

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

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Wednesday, March 10, 2021

1:10 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

### 1. TERRITORIAL ACKNOWLEDGEMENT

### 2. APPROVAL OF THE AGENDA

### 3. ADOPTION OF MINUTES

#### 3.1. [21-218](#) Minutes of the February 10, 2021 Capital Regional District Board Meeting

**Recommendation:** That the minutes of the Capital Regional District Board meeting of February 10, 2021 be adopted as circulated.

**Attachments:** [Minutes - February 10, 2021](#)

### 4. REPORT OF THE CHAIR

### 5. PRESENTATIONS/DELEGATIONS

*In keeping with directives from the Province of BC, this meeting will be held by Live Webcast without the public present.*

*To participate electronically, complete the online application for "Addressing the Board" on our website. Alternatively, you may email the CRD Board at [crdboard@crd.bc.ca](mailto:crdboard@crd.bc.ca).*

#### 5.1. Presentations

#### 5.2. Delegations

##### 5.2.1. [21-221](#) Delegation - Sarah Gose; Resident of Highlands: Re: Agenda Item 6.13.: Initial Engagement Reports for the Mount Work, East Sooke, Matheson Lake and Roche Cove Regional Parks Management Plans

##### 5.2.2. [21-222](#) Delegation - Christopher Devlin; Representing Royal & McPherson Theatres Society: Re: Agenda Item 8.6.: Implementations and Implications of the Consultant's Recommendations from Stage One: A Public Conversation about Performing Arts Facilities in the CRD

- 5.2.3. [21-223](#) Delegation - Jacques Lemay; Representing Pacific Opera Victoria: Re: Agenda Item 8.6.: Implementations and Implications of the Consultant's Recommendations from Stage One: A Public Conversation about Performing Arts Facilities in the CRD

## 6. CONSENT AGENDA

- 6.1. [21-183](#) Community Funding and Support Program Grant: Emergency Support Services

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District (CRD) Board:  
That the CRD Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for Juan de Fuca, Southern Gulf Islands and Salt Spring Island emergency programs for the Emergency Support Services Grant and direct staff to provide overall grant management.  
(NWA)

**Attachments:** [Staff Report: Community Funding & Support Prgm Grant: ESS](#)

- 6.2. [21-201](#) TELUS Request for Letter of Support to the Universal Broadband Fund

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:  
That the Board approve a letter of support for the TELUS application to the Universal Broadband Fund to improve cellular service in the Southern Gulf Island and Salt Spring Island Electoral Areas.  
(NWA)

**Attachments:** [Staff Report: TELUS Rqst for Letter of Support to Universal Broadband Fund](#)  
[Appendix A: Letter from Brian Gregg, agent for TELUS](#)

- 6.3. [21-205](#) Cash-in-Lieu of Park Land Dedication for Subdivision of James Island

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:  
That staff notify Islands Trust  
1. That a 5% cash-in-lieu of park land dedication of \$2,077,250 is acceptable to the CRD for the proposed 79 lot bareland strata subdivision of James Island presented as Strata Plan EPS6912.  
2. That if the subdivision is not completed by the end of 2021, that staff be permitted to request a new appraisal be undertaken and the cash-in-lieu adjusted accordingly.  
(NWA)

**Attachments:** [Staff Report -James Island cash-in-lieu](#)  
[Appendix A: Plan](#)  
[Appendix B: PLA](#)  
[Appendix C: Covenant](#)

**6.4.**      [21-141](#)      City of Victoria - Zero Waste Victoria Update

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

**Attachments:**      [Staff Report: City of Victoria - Zero Waste Victoria Update](#)  
                         [Appendix A: City of Victoria - Zero Waste Victoria Report](#)  
                         [Appendix B: Zero Waste Victoria - Short Term Action Plan](#)  
                         [Appendix C: City of Victoria Committee of the Whole Report - Dec 10, 2020](#)  
                         [Appendix D: Participants in the Solid Waste Management System](#)  
                         [Updated Graph: Regional Waste Reduction Targets](#)

