



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, May 9, 2018

1:35 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

- 2.1. [18-306](#) Minutes from the April 11, 2018 Capital Regional District Board meeting.

Recommendation: That the minutes from the April 11, 2018 Capital Regional District Board meeting be adopted as circulated.

Attachments: [Minutes: April 11, 2018 Capital Regional District Board Meeting](#)

3. REPORT OF THE CHAIR

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.2 Delegations

- 4.2.1. [18-302](#) Delegation - Graeme Waymarkar RE: Item 8.3 Implementation of BC Step Code

Attachments: [Delegation: Graeme Waymarkar](#)

- 4.2.2. [18-301](#) Delegation - Dylan Hereema RE: Item 8.3 Implementation of BC Step Code

Attachments: [Delegation: Dylan Hereema](#)

- 4.2.3. [18-303](#) Delegation - Mark Bernhardt RE: Item 8.3 Implementation of BC Step Code

Attachments: [Delegation: Mark Bernhardt](#)

- 4.2.4. [18-305](#) Delegation - Niels Anthonsen RE: Item 8.3 Implementation of BC Step Code

Attachments: [Delegation - Niels Anthonsen](#)

- 4.2.5 [18-314](#) Delegation - Heather Phillips Re: Item 5.20 - Board Determination of Regional Growth Strategy Consistency - East Sooke Official Community Plan

Attachments: [Delegation: Heather Phillips](#)

- 4.2.6. [18-315](#) Delegation - Chris Lalonde RE: Item 7.1 - Adoption of Bylaw No. 4237: A Bylaw To Amend Bylaw No. 3962, "Capital Regional District Clean Air Bylaw No. 1, 2014"

Attachments: [Delegation: Chris Lalonde](#)

5. REPORTS OF COMMITTEES

Core Area Liquid Waste Management Committee

The following items will be considered by the Core Area Liquid Waste Management Committee at its meeting on May 9, 2018 prior to the CRD Board meeting. The following are the staff recommendations:

- 5.1. [18-130](#) Wastewater Treatment Project Reports

Recommendation: That the Core Area Liquid Waste Management Committee recommend to the Capital Regional District Board that the following reports be received for information:

1. Wastewater Treatment Project Quarterly Report - Q1 2018
2. Wastewater Treatment Project Monthly Report - February 2018
3. Wastewater Treatment Project Monthly Report - January 2018

(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria & View Royal)

Attachments: [Staff Report: WTP Quarterly Report - Q1 2018](#)
[Appendix A: WTP Quarterly Report Q1 2018](#)
[Staff Report: WTP Monthly Report-February 2018](#)
[Appendix A: WTP Monthly Report-February 2018](#)
[Staff Report: WTP Monthly Report-January 2018](#)
[Appendix A: WTP Monthly Report-January 2018](#)

- 5.2. [18-283](#) Disinfection at McLoughlin Wastewater Treatment Facility

Recommendation: That the Core Area Liquid Waste Management Committee recommend 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: Disinfection at McLoughlin Wastewater Treatment Facility](#)
[Appendix A: Map - DFO - Sanitary Closure Areas](#)

Electoral Area Services Committee

The following items will be considered by the Electoral Area Services Committee at its meeting on May 9, 2018 prior to the CRD Board meeting. The following are the staff recommendations:

5.3. [18-246](#) Appointment of Officers

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

That for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act and in accordance with Capital Regional District Bylaw No. 2681, Darcy Alder, Jody Bedwell, Robert Carrie and Robert Halkett be appointed as Assistant Bylaw Officers.
(NWA)

Attachments: [Staff Report: Appointment of Officers](#)

5.4. [18-287](#) 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. Harmony Project Sooke: \$500
 2. Mayne Island Conservancy Society: \$3,700
- (NWA)

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

5.5. [18-291](#) Southern Gulf Islands Housing Needs Assessment

Recommendation: That the Southern Gulf Islands Housing Needs Assessment (Appendix A) be received for information.
(NWA)

