments: [Staff Report: Provision of Park Land for Subdivision - 590 Seedtree Rd](#)
[Appendix A: Subject Property Map](#)
[Appendix B: Proposed Subdivision Plan \(2 Lot and 3 Lot Strata Combined\)](#)
[Appendix C: Commission Minutes October 27, 2020](#)
[Land Use Committee - Minutes Excerpt](#)

6.7. [20-788](#) Receipt of a Housing Needs Report for the Juan de Fuca Electoral Area

Recommendation: The Juan de Fuca Land Use Committee recommends to the Capital Regional District Board:
That the Juan de Fuca Electoral Area Housing Needs Report be received and published on the CRD website in accordance with the requirements of the Local Government Act.
(NWA)

Attachments: [Staff Report: Receipt of a Housing Needs Report for JDF EA](#)
[Appendix A: Juan de Fuca Electoral Area Housing Needs Report](#)
[Land Use Committee - Minutes Excerpt](#)

6.8. [21-043](#) 2021 Terms of Reference for Planning and Protective Services Committee and Transportation Committee

Recommendation: That the Board approve the 2021 Terms of Reference for the Planning and Protective Services Committee (Appendix A) and Transportation Committee (Appendix B).
(NWA)

Attachments: [Staff Report: 2021 PPS and Transportation Committees TOR](#)
[Appendix A: Planning and Protective Services TOR](#)
[Appendix B: Transportation Committee TOR](#)

6.9. [21-059](#) 2021 Committee and External Membership Appointments - Update

Recommendation: That the Board receive for information the updated 2021 Appointments to Board and Committees as attached.
(NWA)

Attachments: [2021 - Board/Committee Membership Appointments](#)

6.10. [21-004](#) Minutes of the December 2, 2020 Governance and Finance Committee

Recommendation: That the minutes of the Governance and Finance meeting of December 2, 2020 be adopted as circulated.
(NWA)

Attachments: [Minutes Governance & Finance - December 2, 2020](#)

7. ADMINISTRATION REPORTS

7.1. [21-022](#) CAO Quarterly Progress Report No. 4, 2020

Recommendation: That the CAO Quarterly Progress Report No. 4, 2020 be received for information.
(NWA)

Attachments: [Staff Report: CAO Quarterly Progress Report No. 4, 2020](#)
[Appendix A: Photographs of Corporate Activities and Initiatives](#)
[Appendix B: Board Priorities Dashboard Progress Q4, 2020](#)
[Appendix C: Board Priorities Dashboard Summary of Completed Actions](#)
[Appendix D: Corporate Climate Change Initiatives](#)
[Appendix E: Advocacy Dashboard Progress Q4, 2020](#)
[Appendix F: Operating Variance Report Q3, 2020](#)
[Appendix G: Capital Variance Report Q3, 2020](#)
[Appendix H: Human Resources Trends and Corporate Safety Q3, 2020](#)

7.2. [20-787](#) Transportation Gap Summary

Recommendation: [At the December 12, 2020 meeting, the following motion arising was postponed to the following CRD Board meeting:]
That the Board express its support for Union of BC Municipalities Resolution B143 - Shifting Investment to Low-Emission Transportation which passed at the 2019 convention, and request that staff consider the commitment in the Pan-Canadian framework on clean growth and climate change, to shift investments "from higher to lower-emitting types of transportation" in their work.
(NWA)

Attachments: [Staff Report: Transportation Gap Summary](#)
[Appendix A: Transportation Related Plans](#)
[Appendix B: Transportation Timeline](#)
[Appendix C: Transportation Jurisdictional Roles & Responsibilities](#)
[Appendix D: CRD Involvement in External Projects](#)
[Appendix E: Recent and Planned MoTI Transportation Projects in the CRD](#)
[Appendix F: Regional Transportation Plan](#)
[Presentation: Transportation Gap Summary](#)

8. REPORTS OF COMMITTEES

Regional Arts Facilities Select Committee

8.1. [21-027](#) Report and Recommendations, December 2020: Stage One - A Public

Conversation about Performing Arts Facilities in the CRD

Recommendation: The Regional Arts Facilities Select Committee recommends to the Capital Regional District Board:
That the Report and Recommendations, December 2020: Stage One - A Public Conversation about Performing Arts Facilities in the CRD report be received for information.
(NWA)

Attachments: [Staff Report: Rpt & Recommendations-Performing Arts Facilities CRD](#)
[Appendix A: Rpt & Recommendations-Performing Arts Facilities CRD](#)

Governance and Finance Committee (2020)**8.2. [21-062](#) Outreach Summary on First Nations Inclusion in CRD Governance**

Recommendation: [An earlier report Re: First Nations Inclusion in CRD Governance (and "Bylaw" No. 4368) was recommended for approval by the First Nations Relations Committee on September 30, 2020. At the October 28, 2020 CRD Board meeting, the Bylaw received three readings and staff was directed to consult with First Nations before advancing further work on the Terms of Reference.]