**6.5.**      [21-138](#)      Capital Regional District External Grants Update

**Recommendation:** The Finance Committee recommends 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 Grant Dashboard](#)

**6.6.**      [21-139](#)      Capital Regional District Investment Portfolio Holdings and Annual Performance Update

**Recommendation:** The Finance Committee recommends to the Capital Regional District Board:  
That the Capital Regional District Investment Portfolio Holdings and Annual Performance Update be received for information.  
(NWA)

**Attachments:**      [Staff Report: CRD Investment Portfolio Update](#)  
                         [Appendix A: Market Analysis](#)

**6.7.**      [21-164](#)      Capital Regional District and Capital Region Housing Corporation Investment Policy Updates

**Recommendation:** The Finance Committee recommends to the Capital Regional District Board:  
That the Capital Regional District Investment Policy, Amendment #2, be approved.  
(NWA)

**Attachments:**      [Staff Report: CRD & CRHC Investment Policy Updates](#)  
                         [Appendix A: Updated CRD Investment Policy](#)  
                         [Appendix B: Policy Revision Concordance Table](#)  
                         [Appendix C: 2017 CRD Investment Policy](#)  
                         [Appendix D: 2013 CRHC Investment Policy](#)  
                         [Appendix E: Example - Responsible Investing Sensitivity Analysis](#)

**6.8.**        [21-107](#)        Building Conversion to Strata for Lot A, Section 11, Otter District, Plan 33095 - 4090 Otter Point Road

**Recommendation:** The Land Use Committee recommends to the Capital Regional District Board:

1. That Building Conversion Strata BC000024, for Lot A, Section 11, Otter District, Plan 33095, to obtain individual title for two single-family dwellings as part of phase 1 of the Proposed Phased Building Strata shown on the Plan prepared by Summit Land Surveying, dated December 2, 2020, be approved subject to the following conditions:
  - i. Submission of a Qualified Professional's report to confirm that the existing dwelling substantially complies with the BC Building Code and describe the life expectancy and projected major increases in maintenance costs due to the condition of the building;
  - ii. Completion of a building permit for the existing dwelling;
  - iii. Completion of any building permits and development permits required for the existing accessory buildings;
  - iv. Submission of a Qualified Professional's report confirming completion of the improvements to the existing domestic groundwater as outlined in the report prepared by Wellmaster Pumps and Water Systems Ltd., dated July 19, 2020, and certifying that well complies with the Groundwater Protection Regulation;
  - v. Submission of proof of a potable water supply for the proposed dwelling;
  - vi. Confirmation that the subject property can accommodate a sewerage system or systems that meet the requirements of the Sewerage System Regulation, for proposed phased strata;
  - vii. Substantial completion of a second dwelling on the subject property, as confirmed by CRD Chief Building Inspector, to form part of phase 1 of the proposed phased building strata as identified on the survey prepared by Summit Land Surveying dated December 2, 2020;
  - viii. The submission of a final survey plan for endorsement by the General Manager, Planning & Protective Services Department.

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

**Attachments:**        [Staff Report](#)  
                              [Appendix A: Subject Property Map](#)  
                              [Appendix B: Proposed Survey Plan](#)  
                              [Appendix C: Scott Engineering Inc. Report](#)  
                              [Appendix D: Wellmaster Pumps & Water Systems Ltd. Report](#)  
                              [Appendix E: Complete Septic Solutions Report](#)  
                              [LUC Minutes](#)

**6.9.**        [21-170](#)        Housing Needs Report Regional Project

**Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional District Board:  
That the Housing Needs Report Regional Project be received for information.  
(NWA)

**Attachments:**        [Staff Report: Housing Needs Report Regional Project](#)  
                              [Appendix A: Housing Needs Report](#)

