

Meeting Minutes

Capital Regional District Board

Wednesday, February 12, 2025

12:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

DIRECTORS: C. McNeil-Smith (Chair), M. Little (Vice Chair), M. Alto, J. Bateman (for M. Tait), P. Brent, S. Brice, J. Brownoff (EP), J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson, C. Harder (EP), G. Holman, P. Jones, K. Murdoch, D. Murdock (12:10 pm), C. Plant, D. Thompson, S. Tobias (EP), A. Wickheim, K. Williams, R. Windsor

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Infrastructure Water Services; G. Harris, Acting General Manager, Parks, Recreation & Environmental Services; L. Jones, General Manager, Parks, Recreation & Environmental Services; D. Elliott, Acting General Manager, Housing, Planning and Protective Services; K. Morley, General Manager, Corporate Services; C. Anderson, Manager Emergency Programs; N. Brotman, Research Planner; S. Carey, Senior Manager Legal and Risk Management; S. Henderson, Senior Manager, Real Estate and SGI Administration; P. Klassen, Senior Manager Regional Planning; I. Lawrence, Senior Manager Jaun de Fuca Local Area Services (EP); D. Ovington, Senior Manager Salt Spring Island Administration; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors D. Kobayashi, M. Tait

The meeting was called to order at 12:02 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Little provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Plant, **SECONDED** by Director Brent,
That agenda item 6.2. be moved to be considered as agenda item 8.4.b. and
that the agenda be approved as amended.
CARRIED

3. ADOPTION OF MINUTES

3.1. [25-0104](#) Minutes of the January 8, 2025 Capital Regional District Board Meeting

MOVED by Director Brent, **SECONDED** by Director Brice,
That the minutes of the Capital Regional District Board meeting of January 8,
2025 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

In late January, it was my honour to represent the CRD Board at the signing ceremony for the CRD and the Sci'aneew First Nation water servicing agreement. I was joined by Vice Chair Little, Director Wickheim, Gord Baird, Chair of the Regional Water Supply Commission and CRD staff. I want to thank all staff who worked to find solutions and reach an agreement with the Nation. This bulk water service agreement sets out the terms by which the CRD will provide drinking water to the Nation under the regional water supply service. The Sci'aneew Nation has noted that this agreement recognizes them as a government, and that is a positive step. Sci'aneew First Nation Chief Chipps, members of their Council and staff, graciously hosted us to celebrate this milestone, strengthening our government-to-government relationship and a step towards putting reconciliation into action. I look forward to continuing to collaborate with Sci'aneew First Nation and other First Nations as we identify and action new ways of working together. While my first item was a very positive outcome associated with important regional relationship building, my second item is about the recent fracture in the national relationship between Canada and United States. It is understood across our country that tariff actions and threats from the United States will cause significant economic hardship. Residents, businesses, other entities and senior levels of government are acting now, and there are notices of motion coming forward on today's agenda for us to consider the potential impacts to the region and Canada. My third item is a reminder of the invitation I recently sent to Board colleagues to tour the completed major infrastructure changes at the north end of the Hartland Landfill and to also tour the residual treatment facility. While the date seems a way off, on May 21, 2025, there are six directors confirmed and it would be great to have more confirmed and participate, if you are able. And lastly, the Board will recall giving direction for me as Chair to write Housing and Municipal Affairs Minister, Ravi Kahlon, requesting two-year terms for Board Chair and Vice Chair. The Minister has replied, declining that request. I will bring forward a notice of motion forward today to move that request forward another way.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

There were no presentations.

5.2. Delegations

5.2.1. [25-0138](#) Delegation - Shellie MacDonald; Resident of Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

S. MacDonald spoke to item 7.4.

Director Murdock joined the meeting in person at 12:10 pm.

