



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

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Wednesday, January 10, 2018

1:30 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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### 1. APPROVAL OF THE AGENDA

### 2. ADOPTION OF MINUTES

[18-029](#) Minutes for Adoption

**Recommendation:** That the minutes from the December 13, 2017 Capital Regional District Board meeting be adopted as circulated.

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

### 3. REPORT OF THE CHAIR

### 4. PRESENTATIONS/DELEGATIONS

#### 4.1 Presentations

#### 4.2 Delegations

### 5. REPORTS OF COMMITTEES

#### Electoral Area Services Committee

*Chair: Director McIntyre, Vice-Chair: Director Howe*

#### 1. [18-015](#) BC Rural Dividend Program - Proposed Application

**Recommendation:** That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for the Salt Spring Island Feasibility Study to Research Shared Business Services Models and that the Board support this project through its duration.  
(NWA)

**Attachments:** [Staff Report: BC Rural Dividend Application 4th Intake](#)

**2.      [17-710](#)      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. Island Arts Centre Society - ArtSpring: \$3,000.00
2. South Pender Historical Society: \$1,600.00
3. Moving Around Pender (For payment in January 2018): \$3,836.00
4. Moving Around Pender (For payment in January 2018): \$4,907.72 (NWA)

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

**Environmental Services Committee**

*Chair: Director Brownoff, Vice-Chair: Director Blackwell*

**3.      [18-022](#)      Integrated Resource Management - Next Steps**

**Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District (CRD) Board:  
That the CRD modify the Integrated Resource Management (IRM) work plan by:

1. Concluding the current IRM procurement process
2. Issuing a Request for Proposals for the beneficial use of dried Class A biosolids produced by the Residuals Treatment Facility as a stand-alone procurement, according to the CRD's land application policy
3. Pursuing an in-region organics (kitchen scraps/yard and garden) processing facility by initiating a new procurement process for a facility to be located at Hartland landfill
4. Informing the Project Board of the new direction and requesting that any Core Area Wastewater Treatment project implications be included in the upcoming update report to the Core Area Liquid Waste Management Committee in February; and
5. Submitting a revised project plan for the beneficial use of biosolids and the IRM initiative to the province (WP - All)

**Attachments:**      [Staff Report: Integrated Resource Management - Next Steps](#)  
                          [Appendix A: IRMAC Project Criteria Feedback](#)  
                          [Presentation Slide: Summary of IRM Alternatives](#)  
                          [Reference: Presentation from HDR at IRM Workshop \(Dec 13, 2017\)](#)

**4.      [18-020](#)      Abandoned Boats and Marine Debris - Disposal Strategy**

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

**Attachments:**      [Staff Report: Abandoned Boats and Marine Debris - Disposal Strategy](#)  
                          [Appendix A: Abandoned Boats Update \(Jan 2018\)](#)

**5.      [18-021](#)      Sewer Use Bylaw No. 2922 - Amendment**

**Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4221, "Capital Regional District Sewer Use Bylaw No. 5, 2001, Amendment Bylaw No. 6, 2018" be introduced and read a first and second time.
2. That Bylaw No. 4221 be read a third time.
3. That Bylaw No. 4221 be adopted.

  

4. That Bylaw No. 4220, "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 62, 2018 be introduced and read a first and second time.
5. That Bylaw No. 4220 be read a third time.
6. That Bylaw No. 4220 be adopted.

(WP - All)

**Attachments:**      [Staff Report: Sewer Use Bylaw No. 2922 - Amendment](#)  
                          [Appendix A: Bylaw No. 2922 - Consolidated Bylaw \(Nov 2016\)](#)  
                          [Appendix B: Bylaw No. 4221](#)  
                          [Appendix C: Bylaw No. 4220](#)

**6.      [18-006](#)      Motion with Notice - Integrated Resource Management Procurement and Biosolids (Director Helps)**

**Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District Board:

1. That staff be directed to explore markets for a beneficial use for the dried biosolids produced as part of the sewage treatment project that does not involve land application and report back on the costs and benefits.
2. That staff be directed to begin procurement for an in region processing facility for the region's kitchen scraps and yard waste at Hartland Landfill.
3. That staff be directed to cease work on IRM procurement.

(WP - All)

**Attachments:**      [Motion with Notice](#)

**7.      [18-024](#)      Correspondence: Letter from District of Central Saanich to Environmental Services Committee Chair re Derelict and Abandoned Vessels (October 23, 2017)**

**Recommendation:** That the Environmental Services Committee receive the item of correspondence from the District of Central Saanich dated October 23, 2017 and recommend to the CRD Board:

That the CRD Board endorse the District of Central Saanich's initiatives to:

- (a) apply to the Province for a license of occupation over the water of Brentwood Bay for the purpose of managing vessel moorage; and
- (b) apply to have Brentwood Bay declared a Designated Sewage Area for the purpose of managing sewage discharges from vessels.

(NWA)

**Attachments:**      [Correspondence: Letter from Central Saanich re Derelict and Abandoned Vesse](#)

**8. [17-900](#) Integrated Resource Management - Key Procurement Criteria**

**Recommendation:** That the Integrated Resource Management Advisory Committee recommend that the Environmental Services Committee recommend to the Capital Regional District Board:  
That staff be directed to gather data, if any is available, on what biochar, that is produced using biosolids, may contain in terms of risks to land application.  
(NWA)

**Attachments:** [Staff Report: Integrated Resource Management - Key Procurement Criteria](#)  
[Presentation: IRM Procurement Session](#)

**Saanich Peninsula Water and/or Wastewater Commission****9. [17-853](#) Saanich Peninsula Liquid Waste Management Plan - 2016 Annual Programs Report**

**Recommendation:** That the Saanich Peninsula Wastewater Commission recommend to the Capital Regional District Board:

1. That the following annual reports be approved:
  - a) Saanich Peninsula Liquid Waste Management Plan 2016 Annual Programs Report
  - b) Saanich Peninsula Wastewater and Marine Environmental Program 2016 Annual Report
  - c) Regional Source Control Program 2016 Annual Report
  - d) Saanich Peninsula Stormwater Quality Program 2016 Annual Report
  - e) Trucked Liquid Waste Program 2016 Annual Report; and
2. That the annual reports fulfilling regulatory requirements be forwarded to the BC Ministry of Environment.  
(WP - C.Saanich, N.Saanich, Sidney)

**Attachments:** [Staff Report: SP LWMP - 2016 Annual Programs](#)  
[Appendix A: Saanich Peninsula Liquid Waste Management Plan – 2016 Annual](#)  
[Appendix B: Saanich Peninsula Wastewater and Marine Environmental Program](#)  
[Appendix C: Regional Source Control Program – 2016 Annual Report](#)  
[Appendix D: Saanich Peninsula Stormwater Quality Program – 2016 Annual Re](#)  
[Appendix E: Trucked Liquid Waste Program – 2016 Annual Report](#)

GM: Larisa Hutcheson

**6. ADMINISTRATION REPORTS**

**6.1.**      [17-895](#)      Options for Obtaining Approval of the Electors for Transportation Service Bylaw

**Recommendation:** That the Capital Regional District Board

- a) Rescind third reading of Bylaw No. 4093 "Regional Transportation Service Bylaw, 2017",
- b) Amend Bylaw No. 4093 "Regional Transportation Service Bylaw, 2017" as shown in Attachment 1,
- c) Give third reading to Bylaw No. 4093 "Regional Transportation Service Bylaw, 2017", as amended, and  
(NWA)
- d) Direct staff to initiate a region-wide Alternate Approval Process (AAP) as identified in Section 345 of the Local Government Act to meet the legislative requirement for voter approval in relation to Bylaw 4093.  
(WA - 2/3rds majority)

**Attachments:**      [Staff Report: Options-Obtain Approval Electors for Trans Svc Bylaw](#)  
[Attachment 1: Bylaw 4093 "Reg'l Trans Svc Establish Bylaw, 2018"](#)

CAO: Robert Lapham

**6.2.**      [18-001](#)      Parcel Tax Roll Review Panel

**Recommendation:** That the following individuals be appointed to the Parcel Tax Roll Review Panel on matters of parcel taxes for the year 2018, to be held on Wednesday, March 14, 2018, at 12:30 p.m., in Room 651 of the Capital Regional District offices, 625 Fisgard Street, Victoria, BC.

- \* Steve Price, CRD Board Chair
- \* Mike Hicks, Director, Juan de Fuca Electoral Area
- \* David Howe, Director, Southern Gulf Islands Electoral Area
- \* Wayne McIntyre, Director, Salt Spring Island Electoral Area

(NWA)

**Attachments:**      [Staff Report: Parcel Tax Roll Review Panel](#)

CAO: Robert Lapham

**6.3.**      [18-002](#)      Community Emergency Preparedness Fund - Emergency Operations Centre Grant Application

**Recommendation:** 1. That the submission of a grant application for \$25,000 to the Union of BC Municipalities Community Emergency Preparedness Fund for an Emergency Operations Centre project be authorized, and

2. That the Board supports the current proposed activities and the Capital Regional District's role to provide overall grant management.  
(NWA)

**Attachments:**      [Staff Report: Community Emerg Preparedness Fund-EOC Grant App](#)  
[Appendix A: Grant Application](#)  
[Appendix B: Grant Application Supplement](#)

GM: Kevin Lorette

**6.4.      [18-023](#)      Bylaw 4222: Security Issuing Bylaw No. 1, 2018**

**Recommendation:** 1. That Bylaw No. 4222, "Security Issuing Bylaw No. 1, 2018", be introduced and read a first and second time.  
2. That Bylaw 4222 be read a third time.  
3. That Bylaw 4222 be adopted.  
(WA)

**Attachments:**      [Staff Report: Bylaw 4222: Security Issuing Bylaw No. 1, 2018](#)  
                                 [Attachment: Bylaw 4222 Security Issuing Bylaw No. 1, 2018](#)

*GM: Nelson Chan*

**6.5.      [18-017](#)      Regional Growth Strategy Mediation Outcome**

**Recommendation:** a) Rescind first and second reading of Bylaw No. 4017 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2016" given on November 23, 2016,  
b) Give first and second reading to a revised Bylaw No. 4017 (Appendix B) that provides content revisions as negotiated through non-binding mediation.  
c) Refer the revised Regional Growth Strategy Bylaw No. 4017 to municipal councils for acceptance as per section 439 of the Local Government Act.  
(NWP - All except SGI & SSI EAs)

**Attachments:**      [Staff Report: Regional Growth Strategy Mediation Outcome](#)  
                                 [Appendix A: Summary of RGS Mediation Outcomes](#)  
                                 [Appendix B: Track-Changes RGS Document](#)  
                                 [Appendix C: Revised 2016 RGS Bylaw No. 4017](#)

*GM: Kevin Lorette*

**7. BYLAWS****8. NEW BUSINESS****9. MOTION TO CLOSE THE MEETING****9.1.      [18-027](#)      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.  
(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)**

