



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, December 12, 2018

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

LKWUNGEN BLESSING & WELCOME

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

2.1. [18-617](#) Minutes for Adoption

Recommendation: That the minutes from the November 14, 2018 Capital Regional District Board inaugural meeting be adopted as circulated.

Attachments: [Minutes: November 14, 2018 Capital Regional District Board Inaugural Meeting](#)

3. REPORT OF THE CHAIR

3.1. [18-599](#) Appointments to CRD Standing Committees, Select Committees and Other Bodies

Recommendation: That the Board receive the appointments and endorse the nominations and appointments put forward.
(NWA)

Attachments: [Appointment for 2019 CRD Standing Cmtes, Select Cmtes and Other Bodies](#)

Updated Attachment

3.2. [18-611](#) 2019 Standing Committee Terms of Reference

Recommendation: That the attached 2019 Standing Committee Terms of Reference be approved by the Board.
(NWA)

Attachments: [Staff Report : 2019 Terms of Reference](#)
[Core Area Liquid Waste Mgmt 2019 Terms of Reference](#)
[EAS 2019 Terms of Reference](#)
[Governance and Finance 2019 Terms of Reference](#)
[First Nations Relations 2019 Terms of Reference](#)
[Hospitals and Housing 2019 Terms of Reference](#)
[Parks and Environment 2019 Terms of Reference](#)
[Planning and Protective Services 2019 Terms of Reference](#)
[Transportation 2019 Terms of Reference](#)

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.1.1. [18-600](#) Presentation: Archie Galbraith Scholarship

Recommendation: That the Capital Regional District Board present Ace Harry with the 2018 Archie Galbraith Memorial Scholarship.
(NWA)

Attachments: [Staff Report: Archie Galbraith Scholarship](#)
[Appendix A: Student Profile Ace Harry](#)

4.1.2. [18-616](#) Coastal Communities Social Procurement Initiative

Attachments: [Attachment: Coastal Communities Social Procurement Initiative](#)

4.2 Delegations

4.2.1. [18-624](#) Ms. Michelle Kirby, Senior Manager, Child Care Capital and Community Services at the Ministry of Children and Family Development re: Item 6.4 Community Child Care Space Creation Program

5. CONSENT AGENDA

5.1. [18-578](#) Grants-in-Aid

Recommendation: That the following grant-in-aid applications be approved:
1. Shirley Education and Action Society: \$1,000.00
(NWA)

Attachments: [Staff Report: CRD Board Grants-In-Aid](#)
[Appendix A: Grants-In-Aid Application](#)

5.2. [18-579](#) 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 2019 to be held on Wednesday, 13 March 2019, at 12:30 pm in Room 651 of the Capital Regional District offices, 625 Fisgard Street, Victoria, BC.

Colin Plant, CRD Board Chair
Mike Hicks, Director, Juan de Fuca Electoral Area
David Howe, Director, Southern Gulf Islands Electoral Area
Gary Holman, Director, Salt Spring Island Electoral Area

(NWA)

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

5.3. [18-592](#) Schedule of Regular Board Meetings

Recommendation: That the regular meetings for the Capital Regional District Regional Board will be scheduled on the second Wednesday of each month in 2019: January 9, February 13, March 13, April 10, May 8, June 12, July 10, August 14 (at the call of the Chair), September 11, October 9, November 13, December 11.
(NWA)

5.4. [18-595](#) Adoption of Bylaw No. 4231, Saturna Island Medical Contribution Service Establishment Bylaw

Recommendation: That Bylaw No. 4231, "Saturna Island Medical Clinic Contribution Service Establishment Bylaw No. 1, 2018" be adopted.
(NWA)

Attachments: [Staff Report: Adoption of Bylaw 4231](#)
 [Appendix A: Bylaw No. 4231](#)

5.5. [18-604](#) Proposed Amendment to Section 2(1)(g) of Clean Air Bylaw No. 3962

Recommendation: That Bylaw No. 4272, "Capital Regional District Clean Air Bylaw No. 1, 2014, Amendment Bylaw No. 2, 2018" be introduced and read a first, second and third time.
(NWA)

Attachments: [Staff Report: Proposed Amend't-Section 2\(1\)\(g\) Clean Air Bylaw #3962](#)
 [Appendix A: Consolidation of Clean Air Bylaw No. 3962](#)
 [Appendix B: Clean Air Bylaw No. 3962](#)
 [Appendix C: Bylaw No. 4272](#)
 [Appendix D: Bylaw No. 4169](#)

6. ADMINISTRATION REPORTS**6.1. [18-596](#) Bylaws 4273 and 4274: Fees and Charges Bylaw Amendments for Utilities within the Three Electoral Areas**

Recommendation: 1. That Bylaw No. 4273 cited as "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 9, 2018" be introduced and read a first, second, and third time.
2. That Bylaw No. 4273 be adopted.
3. That Bylaw No. 4274 cited as "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and charges Bylaw No. 1, 2012, Amendment Bylaw No. 7, 2018" be introduced and read a first, second, and third time.
4. That Bylaw No. 4274 be adopted.
(NWA - 2/3rds maj. on adoption)

Attachments: [Staff Report: Bylaws 4273 and 4274 Utilities Fees and Charges](#)
 [Appendx A: Bylaw 4273 Update 2019 Fees & Charges SSI Utilities](#)
 [Appendix B: Bylaw 4274 Update 2019 Fees/Charges SGI & JDF Utilities](#)

- 6.2.** [18-602](#) Bylaw 4268: Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2019
- Recommendation:** 1. That Bylaw No. 4268, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2019" be introduced and read a first, second, and third time.
2. That Bylaw No. 4268 be adopted.
(WA - 2/3rds maj. on adoption)
- Attachments:** [Staff Report: Bylaw 4268 Revenue Anticipation Borrowing 2019](#)
[Appendix A: Bylaw 4268 Revenue Anticipation Borrowing 2019](#)
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- 6.4.** [18-597](#) Community Child Care Space Creation Program
- Recommendation:** That the Capital Regional District Board authorize submission of an application to the Community Child Care Space Creation Program for the Salt Spring Island Licensed Preschool Child Care Space Project and commit the Capital Regional District to providing overall grant management through the project's duration.
(NWA)
- Attachments:** [Staff Report: Community Child Care Space Grant](#)
[Attachment: Appendix A Salt Spring Island Licensed Preschool Child Care Spa](#)
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- 6.5.** [18-606](#) Juan de Fuca Water Distribution Service - 2019 Operating and Capital Budget
- Recommendation:** That the Juan de Fuca Water Supply Commission recommend to the Capital Regional District Board:
1. Approve the 2019 Capital Budget and the Five Year Capital Plan;
 2. Approve the 2019 Operating Budget;
 3. Approve the 2019 Juan de Fuca Water Distribution Service retail water rate of \$2.1132 per cubic metre, adjusted if necessary by any change in the Regional Water Supply wholesale water rate.
 4. That Amendment Bylaw No. 4269 cited as "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 8, 2018" be introduced, read a first, second and third time; and
 5. That Bylaw No. 4269 be adopted.
- (WP - Colwood, Langford, Metchosin, Sooke, View Royal and JDF EA, 2/3 maj. on adoption)
- Attachments:** [Staff Report: JDF Water Distribution Commission 2019 Operating & Capital Bud](#)
[Appendix A: 2019 JDF Water Distribution Service Budget](#)
[Appendix B: Long Term Debt Obligations Summary](#)
[Appendix C: Retail & Wholesale Water Rate History & Projection](#)
[Appendix D: Amendment Bylaw 4269](#)

6.6. [18-607](#) Regional Water Supply Service - 2019 Operating and Capital Budget

Recommendation: That the Regional water Supply Commission Recommend to the Capital Regional District Board:

1. Approve the 2019 Capital Budget and the Five Year Capital Plan;
 2. Approve the 2019 Operating Budget;
 3. Approve the 2019 wholesale water rate of \$0.6775 per cubic metre;
 4. Approve the 2019 agricultural water rate of \$0.2105 per cubic metre; and
 5. That Amendment Bylaw No. 4270 cited as "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997" be introduced, read a first, second time and third time; and
 6. That Bylaw No. 4270 be adopted.
- (WP - All except SGI & SSI - 2/3rds maj. on adoption)

Attachments: [Staff Report: Regional Water Supply Service 2019 Operating & Capital Budget](#)
 [Appendix A: 2019 Regional Water Supply Service Budget](#)
 [Appendix B: Long Term Debt Obligations Summary](#)
 [Appendix C: Agricultural Water Volumes & Rate Payments for 2011–2017](#)
 [Appendix D: Wholesale Water Rate History & Projection](#)
 [Appendix E: Amendment Bylaw 4270](#)

6.7. [18-608](#) Saanich Peninsula Water Service - 2019 Operating and Capital Budget

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

1. Approve the 2019 operating and capital budget;
 2. Approve the 2019 Saanich Peninsula bulk water rate of \$0.9815 per cubic metre, and the Agricultural Research Station water rate of \$1.0167 per cubic metre, adjusted if necessary by any changes in the CRD Regional Water Supply wholesale water rate;
 3. Balance the 2018 actual revenue and expense on the transfer to capital reserve fund;
 4. Amend the Bulk Water Rates Bylaw accordingly; and
 5. That Amendment Bylaw No. 4267 cited as "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 38, 2018" be introduced, read a first, second and third time.
 6. That Bylaw No. 4267 be adopted.
- (WP - Central Saanich, North Saanich, Sidney - 2/3s maj. on adoption)

Attachments: [Staff Report: Capital Budget](#)
 [Amendment Bylaw 4267](#)

6.8. [18-612](#) Federal Public Dock Divestiture to CRD (SGI Harbours Service) - Horton Bay Dock (Mayne Island) and Spanish Hills Dock (Galiano Island)

Recommendation: That the Capital Regional District Board approve the following agreements between Canada and the Capital Regional District:

1. Agreement to Transfer Spanish Hills (North Galiano) Wharf, Galiano Island, British Columbia;
2. Agreement to Replace Horton Bay Wharf, Mayne Island, British Columbia.
(WA)

Attachments: [Staff Report: Dock Divestiture to CRD \(SGI Harbours Service\) - Horton Bay Do](#)
[Appendix A: DFO Letters](#)
[Appendix B: Location Maps](#)
[Appendix C: Transfer & Replacement Agreements](#)
[Appendix D: Upland Owner Statutory Right of Way](#)
[Appendix E: Photos](#)

6.9. [18-594](#) Bylaw No. 4280: 2018 to 2022 Financial Plan, Amendment Bylaw No. 3, 2018

Recommendation: 1. That Bylaw No. 4280, "2018 to 2022 Financial Plan, Amendment Bylaw No. 3, 2018" be introduced and read a first, second, and third time; and
2. That Bylaw No. 4280 be adopted.
(WA)

Attachments: [Staff Report: Bylaw No. 4280 Financial Plan Amendment 3-2018](#)
[Appendix A: Bylaw No. 4280 Financial Plan Amendment 3, 2018](#)
[Appendix B: Schedule B to Bylaw No. 4280](#)

6.10. [18-593](#) Investing in Canada Infrastructure Program

- Recommendation:** That the Capital Regional District submit grant applications for four proposals, as endorsed in the following resolutions:
- 1) That the Capital Regional District Board (the Board) authorize staff to submit an application for grant funding for Fernwood Elementary School Athletic Field Upgrade through the Investing in Canada Infrastructure Program - Community, Culture and Recreation Program; and that the Board supports the project and commits to its share (\$250,650) of the project.
AND
 - 2) That the Capital Regional District Board (the Board) authorize staff to submit an application for grant funding for the Mayne Island Regional Trail - Phase 1 Development to the Investing in Canada Infrastructure Program - Community, Culture and Recreation Program; and that the Board supports the project and commits to its share (\$1,023,000) of the project.
AND
 - 3) That the Capital Regional District Board (the Board) authorize staff to submit an application for grant funding for Miners Bay Dock Improvements through the Investing in Canada Infrastructure Program - Rural and Northern Communities Program; and that the Board supports the project and commits to its share (\$30,000) of the project.
AND
 - 4) That the Capital Regional District Board (the Board) authorize staff to submit an application for grant funding for Wilderness Mountain Supply Improvements through the Investing in Canada Infrastructure Program - Rural and Northern Communities Program; and that the Board supports the project and commits to its share (\$345,000) of the project.
(NWA)

- Attachments:**
- [Staff Report: Investing in Canada Infrastructure Program \(ICIP\)](#)
 - [Appendix A: Investing In Canada Infrastructure - Program Chart](#)
 - [Appendix B: Fernwood Elementary School Athletic Field Upgrade](#)
 - [Appendix C: Mayne Island Trail Development Phase 1](#)
 - [Appendix D: Miners Bay Dock Improvements](#)
 - [Appendix E: Wilderness Mountain Supply Improvement](#)
 - [Appendix F: 2018 CRD External Grant Outcomes - Excerpts](#)

7. REPORTS OF COMMITTEES**Juan De Fuca Land Use Committee**

7.1. [18-547](#) Section 510 Provision of Park Land for Subdivision of Lot 2, District Lot 17, Renfrew District, Plan 32241

Recommendation: That the Land Use Committee recommend to the CRD Board:

- a. That the Board motion of November 12, 2014, requesting cash in-lieu of land for subdivision application S-03-14, for Lot 2, District Lot 17, Renfrew District, Plan 32241, be rescinded.
- b. That 5% park land dedication be requested pursuant to Section 510 of the Local Government Act for the proposed subdivision of Lot 2, District Lot 17, Renfrew District, Plan 32241 pursuant to securing dedication of land for a trail connection. (Voting Block A - JDF EA, Colwood, Langford, Metchosin, Sooke)

Attachments: [Staff Report](#)

[Appendix 1: Subject Property Map](#)

[Appendix 2: Plan of Subdivision](#)

[Appendix 3: LUC Minutes October 21, 2014](#)

[Appendix 4: Board Minutes November 12, 2014](#)

[Appendix 5: Commission Minutes September 25, 2018](#)

[LUC Minutes Excerpt](#)

7.2. [18-552](#) Development Permit with Variance for Strata Lot 28, Section 16, Otter District, Strata Plan VIS7096 - 7450 Butler Road

Recommendation: That the Land Use Committee recommends to the Capital Regional District Board: That Development Permit with Variance DP000061 for Lot 28, Section 16, Otter District, Plan VIS7096, to authorize the construction of a 1,239 m2 steel industrial building, and to vary the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 3, Section 5.0, by reducing the required number of parking spaces from 30 to 21, be approved. (Voting Block A - JDF EA, Colwood, Langford, Metchosin, Sooke)

Attachments: [Staff Report](#)

[Appendix 1: Subject Property Map](#)

[Appendix 2: Site Plan and Building Design Drawings](#)

[Appendix 3: DP Guidelines](#)

[Appendix 4: Permit DV000061](#)

[LUC Minutes Excerpt](#)

7.3. [18-553](#) Zoning Amendment Application for Lot 1, Section 128, Sooke District, Plan VIP58851 - 5480, 5488 & 5494 Mt. Matheson Road

Recommendation: That the Land Use Committee recommends to the Capital Regional District (CRD) Board:

a) That the referral of proposed Bylaw No. 4257 directed by the Juan de Fuca Land Use Committee to the East Sooke Advisory Planning Commission; BC Hydro; District of Sooke; Island Health; Ministry of Forests, Lands, Natural Resource Operations and Rural Development - Archaeology Branch; Ministry of Transportation and Infrastructure; RCMP; Scia'new First Nation; Sooke School District #62; T'Sou-ke First Nation and appropriate CRD departments be approved and the comments received;

b) That proposed Bylaw No. 4257, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 135, 2018" be introduced and read a first time and read a second time;

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. 4257. (Voting Block A - JDF EA, Colwood, Langford, Metchosin, Sooke)

Attachments:

[Staff Report](#)

[Appendix 1: Subject Property Map](#)

[Appendix 2: Proposed Plan of Subdivision](#)

[Appendix 3: Rural Residential 6A](#)

[Appendix 4: Proposed Bylaw No. 4257](#)

[Appendix 5: Referral Comments](#)

[Appendix 6: JdF EA Parks & Recreation Commission Minutes](#)

[Appendix 7: Public Information Meeting Minutes](#)

[Appendix 8: Geotechnical Report](#)

[Appendix 9: Environmental Report](#)

[LUC Minutes Excerpt](#)

8. BYLAWS

8.1. [18-582](#) Bylaw No. 4249 - A Bylaw to Amend Bylaw 2758 "Development Cost Charges Bylaw (Juan De Fuca Water Distribution), No. 1, 2000"

Recommendation: That Bylaw No. 4249 be adopted.
(WP - Colwood, Highlands, JDF EA, Langford, Metchosin, Sooke, View Royal)

Attachments: [Bylaw No. 4249](#)

- 8.2. [18-615](#) Bylaw No. 4251 - A Bylaw to Amend Bylaw 3208 "Saanich Peninsula Water and Wastewater Development Cost Charges Bylaw No. 1, 2004."

Recommendation: That Bylaw No. 4215 be adopted.
(WP - Central Saanich, Town of Sidney, North Saanich)

Attachments: [Bylaw No. 4251](#)

- 8.3. [18-625](#) Bylaw No. 4255 - A Bylaw to Amend Bylaw No. 2884 "Arts and Culture Support Service Establishment Bylaw No. 1, 2001"

Recommendation: That Bylaw No. 4255 be adopted.
(NWA)

Attachments: [Attachment: Bylaw No. 4255](#)

Supplementary Item

- 8.4. [18-626](#) Bylaw No. 4238 - "A Bylaw to Amend the Outer Gulf Islands Magic Lake Estates Sewage System Local Service Establishment Bylaw, 1990"

Recommendation: That Bylaw No. 4238 be adopted.
(NWA)

Attachments: [Attachment: Bylaw No. 4238](#)

Supplementary Item

9. NEW BUSINESS

10. MOTION TO CLOSE THE MEETING

CLOSED MEETING MATTERS

- 10.1. [18-598](#) Appointments - Section 90 (1)(a) of the Community Charter
- 10.2. [18-623](#) Appointments - Section 90 (1)(a) of the Community Charter

11. RISE AND REPORT

12. 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)