- 5.2.2.** [25-0140](#) Delegation - Linda Geggie; Representing CRFAIR: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024
L. Geggie spoke to item 7.4.
- 5.2.3.** [25-0141](#) Delegation - Jonathan O'Riordan; Representing Peninsula Biosolids Coalition: Re: Agenda Item: 7.2. Short-term Biosolids Management Plan - February Update
J. O'Riordan spoke to Item 7.2.
- 5.2.4.** [25-0139](#) Delegation - Jason Austin; Resident of Central Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024
J. Austin spoke to Item 7.4.
- 5.2.5.** [25-0142](#) Delegation - Brian Webster; Resident of Salt Spring Island: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024
B. Webster spoke to Item 7.4.
- 5.2.6.** [25-0143](#) Delegation - David Lawson; Resident of Central Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024
D. Lawson spoke to Item 7.4.
- 5.2.7.** [25-0144](#) Delegation - Brett Smyth; Resident of North Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024
The delegation did not speak.
- 5.2.8.** [25-0145](#) Delegation - Robert Maxwell; Resident of Central Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024
R. Maxwell spoke to Item 7.4.
- 5.2.9.** [25-0148](#) Delegation - Katie Underwood; Representing Peas n' Carrots Farm: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024
K. Underwood spoke to Item 7.4.

6. CONSENT AGENDA

Item 6.9. was removed from the consent agenda and moved to be considered under Reports of Committees as item 8.6.

MOVED by Director Brent, **SECONDED** by Director Alto,
That consent agenda items 6.1., 6.3. through 6.8. and 6.10. be approved.
CARRIED

MOVED by Director Caradonna, **SECONDED** by Director Holman,
That agenda item 7.4. be considered after the consent agenda.
CARRIED

- 6.1.** [25-0091](#) Union of British Columbia Municipalities Emergency Support Services Equipment and Training Grant 2025 - Motion of Support
1. That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness for Emergency Support Services Equipment and Training Grant for 2025; and
2. That Edward Robbins, Chief Administrative Officer, or their duly authorized delegate, be authorized to apply for, negotiate, and execute agreements with the Union of British Columbia Municipalities and receive funds through the Community Emergency Preparedness for Emergency Support Services Equipment and Training Grant and do all things incidental to finalize such agreements and deliver the program.
CARRIED
- 6.3.** [25-0003](#) Summary of Recommendations from Other Water Commissions and Committees
- To request that staff prepare correspondence to the Province to encourage a review of the conditions required for farm status by BC Assessment.
CARRIED
- 6.4.** [25-0029](#) 2025 Appointments Advisory Committee
- That the membership of the Appointments Advisory Committee for 2025 include Governance and First Nations Relations Committee Chair Little and the following two committee members: Vice Chair Windsor, and Director Brent.
CARRIED
- 6.5.** [25-0068](#) First Nations Relations Operational Update
- This report was received for information.
- 6.6.** [25-0089](#) Public Website Redesign Update
- This report was received for information.
- 6.7.** [25-0099](#) Presentation: Jennifer Fox and Allison Dunnet, BC Housing, Jamie Proctor, CRD; Re. Aligning the Federal/Provincial Homelessness Response
- This report was received for information.

6.8. [25-0079](#) Reaching Home Contribution Agreement Extension

That Edward Robbins, Chief Administrative Officer, or their duly authorized delegate, be authorized to negotiate and execute agreements with the Government of Canada and receive funds through the Reaching Home Program and do all things incidental to finalize such agreements and deliver the program.
CARRIED

6.10. [25-0076](#) Remuneration for Juan de Fuca Water Distribution Commission

That remuneration for Commissioners of the Juan de Fuca Water Distribution Commission be considered in the next comprehensive review of the Capital Regional District (CRD) Board Remuneration and Travel Expenses Reimbursement Policy.
CARRIED

7. ADMINISTRATION REPORTS

7.4. [25-0087](#) AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

K. Morley spoke to Item 7.4.

**MOVED by Director Caradonna, SECONDED by Director Desjardins,
That the Regional Board acknowledges a request has been made by a member of the public pursuant to section 86(4) of the Community Charter and hereby direct staff to make available a report in accordance with the requirements of that section.**

Discussion ensued regarding the delegation authority bylaw.

The question was called:

That the Regional Board acknowledges a request has been made by a member of the public pursuant to section 86(4) of the Community Charter and hereby direct staff to make available a report in accordance with the requirements of that section.

