



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

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Wednesday, April 14, 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. [21-292](#) Minutes of the March 10, 2021 and March 24, 2021 Capital Regional District Board Meetings

**Recommendation:** That the minutes of the Capital Regional District Board meetings of March 10, 2021 and March 24, 2021 be adopted as circulated.

**Attachments:** [Minutes - March 10, 2021](#)  
[Minutes - March 24, 2021](#)

### 4. REPORT OF THE CHAIR

### 5. PRESENTATIONS/DELEGATIONS

#### 5.1. Presentations

#### 5.2. Delegations

- 5.2.1. [21-297](#) Delegation - Salome Waters: Representing Saanich Eco Advocates: Re: Agenda Item 10.2.: Motion with Notice: Zero Waste British Columbia Input on Solid Waste Management Plan
- 5.2.2. [21-298](#) Delegation - Shannon Graham: Representing Surfrider Foundation Vancouver Island: Re: Agenda Item 10.2.: Motion with Notice: Zero Waste British Columbia Input on Solid Waste Management Plan
- 5.2.3. [21-299](#) Delegation - Jane Devonshire: Representing South Island Climate Action Network: Re: Agenda Item 10.2.: Motion with Notice: Zero Waste British Columbia Input on Solid Waste Management Plan

- 5.2.4. [21-300](#) Delegation - Jonathan O'Riordan: Representing Mount Work Coalition:  
Re: Agenda Item 10.2.: Motion with Notice: Zero Waste British Columbia  
Input on Solid Waste Management Plan

## 6. CONSENT AGENDA

- 6.1. [21-129](#) Review of Separation of Building Inspection Services for Each Electoral Area
- Recommendation:** [At the February 10, 2021 Electoral Areas Committee meeting, this item was deferred to the April meeting:]  
The Electoral Areas Committee recommends to the Capital Regional District Board:  
That the Building Inspection service to the three Electoral Areas remain as a single shared service with a single budget.  
(NWA)
- Attachments:** [Staff Report: Review Separation-Bldg Inspection Svcs for Each EA](#)  
[Updated: Additional Information Requested from Feb 10/21 EAC mtg](#)
- 6.2. [21-270](#) Community Emergency Preparedness Fund: Emergency Operations Centres and Training Grant - Motion of Support
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District (CRD) Board:  
That the CRD Board support an application to Union of British Columbia Municipalities Community Emergency Preparedness Fund for the Emergency Operations Centres and Training grant and direct staff to provide overall grant management.  
(NWA)
- Attachments:** [Staff Report: CEP Fund: EOCs & Training Grant-Motion of Support](#)
- 6.3. [21-279](#) AGMs and Nomination Procedures for Local Service Committees & Commissions
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:  
1. That the bylaw requirement that CRD local service committees and commissions hold Annual General Meetings be waived for 2021.  
2. That new appointments to local service committees and commissions be made by the CRD Board based on the Electoral Area Director recommendation for 2021.  
(NWA)
- Attachments:** [Staff Report: AGM and Nominating Procedures for Local Services](#)  
[Appendix A: Local Service Committees and Commissions with AGMs](#)  
[Appendix B: Staff Report to EAC on September 9, 2020](#)

**6.4.      [21-265](#)      CRD Appointment of Public Members to External Boards Policy**

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

1. That Board Policy "CRD Appointment of Public Members to External Boards" be adopted.
2. That the Terms of Reference for the Governance Committee be updated to allow for the establishment of an Appointment Advisory Committee, on an as-and-when needed basis, responsible for reviewing applications and making recommendation for appointments to external boards.
3. That the Appointment Advisory Committee be permitted to meet in closed when evaluating public member applications.

(NWA)

**Attachments:**      [Staff Report: CRD Appointment of Public Members To External Boards Policy](#)  
[Appendix A: CRD Appointments to External Boards Policy](#)

**6.5.      [21-251](#)      Creation of a Committee to Oversee Development of a Regional Performing Arts Facilities Service**

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

1. That the creation of a Performing Arts Facilities Select Committee whose purpose will be to define the scope and functions of a regional service that will lead to the drafting of an establishing bylaw for the Performing Arts Facilities Service be approved.
2. That the Performing Arts Facilities Select Committee Terms of Reference be approved.

(NWA)

**Attachments:**      [Staff Report: Creation-Regional Performing Arts Facilities Service](#)  
[Appendix A: CRD Performing Arts Facilities Select Committee TOR](#)

**6.6.      [21-244](#)      Reaching Home and Canadian Medical Association Foundation COVID-19 Funding**

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

That the Reaching Home and Canadian Medical Association Foundation COVID-19 Funding report be received for information.