- 6.10.**     [21-210](#)     Notice of Motion: Letter of Support for Aboriginal Coalition to End Homelessness Society
- Recommendation:** [At the March 3, 2021 Hospitals and Housing Committee meeting, this notice of motion was introduced and carried following a vote with 2/3 majority for same day consideration:]  
That the Hospitals and Housing Committee recommends to the Capital Regional District Board:  
That the Board Chair write a letter of support to the Aboriginal Coalition to End Homelessness Society for the federal and provincial funding they are seeking.  
(NWA)
- 6.11.**     [21-144](#)     Regional Parks - Strategic Plan
- Recommendation:** The Regional Parks Committee recommends to the Capital Regional District Board:  
That staff report back on a plan to review and update the Regional Parks Strategic Plan.  
(NWA)
- Attachments:**     [Staff Report: Regional Parks Strategic Plan](#)
- 6.12.**     [21-147](#)     Initial Engagement Reports for the Mount Work, East Sooke, Matheson Lake and Roche Cove Regional Parks Management Plans
- Recommendation:** The Regional Parks Committee recommends to the Capital Regional District Board:  
That this report be received for information.  
(NWA)
- Attachments:**     [Staff Report: Regional Parks Management Plans Engagement](#)  
                              [Appendix A: Mount Work Engagement](#)  
                              [Appendix B: East Sooke Engagement](#)  
                              [Appendix C: Matheson Lake/Roche Cove Engagement](#)
- 6.13.**     [21-095](#)     2021 Transportation Committee Terms of Reference
- Recommendation:** [At the February 17, 2021 Transportation Committee meeting, the following motion arising carried:]  
That the Transportation Committee recommends to the Capital Regional District Board:  
That the Transportation Committee Terms of Reference be amended by adding, as new item 1.0 (b)(iii), the following:  
"Work with other Vancouver Island Regional Districts to support major multi-modal transportation which support transportation and the flow of goods on Vancouver Island."  
(NWA)
- Attachments:**     [Staff Report: 2021 Transportation Committee Terms of Reference](#)  
                              [Appendix A: 2021 Transportation Committee Terms of Reference](#)
- 6.14.**     [21-148](#)     Regional Transportation Plan Report Card
- Recommendation:** The Transportation Committee recommends to the Capital Regional District Board:  
That the Regional Transportation Plan Report Card report be received for information.  
(NWA)
- Attachments:**     [Staff Report: Regional Transportation Plan Report Card](#)  
                              [Appendix A: Regional Transportation Plan Report Card](#)

**6.15.     [21-146](#)     Traffic Safety Commission Motion**

**Recommendation:** [At the February 24, 2021 Transportation Committee meeting, the Traffic Safety Commission recommendation was further amended and then defeated. The following motion arising was then carried:]  
That the Capital Regional District advise municipalities in the region that the Traffic Safety Commission is supportive of participation in a default reduced speed pilot.  
(NWA)

**6.16.     [20-787](#)     Transportation Gap Summary**

**Recommendation:** [At the February 24, 2021 Transportation Committee meeting, the committee defeated the following motion arising which was referred from the CRD Board:  
That the Board express its support for Union of BC Municipalities Resolution B143 - Shifting Investment to Low-Emission Transportation which passed at the 2019 convention, and request that staff consider the commitment in the Pan-Canadian framework on clean growth and climate change, to shift investments "from higher to lower-emitting types of transportation" in their work.]

