



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, January 14, 2026

12:10 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. [26-0013](#) Minutes of the Capital Regional District Board meeting of December 10, 2025

Recommendation: That the minutes of the Capital Regional District Board meeting of December 10, 2025 be adopted as circulated.

Attachments: [Minutes - December 10, 2025](#)

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

5.2. 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 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.

6. MOTION TO CLOSE THE MEETING

- 6.1. [26-0018](#) Motion to Close the Meeting

Recommendation: That the meeting be closed for personal information in accordance with Section 90(1) (a) of the Community Charter. [1 item]

7. CONSENT AGENDA**7.1. [25-1254](#) Capital Regional District 2025 Audit Planning Discussion**

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2025 Audit Plan developed by KPMG be approved.

Attachments: [Staff Report: CRD 2025 Audit Planning Discussion](#)
 [Appendix A: KPMG CRD 2025 Audit Planning Report](#)

7.2. [25-1258](#) Capital Regional District External Grants Update

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

Attachments: [Staff Report: CRD External Grants Update](#)
 [Appendix A: External Grants Dashboard](#)
 [Appendix B: Grant Alerts](#)

7.3. [26-0007](#) Motion with Notice: Communicating Building Permit Fee and Processing Changes (Director Holman)

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That staff prepare communications materials e.g. an FAQ providing public information on the revised building permit fee structure and processing/approval arrangements; and
2. That the building permit fee and processing changes be reviewed by staff and a report provided to the Electoral Areas Committee before the end of the term.
(NWA)

7.4. [25-1340](#) 2025 Regional Water Supply Strategic Plan - Final

Recommendation: [At the December 17, 2025 Regional Water Supply Commission meeting, the following motion was carried:
1. Approve the 2025 Regional Water Supply Strategic Plan as presented and direct staff to move forward with the actions identified; and
2. Direct staff to forward the 2025 Regional Water Supply Strategic Plan to the Capital Regional District Board for information and make the Plan available for public distribution.]

There is no recommendation. This report is for information only.

Attachments: [Staff Report: 2025 RWS Strategic Plan - Final](#)
 [Appendix A: 2025 Strategic Plan - December 2025](#)
 [Appendix B: Draft 2025 Strategic Plan - February 2025](#)
 [Appendix C: What We Heard Report - Community Input \(Phase 1\)](#)
 [Appendix D: What We Heard Report - Community Input \(Phase 2\)](#)
 [Appendix E: What We Heard Report - First Nations Engagement](#)

7.5. [26-0022](#) 2026 Terms of Reference for Standing Committees

Recommendation: That the 2026 Terms of Reference for standing committees be approved.
(NWA)

Attachments: [Staff Report: 2026 TOR for Standing Committees](#)
 [Appendix A: 2026 Terms of Reference for Standing Committees \(Redlined\)](#)

7.6. [25-1285](#) CRD Evolves 2024-2025 Organizational Plan Update

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

Attachments: [Staff Report: CRD Evolves 2024-2025 Organizational Plan Update](#)

8. ADMINISTRATION REPORTS**8.1. [25-1352](#) CAO Quarterly Progress Report No. 4, 2025**

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

Attachments: [Staff Report: CAO Quarterly Progress Report No. 4, 2025](#)
 [Appendix A: Photographs of Corporate Activities and Initiatives](#)
 [Appendix B: Board Priorities Dashboard Progress Q4, 2025](#)
 [Appendix C: Board Priorities Dashboard - Summary of Completed Actions](#)
 [Appendix D: Advocacy Dashboard Progress Q4, 2025](#)
 [Appendix E: Electoral Area Advocacy Dashboard Q4, 2025](#)
 [Appendix F: Operating Variance Financial Report Q3, 2025](#)
 [Appendix G: Capital Variance Financial Report Q3, 2025](#)
 [Appendix H: People Safety & Culture Trends](#)

8.2. [26-0005](#) Biosolids Beneficial Use Management - December Update

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

Attachments: [Staff Report: Biosolids Beneficial Use Management December Update](#)

9. REPORTS OF COMMITTEES**Electoral Areas Committee**

9.1. [26-0004](#) Bylaw No. 4713, Building Regulation Bylaw No. 5, 2010, Amendment
Bylaw No. 7, 2025

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4713, "Building Regulation Bylaw No. 5, 2010, Amendment
Bylaw No. 7, 2025" be introduced read a first, second and third time; and
(NWA)
2. That Bylaw No. 4713 be adopted.
(NWA, 2/3 on adoption)

Attachments: [Staff Report: Bylaw No. 4713, Bldg Regul Bylaw No. 5, 2010, Amend Bylaw](#)
[Appendix A: Amendment Bylaw No. 4713](#)
[Appendix B: Bylaw No. 3741 Consolidated \(Redlined\)](#)
[Appendix C: Bylaw No. 3741 Consolidated \(Clean\)](#)