CARRIED

**MOVED by Director Caradonna, SECONDED by Director Plant,
1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4602 (Appendix B) be received.**

Discussion ensued regarding

- merits of the alternate approval process
- duration of the elector response time
- potential staff concerns related to the alternate approval process

The question was called:

1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4602 (Appendix B) be received.

CARRIED

Opposed: Jones, Windsor

**MOVED by Director Caradonna, SECONDED by Director Plant,
2. That Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024" be adopted.**

Discussion ensued regarding:

- regional benefits of food security
- Full Time Equivalent staff budget for the service
- impact of potential international tariffs on the service
- next steps related to the work plan
- board approval for land acquisition for agricultural use
- clarification of the acquisition of land under this service
- length of pilot project
- expansion of the project in to park lands
- 5 year budget for the service in current financial plan
- public engagement strategy for the service

The question was called:

2. That Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024" be adopted.

CARRIED

Opposed: Jones, Murdoch, Windsor

Director Alto left the meeting at 1:53 pm.

7.1. [24-1320](#) Canada Housing Infrastructure Fund

N. Chan spoke to Item 7.1.

Discussion ensued regarding:

- financial impacts and risks to the CRD
- bilateral agreement application process
- water commission input on the funding

**MOVED by Director Caradonna, SECONDED by Director Desjardins,
That the Capital Regional District Board direct staff to implement a Development
Cost Charge rate freeze for Capital Regional District services from April 4, 2024
until April 4, 2027 to allow member municipalities to pursue funding opportunities
under the Canadian Housing Infrastructure Fund.**

CARRIED

7.2. [25-0098](#) Short-term Biosolids Management Plan - February Update

G. Harris presented Item 7.2. for information.

Discussion ensued regarding:

- procurement process timeline
- potted cedar plants clarification
- clarification of land reclamation

7.3. [25-0088](#) AAP Results & Adoption for Bylaw 4575 - Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023

K. Morley spoke to Item 7.3.

Director Alto returned to the meeting at 2:12 pm.

Discussion ensued regarding:

- maximum requisition for 2025
- invasive species clarification
- rationale for the establishment of the service
- clarification of the use of private lands related to education outreach

MOVED by Director Little, SECONDED by Director Murdoch,

1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4575 (Appendix B) be received.

CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,

2. That Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023" be adopted.

CARRIED

Opposed: Desjardins

7.5. [25-0112](#) Third Reading of Amended Bylaw No. 4634 - Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025

K. Morley spoke to Item 7.5.

MOVED by Alternate Director Bateman, **SECONDED** by Director Wickheim,
1. That third reading of Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024," be rescinded.

CARRIED

MOVED by Alternate Director Bateman, **SECONDED** by Director Wickheim,
2. That Bylaw No. 4634 be amended as follows:

- inserting the words "recreational service" before "capital projects" throughout the bylaw;

- Under WHEREAS C., inserting the words "including heat recovery capital improvements and the construction and development of a skateboard park," following the words, "capital projects";

- Under section 1, inserting the words ", including heat recovery capital projects and the construction and development of a skateboard park,";

- Replacing section 3 in its entirety with:

"3. This Bylaw may be cited as "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025"".

CARRIED

MOVED by Alternate Director Bateman, **SECONDED** by Director Wickheim,
3. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025" be read a third time as amended.

CARRIED

MOVED by Alternate Director Bateman, **SECONDED** by Director Brent,
4. That participating area approval for Bylaw No. 4634, as amended, be obtained for the entire service area by alternative approval process.

CARRIED

MOVED by Alternate Director Bateman, **SECONDED** by Director Wickheim,
5. That Bylaw No. 4634, as amended, be forwarded to the Inspector of Municipalities for approval.

CARRIED

7.6. [25-0102](#) Regional Trestles Renewal, Trails Widening & Lighting Project - Active Transportation Fund Grant Application

G. Harris spoke to item 7.6.

Discussion ensued regarding discussion with the Province regarding the land under the Lochside trail.

**MOVED by Director Plant, SECONDED by Director Caradonna,
That staff be directed to apply for, negotiate and, if successful, enter into an agreement with the Active Transportation Fund and do all such things necessary for accepting grant funds and overseeing grant management to implement the Project.**

CARRIED

Opposed: Wickheim

Directors Murdock and Plant left the meeting at 2:15 pm.

