



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, October 11, 2017

1:35 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

2.1. [17-730](#) Minutes for Adoption

Recommendation: That the minutes attached be adopted as circulated.
(NWA)

Attachments: [Minutes: September 13, 2017 Capital Regional District Board](#)
[Minutes: September 13, 2017 Capital Regional District Board Special Meeting](#)

3. REPORT OF THE CHAIR

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.2 Delegations

5. REPORTS OF COMMITTEES

Electoral Area Services Committee

1. [17-627](#) Community Works Fund Applications

Recommendation: That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That the following Community Works Fund applications be approved:
1. Juan de Fuca Parks and Recreation, Port Renfrew Tourism Trail: \$12,500.00
2. Mayne Island Community Bus Society, Mayne Island Community Bus Purchase: \$25,000.00
3. Epicentre Family Cooperative Society, The Epicentre Family Playground: \$12,000.00
(NWA)

Attachments: [Staff Report: Community Works Fund Applications](#)
[Appendix A: Board-Approved CWF Investments as of Aug 31, 2017](#)
[Appendix B: Port Renfrew Tourism Trail Application](#)
[Appendix C: Mayne Island Community Bus Application](#)
[Appendix D: Epicentre Family Cooperative Society Application](#)

2. [17-613](#) Grants in Aid

Recommendation: That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That the following grant-in-aid applications be approved:
1. Mayne Island Integrated Water Systems Society: \$2,000.00
2. Galiano Seed Library: \$3,400.00
3. Central Community Hall Society: \$5,000.00
(NWA)

Attachments: [Staff Report: Grants-In-Aid](#)
[Appendix A: Grants-in-Aid Applications](#)

Finance Committee3. [17-695](#) Capital Regional District Grants Update

Recommendation: That the Finance Committee recommend to the Capital Regional District Board:
That this report be received for information.
(NWA)

Attachments: [Staff Report: Capital Regional District Grants Update](#)
[Appendix A: Grants Dashboard](#)
[Appendix B: Federal Infrastructure Funding Forecast](#)

4. [17-696](#) Bylaw 4207: Electoral Area Permissive Tax Exemptions

Recommendation: That the Finance Committee recommend to the Capital Regional District Board:

That Bylaw No. 4207, "Tax Exemption (Permissive) Bylaw, 2017" be introduced and read a first and second time.

That Bylaw No. 4207, "Tax Exemption (Permissive) Bylaw, 2017" be read a third time.

That Bylaw No. 4207, "Tax Exemption (Permissive) Bylaw, 2017" be adopted.
(NWA)

Attachments: [Staff Report: Bylaw 4207 Electoral Area Permissive Tax Exemptions](#)
 [Appendix A: Bylaw 4207 Tax Exemption \(Permissive\) Bylaw, 2017](#)
 [Appendix B: Permissive Tax Exemptions Correspondence](#)
 [Appendix C: BC Assessment Property Classifications](#)

5. [17-697](#) 2018 Service Plan Summary Update

Recommendation: [The original staff recommendation was changed at the meeting.]
That the Finance Committee recommend to the Capital Regional District Board:
That the 2018 Service Plan Summary Update report be received for information and referred to Committees and Commissions for information as part of the 2018 service and financial planning process.
That it be communicated to all committees and commissions that the Finance Committee has taken no position on the proposals contained in the 2018 Service Plans.
(NWA)

Attachments: [Staff Report: 2018 Service Plan Summary Update](#)
 [Appendix A: 2018 Service Plan Summary Discussion Report-Sept 6](#)

6. [17-698](#) 2018 Service Plans Review Process

Recommendation: [The original staff recommendation was changed at the meeting.]
That the Finance Committee recommend to the Capital Regional District Board that:
The Service Plans as presented be used as basis for compilation of the 2018 Budget.
(NWA)

Attachments: [Staff Report: 2018 Service Plans Review Process](#)
[Appendix A: 2018 Service Plan Summary Discussion Report-6 Sept 2017](#)
[Appendix B: Budget 2018 Proposed FTE Additions](#)
[Appendix C: Service Plan Summaries](#)
[Appendix D1: Asset & Risk Management 2016-2019 Service Plan](#)
[Appendix D2: Financial Services 2016-2019 Service Plan](#)
[Appendix D3: IT & GIS 2016-2019 Service Plan](#)
[Appendix D4: CAO Legislative & Corp. Services 2016-2019 Service Plan](#)
[Appendix D5: Corporate Communications 2016-2019 Service Plan](#)
[Appendix D6: First Nations Relations Division 2016-2019 Service Plan](#)
[Appendix D7: HR & Organizational Development 2016-2019 Service Plan](#)
[Appendix D8: Real Estate Services 2016-2019 Service Plan](#)

Hospitals and Housing Committee**7. [17-681](#) Affordable Home Ownership**

Recommendation: a) Receive the report Exploring Entry-Level Ownership: An Analysis of the Potential Opportunities in the CRD Context as presented in Appendix A for information; and
b) Identify the Capital Regional District's role and options for program/service delivery through the review and update of the Regional Housing Affordability Strategy.

[An additional recommendation was approved at the meeting as follows:]
That the Hospitals and Housing Committee recommend to the Capital Regional District Board:
That the Capital Regional District advance an examination of options to support the establishment of a program or structure capable of investing in affordable housing, preserving projects at moderately affordable rates, while also providing a modest return to investors, including an examination of establishing a social purpose real estate trust;
That the estimated \$75,000 that would be required to complete this work, be considered within the 2018 service plan and budget processes.
(NWA)

Attachments: [Staff Report: Affordable Home Ownership](#)
[Appendix A: Exploring Entry Level Ownership](#)

8. [17-689](#) Motion with Notice: Rental and Affordable Housing Market Crisis
- Recommendation:** Therefore Be It Resolved That the Chair of the Capital Region Housing Corporation and the CRD Chief Administrative Officer enter into discussions with local governments and other governmental agencies with a view to identifying lands that could be made available for housing purposes.
(NWA)
- Attachments:** [Motion with Notice: Rental and Affordable Housing Market Crisis](#)
9. [17-690](#) Motion with Notice: Installation of New Modular Housing for the Homeless - Director Helps
- Recommendation:** That the Hospitals and Housing Committee recommends that the Capital Regional Hospital District Board:
- a) Directs staff to engage member local governments and report back by no later than December 2017 with proposed sites in the region for the installation of new modular housing with supports for the homeless as proposed in the September Provincial Budget Update.
 - b) Request that the Board Chair and the Chair of the Housing and Hospitals Committee request a meeting with the Minister of Local Government and Housing to determine what portion of funding / units will be allocated to the capital region and what the criteria for installation will be.
(NWA)
- Attachments:** [Notice of Motion: Installation of New Modular Housing for Homeless](#)

Juan De Fuca Land Use Committee

10. [17-620](#) Development Permit with Variance for Lot C, Section 9, Otter District, Plan 14072 - 8418 West Coast Road
- Recommendation:** That the Land Use Committee recommends to the Capital Regional District Board:
- That Development Permit with Variance DV000054 for Lot C, Section 9, Otter District, Plan 14072 for the purpose of creating a two-lot subdivision, be approved.
(Voting Block A)
- Attachments:** [Staff Report: Devl Permit w/ Variance for 8418 West Coast Road](#)
[Appendix 1: Subject Property Map](#)
[Appendix 2: Plan of Subdivision](#)
[Appendix 3: Permit DV000054](#)
[LUC Minutes Excerpt](#)

11. [17-621](#) Zoning Amendment Application for Strata Lots 9, 11, 18, 19, 20, 21, 23 and 28, Section 16, Otter District, Plan VIS7096; and Lot A, Section 16, Otter District, Plan VIP89031, Except Part in Strata Plan VIS7096

Recommendation: (At its September 19, 2017 meeting the Juan de Fuca Land Use Committee amended the recommendation as noted below.)