Attachments: [Staff Report: Southern Gulf Islands Housing Needs Assessment](#)
 [Appendix A: Southern Gulf Islands Housing Needs Assessment](#)

Environmental Services Committee

5.6. [18-249](#) Business Case Analysis - Renewable Natural Gas

- Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District Board:
- 1) That staff proceed with the development of a Hartland RNG project plan, for approval and funding through the 2019 budget process, based on:
 - a) optimizing the sizing of the Hartland RNG project by considering the co-upgrading RNG from landfill gas, residual treatment facility biogas, and potential Hartland food waste anaerobic digestion biogas
 - b) initiating the procurement process for an appropriately sized RNG upgrading facility and associated infrastructure at Hartland landfill
 - c) a 25-year RNG purchase agreement, and associated FortisBC pipeline extension, that meets the BC Utilities Commission regulation rate of return requirements
 - d) funding the RNG project using available federal and provincial grants, ERM financial reserves, third party contributions and Municipal Finance Authority debt
 - e) working with CRD municipalities, in 2018, to confirm interest in participating in the RNG project by supplying feedstock materials, capital investment, and economic/ environmental dividend expectations
 - 2) That staff continue to update the costs for the options to generate green energy. (NWA)

Attachments: [Staff Report: Business Case Analysis - Renewable Natural Gas](#)
 [Attachment 1: RNG Infographics](#)
 [Presentation: Business Case Analysis-RNG](#)

5.7. [18-270](#) Renovation Waste Campaign Update

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

Attachments: [Staff Report: Renovation Waste Campaign Update](#)
 [Appendix A: Clean Demo Brochure](#)
 [Appendix B: Clean Demo Waste Advertisement Example](#)
 [Appendix C: Clean Demo Campaign Metrics](#)

5.8. [18-278](#) Abandoned Boats Program Update

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

That this report be received for information.
(NWA)

Attachments: [Staff Report: Abandoned Boats Program Update](#)

Finance Committee

- 5.9. [18-165](#) 2018 First Quarter Capital Plan Report
- Recommendation:** That the Finance Committee recommend to the Capital Regional District Board:
That the 2018 First Quarter Capital Plan Report be received for information.
(NWA)
- Attachments:** [Staff Report: 2018 First Quarter Capital Plan Report](#)
 [Appendix A: Projects Greater than \\$500,000](#)
- 5.10. [18-205](#) Capital Regional District External Grants Update
- Recommendation:** That the 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: CRD External Grants - Dashboard](#)
- 5.11. [18-267](#) Insurance Renewal (Except Property) for 2018
- Recommendation:** That the Finance Committee receive this report for information.
(NWA)
- Attachments:** [Staff Report: Insurance Renewal \(except Property\) for 2018](#)
- 5.12. [18-268](#) Capital Regional District Investment Portfolio Annual Update
- Recommendation:** That the Finance Committee recommend to the Capital Regional District Board:
That this report be received for information.
(NWA)
- Attachments:** [Staff Report: Investment Portfolio Update](#)
- 5.13. [18-269](#) 2019 Service and Financial Planning Guidelines
- Recommendation:** That the Finance Committee recommend to the Capital Regional District Board:
That the financial plan guidelines be approved as presented and that staff be
directed to prepare the draft financial plan review based on the timeline presented.
(NWA)
- Attachments:** [Staff Report: 2019 Service and Financial Planning Guidelines](#)
 [Appendix A: Strategic and Corporate Planning Framework](#)
 [Appendix B: 2019 Financial Planning Timetable](#)

5.14. [18-271](#) Capital Regional District Board of Directors Remuneration

Recommendation: [An alternative recommendation was approved at the meeting as follows:]
That staff be directed to make a one-time exception to offset the elimination of tax exemptions that apply for non-accountable expense allowances paid to members of provincial and territorial legislative assemblies and to certain municipal office-holders, effective January 1, 2019. (NWA)

Attachments: [Staff Report: Board Remuneration plus Appendix A](#)
 [Appendix B: Board Remuneration Policy With 2018 Appendices](#)
 [Attachment: Remuneration Final](#)