8. REPORTS OF COMMITTEES

Juan de Fuca Water Distribution Commission

8.1. [24-1109](#) Bylaw No. 4653 - Ticket Information Authorization Bylaw, 1990, Amendment No. 81, 2024

**MOVED by Director Wickheim, SECONDED by Alternate Director Bateman,
1. That Bylaw No. 4653, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 81, 2024", be introduced and read a first, second, and third time.**

CARRIED

**MOVED by Director Wickheim, SECONDED by Alternate Director Bateman,
2. That Bylaw No. 4653 be adopted.**

CARRIED

Director Plant returned to the meeting at 2:16 pm.

Juan de Fuca Land Use Committee

- 8.2. [25-0072](#) Public Hearing Report on Bylaw No. 4518, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 158, 2022”

MOVED by Director Wickheim, **SECONDED** by Alternate Director Bateman,
1) That the minutes that form the Report of the Public Hearing for Bylaw No. 4518, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 158, 2022”, which are certified as a fair and accurate summary of the representations that were made at the public hearing held on November 12, 2024, for Bylaw No. 4518, be received.

CARRIED

MOVED by Director Wickheim, **SECONDED** by Alternate Director Bateman,
2) That Bylaw No. 4518 be read a third time.

CARRIED

MOVED by Director Wickheim, **SECONDED** by Alternate Director Bateman,
3) That prior to adoption of Bylaw No. 4518:
a. A commercial access permit be issued by the Ministry of Transportation and Infrastructure; and
b. The landowner provide an amenity contribution by registering a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail, and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

CARRIED

Electoral Areas Committee

- 8.3. [24-1376](#) Bylaw No. 4654: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 82, 2025 and Bylaw No. 4656: Water Regulations Bylaw, 1990, Amendment Bylaw No. 1, 2025

MOVED by Director Brent, **SECONDED** by Director Holman,
1. That Bylaw No. 4654, “Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 82, 2025”, be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Brent, **SECONDED** by Director Holman,
2. That Bylaw No. 4654 be adopted.

CARRIED

MOVED by Director Brent, **SECONDED** by Director Holman,
3. That Bylaw No. 4656, “Water Regulations Bylaw, 1990, Amendment Bylaw No. 1, 2025”, be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Brent, **SECONDED** by Director Holman,
4. That Bylaw No. 4656 be adopted.

CARRIED

Director Murdock returned to the meeting at 2:30 pm.

8.4. [25-0080](#) Bylaw No. 4435: Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025 and Bylaw No. 4672: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 83, 2025

MOVED by Director Brent, **SECONDED** by Director Wickheim,
1. That Bylaw No. 4435, “Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025” be introduced and read a first, second, and third time.
CARRIED

Director Jones left the meeting at 2:30 pm.

MOVED by Director Brent, **SECONDED** by Director Wickheim,
2. That Bylaw No. 4435 be forwarded to the Ministry of Environment and Parks for Ministerial approval prior to adoption.
CARRIED

MOVED by Director Brent, **SECONDED** by Director Wickheim,
3. That Bylaw No. 4672, “Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 83, 2025” be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Brent, **SECONDED** by Director Wickheim,
4. That Bylaw No. 4672 be returned with Bylaw No. 4435 for adoption.
CARRIED

8.4.b. [24-1353](#) Motion with Notice: Speed Limits in Electoral Areas (Director Wickheim)

MOVED by Director Wickheim, **SECONDED** by Director Brent,
Whereas Incorporated areas have the ability to set speed limits to reflect local conditions and hazards, and that Electoral Areas have similar conditions and hazards in select spots.

Therefore we seek the Capital Regional District Board to advocate to the Province (Ministry of Transportation and Transit) to engage with the Electoral Areas to establish speed limits and road hazard signage in their rural areas.

Director Jones returned to the meeting at 2:31 pm.

Discussion ensued regarding potential for motion to advance to AVICC and UBCM.