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

**Attachments:**     [Staff Report: Transportation Gap Summary](#)  
                          [Appendix A: Transportation Related Plans](#)  
                          [Appendix B: Transportation Timeline](#)  
                          [Appendix C: Transportation Jurisdictional Roles & Responsibilities](#)  
                          [Appendix D: CRD Involvement in External Projects](#)  
                          [Appendix E: Recent and Planned MoTI Transportation Projects in the CRD](#)  
                          [Appendix F: Regional Transportation Plan](#)  
                          [Presentation: Transportation Gap Summary](#)

**6.17.     [21-180](#)     2021 Committee and External Membership Appointments - Update #2**

**Recommendation:** That the Board receive for information the updated 2021 Appointments to Board and Committees as attached.  
(NWA)

**Attachments:**     [2021 Board and Committee Membership Appointments](#)

**7. ADMINISTRATION REPORTS****7.1.     [21-207](#)     1114 Rockland Housing Agreement Modification**

**Recommendation:** a) That Bylaw No. 4410, "Resale Control and Housing Agreement Bylaw (1114 Rockland Avenue), 2021" be introduced and read a first, second and third time; and  
b) That Bylaw No. 4410 be adopted.  
(WA, 2/3 on adoption)

**Attachments:**     [Staff Report: Housing Agrmt Modification-1114 Rockland Avenue](#)  
                          [Appendix A: Bylaw No. 4410](#)

## 8. REPORTS OF COMMITTEES

### Electoral Areas Committee

- 8.1. [21-130](#) Proposed Revisions to Capital Regional District Bylaw No. 3741 - Building Regulation Bylaw No. 5, 2010

**Recommendation:** [At the February 10, 2021 Electoral Areas Committee, this item was deferred to the March 10th meeting:]

The Electoral Areas Committee recommends to the Capital Regional District Board:

- a) That Bylaw 4403, "Building Regulation Bylaw No. 5, 2010, Amendment Bylaw No. 2, 2021" be introduced and read a first, second, and third time; and
- b) That Bylaw No. 4403 be adopted.

(NWA, 2/3 on adoption)

**Attachments:** [Staff Report: Proposed Revisions to CRD Bylaw No. 3741, Bldg Reg](#)  
[Appendix A: Redlined Version of Existing Bylaw No. 3741](#)  
[Appendix B: Amendment Bylaw No. 4403](#)

### Environmental Services Committee

- 8.2. [21-140](#) Kitchen Scraps Tipping Fee Rate

**Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:

That Bylaw No. 3881, Hartland Landfill and Tipping Fee Regulation Bylaw No. 6, be amended to set the tipping fee rate for kitchen scraps at \$140 per tonne beginning January 1, 2022 to offset kitchen scraps hauling and processing costs.  
(WA)

**Attachments:** [Staff Report: Kitchen Scraps Tipping Fee Rate](#)

### Finance Committee

- 8.3. [21-137](#) Bylaw Nos. 4404 and 4405: Transfer of Individual Trunk Reserve Funds

**Recommendation:** The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4404, "Core Area and Western Communities Liquid Waste Management Service Equipment Replacement Reserve Fund Transfer Bylaw No. 1, 2021", be introduced and read a first, second, and third time;
- 2. That Bylaw No. 4404 be adopted;
- 3. That Bylaw No. 4405, "Core Area and Western Communities Liquid Waste Management Service Operating Reserve Fund Transfer Bylaw No. 1, 2021", be introduced and read a first, second and third time; and
- 4. That Bylaw No. 4405 be adopted.

(WP, 2/3rds on adoption - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)

**Attachments:** [Staff Report: Bylaws 4404 & 4405 Trunk Reserve Transfers](#)  
[Appendix A: Bylaw No. 4404 Core Area Trunk ERF Reserve Transfer](#)  
[Appendix B: Bylaw No. 4405 Core Area Trunk ORF Reserve Transfer](#)

**8.4.      [21-196](#)      Reconsideration of Coastal Communities Social Procurement Initiative Membership**

**Recommendation:** The Finance Committee recommends to the Capital Regional District Board:

1. That the Capital Regional District join the Coastal Communities Social Procurement Initiative for the 2021 year, with a membership fee equal to AVICC dues;
2. That staff report back to the Board prior to incorporating CCSP's preferred social procurement principles into CRD's procurement processes.

(NWA)

**Attachments:**      [Staff Report: Coastal Communities Social Procurement Initiative](#)  
                             [Appendix A: 2019 Staff Report Coastal Comm. Social Procurement](#)

**Hospitals and Housing Committee****8.5.      [21-169](#)      3656 Raymond Street South Housing Agreement and Bylaw**

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

- a) That Bylaw No.4402, "Resale Control and Housing Agreement Bylaw (3656 Raymond Street South), 2021" be introduced and read a first, second and third time; and
- b) That Bylaw No. 4402 be adopted.

(WA, 2/3 on adoption)

**Attachments:**      [Staff Report: 3656 Raymond Street South Housing Agrmt & Bylaw](#)  
                             [Appendix A: Bylaw No. 4402](#)

**Regional Arts Facilities Select Committee****8.6.      [21-193](#)      Implementation and Implications of the Consultant's Recommendations from Stage One: A Public Conversation about Performing Arts Facilities in the CRD**

**Recommendation:** The Regional Arts Facilities Select Committee recommends to the Capital Regional District Board:

1. That staff be directed to include \$150,000 in the 2021 final budget; and
2. That staff be directed to begin the process of establishing a regional service for the purposes of planning, developing and funding of performing arts facilities that have regional impact, per Recommendation 1 of the CRD Regional Arts Facilities Select Committee report Stage One: A Public Conversation about Performing Arts Facilities in the CRD.

(NWA)

**Attachments:**      [Staff Report: Implementation/Implications-Arts Facilities Recommendations](#)  
                             [Appendix A: Stage One A Public Conversation Performing Arts Facilities -CRD](#)

**Regional Parks Committee**



8.7.      [21-174](#)      Capital Regional District Regional Parks - Revenue Generation Strategy - 2021-2024

**Recommendation:** [At the February 24, 2021 Regional Parks Committee meeting, the staff recommendation was further amended and then defeated. The following motion arising was then carried:]  
That the Regional Parks Committee recommends to the Capital Regional District Board:  
1. Endorses the appropriateness of the property tax requisition as the primary revenue source for Regional Parks operating costs; and  
2. Directs staff to report back during the Regional Parks Strategic Planning process on additional options for parking revenues in Regional Parks, with a view toward (a) maintaining accessibility for diverse parks users, and (b) ensuring fairness for users across the regional parks system.  
(WA)

**Attachments:**      [Staff Report: CRD Regional Parks - Revenue Generation Strategy - 2021-2024](#)  
                         [Appendix A: Revenue Generation Strategy 2021-2024 \(Options\)](#)  
                         [Appendix B: Regional Parks Revenue Generation Strategy 2021-2024](#)  
                         [Appendix C: Regional Parks Revenue Generation Review](#)

## 9. BYLAWS

9.1.      [21-173](#)      Bylaw No. 4360 - Salt Spring Island Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 2, 2020

**Recommendation:** That Bylaw No. 4360 "Salt Spring Island Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 2, 2020" be adopted.  
(NWA)

**Attachments:**      [Bylaw 4360](#)

9.2.      [21-220](#)      Bylaw No. 4391 - Saanich Peninsula Waterways Environmental Action Service Establishment Bylaw No. 1, 2020

**Recommendation:** That Bylaw No. 4391 "Saanich Peninsula Waterways Environmental Action Service Establishment Bylaw No. 1, 2020" be adopted.

**Attachments:**      [Bylaw 4391](#)

## 10. NOTICE(S) OF MOTION

## 11. NEW BUSINESS

## 12. MOTION TO CLOSE THE MEETING

**12.1.     [21-153](#)     Motion to Close the Meeting**

- Recommendation:**
1. That the meeting be closed for Appointments in accordance with Section 90(1)(a) of the Community Charter. [1 item]
  2. That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the Community Charter. [2 items]
  3. That such disclosures could reasonably be expected to harm the interests of the Regional District. [2 items]

**13. RISE AND REPORT****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)**