1. That Bylaw No. 4368, Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 11, 2020, be adopted;
2. That the Terms of Reference for all CRD Standing Committees be amended to allow for First Nation Member participation, as follows: "First Nation Members are permitted to participate in standing committee meetings at their pleasure, in accordance with the CRD Procedures Bylaw, where the Nation has an interest in matters being considered by the committee."
(NWA)

Attachments: [Staff Report: Outreach Summary on First Nations Inclusion in CRD Governance](#)
[Appendix A: Bylaw 4368](#)
[Appendix B: Summary of First Nations Outreach](#)
[Appendix C: Support Letter from WSANEC Leadership Council](#)
[Appendix D: Response Letter Sc'ianew First Nation](#)
[Appendix E: Pacheedaht CRD Correspondence](#)
[Appendix F: Report Sept 30/20 - FN Inclusion in CRD Governance](#)
[Appendix G: Supplementary Information](#)

8.3. [20-681](#) First Nation Participation in Closed Committee Meetings

Recommendation: [At the November 18, 2020 CRD Board meeting, the motion was referred to the December 2, 2020 meeting of the Governance and Finance Committee:]
That the Governance and Finance Committee recommends to the Capital Regional District Board:
That all closed matters be directed to Regional Board, where First Nation Member participation can be determined on an item-by-item basis.
(NWA)

Attachments: [First Nation Participation in Closed Committee Meetings](#)
[Appendix A: Closed Item Process Diagram](#)

8.4. [20-755](#) Amendment to CRD Board Remuneration and Travel Expense

Reimbursement Policy to Include First Nation Members

Recommendation: [This report was considered at the First Nations Relations Committee meeting held November 25, 2020, and at the Governance and Finance Committee meeting held December 2, 2020:]

That the First Nations Relations Committee and the Governance and Finance Committee recommends to the Capital Regional District Board:

- a. That the proposed amendments to the Board Remuneration and Travel Expense Reimbursement Policy are approved pending the adoption of Bylaw No. 4368, Capital Regional District Procedures Bylaw, 2012, Amendment Bylaw No. 11.
- b. That the amended Schedule 1 of the Board Remuneration and Travel Reimbursement Policy is approved pending the adoption of Bylaw No. 4368, Capital Regional District Procedures Bylaw, 2012, Amendment Bylaw No. 11, thereby setting the remuneration rates for First Nation Members at \$110 per committee/commission meeting for only those identified in the policy including expenses.
(NWA)

[At the November 25, 2020 meeting of the First Nations Relation Committee, the following motion arising was carried:]

That the Committee reiterates its support for First Nations representation on CRD Committees and recommends that the Board move forward with representation in cooperation with First Nations Governments in the region.

Attachments: [Staff Report: Amend CRD Board Remuneration/Travel Exp Reimbursement](#)
[Appendix A: Board Remuneration and Travel Expense Policy](#)
[Appendix B: Schedule 1 – CRD Board Remuneration/Travel Expense Policy](#)

Finance Committee (2021)**8.5. [21-007](#) Bylaw Nos. 4399 and 4400: Security Issuing Bylaws, Spring 2021**

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4399, "Security Issuing Bylaw No. 1, 2021", be introduced and read a first, second, and third time; and
2. That Bylaw No. 4399 be adopted.
3. That Bylaw No. 4400, "Security Issuing Bylaw No. 2, 2021", be introduced and read a first, second, and third time; and
4. That Bylaw No. 4400 be adopted.
(WA)

Attachments: [Staff Report: Bylaws 4399 & 4400 - MFA Security Issue 2021 Spring](#)
[Appendix A: Bylaw No. 4399 Security Issuing No.1, 2021 CRD](#)
[Appendix B: Bylaw No. 4400 Security Issuing No.2, 2021 Saanich](#)

9. BYLAWS**10. NOTICE(S) OF MOTION****10.1. [21-030](#) Greater Victoria Harbour Authority Economic Impact Study (Director Desjardins)**

Recommendation: That the board direct staff to report back on options to provide a financial contribution to the GVHA led Economic Impact Study which is inclusive of the Economic Impact of both Esquimalt and Victoria Harbours in the region.

10.2. [21-031](#) Letter to Transportation and Infrastructure Ministers (Director Taylor)

- Recommendation:** That the Board write to Rob Fleming, Minister of Transportation and Infrastructure and Bowinn Ma, Minister of State for Infrastructure:
- a) Applauding their government's commitment to fund free transit for children up to and including age 12 as an example of how we can build a better future through fighting climate change;
 - b) Expressing the CRD's eagerness to work with them to improve transit and other low-carbon transportation on the South Island to meet the aspirations of the South Island Transportation Strategy;
 - c) Noting that following through on the aspiration of the South Island Transportation Strategy to "to fundamentally shift how people move around South Vancouver Island" will be necessary to meet the CRD's goal of a 61% reduction in GHG emissions from 2007 levels by 2038, and that the CRD does not consider failure to meet this goal to be an option given the seriousness of the climate emergency; and
 - d) Communicating the CRD's willingness to collaborate with Minister Fleming and Minister Ma in the identification, planning and development of key transit projects in this region.

10.3. [21-032](#) Invitation to BC Transit (Director Loveday)

- Recommendation:** That the CRD invite BC Transit President and CEO Erinn Pinkerton and/or other BC Transit staff to speak to the Committee of the Whole about transportation priorities and climate action on southern Vancouver Island at an appropriate time.

11. NEW BUSINESS**12. MOTION TO CLOSE THE MEETING****12.1.** [21-001](#) Motion to Close the Meeting

- Recommendation:**
- 1. That the meeting be closed for Appointments in accordance with Section 90(1)(a) of the Community Charter. [3 items]
 - 2. That the meeting be closed for Labour Relations under Section (90)(1)(c) of the Community Charter. [1 item]

13. RISE AND REPORT**14. 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)**