MOVED by Director Plant, **SECONDED** by Director Windsor,
That the main motion be amended by adding the following words to the end of the motion; ", and that staff report back to the Electoral Areas Committee on the potential wording for a UBCM resolution to be submitted prior to the deadline."
CARRIED

The question was called on the main motion as amended:

Whereas Incorporated areas have the ability to set speed limits to reflect local conditions and hazards, and that Electoral Areas have similar conditions and hazards in select spots.

Therefore we seek the Capital Regional District Board to advocate to the Province (Ministry of Transportation and Transit) to engage with the Electoral Areas to establish speed limits and road hazard signage in their rural areas, and that staff report back to the Electoral Areas Committee on the potential wording for a UBCM resolution to be submitted prior to the deadline.
CARRIED

The meeting went into recess at 2:38 pm.

The meeting reconvened at 2:47 pm.

Governance and First Nations Relations Committee

8.5. [25-0096](#) Proposed Amendments to the CRD Board Procedures Bylaw

K. Morley spoke to Item 8.5.

MOVED by Director Little, **SECONDED** by Alternate Director Bateman,
That staff be directed to prepare an amending bylaw to the “Capital Regional District Board Procedures Bylaws, 2012” to include the proposed amendments on electronic meetings and electronic participation (Appendix A) and miscellaneous updates (Appendix B).

MOVED by Director Windsor, **SECONDED** by Director Jones,
That the main motion be amended by removing Sections 29.1.(1) and 29.1.(4) from the bylaw.

Discussion ensued regarding:

- rationale for recording electronic participation in the minutes
- attendance limits related to electronic participation
- splitting the amendment into two votes

The question was called on the amendment:

That the main motion be amended by removing Section 29.1.(1) from the bylaw.

DEFEATED

Opposed: Alto, Bateman, Brent, Brice, Brownoff, Caradonna, Coleman, de Vries, Desjardins, Goodmanson, Harder, Holman, Little, McNeil-Smith, Murdoch, Murdock, Thompson, Wickheim

The question was called on the amendment:

That the main motion be amended by removing Section 29.1.(4) from the bylaw.

DEFEATED

Opposed: Alto, Bateman, Brent, Brice, Caradonna, Coleman, de Vries, Goodmanson, Harder, Little, Plant, Thompson, Wickheim

Discussion ensued regarding definition of participation.

The question was called on the main motion:

That staff be directed to prepare an amending bylaw to the “Capital Regional District Board Procedures Bylaws, 2012” to include the proposed amendments on electronic meetings and electronic participation (Appendix A) and miscellaneous updates (Appendix B).

CARRIED

Opposed: Jones, Windsor

- 8.6. [24-1337](#) Motion with Notice: Rural Housing Program Suite Incentive (Director Holman)
- MOVED** by Director Holman, **SECONDED** by Director Caradonna,
That staff report on the merits of a possible modest incentive for home-sharing to be funded by the Rural Housing Program and to be administered through the Housing Now program.
- DEFEATED**
- Opposed: Alto, Bateman, Brent, Brice, Brownoff, Caradonna, Coleman, de Vries, Desjardins, Goodmanson, Harder, Jones, Little, McNeil-Smith, Murdoch, Murdock, Plant, Thompson, Wickheim, Williams, Windsor
- MOVED** by Director Windsor, **SECONDED** by Director Holman,
That the meeting be extended past the 3 hour scheduled time.
- CARRIED**

Director de Vries left the meeting at 3:28 pm.

9. BYLAWS

- 9.1. [25-0105](#) Adoption of Bylaw No. 4590 - Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 1, 2024
- MOVED** by Director Holman, **SECONDED** by Director Brent,
That Bylaw No. 4590 - "Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 1, 2024" be adopted.
- CARRIED**
- 9.2. [25-0106](#) Adoption of Bylaw No. 4591 - Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 2, 2024
- MOVED** by Director Holman, **SECONDED** by Director Brent,
That Bylaw No. 4591 - "Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 2, 2024" be adopted.
- CARRIED**
- 9.3. [25-0107](#) Adoption of Bylaw No. 4594 - Economic Development Service Establishing Bylaw (Southern Gulf Islands) No. 1, 2024
- MOVED** by Director Brent, **SECONDED** by Director Holman,
That Bylaw No. 4594 - "Economic Development Service Establishing Bylaw (Southern Gulf Islands) No. 1, 2024" be adopted.
- CARRIED**
- 9.4. [25-0108](#) Adoption of Bylaw No. 4595 - Economic Development Service Establishing Bylaw (Juan De Fuca) No. 1, 2024
- MOVED** by Director Wickheim, **SECONDED** by Director Holman,
That Bylaw No. 4595 - "Economic Development Service Establishing Bylaw (Juan De Fuca) No. 1, 2024" be adopted.
- CARRIED**

