



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

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Wednesday, October 13, 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. [21-729](#) Minutes of the September 8, 2021 Capital Regional District Board Meeting

**Recommendation:** That the minutes of the Capital Regional District Board meeting of September 8, 2021 be adopted as circulated.

**Attachments:** [Minutes: September 8, 2021](#)

### 4. REPORT OF THE CHAIR

### 5. PRESENTATIONS/DELEGATIONS

*Due to limited seating capacity, this meeting will be held by Live Webcast without the public present.*

#### 5.1. Presentations

#### 5.2. Delegations

- 5.2.1. [21-787](#) Delegation - Beatrice Gentili-Hittos; Representing Greater Victoria Acting Together: Re: Agenda Item 8.4.: Updated Capital Regional District Climate Action Strategy

### 6. CONSENT AGENDA

**6.1.      [21-773](#)      Core Area Inflow & Infiltration Program - 2021 Summary**

**Recommendation:** That the Core Area Liquid Waste Management Committee recommends to the Capital Regional District Board:  
That this report be received for information.  
(NWA)

**Attachments:**      [Staff Report: Core Area Inflow & Infiltration Program - 2021 Summary](#)  
[Appendix A: Map Summarizing I&I in the CRD's Core Area](#)  
[Appendix B: Table Comparing Measured Flows to Alloc. Flows in Bylaw 4304](#)  
[Appendix C: Ex. Monthly Sewer Reports Dist. to Core Area Munis & FN](#)

**6.2.      [21-783](#)      Core Area Wastewater Treatment Project Closeout**

**Recommendation:** The Core Area Liquid Waste Management Committee recommends to the Capital Regional District Board:  
That Core Area Wastewater Treatment Project Closeout Report be received for information.  
(NWA)

**Attachments:**      [Staff Report: Core Area Wastewater Treatment Project Closeout](#)  
[Appendix A: CRD WTP Project Completion Report](#)  
[Appendix B: CRD WTP Governance Transition Report](#)  
[Appendix C: Project Cost Report](#)

**6.3.      [21-693](#)      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, Mark Groulx be appointed as Chief Bylaw Officer.  
(NWA)

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

**6.4.      [21-601](#)      Solid Waste Management Plan - Implementation Update**

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

**Attachments:**      [Staff Report: SWMP Implementation Update](#)  
[Appendix A: SWMP Short-Term Implementation Framework](#)

**6.5.      [21-688](#)      Capital Region Energy Retrofit - Business Case**

**Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:  
That the Capital Region Energy Retrofit - Business Case be received for information and that implementation be considered as part of the Climate Action 2022 Service Planning Process.  
(NWA)

**Attachments:**      [Staff Report: Capital Region Energy Retrofit - Business Case](#)  
                         [Appendix A: CRD Residential Energy Retrofit Program - Business Case Report](#)

**6.6.      [21-672](#)      Ecological Asset Management Plan**

**Recommendation:** That the First Nations Relations Committee recommends to the Capital Regional District Board:  
That staff proceed with ongoing, existing projects and activities that identify and proactively value ecological features in the region and support strategic engagement of First Nations regarding ecosystem values, taking care of land and water, Indigenous languages and place names.

[At the September 22, 2021 First Nations Relations Committee meeting, the following motion arising carried:]

That the First Nations Relations Committee recommends that the Capital Regional District Board refer the following recommendation to the next strategic planning check-in:

That the Capital Regional District Board amend the description of Priority 3a-4 in the 2019-2022 Strategic Plan, so that it reads as follows:

Initiate ecological asset management planning that includes natural infrastructure, First Nations guiding principles, First Nations language & place names, historical uses & invasive species management.

(NWA)

**Attachments:**      [Staff Report: Ecological Asset Management Plan](#)  
                         [Appendix A: Jul. 6, 2016 NoM: Refinement of CRD's Asset Mgmt App.](#)  
                         [Appendix B: Nov. 23, 2016 Staff Report: Natural Asset Management](#)  
                         [Appendix C: Mar. 6, 2019 Staff Report: Corp. Asset Mgt Policy & Strat.](#)

**6.7.      [21-724](#)      Establishing Best Practices for CRD Meetings**

**Recommendation:** [At the October 6, 2021 Governance Committee meeting, the recommendation was amended with the addition of recommendation item 2:]  
The Governance Committee recommends to the Capital Regional District Board:  
1. That staff report back to the Governance Committee with best practice guidelines for meetings of the Capital Regional District Boards, Committees and Commissions in accordance with the direction set out in this report.  
2. That the issue of rescind and reconsider be examined by staff and included in the information moving forward.  
(NWA)

**Attachments:**      [Staff Report: Best Practices for CRD Meetings](#)  
                         [Appendix A: Staff Report from Feb. 3, 2021 \(incl. Bylaw 3828 - Consolidated\)](#)

**6.8.      [21-708](#)      Regional Housing First Program: Project Update, Third Quarter 2021**

**Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional District Board:  
That the Regional Housing First Program: Project Update, Third Quarter 2021 report be received for information.  
(NWA)

**Attachments:**      [Staff Report: RHFP Project Update, Third Quarter 2021](#)  
                             [Appendix A: RHFP Project Summary, October 6, 2021](#)

**6.9.      [21-610](#)      Development Permit with Variance for Strata Lot 7, Section 97, Sooke District, Strata Plan EPS6132 - 6301 Quail Peak Place**

**Recommendation:** The Land Use Committee recommends to the CRD Board:  
That Development Permit with Variance DV000078 for Strata Lot 7, Section 97, Sooke District, Strata Plan EPS6132, to authorize construction of a single-family dwelling within a Riparian and Sensitive Ecosystem Development Permit Area, and to vary Juan de Fuca Land Use Bylaw No. 2040, as follows:  
1. Part 2, Section 9.09(a) to reduce the front yard requirement from 7.5 m to 5.5 m;  
2. Part 2, Section 9.09(b) to reduce the side yard requirement from 6 m to 2.5 m; and  
3. Part 3, Section 6.0(3) to permit parking to be located within the required front yard be approved.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

**Attachments:**      [Staff Report](#)  
                             [Appendix A: Subject Property Map](#)  
                             [Appendix B: Development Permit Areas Map](#)  
                             [Appendix C: Site Plan with Requested Variances](#)  
                             [Appendix D: Building Elevation Drawings](#)  
                             [Appendix E: Development Permit Guidelines](#)  
                             [Appendix F Permit DV000078](#)

- 6.10.**     [21-649](#)     Development Permit with Variance for Section 4, Renfrew District, Except Those Parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, and EPP69011

**Recommendation:** The Land Use Committee recommends to the Capital Regional District Board: That Development Permit with Variance DV000081 for Section 4, Renfrew District, except those parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, and EPP69011 to authorize the subdivision of land designated as Steep Slope, Riparian, and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement from 10% to 1.5% for proposed Lot 1, 5% for proposed Lot 2, 1.1% for proposed Lot 5, 6.2% for proposed Lot 6, 0.9% for proposed Lot 7, 2.5% for proposed Lot 8, 0.5% for proposed Lot 11, and 0.7% for proposed Lot 12, as shown on the Tentative Plan of Subdivision, prepared by J.E. Anderson, dated August 23, 2021, be approved.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

**Attachments:**     [Staff Report](#)  
                          [Appendix A: Subject Property Map](#)  
                          [Appendix B: Subdivision Site Limit Map](#)  
                          [Appendix C: Tentative Plan of Subdivision with Requested Frontage Variances](#)  
                          [Appendix D: Development Permit Guidelines](#)  
                          [Appendix E: Permit DV000081](#)

- 6.11.**     [21-630](#)     Radio Communication and Broadcasting Antenna Systems Application for District Lot 175, Renfrew District - Cedar Coast Road

**Recommendation:** The Juan de Fuca Land Use Committee recommends to the Capital Regional District Board:  
That a statement of concurrence be provided to Rogers Communications for the proposed 57 m radio communication and broadcasting antenna system on District Lot 175, Renfrew District.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)

**Attachments:**     [Staff Report](#)  
                          [Appendix A: Subject Property Map](#)  
                          [Appendix B: Development Proposal](#)  
                          [Appendix C: Evaluation Criteria](#)

**6.12.     [21-678](#)     Regional Trails Widening and Lighting Project**

**Recommendation:** The Regional Parks Committee recommends to the Capital Regional District Board: That staff be directed to actively develop partnerships and pursue grant funding opportunities, including submission to the federal Active Transportation Fund, to support implementation of the separated use pathway design with lighting. (NWA)

**Attachments:**     [Staff Report: Regional Trails Widening and Lighting Project](#)  
                          [Appendix A: Regional Trails Widening Study Area - Map](#)  
                          [Appendix B: Separated Use Pathway Design](#)  
                          [Appendix C: Implementation Priorities](#)  
                          [Appendix D: Public Engagement Report](#)