5.15. [18-233](#) Capital Regional District Electoral Area Directors' Remuneration

Recommendation: That the Finance Committee recommend to the Capital Regional District Board:
That as directed by the Electoral Area Services Committee, staff be directed to make a one-time exception for Electoral Area Director remuneration, and Alternate Directors who attend Electoral Area Commission meetings on behalf of the Director, to offset the elimination of tax exemptions that apply for non-accountable expense allowances paid to members of provincial and territorial legislative assemblies and to certain municipal office-holders, effective January 1, 2019. (NWA)

Attachments: [Staff Report: Electoral Area Director Remuneration 2019](#)
 [Appendix A: CRD Board Remuneration Philosophy](#)
 [Appendix B: Board Remuneration Policy](#)

Governance Committee**5.16. [18-259](#) Closed Agenda Timing**

Recommendation: [An alternative recommendation was approved at the meeting as follows:]
That the Governance Committee recommend to the Capital Regional District Board:
That:
1. The Capital Regional District Board Procedures Bylaw, 2010 be amended as required to allow closed Board meetings to occur before open meetings, to be in effect for the 2019-2022 Board, and
2. Staff take the opportunity to review the Capital Regional District Board Procedures Bylaw, 2010 and bring back revisions that may increase the efficiency of meetings.
(NWA)

Attachments: [Staff Report : Closed Agenda Timing](#)

5.17. [18-275](#) Electronic Vote Tabulation - Additional Information

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

1. That staff not proceed with implementation of electronic vote tabulation at this time; and
2. Electronic voting and updated agenda management software be advanced in the next service planning cycle.

(NWA)

Attachments: [Staff Report: Electronic Vote Tabulation Additional Information](#)
 [Previous Staff Report of February 28, 2018](#)

5.18. [18-297](#) Integrated Resource Management Advisory Committee

Recommendation: [The following report was requested by the Governance Committee for the information of the Capital Regional District Board].
That the Integrated Resource Management Advisory Committee be dissolved and that Directors serving on the advisory committee be redeployed by the Board Chair to other standing committees of the Board.
(NWA)

Attachments: [Staff Report: Integrated Resource Management Advisory Committee](#)
 [Appendix A: IRMAC Terms of Reference](#)
 [Appendix B: ESC Terms of Reference](#)

Hospitals and Housing Committee**5.19. [18-260](#) Regional Housing Affordability Strategy**

Recommendation: That the Hospitals and Housing Committee recommends to the Capital Regional District Board:

That the draft Regional Housing Affordability Strategy, as presented in Appendix A be approved, as amended.
(NWA)

Attachments: [Staff Report: Regional Housing Affordability Strategy](#)
 [Appendix A: HHC Revised Draft Regional Housing Affordability Strategy](#)
 [Appendix A: Draft Regional Housing Affordability Strategy](#)
 [Appendix B: Regional Housing Affordability Strategy Review 2018](#)

Planning and Protective Services Committee

5.20. [18-247](#) Board Determination of Regional Growth Strategy Consistency -
East Sooke Official Community Plan

Recommendation: That the Planning and Protective Services Committee recommends to the Capital
Regional District Board:

That the proposed East Sooke Official Community Plan (Bylaw No. 4000) be
reviewed as it relates to the Regional Growth Strategy (Bylaw No. 4017) and
deemed consistent with the RGS.
(NWP - All except SGI & SSI EAs)

Attachments: [Staff Report: Board Determin-RGS Consistency-East Sooke OCP](#)
[Appendix A: JdF LUC Rpt & Minute Excerpt - East Sooke OCP](#)
[Appendix B: RGS Policy Analysis of East Sooke OCP](#)

5.21. [18-248](#) Board Determination of Regional Growth Strategy Consistency -
Shirley-Jordan River Official Community Plan

Recommendation: That the Planning and Protective Services Committee recommends to the Capital
Regional District Board:
That the proposed Shirley-Jordan River Official Community Plan (Bylaw No. 4001)
be reviewed as it relates to the Regional Growth Strategy (Bylaw No. 4017) and
deemed consistent with the RGS.
(NWP - All except SGI & SSI EAs)