10. NOTICE(S) OF MOTION

10.1. [25-0194](#) Notice of Motion: Potential Impact of US-Canada Tariffs (Director Brice)

Director Brice proposed the following Notice of Motion with same day consideration:

“The Board requests that staff report back to the next Finance Committee Meeting on the potential impact of US-Canada tariffs to the CRD.”

**MOVED by Director Brice, SECONDED by Director Windsor,
That same day consideration be applied to the Notice of Motion.
CARRIED**

Discussion ensued regarding impact of tariffs beyond the procurement policy.

**MOVED by Director Brice, SECONDED by Director Windsor,
The Board requests that staff report back to the next Finance Committee Meeting
on the potential impact of US-Canada tariffs to the CRD.
CARRIED**

10.2. [25-0195](#)

Notice of Motion: Procurement of Canadian-made Products (Chair McNeil-Smith)

Chair McNeil-Smith proposed the following Notice of Motion with same day consideration:

"The Board requests that staff report back to the next Finance Committee meeting on the CRD's procurement process and the impact of prioritizing Canadian-made products and services during the international trade dispute."

**MOVED by Chair McNeil-Smith, SECONDED by Director Thompson,
That same day consideration be applied to the Notice of Motion.
CARRIED**

**MOVED by Chair McNeil-Smith, SECONDED by Director Thompson,
The Board requests that staff report back to the next Finance Committee meeting on the CRD's procurement process and the impact of prioritizing Canadian-made products and services during the international trade dispute.**

**MOVED by Director Tobias, SECONDED by Director Goodmanson,
That the main motion be amended by removing the words "during the international trade dispute".**

Discussion ensued regarding the impact of removing the words relating to the urgency of the motion.

Director Murdoch submitted a point of order stating the amendment on the floor is not related to same day consideration.

The Chair accepted the point of order and the amendment was removed from the floor.

The question was called on the main motion:

**The Board requests that staff report back to the next Finance Committee meeting on the CRD's procurement process and the impact of prioritizing Canadian-made products and services during the international trade dispute.
CARRIED**

10.3. [25-0166](#)

Notice of Motion: Model Demolition Bylaw (Director Plant)

Director Plant provided the following Notice of Motion for consideration at the next meeting of the Environmental Services Committee:

"That staff be directed to develop a model bylaw for demolition waste and deconstruction for municipalities in the capital region, and that the attached City of Victoria bylaw be used as a starting point."

- 10.4. [25-0176](#) Notice of Motion: AVICC - UBCM Resolution on Regional District Chair Elections (Chair McNeil-Smith)
- Chair McNeil-Smith provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board:
- “That the Regional Board endorse submission of the following resolution for consideration by the Association of Vancouver Island and Coastal Communities (AVICC) and/or the Union of BC Municipalities (UBCM):
- WHEREAS section 215 of the Local Government Act requires annual elections for Regional District Board Chairs and Vice-Chairs;
- AND WHEREAS annual leadership changes can be disruptive to a Regional Board’s operational and strategic decision-making;
- THEREFORE BE IT RESOLVED that the Local Government Act be amended to allow for 2-year terms for Regional District Board Chairs and Vice-Chairs.”