That the Juan de Fuca Land Use Committee recommends to the Capital Regional District Board that:

a) That the referral of proposed Bylaw No. 4187 directed by the Juan de Fuca Land Use Committee to BC Hydro, CRD Building Inspection, CRD Protective Services, District of Sooke, Island Health, Ministry of Transportation and Infrastructure, RCMP and T'Sou-ke First Nation be approved and the comments be received;

b) That proposed Bylaw No. 4187, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 130, 2017", as amended to include Strata Lot 6, Section 16, Otter District, Plan VIS7096, be introduced and read a first time, read a second time; and

c) That in accordance with the provisions of Section 469 of the Local Government Act, the Director for the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4187. (Voting Block A)

Attachments:

[Staff Report: Zoning Amendment Application - Otter District](#)

[Appendix A: Proposed Bylaw No. 4187](#)

[Appendix B: Referral Comments](#)

[Appendix C: Otter Point Advisory Planning Commission Minutes](#)

[Proposed Bylaw No. 4187, as amended to reflect as amended to reflect rezoning](#)

[LUC Minutes Excerpt - September 19, 2017](#)

[OP APC Minutes - September 25, 2017](#)

Regional Parks Committee

12. [17-655](#) Lifeguards at Regional Parks

Recommendation: That the Regional Parks Committee recommend to the Capital Regional District Board:

That this report be received for information.
(WP - All)

Attachments:

[Staff Report: Lifeguards at Regional Parks](#)

13. [17-649](#) Matthews Point Regional Park Management Plan

Recommendation: That the Regional Parks Committee recommend to the Capital Regional District Board:

That the initiation of a management planning process for Matthews Point Regional Park, as per the project scope shown in Attachment 2 and the engagement process shown in Attachment 3, be approved.
(WP - All)

Attachments: [Staff Report: Matthews Point Regional Park Management Plan](#)
 [Attachment 1: Matthews Point Regional Park Context Map](#)
 [Attachment 2: Project Scope for Matthews Point Regional Park Management Plan](#)
 [Attachment 3: General Flow and Anticipated Timeframe for Consultation Process](#)

14. [17-650](#) Update on Todd Creek Trestle Closure

Recommendation: That the Regional Parks Committee recommend to the Capital Regional District Board:

That this report be received for information.
(WP - All)

Attachments: [Staff Report: Update on Todd Creek Trestle Closure](#)
 [Attachment 1: Location Map of Todd Creek Trestle](#)

6. CORRESPONDENCE**6.1. [17-727](#) FCM Resolution - Tax Exemptions, Letter to Minister Morneau**

Recommendation: That the Capital Regional District Board receive this letter for information.
(NWA)

Attachments: [Correspondence: FCM Letter Regarding Tax Exemptions Resolution October 2017](#)

6.2. [17-728](#) FCM Resolution - Airport Privatization, Letter to Minister Garneau

Recommendation: That the Capital Regional District Board receive this letter for information.
(NWA)

Attachments: [Correspondence: FCM Resolution - Airport Privatization Letter to Minister Garneau](#)

6.3. [17-729](#) Airport Consultative Committee

Recommendation: That the correspondence regarding the Victoria Airport Authority Fall Airport Consultative Committee of October 17, 2017 be received for information.
(NWA)

Attachments: [Correspondence: Victoria Airport Authority - Fall Airport Consultative Committee](#)
 [Agenda: Airport Consultative Committee](#)

