



## Notice of Meeting and Meeting Agenda Capital Regional District Board

---

Wednesday, April 9, 2025

12:05 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. [25-0422](#) Minutes of the March 12, 2025 Capital Regional District Board Meeting

**Recommendation:** That the minutes of the Capital Regional District Board meeting of March 12, 2025 be adopted as circulated.

**Attachments:** [Minutes - March 12, 2025](#)

### 4. REPORT OF THE CHAIR

### 5. PRESENTATIONS/DELEGATIONS

*The public are welcome to attend CRD meetings in-person.*

*Delegations will have the option to participate electronically. Please complete the online application at [www.crd.ca/address](http://www.crd.ca/address) no later than 4:30 pm two days before the meeting 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](mailto:crdboard@crd.bc.ca).*

### 6. CONSENT AGENDA

#### 6.1. [25-0328](#) 2024 Community Works Fund Annual Report

**Recommendation:** There is no recommendation. This report is for information only.

**Attachments:** [Staff Report: 2024 Community Works Fund Annual Report](#)

[Appendix A: CWF Funding Summary](#)

[Appendix B: 2024 CWF Grants Awarded](#)

[Appendix C: 2024 CWF Detailed Breakdown by EA](#)

- 6.2. [25-0329](#) 2024 Electoral Areas Grants-In-Aid Annual Report
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: 2024 Grants-In-Aid Annual Report](#)  
[Appendix A: 2024 Electoral Areas Grants-In-Aid Awarded](#)
- 6.3. [25-0371](#) Core Area Wastewater Treatment Plant Odour Mitigation Update
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Core Area WWTP Odour Mitigation Update](#)
- 6.4. [25-0377](#) Regional Resident Experience Survey
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Regional Resident Experience Survey](#)  
[Appendix A: Regional Resident Experience Survey Results](#)  
[Presentation: Resident Survey Results](#)
- 6.5. [25-0403](#) Freedom of Information and Protection of Privacy Act (FOIPPA) 2024 Overview
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: FOIPPA 2024 Overview](#)  
[Appendix A: 2024 FOI Request Metrics Tables 1-4](#)
- 6.6. [25-0230](#) Deactivating the Capital Regional District X (Twitter) account
- Recommendation:** The Governance and First Nations Relations Committee recommends to the Capital Regional District Board:
1. That the CRD begin the process of deactivating its X account on April 10, 2025 using the following deactivation procedure:
    - a) Inform CRD X followers that the CRD will no longer post to this account.
    - b) Publish a message stating the account is inactive and direct followers to the CRD website and other Social Media Channels.
    - c) Continue to monitor the growth of Bluesky and consider CRD adopting the platform when it sufficiently matures.[At the April 2, 2025 Governance and First Nations Relations Committee meeting, the following motion arising was carried:]
  2. Within six months, that the account move from inactive status to full deletion.  
(NWA)
- Attachments:** [Staff Report: Deactivating the Capital Regional District X \(Twitter\) account](#)  
[Appendix A: Analysis of X alternatives](#)

- 6.7.**      [25-0389](#)      Letter from Ben Geselbracht, AVICC President; re: Feedback Requested - Reforming the Local Government Act - A Roadmap
- Recommendation:** [At the April 2, 2025 Governance and First Nations Relations Committee, the report was provided for information and a motion to refer the item to the Electoral Areas Committee for discussion was carried:]  
There is no recommendation. This report is for information only.
- Attachments:**      [Correspondence: Letter from AVICC \(March 20, 2025\)](#)
- 6.8.**      [25-0224](#)      Development Variance Permit for Lot 7, District Lot 29, Otter District, Plan VIP59848 - 7827 Dalrae Place
- Recommendation:** The Land Use Committee recommends to the Capital Regional District Board:  
That Development Variance Permit VA000164 to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, be approved as follows:  
a. Section 6.07(c) is varied by reducing the flanking yard setback requirement for proposed Lot A from 6 m to 4 m; and  
b. Section 6.07(d) is varied by reducing the rear yard setback requirement for proposed Remainder Lot 7 from 10 m to 5.5 m;  
for the purpose of alleviating undue hardship for a two-lot subdivision of Lot 7, District Lot 29, Otter District, Plan VIP59848, pursuant to the Riparian Areas Protection Regulation.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
- Attachments:**      [Staff Report: Development Variance Permit VA000164](#)  
[Appendix A: Subject Property Map](#)  
[Appendix B: Proposed Plan of Subdivision](#)  
[Appendix C: Variance Request](#)  
[Appendix D: Development Variance Permit VA000164](#)
- 6.9.**      [25-0235](#)      Regional Growth Strategy Indicators Report
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:**      [Staff Report: Regional Growth Strategies Indicators Report](#)  
[Appendix A: 2024 RGS Indicators Report](#)
- 6.10.**      [25-0248](#)      Capital Regional District Emergency Hazmat Team Service Review Implementation Plan
- Recommendation:** 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.  
(NWA)
- Attachments:**      [Staff Report: CRD Emerg Hazmat Team Service Review Implement'n Plan](#)  
[Appendix A: Recommendations - Emerg Hazmat Team Service Review](#)

- 6.11. [24-1024](#) Motion with Notice: Peninsula and Area Agricultural Commission (Director Windsor)
- Recommendation:** [At the October 16, 2024 Planning and Protective Services Committee meeting, the item was postponed until the Alternative Approval Process for the Foodlands Access Service was completed.  
Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024" was adopted by the Board on February 12, 2025.
- At the March 26, 2025 Planning and Protective Services Committee meeting, the following motion with notice was DEFEATED:  
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.]  
There is no recommendation from Committee. This item is for information only.
- Attachments:** [Memo: Notice of Motion](#)
- 6.12. [25-0352](#) 2025 Provincial Budget Highlights
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: 2025 Provincial Budget Highlights](#)  
[Appendix A: 2025 Provincial Budget Highlights](#)

## 7. ADMINISTRATION REPORTS

- 7.1. [25-0412](#) CAO Quarterly Progress Report No. 1, 2025
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: CAO Quarterly Progress Report No. 1, 2025](#)  
[Appendix A: Photographs of Corporate Activities and Initiatives](#)  
[Appendix B: Board Priorities Dashboard Progress Q1, 2025](#)  
[Appendix C: Board Priorities Dashboard Summary of Completed Actions](#)  
[Appendix D: Capital Regional District Advocacy Strategy](#)  
[Appendix E: Advocacy Dashboard Progress Q1, 2025](#)  
[Appendix F: Operating Variance Financial Report Q4, 2024](#)  
[Appendix G: Capital Variance Financial Report Q4, 2024](#)  
[Appendix H: Human Resources Trends and Corporate Safety](#)
- 7.2. [25-0438](#) Biosolids Beneficial Use Management - March Update
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Biosolids Beneficial Use Management March Update](#)  
[Appendix A: Letter from Minister of Environment and Parks \(March 19, 2025\)](#)

- 7.3.      [25-0433](#)      AAP Requirements for Bylaw No. 4634: Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2025

**Recommendation:** 1. That in accordance with section 86(3) of the Community Charter, the date of May 23, 2025 be confirmed as the deadline by which elector responses, under the alternative approval process for CRD Bylaw No. 4634, must be submitted to the Capital Regional District by qualified electors within the service participating area;  
2. That the attached Synopsis of Bylaw No. 4634 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix E) be approved; and  
3. That the total number of registered electors within the service participating area is 18,255 and that 10% of that number is 1,826 electors.  
(NWA)

**Attachments:**      [Staff Report: AAP Requirements for Bylaw 4634 SEAPARC](#)  
                          [Appendix A: Bylaw No. 4634 at Third Reading](#)  
                          [Appendix B: Synopsis of Bylaw No. 4634](#)  
                          [Appendix C: Notice of AAP for Bylaw No. 4634](#)  
                          [Appendix D: Elector Response Form Bylaw No. 4634](#)  
                          [Appendix E: Communication Channels for Bylaw No. 4634](#)

- 7.4.      [25-0443](#)      Regional District Services and Service Review Options

**Recommendation:** There is no recommendation. This report is for information only.

**Attachments:**      [Staff Report: Regional District Services and Service Review Options](#)  
                          [Appendix A: CRD Regional, Sub-Regional, and Local Services](#)  
                          [Appendix B: Overview Service Planning Improvements since 2013](#)  
                          [Appendix C: Financial Summary - Board Directed Initiatives 2022-2029](#)  
                          [Appendix D: CRD Regional Services Profiles](#)  
                          [Presentation: Regional District Services and Service Review Options](#)

## 8. REPORTS OF COMMITTEES

### Electoral Areas Committee

- 8.1. [25-0405](#) Bylaw No. 4671: CRD Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025 and Bylaw No. 4673: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4671, "Capital Regional District Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025", be introduced and read a first, second and third time; and  
(WP - JDF, SSI, SGI)
2. That Bylaw No. 4671 be adopted.  
(WP - JDF, SSI, SGI, 2/3rds on adoption)
3. That Bylaw No. 4673, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025", be introduced and read a first, second and third time; and  
(WP - JDF, SSI, SGI)
4. That Bylaw No. 4673 be adopted.  
(WP - JDF, SSI, SGI, 2/3rds on adoption)

