



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, February 14, 2018

1:35 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

2.1. [18-093](#) Minutes for Adoption

Recommendation: That the attached minutes from the January 10, 2018 Capital Regional District Board meeting be adopted as circulated.
(NWA)

Attachments: [Minutes: January 10, 2018 Capital Regional District Board Meeting](#)

3. REPORT OF THE CHAIR

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.2 Delegations

5. REPORTS OF COMMITTEES

Juan De Fuca Land Use Committee

1. [18-014](#)Zoning and Official Community Plan Amendment Application for
Block 1043, Malahat District - 3950 Goldstream Heights Drive**Recommendation:**

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

a) That the referral of Bylaw Nos. 4196 and 4197 directed by the JdF Land Use Committee on July 18, 2017, to a public information meeting, BC Hydro, BC Parks, City of Langford, Cowichan Tribes, Cowichan Valley Regional District, CRD Building Inspection, CRD Integrated Water Services, CRD Protective Services, CRD Regional Parks, CRD Regional and Strategic Planning, Halalt First Nation, Health Canada, Island Health, JdF Electoral Area Parks and Recreation Advisory Commission, Lake Cowichan First Nation, Lyackson First Nation, Malahat First Nation, Ministry of Transportation & Infrastructure, Pauquachin First Nation, Penelakut Tribe, RCMP, School District #79, Stz'uminus First Nation, Te'Mexw Treaty Association, Tsawout First Nation, Tsartlip First Nation and Tseycum First Nation be approved and the comments be received;

b) That staff be directed to refer revised proposed Bylaw No. 4196, "Malahat Land Use Bylaw, 1981, Amendment Bylaw No 147, 2017" and proposed Bylaw No. 4197, "Malahat Official Community Plan, 2012, Amendment Bylaw No. 2, 2017" to a public information meeting and to the following agencies and department for comment:

Cowichan Tribes	CRD Aboriginal Initiatives	Malahat First Nation
Cowichan Valley Regional District	CRD Regional Planning	MFLNRORD
CRD Integrated Water Services	Island Health	MoTI
CRD Regional Parks	JdF EA Parks & Recreation	School District #79
CRD Protective Services	Advisory Commission	Westshore RCMP

[An additional motion is being recommended by staff]

c) That the meeting be held outside the boundaries of the CRD.

(VOTING BLOCK A)

Attachments:

[Staff Report: Zoning & OCP Amend App-3950 Goldstream Heights Drive](#)

[Appendix 1: Subject Property](#)

[Appendix 2: Referral Comments](#)

[Appendix 3: Public Information Meeting Notes](#)

[Appendix 4: Development Proposal](#)

[Appendix 5: Public Comments](#)

[Appendix 6: Proposed Bylaw No. 4197](#)

[Appendix 7: Proposed Bylaw No. 4196](#)

Core Area Liquid Waste Management Committee

Chair: Director Helps

The following items will be considered by the Core Area Liquid Waste Management Committee at its meeting on February 14, 2018 prior to the CRD Board meeting.

The following are the staff recommendations:

2. [18-042](#) Wastewater Treatment Project Quarterly Report - October to December 2017
- Recommendation:** That the Core Area Liquid Waste Management Committee recommends to the Capital Regional District Board: That this report be received for information.
 (WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria & View Royal)
- Attachments:** [Staff Report: Wastewater Trtmt Proj Qtrly Rpt Oct to Dec 2017](#)
 [Appendix A: Wastewater Trtmt Proj Qtrly Rpt Oct to Dec 2017](#)
3. [18-019](#) Wastewater Treatment Project Monthly Report - October 2017
- Recommendation:** That the Core Area Liquid Waste Management Committee recommends to the Capital Regional District Board:
 That this report be received for information.
 (WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria & View Royal)
- Attachments:** [Staff Report: Wastewater Trtmt Proj Monthly Rpt Oct 2017](#)
 [Appendix A: Wastewater Trtmt Proj Monthly Rpt Oct 2017](#)
4. [18-050](#) Wastewater Treatment Project Monthly Report - November 2017
- Recommendation:** That the Core Area Liquid Waste Management Committee recommends to the Capital Regional District Board: That this report be received for information.
 (WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria & View Royal)
- Attachments:** [Staff Report: Wastewater Treatment Proj Monthly Rpt Nov 2017](#)
 [Appendix A: Wastewater Treatment Proj Monthly Rpt Nov 2017](#)
5. [18-099](#) February 9, 2018 Project Board Correspondence Regarding IRM Next Steps
- Recommendation:** That the Core Area Liquid Waste Management Committee recommend to the CRD Board that this correspondence be received for information.
- (WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria and View Royal)
- Attachments:** [2018-02-19 Project Board Correspondence Regarding IRM Next Steps](#)

Electoral Area Services Committee

Chair: Director McIntyre

The following items will be considered by the Electoral Area Services Committee at its meeting on February 14, 2018 prior to the CRD Board meeting. The following are the staff recommendations:

6. [18-083](#) Community Works Fund Balance Summary
- Recommendation:** That the Electoral Area Services Committee receive this report for information.
 (NWA)
- Attachments:** [Staff Report: Community Works Fund Balance Summary](#)
 [Appendix A: CWF Investment Summary 2006 to 2017](#)

7. [18-044](#) 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. Galiano Island Community Transport Society: \$5000.00
2. Sooke Canada Day Society (Sooke Lions): \$1000.00
3. Pender Islands Seniors Housing Society: \$5000.00
4. Pender Animal Welfare Society: \$6000.00 (NWA)

Attachments: [Staff Report: Grants in Aid](#)
[Appendix A: Grants in Aid applications](#)

8. [18-078](#) Letter from Director Hicks to Premier Horgan re Tsunami Siren Alert System

Attachments: [Correspondence: Tsunami Siren Alert System](#)

Environmental Services Committee

Chair: Director Brownoff

9. [18-049](#) Continued Participation in Curbside Recycling Services

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

That staff be directed to:

1. Enter into an agreement with Recycle BC to provide residential curbside recycling services for the capital region on its behalf beginning May 1, 2019 and ending December 31, 2023; and
 2. Subject to the execution of an agreement with Recycle BC, issue a tender for Board approval for curbside collection contract for four years and eight months, from May 1, 2019 to December 31, 2023.
- (WA)

Attachments: [Amended Staff Report: Continued Participation in Curbside Recycling Services](#)
[Staff Report: Continued Participation in Curbside Recycling Services](#)

10. [18-048](#) Continued Participation in Electoral Area Depot Recycling Services

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

1. Staff be directed to prepare an agreement with Recycle BC to provide residential packaging and printed paper depot collection services in the Electoral Areas on its behalf beginning May 1, 2019 and ending December 31, 2023;
2. Subject to the execution of an agreement with Recycle BC, that agreements with electoral Area depot operators be prepared for the provision of collection services; and
3. The funding shortfall for the collection services be drawn from the 2019 and subsequent Environmental Resource Management budgets.

(WA)

Attachments: [Staff Report: Continued Participation in EA Depot Recycling Svcs](#)
 [Appendix A: EA Depot Pkg'g and Printed Paper Collection Cost Data](#)

11. [18-052](#) Recycling Markets Update

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

Attachments: [Staff Report: Recycling Markets Update February 7, 2018](#)
 [Appendix A: Changing Markets for Canada's Recyclable Markets](#)

12. [18-043](#) 2017 Energy Step Code Program Update

Recommendation: [The original staff recommendation was amended at the meeting as follows:]
That the Environmental Services Committee recommend to the Capital Regional District Board:
That this report be forwarded to municipal councils, the Electoral Area Services Committee and the Planning and Protective Services Committee for information as amended to remove the words "CRD" from the title of the documents.
(NWA)

Attachments: [Amended Staff Report: 2017 Energy Step Code Program Update](#)
 [Amended Appendix A: 2017 Energy Step Code Program Activities and Key Findings](#)
 [Staff Report: 2017 CRD Energy Step Code Program Update](#)
 [Appendix A: 2017 CRD Energy Step Code Program Activities and Key Findings](#)
 [Appendix B: Fall 2017 Capital Region Building Industry Engagement Summary](#)
 [Appendix C: Project Report: CRD BC Energy Step Code Education Program](#)
 [Appendix D: Correspondence](#)
 [Presentation: 2017 Energy Step Code Program Update](#)

13. [18-096](#) Appointment to the Association of Vancouver Island and Coastal Communities (AVICC) Special Committee on Solid Waste Management
- Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District Board:
That Director Judy Brownoff be appointed as the representative to the Association of Vancouver Island and Coastal Communities (AVICC) Special Committee on Solid Waste Management.
(NWA)
14. [18-100](#) Terms of Reference - Capital Regional District Solid Waste Advisory Committee
- Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District Board:
That the Solid Waste Advisory Committee Terms of Reference be adopted as amended under "3.0 Composition" to change the number of representatives for "Public Representatives, at large", from "3" to "4".
- Attachments:** [Terms of Reference - Solid Waste Advisory Committee](#)

Finance Committee

Chair: Director Brice

15. [18-028](#) Resumption of a Subcommittee of Finance to Provide Oversight for the Service Budgets of the Royal & McPherson Theatres Society
- Recommendation:** That the Finance Committee recommend to the CRD Board:
That the Royal and McPherson Theatre Society Advisory Committee (RMTSAC) Terms of Reference be approved as attached and amended.
(NWA)
- Attachments:** [Staff Report: Creation of Finance Sub Committee for RMTS](#)
[Appendix A: Bylaw 3828 Section 27 - Advisory Committees](#)
[Appendix B: RMTS Advisory Committee TOR as Amended by Finance Committ](#)
16. [18-038](#) Capital Regional District External Grants Update
- Recommendation:** That Finance Committee recommend to the Capital Regional District Board:
That the Capital Regional District External Grants Update be received for information.
(NWA)
- Attachments:** [Staff Report: CRD External Grants Update](#)
[Appendix A: Grants Dashboard](#)

17. [18-037](#) City of Langford Hotel Tax

Recommendation: That the Finance Committee recommend to the Capital Regional District Board:
That the Capital Regional District support the imposition of an accommodation tax
by the City of Langford.
(NWA)

Attachments: [Staff Report: Langford Hotel Tax](#)
[Appendix A: City of Langford Letter Hotel Tax](#)
[Appendix B: MRDT Program Requirements](#)

18. [18-035](#) Municipal Investment Plan for Staff and Elected Officials

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

Attachments: [Staff Report: Municipal Investment Plan](#)

Governance Committee

Vice-Chair: Director Desjardins

**19. [18-036](#) Bylaw No. 4223 - A Bylaw To Amend Bylaw No. 3343 Being
"Officers', General Managers' And Management Staff's Bylaw No.1,
2006.**

Recommendation: 1. That Bylaw No. 4223 - A Bylaw to Amend Bylaw No. 3343 be introduced and
read a first and second time.
2. That Bylaw No. 4223 be read a third time.
3. That Bylaw No. 4223 be adopted.

(NWA, 2/3 maj. on adoption)

Attachments: [Staff Report - Bylaw No. 4223](#)
[Bylaw No. 4223](#)

20. [17-865](#) Motion: Director Plant - Board Chair Elections

Recommendation: [The original recommendation was changed at the meeting]
That the Governance Committee refer to the Capital Regional District Board:
That the Board consider asking the Province to allow for a regional district board
chair to serve for two years without requiring another election.
(NWA)

Attachments: [Motion with Notice: Director Plant - Board Chair Elections](#)

Planning and Protective Services Committee

Chair: Director Finall

21. [18-033](#) Regional Food Land Access Improvement Feasibility Study and Business Case Terms of Reference
- Recommendation:** That the Planning and Protective Services Recommend to the Capital Regional District Board:
 That the Terms of Reference for the Regional Food Land Access Improvement Feasibility Study and Business Case Terms of Reference be approved, and that staff be directed to issue a request for proposals.
 (NWA)
- Attachments:** [Staff Report: Reg'l Food Land Access Improvement Feasibility Study-ToR](#)
 [Appendix A - Reg'l Food Land Access Improvement Feasibility Study-ToR](#)
22. [18-058](#) Regional Emergency Notification System - Discussion
- Recommendation:** [The following motion was made at the meeting:]
 That the Planning and Protective Services Committee recommend to the Capital Regional District Board:
 That staff be directed to bring back a report as soon as practical on the recent tsunami incident and resulting debrief, and include information on options for exploring a regional emergency notification system.
 (NWA)

Regional Parks Committee

Chair: Director Screech

23. [18-003](#) Stewardship Agreement with Southern Vancouver Island Nature Trails Society
- 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: Stewardship Agreement- S Van Isl Nature Trails Soc](#)
 [Attachment 1: Map](#)
 [Attachment 2: Stewardship Agreement](#)
24. [18-016](#) Aichi Target for Parks and Protected Areas
- Recommendation:** That the Regional Parks Committee recommend to the Capital Regional District Board:
 That this staff report on the Aichi Target for Parks and Protected Areas be received for information.
 (WP - All)
- Attachments:** [Staff Report: Aichi Target](#)

25. [18-018](#) Parks for All - An Action Plan for Canada's Parks Community

Recommendation: That the Regional Parks Committee recommend to the Capital Regional District Board:
That Parks for All - An Action Plan for Canada's Parks Community be received for information.
(WP - All)

Attachments: [Staff Report: Parks for All-Action Plan for Canada's Pks Cmty](#)
 [Attachment 1: Parks for All](#)
 [Attachment 1 \(REVISED\): Parks for All](#)

6. ADMINISTRATION REPORTS**6.1. [18-090](#) Appointments to CRD Committees and Commissions**

Recommendation: That the persons listed on the attached Resolution be appointed.
(NWA)

Attachments: [Febuary 14, 2018 Appointments to CRD Committees and Commissions](#)

7. BYLAWS**7.1. [18-082](#) Adoption of Bylaw 4127**

Recommendation: That Bylaw No. 4127, "Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 4, 2017" be adopted.
(NWA)

Attachments: [Staff Report: Bylaw No. 4127](#)
 [Appendix A: Bylaw 4127](#)
 [Appendix B: Correspondence from Municipal Councils](#)

7.2. [18-060](#) Bylaw No. 4187 - A Bylaw to Amend Bylaw No. 2040 "Juan De Fuca Land Use Bylaw, 1992."

Recommendation: That Bylaw No. 4187 be adopted.
(Voting Block A)

Attachments: [Bylaw No. 4187](#)

8. NEW BUSINESS**9. MOTION TO CLOSE THE MEETING**

9.1. [18-087](#) Motion to Close the Meeting

Recommendation: That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, s. 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; and s. 90 (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)**