Attachments: [Staff Report: Board Deter-RGS Consist-Shirley-Jordan River OCP](#)
[Appendix A: JdF LUC Rpt & Minute Excerpt - Shirley-Jordan River OCP](#)
[Appendix B: RGS Policy Analysis of Shirley-Jordan River OCP](#)

5.22. [18-255](#) Capital Regional District Emergency Management Organization
Appointments

Recommendation: That the Planning and Protective Services Committee recommends to the Capital
Regional District Board:

That the following appointment be made:

CRD Deputy Emergency Manager:
Conrad Cowan, Manager, Electoral Area Fire & Emergency Programs
(NWA)

Attachments: [Staff Report: CRD Emergency Mgmt Organization Appts](#)

5.23. [18-258](#) Tsunami After Action Report and Options for a Regional Emergency Notification System

Recommendation: [The original staff recommendation was amended at the meeting as follows:]
That the Planning and Protective Services Committee recommends to the Capital Regional District Board:
a) That the After Action Report be received for information;
b) That staff be directed to work with local authority Emergency Program Coordinators to investigate and cost out a joint situational awareness and emergency management software solution for the region for consideration in the 2019 service planning process; and
c) That the Local Government Emergency Preparedness Advisory Committee work with the Regional Emergency Management Partnership to review local tsunami warning plans to improve consistency and ensure alignment with the regional concept of operations and report back on the outcome.
d) That the report be advanced to local councils through the Regional Emergency Management Partnership for information.
(NWA)

Attachments: [Staff Report: Tsunami Aft Action Rpt & Options for Reg'l Emerg Not Sys](#)
 [Appendix A: Tsunami Warning After Action Review](#)
 [Appendix B: Alert Ready FAQs](#)

Juan De Fuca Land Use Committee

5.24. [18-226](#) East Sooke Official Community Plan, Bylaw No. 4000

- Recommendation:** (Original Staff Recommendation was amended at the meeting as follows)
That the Land Use Committee recommends to the CRD Board:
1. a) That the referral of proposed Bylaw No. 4000, "Official Community Plan for East Sooke, Bylaw No. 5, 2018", directed by the Juan de Fuca (JdF) Land Use Committee to the Agricultural Land Commission, BC Hydro, Cowichan Tribes, Cowichan Valley Regional District, District of Metchosin, District of Sooke, East Sooke Advisory Planning Commission, East Sooke Fire Department, Halalt First Nation, Hul'qumi'num Treaty Group, Island Health, JdF Agricultural Advisory Planning Commission, JdF Electoral Area Parks and Recreation Advisory Commission, Lake Cowichan First Nation, Lyackson First Nation, Ministry of Agriculture, Ministry of Environment, Ministry of Forests, Lands, Natural Resource Operations (MFLNRO) - Arch Branch, MFLNRO - Crown Lands/Foreshore, Ministry of Transportation and Infrastructure, Pacheedaht First Nation, Penelakut Tribe, Scia'new First Nation, School District #62, Seagirt Waterworks Improvement District, Stz'uminus First Nation, Te'Mexw Treaty Association, T'Sou-ke First Nation, and appropriate CRD Departments, be approved and comments received;
 - b) That Section 454(l)(vi) be deleted and replaced with the following words:
vi. For areas not currently within an existing water service area, support the adoption of a new water service establishment bylaw for public water distribution systems managed and operated by the CRD in accordance with conditions 454(l)(i) through 454(l)(v), and the establishment of a mechanism to cover costs of the service and infrastructure.
 - c) That proposed Bylaw No. 4000, "Official Community Plan for East Sooke, Bylaw No. 5, 2018", be considered by the CRD Board for consistency with the Regional Growth Strategy;
 - d) That proposed Bylaw No. 4000, "Official Community Plan for East Sooke, Bylaw No. 5, 2018", be introduced and read a first and second time; and
 - e) 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. 4000.
(Voting Block A)

- Attachments:**
- [Staff Report: East Sooke Official Community Plan, Bylaw No. 4000](#)
 - [Appendix A: East Sooke Area Location Map](#)
 - [Appendix B: Proposed Bylaw No. 4000 REVISED](#)
 - [Appendix B: Proposed Bylaw No. 4000](#)
 - [Appendix C: Referral Comments](#)
 - [Correspondence: H. Phillips](#)
 - [LUC Minutes Excerpt](#)

5.25. [18-229](#) Shirley - Jordan River Official Community Plan Update

Recommendation: (Original Staff Recommendation was amended at the meeting as follows)
That the Land Use Committee recommends to the CRD Board:

- a) That the referral of proposed Bylaw No. 4001, "Official Community Plan for Shirley - Jordan River, Bylaw No. 5, 2018", directed by the Juan de Fuca (JdF) Land Use Committee to the Agricultural Land Commission, BC Hydro, Cowichan Tribes, Cowichan Valley Regional District, District of Metchosin, District of Sooke, Esquimalt Nation, Halalt First Nation, Hul'qumi'num Treaty Group, Island Health, JdF Agricultural Advisory Planning Commission, JdF Electoral Area Parks and Recreation Advisory Commission, Lyackson First Nation, Malahat First Nation, Managed Forest Council, Ministry of Agriculture, Ministry of Environment, Ministry of Forests, Lands, Natural Resource Operations (MFLNRO) - Arch Branch, MFLNRO - Crown Lands/Foreshore, Ministry of Transportation and Infrastructure, Pacheedaht First Nation, Pauquachin First Nation, Penelakut Tribe, Scia'new First Nation, School District #62, Sheringham Waterworks, Shirley/Jordan River Advisory Planning Commission, Shirley Fire Department, Stz'uminus First Nation, Te'Mexw Treaty Association, Tsartlip Indian Band, Tsawout First Nation, Tseycum Indian Band, T'Sou-ke First Nation, and appropriate CRD departments, be approved and the comments received;
- b) That Section 414(P) be added as follows:
P. No new CRD water systems are contemplated to service new or existing development and sewage treatment is to be provided by on-site systems.
- c) That proposed Bylaw No. 4001, "Official Community Plan for Shirley - Jordan River, Bylaw No. 5, 2018", be considered by the CRD Board for consistency with the Regional Growth Strategy;
- d) That proposed Bylaw No. 4079, Bylaw No. 4070 and Bylaw No. 4071 not proceed;
- e) That proposed Bylaw No. 4001, "Official Community Plan for Shirley - Jordan River, Bylaw No. 5, 2018", be introduced and read a first and a second time; and
- f) 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. 4001. (Voting Block A)

Attachments: [Staff Report: Shirley-Jordan River OCP Update](#)
 [Appendix A: Shirley/Jordan River Area](#)
 [Appendix B: Proposed Bylaw No. 4001 REVISED](#)
 [Appendix B: Proposed Bylaw No. 4001](#)
 [Appendix C: Referral Comments](#)
 [Appendix D: Bylaw #4079, Bylaw #4070 & Bylaw #4071](#)
 [LUC Minutes Excerpt](#)

Regional Parks Committee

5.26. [18-219](#) Draft Management Plan for Matthews Point Regional Park

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

That the draft Management Plan for Matthews Point Regional Park be made available for public review and comment.
(WA)

Attachments: [Staff Report: Draft Management Plan for Matthews Point Regional Park](#)
 [Attachment 1: Draft Matthews Point Regional Park Management Plan](#)

5.27. [18-217](#) Options Analysis for Deck Repair on the Swan Lake and Brett Avenue Trestles on the Lochside Regional Trail

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

That staff be directed to resurface the Swan and Brett trestles using Fiber Reinforced Polymer (FRP) panel decking.
(WA)

Attachments: [Staff Report: Options Analysis for Deck Repair on the Swan Lake and Brett Ave](#)
 [Attachment 1: Location of Swan and Brett Trestles, Lochside Regional Trail](#)
 [Attachment 2: Options Analysis for the Swan Lake and Brett Avenue Trestles or](#)
 [Attachment 3: Fiber Reinforced Polymer \(FRP\) Panels Background Information](#)

