



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

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Wednesday, July 10, 2019

1:00 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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### 1. TERRITORIAL ACKNOWLEDGEMENT

### 2. APPROVAL OF THE AGENDA

### 3. ADOPTION OF MINUTES

#### 3.1. [19-680](#) Minutes of the June 12, 2019 Capital Regional District Board Meeting

**Recommendation:** That the minutes of the Capital Regional District Board meeting of June 12, 2019 be adopted as circulated.  
(NWA)

**Attachments:** [CRD Board Minutes June 12, 2019](#)

### 4. REPORT OF THE CHAIR

### 5. PRESENTATIONS/DELEGATIONS

#### 5.1 Presentations

##### 5.1.1. [19-664](#) Presentation: Arts & Culture Progress Report - Jeremy Loveday, Chair, CRD Arts Commission

**Attachments:** [Presentation: Arts & Culture 2018 Progress Report](#)  
[2018 Arts Progress Report](#)

#### 5.2 Delegations

### 6. CONSENT AGENDA

**6.1.**      [19-663](#)      Appointment of Officers

**Recommendation:** That the Electoral Areas Committee recommends 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, Richard Beaumont, Lorne Bunyan, Adam Carter, Daniel Lundin and Phil Williams, be appointed as Assistant Bylaw Officers.  
(NWA)

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

**6.2.**      [19-673](#)      Salt Spring Island Water Service Optimization Study

**Recommendation:** That the Electoral Areas Committee recommend to the Capital Regional District Board: That an application be submitted to the Ministry of Municipal Affairs and Housing for funding in the amount of \$50,000 for a Water Service Optimization study in Salt Spring Island Electoral Area.  
(NWA)

**Attachments:**      [Staff Report: SSI Water Optimization Study](#)  
[Attachment: Appendix 1 Water Responsibility](#)

**6.3.**      [19-671](#)      BC Rural Dividend Program 2019 Intake

**Recommendation:** That the project proposal submitted for the sixth round of BC Rural Dividend funding aligns with both the grant program and CRD objectives. CRD organizational capacity to achieve the proposed project outcomes within the grant program timeframe of two years has been confirmed as per the project attestations in Appendix B.  
(NWA)

**Attachments:**      [Staff Report: BC Rural Dividend Program 2019 Intake](#)  
[Appendix A: Project Charter](#)  
[Appendix B: Project Proposal SGI Connectivity Design Strategy](#)

**6.4.**      [19-617](#)      CRD External Grants Update

**Recommendation:** That the Governance and 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](#)

- 6.5.**      [19-646](#)      Review of Policy on Non-Disclosure & Confidentiality Agreement for CRD Commissions
- Recommendation:**    That the Governance and Finance Committee recommend to the Capital Regional District Board:  
That the revised Policy on Non-Disclosure & Confidentiality Agreement for CRD Commissions be adopted.  
(NWA)
- Attachments:**      [Staff Report: Review of Policy on Non-Disc/Confidential Agmt for CRD Comm.](#)  
[Appendix A: Current CRD Policy \(Non-Disc/Confidential Agmt CRD Comm.\)](#)  
[Appendix B: Updated CRD Policy \(Non-Disc/Confidential Agmt CRD Comm.\)](#)
- 6.6.**      [19-607](#)      E&N Rail Trail - Humpback Connector
- Recommendation:**    That the Parks & Environment Committee recommend to the Capital Regional District Board:  
That the E&N Rail Trail - Humpback Connector update report be received for information.  
(NWA)
- Attachments:**      [Staff Report: E&N Rail Trail – Humpback Connector](#)  
[Attachment 1: Map – Development Phasing Plan](#)
- 6.7.**      [19-608](#)      Non-Migratory Canada Goose Management Update
- Recommendation:**    [The original staff recommendation was amended at the meeting as follows:]  
That the Parks & Environment Committee recommend to the Capital Regional District Board:  
That the Board advocate to senior levels of government for resources (e.g., policy, programs, research and grant funding) to maintain and enhance the scope and scale of non-migratory Canada goose management in the region and report back in one year on the efficacy of the advocacy or enhanced service levels.  
(NWA)
- Attachments:**      [Staff Report: Non-Migratory Canada Goose Management Update](#)  
[Appendix A: Summary of CRD Activities for Managing Canada Geese](#)
- 6.8.**      [19-661](#)      Appointment to the Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee
- Recommendation:**    1. That the Capital Regional District Board appoint a board member to the Vancouver Island and Coastal Communities Climate Leadership Plan steering committee.  
2. That Director Lisa Helps be nominated by the Parks and Environment Committee for appointment by the Board.  
(NWA)

**6.9.**      [19-587](#)      Greater Victoria Drinking Water Quality - 2018 Annual Report

**Recommendation:** That the Regional Water Supply Commission recommend to the Capital Regional District Board:  
That the Greater Victoria Drinking Water Quality 2018 Annual Report be approved.  
(NWA)

**Attachments:**      [Staff Report](#)  
                             [Appendix A: 2018 Annual Report](#)

**7. ADMINISTRATION REPORTS****7.1.**      [19-620](#)      CAO Quarterly Report No. 2 - 2019

**Recommendation:** That the CAO Quarterly Report No. 2 - 2019 be received for information.  
(NWA)

**Attachments:**      [Staff Report: CAO Quarterly Progress Report No. 2, 2019](#)  
                             [Appendix A: Photographs of Corporate Activities and Initiatives](#)  
                             [Appendix B: Board Priorities Dashboard Progress No. 2, 2019](#)  
                             [Appendix C: Board Priorities Dashboard Summary of Completed Actions](#)  
                             [Appendix D: Capital Variance Report Q1, 2019](#)  
                             [Appendix E: Human Resources Trends Q1, 2019](#)

**7.2.**      [19-645](#)      Public Hearing Report on Bylaw No. 4285, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 142, 2019"

**Recommendation:** a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4285, which is certified as a fair and accurate summary of the representations that were made at the public hearing held on June 12, 2019, for Bylaw No. 4285, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 142, 2019", be received; and  
b) That Bylaw No. 4285 be read a third time and adopted.  
(Voting Block A - JDF EA, Colwood, Langford\*, Metchosin, Sooke)

**Attachments:**      [Public Hearing Report](#)  
                             [Appendix 1: Proposed Bylaw No. 4285](#)  
                             [Appendix 2: Report of the Public Hearing](#)

- 7.3. [19-672](#) Public Hearing Report on Bylaw No. 4254, "Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 10, 2018"

**Recommendation:** a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4254, which is certified as a fair and accurate summary of the representations that were made at the public hearing held on May 29, 2019, for Bylaw No. 4254, "Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 10, 2018", be received; and  
b) That Bylaw No. 4254 be read a third time and adopted.  
(Voting Block A - JDF EA, Colwood, Langford\*, Metchosin, Sooke)

**Attachments:** [Public Hearing Report](#)  
[Appendix 1: Proposed Bylaw No. 4254](#)  
[Appendix 2: Report of the Public Hearing](#)

## 8. REPORTS OF COMMITTEES

### Electoral Areas Committee

8.1. [19-647](#) Magic Lake Estates Wastewater System Assent Voting for Loan Authorization Bylaw No. 4320

**Recommendation:** That the Electoral Areas Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4320, "Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019", be introduced and read a first and second time;
2. That Bylaw No. 4320 be read a third time;  
(NWA)
3. To direct staff to implement a referendum process under Section 344 of the Local Government Act;  
(WA, 2/3 maj.)
4. To direct staff to seek all possible grant funds eligible for wastewater infrastructure to assist with completing other required upgrades to the Magic Lake Estates Wastewater System;
5. To appoint Kristen Morley, General Manager, Corporate Services & Corporate Officer, as Chief Election Officer and Emilie Gorman, Deputy Corporate Officer, as Deputy Chief Election Officer with the power to appoint election officials as required;
6. Approve the wording of the bylaw question for the purposes of the ballot as follows:  
Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw No. 4320, "Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019", authorizing the Capital Regional District to borrow an amount up to but not to exceed SIX MILLION DOLLARS (\$6,000,000) for the purpose of administering, planning, designing, acquiring and constructing the capital renewal and upgrade of the Magic Lake Estates Wastewater System.  
YES or NO?";
7. Approve that the General Voting Day be held on Saturday, November 23, 2019 with the Advance Voting opportunities held on Wednesday, November 13, 2019 and Wednesday, November 20, 2019 at voting places to be determined by the Chief Election Officer; and
8. Approve the synopsis of Bylaw No. 4320, attached as Appendix A, for advertising purposes.  
(NWA)

**Attachments:** [Magic Lk Ests WW Assent Voting for Ln Auth BL 4320](#)  
[Appendix A: June 11, 2019 SR to Magic Lk Ests Cmte](#)  
[Appendix B: Synopsis of Bylaw 4320](#)  
[Appendix C: Bylaw 4320](#)

**8.2. [19-643](#) Amendments to Pender Islands Community Parks Bylaws**

**Recommendation:** That the Electoral Area Services Committee recommends that the Capital Regional District Board:

- 1) That Bylaw No. 4307, "Community Parks Regulations (Pender Islands) By-law No. 1, 1987, Amendment Bylaw No. 2, 2019" be introduced and read a first, second, and third time;
- 2) That Bylaw No. 4307 be adopted;
- 3) That Bylaw No. 4309, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 66, 2019", be introduced and read a first, second, and third time;
- 4) That Bylaw No. 4309 be adopted.  
(NWA, 2/3 maj. on adoption)

**Attachments:** [Staff Report: Amendments to Pender Islands Cmty Pks BLs](#)  
[Appendix A: Bylaw 4307 Community Parks Regulations](#)  
[Appendix B: BL 4309 CRD Ticket Information Authorization](#)  
[Appendix C: Community Parks Regulations](#)

**Governance and Finance Committee****8.3. [19-618](#) Bylaw No. 4308: 2019 to 2023 Financial Plan, Amendment Bylaw No. 2, 2019**

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

1. That Bylaw No. 4308, "2019 to 2023 Financial Plan, Amendment Bylaw No. 2, 2019" be introduced and read a first, second, and third time; and
2. That Bylaw No. 4308 be adopted.  
(WA, 2/3 maj. on adoption)

**Attachments:** [Staff Report: Bylaw 4308 Financial Plan Amendment 2, 2019](#)  
[Appendix A: Bylaw No. 4308](#)  
[Appendix B: Bylaw 4308 Schedule B](#)

**8.4. [19-619](#) Bylaw No. 4315: Capital Regional District Recreation Services and Facilities Fees and Charges 2019-2020**

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

1. That Bylaw No. 4315, cited as "Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 13, 2019" be introduced and read a first, second, and third time;
2. That Bylaw 4315 be adopted.  
(NWA, 2/3 maj. on adoption)

**Attachments:** [Staff Report: Bylaw 4315 Recreation Fees and Charges 2019-2020](#)  
[Appendix 1: Bylaw 4315 Recreation Fees and Charges 2019-2020](#)  
[Appendix 2: Recreation Fees & Charges List of Revisions](#)

- 8.5.**      [19-625](#)      Bylaws No. 4318 and 4319: Municipal Finance Authority Security Issuing Bylaws - Fall 2019
- Recommendation:**    That the Governance and Finance Committee recommend to the Capital Regional District Board:
1. That Bylaw No. 4318, "Security Issuing Bylaw No. 5, 2019", be introduced and read a first, second, and third time;
  2. That Bylaw No. 4318 be adopted;
  3. That Bylaw No. 4319, "Security Issuing Bylaw No. 6, 2019", be introduced and read a first, second, and third time;
  4. That Bylaw No. 4319 be adopted.  
(WA, 2/3 maj. on adoption)
- Attachments:**        [Staff Report: Bylaws 4318-4319 MFA Security Issue 2019 Fall](#)  
[Attachment 1: Bylaw 4318 Security Issuing Bylaw 2019](#)  
[Attachment 2: Bylaw 4319 Security Issuing Bylaw 2019](#)
- 8.6.**      [19-660](#)      Capital Regional District Advocacy Strategy
- Recommendation:**    That the Governance and Finance Committee recommend to the Capital Regional District Board:  
That the Capital Regional District Advocacy Strategy be approved, as amended, and form the basis for individual advocacy initiatives.  
(NWA)
- Attachments:**        [Staff Report: Advocacy Strategy](#)  
[Appendix A: CRD Advocacy Strategy](#)  
[Revised Appendix A: CRD Advocacy Strategy](#)
- 8.7.**      [19-632](#)      New Notice of Motion Procedure - Verbal Update
- Recommendation:**    That the verbal update on the New Notice of Motion Procedure be received for information.  
(NWA)
- Attachments:**        [CRD Notice of Motion Process](#)

## Juan De Fuca Land Use Committee



- 8.8. [19-487](#) Temporary Use Permit Renewal For That Part Of Section 97, Renfrew District As Shown Coloured Red On Plan 344R; Lot 1, Section 97, Renfrew District, Plan EPP24972; and Those Parts Of Block A And B, District Lot 751, Together With Unsurveyed Crown Foreshore Or Land Covered By Water Being Part Of The Bed Of Port San Juan, All Within Renfrew District, Containing 3.86 Hectares, More Or Less. - Parkinson Road

**Recommendation:** That the Land Use Committee recommends to the Capital Regional District Board: That a three year renewal for Temporary Use Permit TP000008 to allow the operation of a commercial marina, on That Part of Section 97, Renfrew District as Shown Coloured Red on Plan 344R; Lot 1, Section 97, Renfrew District, Plan EPP24972; and those Parts of Block A and B, District Lot 751, together with Unsurveyed Crown Foreshore or Land Covered by Water Being Part of the Bed of Port San Juan, all within Renfrew District, Containing 3.86 Hectares, More Or Less be approved subject to the following conditions:

- a) That the mobile food service be operated in accordance with Island Health's requirements for food service facilities, including permits to operate a water system.
- b) That no additional structures or modifications to structures be constructed on the lands for a use under this permit until such time as authorized by bylaw.

(Voting Block A - JDF EA, Colwood, Langford\*, Metchosin, Sooke)

**Attachments:** [Staff Report](#)  
[Appendix 1: Subject Property Map](#)  
[Appendix 2: Temporary Use Permit TP000008](#)  
[LUC Minutes Excerpt](#)

### Parks and Environment Committee

- 8.9. [19-614](#) Invasive Species Service

**Recommendation:** That the Parks & Environment Committee recommend to the Capital Regional District Board:  
That staff be directed to continue with the current administration and scope of the service for the purposes of coordinating invasive species management and education in the region and incorporating the service into the 2020-2023 service plan with an ongoing position.  
(WA)

**Attachments:** [Staff Report: Invasive Species Service](#)

**8.10. [19-606](#) Abandoned Boats Program Update**

**Recommendation:** [The original staff recommendation was amended at the meeting as follows:]  
That the Parks & Environment Committee recommend to the Capital Regional District Board:  
1. That use of the funds set aside for marine-related debris disposal also be made available for removal and disposal of abandoned boats; and  
2. That the CRD Board advocate to Transport Canada to have 100% of future abandoned boat disposal and removal costs paid through their funding program.  
(WA)

**Attachments:** [Staff Report: Abandoned Boats Program Update](#)  
[Appendix A: Summary of Abandoned Boats Removed/Costs](#)

**8.11. [19-609](#) Landfill Gas Utilization - Additional Information**

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

**Attachments:** [Staff Report: Landfill Gas Utilization - Additional Information](#)  
[Appendix A: Life Cycle Greenhouse Gas Analysis of LFG-Stantec Report](#)  
[Appendix B: Landfill Gas Alternatives-Staff Report-March 13, 2019](#)  
[Presentation: LFG: Life Cycle Greenhouse Gas Analysis](#)

**Planning and Protective Services Committee****8.12. [19-584](#) Regional Growth Strategy Indicator Report**

**Recommendation:** That the Planning and Protective Services Committee recommends to the Capital Regional District Board:  
a) That the Regional Growth Strategy (RGS) Indicator Report be received for information; and  
b) That Regional and Strategic Planning staff be directed to forward copies of the RGS Indicator Report to municipal and Juan de Fuca Electoral Area staff as well as relevant CRD Divisions with encouragement to take actions to further advance progress towards RGS targets.  
(NWA except SGI & SSI)

**Attachments:** [Staff Report: Regional Growth Strategy Indicator Report](#)  
[Appendix A: Regional Growth Strategy Indicator Report](#)

**9. BYLAWS****10. NOTICE(S) OF MOTION****11. NEW BUSINESS****12. MOTION TO CLOSE THE MEETING**

**12.1.**     [19-683](#)     Motion to Close the Meeting

**Recommendation:** That the meeting be closed for the following items:

1. For Appointments under section 90 (1)(a) of the Community Charter. [1 item]
2. For Intergovernmental Negotiations under section (2)(b) of the Community Charter. [2 items]
3. For Labour Relations under section 90 (1)(c) of the Community Charter. [2 items]
4. For Legal Update under section (90)(1)(g) of the Community Charter [1 item] (NWA)

**13. RISE AND REPORT****13.1.**     [19-674](#)     Rise and Report

**Recommendation:** The following items have been risen and reported on and are provided here for open record only.

A) CRD Board Closed Meeting of January 10, 2019

Regional Housing First Program Allocation Amendment 713 and 715 Treanor Avenue

1. That the Capital regional District (CRD) staff, with program partners, be authorized to increase the Regional Housing First Program commitment at 713 and 715 Treanor Avenue (PID: 0030 263 727) from \$8,100,000 to a maximum contribution of \$9,000,000; and

2. That the CRD CAO be authorized to negotiate and execute agreements and do all things incidental to finalize the purchase.

B) CRD Board Closed Meeting of April 10, 2019

Viewfield Properties Temporary Borrowing (Bylaw 3888) Request for Extension

That the request for a two year extension on temporary borrowing (Bylaw 3888) from the Municipal Finance Authority be approved.

**14. 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)**