7. ADMINISTRATION REPORTS

- 7.1. [17-682](#) Request for Approval to Commence Remedial Action at 1178 Aspen Road, PID 000-256-382, Lot 2, District Lots 45 and 136, Malahat District, Plan 33710, File VF000205
- Recommendation:** That an Order to demolish the structure and remove all debris from the property at 1178 Aspen Road on lands legally described as Lot 2, District Lots 45 and 136, Malahat District Plan 33710, PID 000-256-382 to address the hazardous condition and nuisance structure to bring the property into compliance with the Provincial Building Regulation and Bylaw under Division 2 of Part 21 of the Local Government Act and CRD Regulation Bylaw No. 5, 2010 (Bylaw 3741) be imposed.
(NWA)
- Attachments:** [Staff Report: Request for Remedial Action - 1178 Aspen Road](#)
[Appendix A: History](#)
[Appendix B: Photos](#)
[Appendix C: Div 12/Part 3, Sec 73 & 74 - Community Charter](#)
[Letter to Property Owner re 1178 Aspen Rd VF000205 Remedial Action](#)
- 7.2. [17-719](#) Bylaw No. 4127 - Arts and Culture Bylaw Amendment
- Recommendation:** 1. That third reading of Bylaw No. 4127, "Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 4, 2017" be rescinded;
2. That Bylaw No. 4127, "Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 4, 2017" be amended as shown in Appendix C.
3. That Bylaw No. 4127, "Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 4, 2017" be given third reading as amended.
(NWA)
- Attachments:** [Staff Report - Bylaw No. 4127 - Arts and Culture Bylaw Amendment](#)
[Appendix A - Staff Report April 26, 2017](#)
[Appendix B - Correspondence from Municipal Councils](#)
[Appendix C - Bylaw 4127, with amendments underlined](#)
[Appendix D - Bylaw 2884](#)
- 7.3. [17-716](#) Traffic Safety Commission Bylaw Amendment
- Recommendation:** 1. That Bylaw 4209, "Traffic Safety Commission Bylaw No. 1, 2008, Amendment Bylaw No. 5, 2017" be introduced and read a first and second time;
2. That Bylaw 4209, "Traffic Safety Commission Bylaw No. 1, 2008, Amendment Bylaw No. 5, 2017," be read a third time; and
3. That Bylaw 4209, "Traffic Safety Commission Bylaw No. 1, 2008, Amendment Bylaw No. 5, 2017," be adopted.
(WP - All Except Colwood and Metchosin)
- Attachments:** [Staff Report: TSC Bylaw Amendment](#)
[Appendix A - Bylaw 4209](#)
[Appendix B - Bylaw 3520](#)

- 7.4. [17-720](#) Homelessness Partnering Strategy - Future Capital Regional District Role
- Recommendation:** Approve the Capital Regional District continuing in its role as the Community Entity for the delivery of the Homelessness Partnering Strategy (HPS) Program in the capital region, as per the proposed submission to the HPS review process presented in Appendix A.
 (NWA)
- Attachments:** [Staff Report: Homelessness Partnering Strategy–Future CRD Role](#)
 [Appendix A: Submission to the 2017 HPS Program Review](#)
 [Appendix B: GVCEH letter to the Honourable Jean-Yves Duclos](#)
- 7.5. [17-718](#) Bylaw No. 4211 - Juan de Fuca Water Distribution Commission Bylaw Amendment
- Recommendation:** 1. That Bylaw 4211, "Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017," be introduced and read a first and second time;
 2. That Bylaw 4211, "Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017," be read a third time;
 3. That Bylaw 4211, "Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017," be adopted.
 (WP - Colwood, Highlands, Langford, Metchosin, Sooke, View Royal and JDF EA)
- Attachments:** [Staff Report - Bylaw No. 4211 - Juan de Fuca Water Distribution Commission B](#)
 [Appendix A - Bylaw No. 4211 Juan de Fuca Water Distribution Commission](#)
 [Appendix B - Bylaw No. 4211 Juan de Fuca Water Distribution Commission](#)

8. BYLAWS

- 8.1. [17-723](#) Adoption of Bylaw No. 4178
- Recommendation:** That the Capital Regional District Board adopt Bylaw No. 4178 "A Bylaw to Amend the Salt Spring Island Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996."
 (NWA)
- Attachments:** [Bylaw No. 4178](#)

9. NEW BUSINESS

10. MOTION TO CLOSE THE MEETING

10.1. [17-737](#) Motion to Close the Meeting

Recommendation: That the meeting be closed 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 agenda of the municipality or another person appointed by the municipality; (c) labour relations or other employee relations; (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; (g) litigation or potential litigation affecting the municipality; and (2) (b) the consideration of information received and held in confidence relating to negotiation 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)

11. 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)**