(NWA)

**Attachments:**      [Staff Report: Reaching Home & CMAF COVID-19 Funding](#)  
[Appendix A: 2020-21 Reaching Home & CMAF COVID-19 Contracts Summary](#)

**6.7.      [21-235](#)      2021 Committee and External Membership Appointments - Update #3**

**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.      [21-241](#)      CAO Quarterly Progress Report No. 1 - 2021**

**Recommendation:** That the CAO Quarterly Progress Report No. 1 - 2021 be received for information.  
(NWA)

**Attachments:**      [Staff Report: CAO Quarterly Progress Report No. 1, 2021](#)  
                         [Appendix A: Photographs of Corporate Activities and Initiatives](#)  
                         [Appendix B: Board Priorities Dashboard Progress Q1, 2021](#)  
                         [Appendix C: Board Priorities Dashboard - Summary of Completed Actions](#)  
                         [Appendix D: Corporate Climate Change Initiatives](#)  
                         [Appendix E: Advocacy Dashboard Progress Q1, 2021](#)  
                         [Appendix F: Operating Variance Report Q4, 2020](#)  
                         [Appendix G: Capital Variance Report Q4, 2020](#)  
                         [Appendix H: Human Resources Trends and Corporate Safety Q4, 2020](#)

**7.2.      [21-266](#)      City of Victoria MRDT Renewal**

**Recommendation:** That the Capital Regional District Board supports the City of Victoria's five-year renewal for the Municipal and Regional District Tax (MRDT) and Destination Greater Victoria as an eligible entity from 2022-2026, as well as the new incremental MRDT from Airbnb for affordable housing initiatives.  
(NWA)

**Attachments:**      [Staff Report: City of Victoria MRDT Renewal](#)  
                         [Appendix A: City of Victoria Letter](#)

**7.3.      [21-237](#)      Additional COVID-19 Safe Restart Grants for Local Governments**

**Recommendation:** 1. That staff allocate the \$575,000 CRD COVID-19 Safe Restart Grants for Local Government in alignment with the Provincial allocation formulae to Regional Services and Local Area Services as summarized in Appendix E;  
2. That the Regional Services allocation be distributed to the Regional Corporate Emergency Service Budget;  
3. That the Local Area Services allocation be apportioned to the respective Electoral Areas where staff will engage Electoral Area Directors to determine allocation to specific services.  
(NWA)

**Attachments:**      [Staff Report: Additional COVID-19 Safe Restart Grants](#)  
                         [Appendix A: Ministry of Municipal Affairs Safe Restart Letter](#)  
                         [Appendix B: Safe Restart Grant Eligible Expenses](#)  
                         [Appendix C: Provincial Grant Calculation for November 2020](#)  
                         [Appendix D: Provincial Grant Calculation 10M Holdback](#)  
                         [Appendix E: CRD Safe Restart Summary of Grant Funding Allocation](#)  
                         [Appendix F: Demographics, Population Estimates, July 1 CRD](#)

**8. REPORTS OF COMMITTEES**

**Electoral Areas Committee**

- 8.1.        [21-128](#)        Amendments to CRD Ticket Information Authorization Bylaw, 1990, Bylaw No. 1857
- Recommendation:**    The Electoral Areas Committee recommends to the Capital Regional District Board:
- 1) That Bylaw No. 4401, "Capital Regional District Ticket information Authorization Bylaw 1990, Amendment Bylaw No. 70, 2021" be introduced and read a first, second, and third time; and
- 2) That Bylaw No. 4401 be adopted.  
(NWA)
- Attachments:**        [Staff Report: Amend'ts to CRD Ticket Info Auth'n Bylaw, 1990, Bylaw #1857](#)
- [Appendix A: Proposed Bylaw No. 4401](#)
- [Appendix B: Consolidated Bylaw No. 1857](#)

**Juan de Fuca Land Use Committee**

- 8.2.        [21-230](#)        Public Hearing Report on Bylaw No. 4380, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 148, 2020"
- Recommendation:**    a) That the minutes that form the Report of the Public Hearing for Bylaw No. 4380, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 148, 2020", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on March 9, 2021, for Bylaw No. 4380, be received;
- b) That Bylaw No. 4380 be read a third time; and
- c) That Bylaw No. 4380 be adopted.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)
- Attachments:**        [Public Hearing Report](#)
- [Appendix A: Proposed Bylaw No. 4380](#)
- [Appendix B: Report of the Public Hearing](#)

**Peninsula Recreation Commission**

- 8.3.        [21-231](#)        Canadian Tire Jumpstart Charities Inclusive Play Project
- Recommendation:**    That the Peninsula Recreation Commission recommends to the Capital Regional District Board:
- That the approved Panorama Recreation Service 2021-2025 capital plan and budget be amended in accordance with the revised plan and budget for Project No. 21-07 as presented, and to proceed with the Canadian Tire Jumpstart multi-sport court and relocation of the playground.  
(WP - Sidney, North Saanich, Central Saanich)
- Attachments:**        [Staff Report: Canadian Tire Jumpstart Charities Inclusive Play Project](#)
- [Appendix A: Advicas Consultants Report](#)
- [Appendix B: Project Budget](#)
- [Appendix C: Capital Plan](#)
- [Appendix D: Capital Reserve Fund Models](#)

**Planning & Protective Services Committee****8.4.      [21-212](#)      Esquimalt Regional Context Statement Consideration**

**Recommendation:** The Planning and Protective Services Committee recommends to the Capital Regional District Board:  
That the Township of Esquimalt regional context statement be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 448 of the Local Government Act.  
(NWP - All except SGI & SSI)

**Attachments:**      [Staff Report: Esquimalt Regional Context Statement Consideration](#)  
                         [Appendix A: Proposed Esquimalt Regional Context Statement](#)

**8.5.      [21-213](#)      Adoption of Regional Growth Strategy Amendment Bylaw No. 4328**

**Recommendation:** The Planning and Protective Services Committee recommends to the Capital Regional District Board:  
1) That Bylaw No. 4328 be amended to correct the bylaw title and citation;  
2) That Bylaw No. 4328, "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2016, Amendment Bylaw No. 1, 2019", be read a third time as amended; and  
(NWP - All except SGI & SSI)  
3) That Bylaw No. 4328 be adopted.  
(NWP, 2/3rds on adoption - All except SGI & SSI)

**Attachments:**      [Staff Report: Adoption of RGS Amendment Bylaw No. 4328](#)  
                         [Appendix A: Bylaw No. 4328](#)  
                         [Appendix B: Record of Resolutions to Accept the RGS](#)

**Regional Housing Trust Fund Commission****8.6.      [21-239](#)      Additional Grant Request for Michigan Square**

**Recommendation:** The Regional Housing Trust Fund Commission recommends to the Capital Regional District Board:  
That a grant in the amount of \$525,000 to the Capital Region Housing Corporation be approved to support the development of 35 additional units of affordable rental housing at 330 Michigan Street, Victoria, subject to meeting the terms of the Regional Housing Trust Fund Grant Funding Agreement.  
(WP - All except Langford, Colwood and the JDF Electoral Area)

**Attachments:**      [Staff Report: Additional Grant Request for Michigan Square](#)  
                         [Appendix A: Letter of Request-Michigan Square Funding Increase](#)

**9. BYLAWS****10. NOTICE(S) OF MOTION**

**10.1.     [20-034](#)     Motion with Notice: Kings Road - Director Holman**

**Recommendation:** [At the September 9, 2020 meeting the Capital Regional District Board tabled the below Notice of Motion to April 14, 2021:]

That CRD staff provide a report to the Hospitals and Housing Committee examining options for the purchase of a small portion of the Kings Road property in Saanich, at a cost of up to \$2 million, for the purposes of affordable housing while still protecting all of the undeveloped portion of the parcel, including the forested riparian corridor.  
(NWA)

**10.2.     [21-278](#)     Motion with Notice: Zero Waste British Columbia Input on Solid Waste Management Plan (Directors Isitt, Loveday, and Taylor)**

**Recommendation:** That the Board:

1. Refer the attached report from Zero Waste British Columbia dated February 10, 2021 to staff, to inform revisions to the Solid Waste Management Plan.
2. Endorse the goal of the CRD becoming a national leader in Zero Waste and the Circular Economy in solid waste management; and
3. Direct staff to strengthen the emphasis on the principles of Zero Waste and Circular Economy in the Solid Waste Management Plan, including in the waste-reduction targets within the plan.

(NWA)

**Attachments:**     [Attachment: Zero Waste Review of the CRD Draft SWMP \(Feb 10 2021\)](#)

**11. NEW BUSINESS****12. MOTION TO CLOSE THE MEETING****12.1.     [21-291](#)     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 Labour Relations under Section (90)(1)(c) of the Community Charter. [1 item]
3. That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the Community Charter. [1 item]
4. That such disclosures could reasonably be expected to harm the interests of the Regional District. [1 item]
5. That the meeting be closed for a Legal Update in accordance with Section 90(1)(g) of the Community Charter. [1 item]
6. That the meeting be closed for Intergovernmental Negotiations in accordance with Section 90(2)(b) of the Community Charter. [1 item]

**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)**