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

- 12.1. [25-0110](#) Motion to Close the Meeting
- MOVED by Director Murdoch, SECONDED by Director Little,**
1. That the meeting be closed for Appointments in accordance with Section 90(1) (a) of the Community Charter.
CARRIED
- MOVED by Director Murdoch, SECONDED by Director Little,**
2. That the meeting be closed for Legal Advice under Section 90(1)(i) of the Community Charter.
CARRIED
- MOVED by Director Murdoch, SECONDED by Director Little,**
3. That the meeting be closed for Contract Negotiations in accordance with Section (90) (1)(k) of the Community Charter.
CARRIED
- MOVED by Director Murdoch, SECONDED by Director Little,**
4. That such disclosures could reasonably be expected to harm the interests of the Regional District.
CARRIED

The Capital Regional District Board moved into closed session at 3:47 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from closed session at 4:04 pm and reported on the following items:

In accordance with Bylaw 3693 that the following be appointed to the Fernwood and Highland Water Service Commission for a term to expire December 31, 2026: Laura Travelbea, Brian Travelbea

In accordance with Bylaw 3486 that the following be appointed to the Galiano Island Parks and Recreation Commission for a term to expire December 31, 2026: Mechelle Crocker, Frank DeWaard, Eric Sherbine

In accordance with Ganges Harbourwalk Project Steering Committee Terms of Reference that the following be appointed to the Ganges Harbourwalk Project Steering Committee for a term to expire December 31, 2026: Sonja Collombin, Dennis Maguire, Jennifer Mycyk Oestreicher, Laura Patrick, Brian Webster, Robin Williams

In accordance with Bylaw 3488 that the following be appointed to the Mayne Island Parks and Recreation Commission for a term to expire December 31, 2025: Glyn Legge

In accordance with Bylaw 3561 that the following be appointed to the Pender Islands Community Parks and Recreation Commission for a term to expire December 31, 2026: Lisa Baile, Cee Cartwright-Owers, Tim Frick, Paul Kubik, Andrea Mills, Cecilia Suh

In accordance with Bylaw 3485 that the following be appointed to the Saturna Island Parks and Recreation Commission for a term to expire December 31, 2025: Sienna Caspar, Keith Preston

In accordance with Bylaw 3485 that the following be appointed to the Saturna Island Parks and Recreation Commission for a term to expire December 31, 2026: Larry Field, Rosemary Henry,

In accordance with Bylaw 3654 that the following be appointed to the Shirley Fire Protection and Emergency Response Service Commission for a term to expire December 31, 2026: Susan Berggren, Howard Damude, James Powell

In accordance with Solid Waste Advisory Committee Terms of Reference that the following be appointed to the Solid Waste Advisory Committee for a term to expire December 31, 2027: Frank Baker, Michelle Coburn, Mark Kurschner, Elizabeth Latta, Margaret McCullough, Don Monsour, Robyn Pirie, Jeff Shaw, Melanie Tromp Hoover, Stew Young

In accordance with Bylaw 3803 that the following be appointed to the Southern Gulf Islands Community Economic Sustainability Commission for a term to expire December 31, 2026: Marcus Farmer, Rob Fenton

In accordance with Technical and Community Advisory Committee Terms of Reference that the following be appointed to the Technical and Community Advisory Committee for a term to expire December 31, 2025: Josh Andrews, Joel Clary, Brenda Donald, Michael Engelsjord, Greg Gillespie, Lesley Hatch, Ivan

Leung, Don Monsour, Jas Paul, Winona Pugh, Claire Remington, Steve Rennick, John Roe, Caterina Valeo, Katie Wilson

In accordance with Tenant Advisory Committee Terms of Reference that the following be appointed to the Tenant Advisory Committee for a term to expire December 31, 2026: Ramona Loewen

In accordance with Bylaw 3654 that the following be appointed to the Willis Point Fire Protection and Recreation Facilities Commission for a term to expire December 31, 2026: Marni Krismer, Jim Potvin, Aran Puritch

Re-appoint the following members to the Water Advisory Committee for a two-year term ending December 31, 2026: Kathleen Zimmerman, Agricultural, Alex McCardle, Agricultural, Katie Oppen, Scientific, Wilf Scheuer, Commercial / Industrial, Craig Nowakowski, Island Health

14. ADJOURNMENT

MOVED by Director Windsor, **SECONDED** by Director Little,
That the February 12, 2025 Capital Regional District Board meeting be adjourned at 4:05 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER