



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

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Wednesday, March 11, 2015

1:30 PM

6th Floor Boardroom

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### 1. APPROVAL OF THE AGENDA

### 2. ADOPTION OF MINUTES

- 2.1. [15-135](#) Minutes of Special Meeting of January 30, 2015

**Recommendation:** That the minutes of the January 30, 2015 Special Board Meeting be adopted.

**Attachments:** [2015-01-30SpecialMinutesRB](#)

- 2.2. [15-209](#) Minutes of Meeting of February 11, 2015

**Recommendation:** That the minutes of the meeting of February 11, 2015 be adopted.

(NWA)

**Attachments:** [Minutes of Meeting o February 11, 2015](#)

### 3. REPORT OF THE CHAIR

### 4. PRESENTATIONS/DELEGATIONS

#### 4.1 Presentations

#### 4.2 Delegations

- 4.2.1. [15-215](#) Gary Holman, MLA Saanich North & the Island RE: Data Collection of Packaging and Printed Paper in the Electoral Area Beyond May 2015

**Attachments:** [2015-03-04LetterGaryHolmanMLA](#)

- 4.2.2. [15-229](#) Lana Popham, MLA Saanich South RE: Data Collection of Packaging and Printed Paper in the Electoral Area Beyond May 2015

### 5. REPORTS OF COMMITTEES

#### Core Area Liquid Waste Management Committee

2. [15-198](#) EASTSIDE WASTEWATER TREATMENT AND RESOURCE RECOVERY SELECT COMMITTEE - TERMS OF REFERENCE
- Recommendation:** That it be recommended to the Capital Regional District Board:
- 1) That the terms of reference for the Eastside Wastewater Treatment and Resource Recovery Select Committee be amended to create a public advisory committee, and that wording be added to Section 1.0 as follows:  
"The Eastside Wastewater Treatment and Resource Recovery Select Committee will consider input from a public advisory committee to be established by the Capital Regional District Board regarding the most effective way to engage the public in order to build public support and to get a Plan B approved as soon as possible."
  - 2) That the terms of reference for the Eastside Wastewater Treatment and Resource Recovery Select Committee be amended further so that the words "engage" and "engagement" are changed to "consult" and "consultation" throughout the document.
  - 3) That the Eastside Wastewater Treatment and Resource Recovery Select Committee terms of reference as amended be approved.  
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)
- Attachments:** [2015-01-272015EastsideSelectTOR.docx](#)
1. [15-189](#) TERMS OF REFERENCE FOR THE EASTSIDE PUBLIC ADVISORY COMMITTEE
- Recommendation:** That it be recommended to the Capital Regional District Board:
- 1) That the terms of reference for the Eastside Public Advisory Committee be approved,
  - 2) That staff be directed to begin the invitation process for the Eastside Public Advisory Committee members; and
  - 3) That the matter of remuneration of reasonable travel expenses for CRD volunteers be forwarded to the Finance Committee for consideration.  
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)
- Attachments:** [2015-02-18-SR-EWTRRSC-EastsideSelectCommittee-TermsOfReferenceForE;](#)
3. [15-228](#) Seaterra Program and Budget Update No. 20 and No. 21
- Recommendation:** That it be recommended to the Capital Regional District Board:  
That Seaterra Program and Budget Update No. 20 and No. 21 be received for information.  
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)
- Attachments:** [StaffReport-SeaterraPrgmBudgetUpdateNo20](#)  
[ScheduleA-2015ProgramSummaryReport](#)  
[ScheduleB-ProgramFinancialPlan](#)  
[SeaterraProgressReports20and21](#)

## Electoral Area Services Committee

4. [15-165](#) Bylaw No. 4010: South Galiano Island Fire Protection and Emergency Response Service Bylaw Amendment
- Recommendation:** 1) That Bylaw No. 4010, "South Galiano Island Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1993, Amendment Bylaw No. 2, 2015" be introduced and read a first and second time.  
2) That Bylaw No. 4010 be read a third time.  
3) That Bylaw No. 4010 adopted.  
(NWA)
- Attachments:** [4010Amends2148SthGalianoFireMaxReq](#)  
[Bylaw4010](#)
5. [15-166](#) Bylaw No. 4011: Southern Gulf Islands (SGI) Public Library Service Bylaw Amendment
- Recommendation:** 1) That Bylaw No. 4011, "Southern Gulf Island Public Library Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 2, 2015" be introduced and read a first and second time.  
2) That Bylaw No. 4011 be read a third time.  
3) That Bylaw No. 4011 be adopted.  
(NWA)
- Attachments:** [4011Amends2880SGIPublicLibMaxReqF](#)  
[Bylaw4011](#)
6. [15-168](#) Grants In Aid
- Recommendation:** That payment be made for the following grants-in-aid:  
1) Juan de Fuca Grant-in-Aid as approved by Director Hicks  
a) Seagirt Ponds Preservation Society \$ 700  
2) Southern Gulf Islands Grant-in-Aid as approved by Director Howe  
a) Mayne Island Agricultural Society and Fall Fair \$4,000  
b) Pender Island Golf and Country Club Society \$1,500  
c) Galiano Community Food Program \$1,850  
d) SGI Arts Council, Pender Chapter \$2,500  
e) Mayne Island Fallow Deer Committee \$4,200  
(NWA)
- Attachments:** [201502GIStaffReport](#)  
[2014-02-18EASCGrants in Aid.pdf](#)
7. [15-185](#) Contract Position - Operational Support Otter Point Fire Department
- Recommendation:** That the contract for Operational Support - Otter Point Fire Department be approved for a five year term.  
(WA)
- Attachments:** [OtterPointFire\\_ContractPostionStaffReport.docx](#)  
[OPVFD\\_Agreement\\_John McCrea\\_2015-2020-Attach1.doc](#)  
[OtterPointVFDCSpecialMinutes28Jan2015-Attach2.pdf](#)

## Environmental Services Committee

8. [15-124](#) Depot Collection of Packaging and Printed Paper in the Electoral Areas Beyond May 2015 (ERM 15-18)
- Recommendation:** 1) That the Capital Regional District cover the Multi Material BC funding shortfall for depot collection of packaging and printed paper in the Electoral Areas until April 30, 2019 to coincide with the length of the curbside collection contract.  
2) That staff negotiate agreements with Multi Material BC and Electoral Area depot operators from May 1, 2015 to April 30, 2019, for approval by the Capital Regional District Board.  
3) That the Capital Regional District Board Chair write to the Minister of Environment to request full compliance by producers and Multi Material BC with the BC Recycling Regulation to provide reasonable access for the collection of residential packaging and printed paper in British Columbia.  
(WP All)
- Attachments:** [2015-02-25-SR-ERM-DepotCollectionofPPPinElectoralAreasBeyondMay2015.d](#)
9. [15-125](#) Amendment to CRD Ticket Information Authorization Bylaw No. 1857 (ERM 15-21)
- Recommendation:** 1) That Bylaw No. 4003, Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 57, 2015, be introduced and read a first time and second time.  
2) That Bylaw No. 4003 be read a third time.  
3) That Bylaw No. 4003 be adopted.  
(NWA)
- Attachments:** [2015-02-25-SR-ERM-AmendmentToBylaw1857CRDTicketInformationAuthoriza](#)
10. [15-126](#) Kitchen Scraps Processing Capacity Update (EHQ 15-19)
- Recommendation:** That the Kitchen Scraps Processing Capacity Update staff report ERM 15-19 be received for information.  
(WP All)
- Attachments:** [2015-02-25-SR-ERM-KitchenScrapsProcessing-EOI.docx](#)
11. [15-127](#) Roundtable on the Environment - Updated Terms of Reference and Strategic Framework (EHQ 15-15)
- Recommendation:** That it be recommended to the Capital Regional District Board:  
1) That the Terms of Reference for the Roundtable on the Environment be revised as outlined in Appendix A; and  
2) That the Roundtable on the Environment Strategic Framework be received for information.  
(NWA)
- Attachments:** [2015-02-25-SR-RTEUpdatedTORandStrategicFramework.docx](#)
12. [15-154](#) Integrated Solid Waste and Resource Management Plan Update (ERM 15-20)
- Recommendation:** That the Integrated Solid Waste and Resource Management Plan Update staff report ERM 15-20 be received for information.  
(WP All)
- Attachments:** [2015-02-25-SR-ERM-ISWRMP-2014Update.docx](#)