5.28. [18-216](#) Completion of Thetis Lake Pistol Range Restoration Project

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

That this report be received for information.
(WA)

Attachments: [Staff Report: Completion of Thetis Lake Pistol Range Restoration Project](#)
 [Attachment 1: Thetis Lake Pistol Range – Site Remediation and Restoration Ph](#)

5.29. [18-230](#) Parks & Environmental Services Wildfire Suppression Program

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

That this report be received for information.
(WA)

Attachments: [Staff Report: Parks & Environmental Services Wildfire Suppression Program](#)

6. ADMINISTRATION REPORTS

6.1. [18-227](#) CRD Exempt Staff Compensation Plan Alignment

Recommendation: That the market salary adjustment recommendations of the external consultant for CRD Exempt Staff salaries be approved, as outlined by the consultant on April 5, 2018 (Appendix 1); and that the adjustments be implemented effective January 1, 2018, consistent with CRD Board policy for exempt staff compensation reviews.
(NWA)

Attachments: [Staff Report: 2018 Exempt Staff Compensation Review](#)
[Appendix 1: Proposed 2018 CRD Salary Structure](#)
[Appendix 2A: CRD Exempt Salary Pay Plan Proposed Rates](#)
[Appendix 2B: Dependent Contractors - Construction 2018 Contract Rate](#)
[Appendix 3: Report - Management Compensation Review CRD](#)

6.2. [18-288](#) SEAPARC Pool Roof

Recommendation: That the Capital Regional District Board recommend:
That SEAPARC amend its 2018-2022 Capital Expenditure Plan, reducing the cost of the Pool Roof Project from \$388,000 to \$280,500 and by moving the 2019 project to 2018.
(WA)

Attachments: [Staff Report: SEAPARC Pool Roof](#)

7. BYLAWS**7.1. [18-279](#) Adoption of Bylaw No. 4237: A Bylaw To Amend Bylaw No. 3962, "Capital Regional District Clean Air Bylaw No. 1, 2014"**

Recommendation: That Bylaw No. 4237: A Bylaw To Amend Bylaw No. 3962, "Capital Regional District Clean Air Bylaw No. 1, 2014" be adopted.
(NWA)

Attachments: [Bylaw: 4237 Clean Air Bylaw Amendment](#)

8. MOTION WITH NOTICE**8.1. [18-224](#) Motion with Notice: Hartland Landfill and Well Water (Director Hicks)**

Recommendation: The CRD Board adopt a policy that guarantees the extension of community water, at CRD expense to any properties that have permanent or long lasting well water contamination as a result of activities on the CRD owned Hartland lands.
(NWA)

Attachments: [Notion of Motion: Hartland Landfill and Well Water \(Director Hicks\)](#)
[Attachment A: Capital Regional District Hartland Landfill Good Neighbour Practi](#)

8.2. [18-289](#) Water Supply to Neighbours of Hartland Landfill

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

Attachments: [Staff Report: Water Supply to Neighbours of Hartland Landfill](#)
 [Appendix A: CRD Hartland Landfill Good Neighbour Practices](#)

8.3. [18-256](#) Motion With Notice - Encouraging Robust Implementation of BC Energy Step Code (Director Isitt)

Recommendation: That the Capital Regional District Board encourage all local governments in the Capital Region to implement the BC Energy Step Code in the most robust manner possible within each community, in order to improve the energy performance of new buildings without delay and reduce green-house gas emissions in response to climate change.
(NWA)

Attachments: [Motion With Notice - Encouraging Robust Implementation of BC Energy Step Code](#)
 [Attachment: Provincial Policy Guide to the BC Energy Step Code 2017](#)

9. NEW BUSINESS**10. MOTION TO CLOSE THE MEETING****10.1. 18-310 Motion to Close the Meeting**

Recommendation: That the meeting be closed in accordance with the Community Charter Section 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 municipality or another position appointed by the municipality; [1 item] and Section 90 (1) (c) labour relations or other employee relations. [1 Item]
(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)**