9.2. [25-1346](#) Bylaw No. 4678: Lyall Harbour/Boot Cove Water Loan Authorization
Bylaw No. 1, 2025

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the attached Certification of Results of Petition for Borrowing - Lyall
Harbour/Boot Cove Water Service be received.
(NWA)
2. That Bylaw No. 4678, "Lyall Harbour/Boot Cove Water Loan Authorization Bylaw
No. 1, 2025" be introduced and read a first, second, and third time.
(WA)
3. That Bylaw No. 4678 be submitted to the Inspector of Municipalities for approval.
(NWA)

Attachments: [Staff Report: Bylaw No. 4678 Lyall Harbour/Boot Cove Water Loan Auth. Bylaw](#)
[Appendix A: Bylaw 4678](#)
[Appendix B: Certified Petition Results](#)

Finance Committee

9.3. [25-1266](#) Municipal Finance Authority 2026 Spring Issue - Capital Regional
District Security Issuing Bylaw Nos. 4742 and 4743

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4742, "Security Issuing Bylaw No. 1, 2026", be introduced and read a
first, second and third time; and
(WA)
2. That Bylaw No. 4742 be adopted.
(WA, 2/3 on adoption)
3. That Bylaw No. 4743, "Security Issuing Bylaw No. 2, 2026", be introduced and read a
first, second and third time; and
(WA)
4. That Bylaw No. 4743 be adopted.
(WA, 2/3 on adoption)

Attachments: [Staff Report: MFA 2026 Security Issuing Bylaw Nos. 4742 and 4743](#)
[Appendix A: Bylaw No. 4742](#)
[Appendix B: Bylaw No. 4743](#)

10. BYLAWS

- 10.1.** [26-0067](#) Adoption of Bylaw No. 4370, "Maliview Estates Sewerage System Loan Authorization Bylaw No. 1, 2020"
- Recommendation:** That Bylaw No. 4370, "Maliview Estates Sewerage System Loan Authorization Bylaw No. 1, 2020" be adopted.
 (NWA)
- Attachments:** [Bylaw No. 4370](#)
- 10.2.** [26-0068](#) Adoption of Bylaw No. 4373, "Maliview Estates Sewerage Local Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 1, 2025"
- Recommendation:** That Bylaw No. 4373, "Maliview Estates Sewerage Local Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 1, 2025" be adopted.
 (NWA)
- Attachments:** [Bylaw No. 4373](#)
- 10.3.** [26-0069](#) Adoption of Bylaw No. 4647, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025"
- Recommendation:** That Bylaw No. 4647, "Salt Spring Island Community Transit and Transportation Service Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025", be adopted.
 (NWA)
- Attachments:** [Bylaw No. 4647](#)
- 10.4.** [26-0072](#) Adoption of Bylaw No. 4518, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 158, 2022"
- Recommendation:** 1. That Bylaw No. 4518, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 158, 2022", be read a third time; and
 (NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
 2. That Bylaw No. 4518 be adopted.
 (NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
- Attachments:** [Bylaw No. 4518](#)

- 10.5. [26-0070](#) Adoption of Bylaw No. 4714, "Malahat Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1999, Amendment Bylaw No. 2, 2025"

Recommendation: [Ministry staff requested the following housekeeping amendment:]

1. That third reading of Bylaw No. 4714, "Malahat Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1999, Amendment Bylaw No. 2, 2025" be rescinded.
(NWA)
2. That Bylaw No. 4714 be amended under Section 1 by replacing the words "Malahat Fire Protection Local Service Establishment Bylaw No. 1, 1999" with the words "Malahat Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1999".
(NWA)
3. That Bylaw No. 4714, "Malahat Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1999, Amendment Bylaw No. 2, 2025" be read a third time as amended.
(NWA)

Attachments: [Bylaw No. 4714](#)

11. NOTICE(S) OF MOTION

12. NEW BUSINESS

13. MOTION TO CLOSE THE MEETING

- 13.1. [26-0075](#) Motion to Close the Meeting

Recommendation:

1. That the meeting be closed for appointments and personal information in accordance with Section 90(1)(a) of the Community Charter. [1 item]
2. That the meeting be closed for Labour Relations in accordance with Section (90)(1)(c) of the Community Charter. [1 item]
3. That the meeting be closed for a Legal Update in accordance with Section 90(1)(i) of the Community Charter. [1 item]
4. That the meeting be closed for contract negotiations in accordance with Section 90(1)(k) of the Community Charter. [1 item]
5. That such disclosures could reasonably be expected to harm the interest of the Regional District. [1 item]
6. That the meeting be closed for intergovernmental negotiations in accordance with Section 90(2)(b) of the Community Charter. [2 items]

14. RISE AND REPORT

15. 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)