## Finance Committee

**13.     [15-170](#)     Island Corridor Funding Update**

**Recommendation:** That the Island Corridor Funding Update staff report be received for information and that Director B. Isitt, as the Capital Regional District Board representative on the ICF Board, be invited to provide an update to the CRD Board on March 11, 2015.  
(NWA)

**Attachments:**     [ICFFundingUpdateMarch2015](#)

**14.     [15-171](#)     Group Insurance For Elected Officials**

**Recommendation:** That the Board support the provision of benefits to the electoral area directors on a cost shared basis with the CRD.  
(NWA)

**Attachments:**     [GroupInsuranceForElectedOfficials](#)

**15.     [15-173](#)     Grant Program: Infrastructure Planning Grant Application to Develop the Capital Regional District Asset Management Planning Framework**

**Recommendation:** That the Capital Regional District (CRD) Board endorse the CRD's application to the Infrastructure Planning Grant (IPG) program for development of the CRD Asset Management Planning Framework.  
(NWA)

**Attachments:**     [IPGApplicationBoardResolution](#)

**Juan De Fuca Land Use Committee – Voting Block A**

16. [15-186](#) Development Permit with Variance for Lot 7, Section 129, Sooke District, Plan VIP67208 - 470 Seedtree Road
- Recommendation:** 1. That Steep Slopes; Watercourses, Wetlands and Riparian Areas; and Sensitive Ecosystems development permit DP-05-12 with variance for Lot 7, Section 129, Sooke District, Plan VIP67208 be approved subject to the following conditions:  
a) That the proposed development comply with the Steep Slopes; Watercourses, Wetlands and Riparian Areas; and Sensitive Ecosystems Development Permit Guidelines outlined in the East Sooke Official Community Plan, Bylaw No. 3718;  
b) That the proposed development comply with the recommendations outlined in the geotechnical engineer's report prepared by Richard Brimmell, P.Eng., dated March 8, 2008, (Appendix 3);  
c) That the geotechnical engineer's report prepared by Richard Brimmell, P.Eng., dated March 8, 2008, be secured via a restrictive covenant registered on title as part of the subdivision process; and  
d) That the conditions of this development permit with variance be verified as part of the subdivision process; and  
2. That Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Schedule A, Part 1, Section 3.10(4)(a) be varied by reducing the required frontage from 10% of the lot perimeter to 4.4% of the lot perimeter for proposed Lot A and 3.4% of the lot perimeter for proposed Lot B, as shown on the proposed Plan of Subdivision, EPP41954 (Appendix 2) in order to permit a proposed 3-lot subdivision.  
(NWP - JDF EA/Colwood/Langford/Metchosin/Sooke)
- Attachments:** [PPS-JDF-2015-02-17-DP-05-12-StaffReport.pdf](#)  
[PPS-JDF-2015-02LUCMinutes-Draft.pdf](#)  
[PPS-JDF-2015-02LUCAgendaSupplementarySubmissions.pdf](#)  
[PPS-JDF-2015-01-19-DP-05-12-AdjacentNotice.pdf](#)

## Regional Parks Committee

17. [15-226](#) Stairs to the Foreshore and Beach from Witty Beach Road at Witty's Lagoon Regional Park
- Recommendation:** 1) That the stairs that provide access to the foreshore adjacent to Witty's Lagoon Regional Park be removed and not be replaced for a budgeted amount of \$10,000;  
2) That staff be directed to improve trails to the beach at Witty's Lagoon Regional Park utilizing existing accesses, and return with an implementation plan including cost estimates; and  
3) That staff be directed to explore additional options for providing safe public access to the beach at Witty's Lagoon Regional Park.  
(WP All)
- Attachments:** [2015-03-04-SR-WittysStairs.docx](#)

## Transportation Select Committee

18. [15-132](#) Transportation Select Committee Terms of Reference
- Recommendation:** That the terms of reference for the Transportation Select Committee as attached in Appendix A be approved.  
(NWA)
- Attachments:** [2015-02-25TransportationSelectCommitteeTOR.docx](#)

## 6. CORRESPONDENCE

- 6.1. [15-213](#) Letter from Barbara Price, President, Association of Vancouver Island and Coastal Communities, March 3, 2015 RE: AVICC Special Committee on Solid Waste Management

**Recommendation:** That the correspondence be received for information.  
(NWA)

**Attachments:** [Letter from AVICC REP: Special Committee On Solid Waste Management](#)

## 7. ADMINISTRATION REPORTS

- 7.1. [15-193](#) Bylaw 4004, Capital Regional District Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 3, 2015

**Recommendation:** 1. That Bylaw No. 4004 "Capital Regional District Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 3, 2015" be introduced and read a first and second time;  
2. That Bylaw No. 4004 be read a third time.  
3. That Bylaw No. 4004 be adopted.  
(WP - Colwood, Highlands, JDF EA, Langford, Metchosin, Sooke, View Royal)

**Attachments:** [JWDC2015-01-13UpdateToWaterDistributionBylaw.pdf](#)  
[Bylaw4004AmendsWaterDistributionFeesAndChargesBylaw2013.pdf](#)

- 7.2. [15-194](#) Board Strategic Plan Update

**Recommendation:** That the Capital Regional District Board receive this report PPS/RSP 2015-06 Board Strategic Plan Update for information.  
(NWA)

**Attachments:** [PPS-RSP-2015-06\\_March11\\_Board Strategic Plan Update.docx](#)

- 7.3. [15-197](#) Saanich Peninsula Treatment Plant Wastewater and Marine Environment Program 2013 Annual Report and Update on Technical Water Quality Review Panel Activities

**Recommendation:** 1. That the Saanich Peninsula Treatment Plant Wastewater and Marine Environment Program 2013 Annual Report be approved; and  
2. That staff be directed to forward the final report to the Ministry of Environment and all participating stakeholders, and post it on the CRD website.  
(WP - C.Saanich, N.Saanich, Sidney)

**Attachments:** [2015-02-19-SR-EPro-SaaPenWMEP2013AnnualReport.pdf](#)  
[2015-02-19-SR-EPro-SaaPenWMEP2013ARExecSummary-APPENDIXA.pdf](#)

- 7.4. [15-206](#) Alternative Approval Process for Bylaw No. 3981 - Juan de Fuca Water Distribution Loan Authorization
- Recommendation:** 1. That in accordance with Section 86(3) of the Community Charter, the date of April 30, 2015 be established as the deadline by which elector responses, under the Alternative Approval Process for CRD Bylaw No. 3981, must be submitted to the CRD by qualified electors within the Juan de Fuca Water Distribution local service area of the Capital Regional District; and
2. That the attached Notice of Alternative Approval Process and the Elector Response Form be approved; and
3. That in accordance with Section 801(4) of the Local Government Act, approval of the electors of Bylaw No. 3981 be authorized in the entire service area, which is comprised of the following municipalities within the Capital Regional District: Colwood, Highlands (that part within the RUCSPA set out in Bylaw No. 3820), Langford, Metchosin, Sooke, View Royal and a portion of the Juan de Fuca Electoral Area (East Sooke participating area).  
(NWA)
- Attachments:** [Staff Report - Juan de Fuca Water Distribution Alternative Approval Process](#)  
[Appendix C - Report to November 12, 2014 Board](#)
- 7.5. [15-211](#) Salt Spring Island Transit Review
- Recommendation:** That the Salt Spring Island Transit Review, dated February 2015, be endorsed.  
(NWA)
- Attachments:** [Staff Report Salt Spring Island Transit Review](#)
- 7.6. [15-220](#) Grant Applications to the Strategic Priorities Fund and the Asset Management Planning Program
- Recommendation:** That the Capital Regional District (CRD) Board endorse the CRD's grant applications and commit to providing overall grant management for the following projects:
1. Strategic Priority Fund
- a) E&N Rail Trail - Humpback Connector for Phase (3)
- b) Artificial Turf Playing Field - District of Sooke
- c) Salt Spring Island and Southern Gulf Islands Integrated Service Plan
2. Asset Management Planning Program
- a) Capital Regional District Facilities Asset Management
- b) Capital Regional District Regional Parks Asset Management Strategy
- c) Information Technology Systems Assessment to Support Asset Management  
(NWA)
- Attachments:** [Strategic Priority Funding and Asset Management Planning Program](#)

## 8. NEW BUSINESS

## 9. MOTION TO CLOSE THE MEETING



**9.1.      [15-214](#)      Motion to Close the Meeting**

**Recommendation:** That the Board close the meeting in accordance with the Community Charter, Part 4, Division 3, 90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district; (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district; (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; and (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.  
(NWA)

**10. 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)**