

## Meeting Minutes

### Planning and Protective Services Committee

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Wednesday, March 26, 2025

1:30 PM

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

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#### PRESENT

Directors: Z. de Vries (Chair), D. Thompson (Vice Chair) (EP), C. Harder, P. Jones, M. Little, S. Riddell (for R. Windsor) (EP), A. Wickheim (EP), K. Williams, C. McNeil-Smith (Board Chair, ex officio) (1:37 pm)

Staff: T. Robbins, Chief Administrative Officer; K. Lorette, General Manager, Housing, Planning and Protective Services; G. Harris, Acting General Manager, Parks, Recreation & Environmental Service; S. Carby, Senior Manager, Protective Services; D. Elliott, Senior Manager, Regional Housing; P. Klassen, Senior Manager, Regional Planning; M. MacIntyre, Senior Manager, Regional Parks (EP); R. Smith, Senior Manager, Environmental Resource Management; N. Elliott, Manager, Climate Action Programs, Parks & Environmental Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director R. Windsor

The meeting was called to order at 1:31 pm.

#### 1. Territorial Acknowledgement

Chair de Vries provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED by Director Williams, SECONDED by Director Little,  
That the agenda for the Planning and Protective Services Committee meeting of  
March 26, 2025 be approved.  
CARRIED**

#### 3. Adoption of Minutes

- 3.1. [25-0353](#) Minutes of the October 16, 2024 Planning and Protective Services Committee Meeting

**MOVED by Director Williams, SECONDED by Director Little,  
That the minutes of the Planning and Protective Services Committee meeting of  
October 16, 2024 be adopted as circulated.  
CARRIED**

#### 4. Chair's Remarks

There were no Chair's remarks.

#### 5. Presentations/Delegations

There were no presentations or delegations.

#### 6. Committee Business

6.1. [25-0064](#) 2025 Planning and Protective Services Committee Terms of Reference

K. Lorette presented Item 6.1. for information.

6.2. [25-0235](#) Regional Growth Strategy Indicators Report

K. Lorette presented Item 6.2. for information.

**Director McNeil-Smith joined the meeting in person at 1:37 pm.**

Discussion ensued regarding:

- the process to identify priority projects in relation to active transportation
- future reporting with a municipal breakdown of item 1.1a of the indicators report
- trends that may impact regional water usage
- identifying regional responsibilities vs. municipal responsibilities

6.3. [25-0248](#) Capital Regional District Emergency Hazmat Team Service Review Implementation Plan

K. Lorette spoke to Item 6.3.

**MOVED by Director Williams, SECONDED by Director Harder,  
The Planning and Protective Services Committee recommends to the Capital  
Regional District Board:  
That the 2025-2027 Capital Regional District Emergency Hazmat Team Service  
Review Implementation Plan be approved.  
CARRIED**

6.4. [25-0095](#) 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 October 28, 2024
- b) Local Government Emergency Program Advisory Commission minutes of October 3, 2024
- c) Local Government Emergency Program Advisory Commission minutes of November 28, 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 and future role of the Capital Regional District's Regional Food and Agriculture Task Force.

**MOVED** by Alternate Director Riddell, **SECONDED** by Director McNeil-Smith, 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.

**DEFEATED**

**Opposed:** de Vries, Harder, Jones, Little, McNeil-Smith, Riddell, Thompson, Wickheim, Williams

## 8. New Business

There was no new business.

## 9. Adjournment

**MOVED** by Director Little, **SECONDED** by Director Williams,  
That the Planning and Protective Service Committee meeting of March 26, 2025  
be adjourned at 2:35 pm.  
**CARRIED**

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CHAIR

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RECORDER