**Attachments:** [Staff Report: Bylaw Nos. 4671 and 4673](#)  
[Appendix A: Bylaw No. 4492 Redlined](#)  
[Appendix B: Bylaw No. 4671](#)  
[Appendix C: Bylaw No. 4673](#)  
[Appendix D: Stage 4 Water Conservation Notice](#)

## Environmental Services Committee

- 8.2. [25-0236](#) Wildlife Attractants in the Capital Region

**Recommendation:** [At the March 19, 2025 Environmental Services Committee meeting, this report was presented for information and the following motion arising was carried:]  
The Environmental Services Committee recommends to the Capital Regional District Board:  
That staff be directed to explore creating a public awareness campaign regarding reducing Wildlife Attractants and interactions in the Capital Region. And that this work be done in coordination with other organizations involved in this work.  
(NWA)

**Attachments:** [Staff Report: Wildlife Attractants in the Capital Region](#)  
[Appendix A: Get Bear Smart Society Wildlife Attractant Bylaw Toolkit](#)  
[Appendix B: Bear Smart Community Program Background Report](#)

## Governance and First Nations Relations Committee

8.3. [25-0179](#) Bylaw No. 4668: CRD Delegation Bylaw No. 1, 2017, Amendment Bylaw No. 5, 2025

**Recommendation:** The Governance and First Nations Relations Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4668, "Capital Regional District Delegation Bylaw No. 1, 2017, Amendment Bylaw No. 5, 2025" be read a first, second and third time; and (NWA)
2. That Bylaw No. 4668 be adopted. (NWA, 2/3rds on adoption)

**Attachments:** [Staff Report: Bylaw No. 4668](#)  
[Appendix A: Bylaw No. 4668](#)  
[Appendix B: Consolidated Bylaw No. 4186 \(Redlined\)](#)

8.4. [25-0404](#) Bylaw No. 4520: CRD Board Procedures Bylaw, 2012, Amendment Bylaw No. 13, 2025

**Recommendation:** The Governance and First Nations Relations Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4520, "Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 13, 2025" be introduced and read a first, second, and third time. (NWA)
2. That Bylaw No. 4520 be adopted. (NWA, 2/3rds on adoption)
3. That the "CRD Best Practices Guide for Meetings" be updated to reflect the changes to electronic meetings and electronic participation. (NWA)

**Attachments:** [Staff Report: Bylaw No. 4520](#)  
[Appendix A: Bylaw No. 4520](#)  
[Appendix B: Consolidated Bylaw No. 3828 \(Redlined\)](#)

### Juan de Fuca Water Distribution Commission

8.5. [25-0386](#) Juan de Fuca Water Distribution Development Cost Charge Program Update

**Recommendation:** The Juan de Fuca Water Distribution Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4669, "Development Cost Charge Bylaw (Juan de Fuca Water Distribution), No. 1, 2000, Amendment Bylaw No. 10, 2025", be introduced and read a first, second and third time.
2. That Bylaw No. 4669 be forwarded to the Inspector of Municipalities for approval. (WP - Colwood, Highlands, JDF EA, Langford, Metchosin, Sooke, View Royal)

**Attachments:** [Staff Report: JDF Water Distribution DCC Program Update](#)  
[Appendix A: Engagement Summary 2025](#)  
[Appendix B: Final Background Report - March 2025](#)  
[Appendix C: Proposed Project List and Water DCC Calculations](#)  
[Appendix D: Proposed Location Reference Maps](#)  
[Appendix E: Bylaw No. 4669](#)

**9. NOTICE(S) OF MOTION****10. NEW BUSINESS****11. MOTION TO CLOSE THE MEETING****11.1. [25-0423](#) Motion to Close the Meeting**

- Recommendation:**
1. That the meeting be closed for Labour Relations in accordance with Section (90)(1)(c) of the Community Charter. [1 item]
  2. That the meeting be closed for Land Acquisition/Disposition in accordance with Section 90(1)(e) of the Community Charter. [2 items]
  3. That such disclosures could reasonably be expected to harm the interests of the Regional District. [2 items]
  4. That the meeting be closed for a Legal Update in accordance with Section 90(1)(i) of the Community Charter. [3 Items]
  5. That the meeting be closed for Contract Negotiations in accordance with Section (90)(1)(k) of the Community Charter. [2 items]
  6. That such disclosures could reasonably be expected to harm the interests of the Regional District. [2 items]
  7. That the meeting be closed for Intergovernmental Negotiations in accordance with Section 90(2)(b) of the Community Charter. [3 items]

**12. RISE AND REPORT****13. 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)**