**7. ADMINISTRATION REPORTS****7.1.     [21-667](#)     CAO Quarterly Progress Report No. 3 - 2021**

**Recommendation:** That the CAO Quarterly Progress Report No. 3 - 2021 be received for information.

**Attachments:**     [Staff Report: CAO Quarterly Progress Report No. 3 - 2021](#)  
                          [Appendix A: Photographs of Corporate Activities and Initiatives](#)  
                          [Appendix B: Board Priorities Dashboard Progress Q3, 2021](#)  
                          [Appendix C: Board Priorities Dashboard - Summary of Completed Actions](#)  
                          [Appendix D: Corporate Climate Change Initiatives](#)  
                          [Appendix E: Advocacy Dashboard Q3, 2021](#)  
                          [Appendix F: Operating Variance Report Q2, 2021](#)  
                          [Appendix G: Capital Variance Report Q2, 2021](#)  
                          [Appendix H: Human Resources Trends and Corporate Safety Q2, 2021](#)

**7.2.     [21-758](#)     Outcomes from Board Meeting (September 8, 2021) on Region-Wide Participation in the Arts and Culture Support Service**

**Recommendation:** 1. That staff take no further action to draft amendments, including removal of the exit clause, to the establishing bylaw of the Arts and Culture Support Service, Bylaw No. 2884.  
2. That the CRD Board Chair send a letter to non-participating jurisdictions, outlining the benefits of joining the Arts and Culture Support Service and associated costs, and encouraging non-participating jurisdictions to join the existing service voluntarily. (NWA)

**Attachments:**     [Staff Report: Arts & Culture Support Service Full Regional Participation](#)

- 7.3. [21-759](#) Outcomes from Board Meeting (September 8, 2021) on a New Regional Performing Arts Facilities Service
- Recommendation:** 1. That staff take no further action related to Bylaw No. 4445 nor to its proposed approval process as outlined in the recommendations brought to Board on September 8, 2021.
2. That the CRD Board Chair send a letter to all CRD jurisdictions, outlining the benefits of joining the Royal Theatre Service and McPherson Playhouse Service, along with associated costs, and encouraging non-participating jurisdictions to join these existing services voluntarily.  
(NWA)
- Attachments:** [Staff Report: Outcomes - Regional Performing Arts Facilities Service](#)

## 8. REPORTS OF COMMITTEES

### Electoral Areas Committee

- 8.1. [21-652](#) Bylaw No. 4455: Tax Exemption (Permissive) Bylaw, 2021
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4455, "Tax Exemption (Permissive) Bylaw, 2021" be introduced and read a first, second and third time;
2. That Bylaw No. 4455 be adopted.  
(WA, 2/3rds on adoption)
- Attachments:** [Staff Report: Bylaw No. 4455 Permissive Tax Exemption 2021](#)
- [Appendix A: Bylaw No. 4455 Tax Exemption \(Permissive\) Bylaw 2021](#)
- [Appendix B: 2022 Permissive Tax Exemption Correspondence](#)
- [Appendix C: BC Assessment Property Classifications](#)
- [Appendix D: CRD Permissive Tax Exemption Application Process](#)
- 8.2. [21-757](#) Expansion of Willis Point Fire Protection, Emergency Response and Recreation Facilities Local Service Area (Bylaw No. 1951)
- Recommendation:** That The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the attached Certificate of Results of the petition to expand the service area boundary for the Willis Point Fire Protection, Emergency Response and Recreation Service be received;
2. That Bylaw No. 4458, "Willis Point Fire Protection, Emergency Response and Recreation Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 5, 2021" be read a first, second, and third time; and
3. That Bylaw No. 4458 be referred to the Inspector of Municipalities for approval.  
(NWA)
- Attachments:** [Staff Report: Amendment to Bylaw No. 1951](#)
- [Appendix A: Bylaw 4458](#)
- [Appendix B: Certification of Petition](#)

- 8.3. [21-761](#) Bylaw No. 4444, "Southern Gulf Islands Community Economic Sustainability Commission Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2021.

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

1. That Bylaw No. 4444, "Southern Gulf Islands Community Economic Sustainability Commission Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2021" be introduced and read a first, second, and third time.
2. That Bylaw No. 4444, "Southern Gulf Islands Community Economic Sustainability Commission Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2021" be adopted.  
(NWA, 2/3rds on adoption)

**Attachments:** [Staff Report: SGI Community Economic Sustainability Commission Bylaw No. 4](#)  
[Appendix A: Bylaw 4444](#)

## Environmental Services Committee

- 8.4. [21-701](#) Updated Capital Regional District Climate Action Strategy

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

1. That the Capital Regional District Regional Climate Action Strategy be approved; and
2. That staff be directed to forward this report to municipal councils for information.  
(WP- All)

**Attachments:** [Staff Report: Updated Capital Regional District Climate Action Strategy](#)  
[Appendix A: Taking Action on the Climate Emergency - Sept. 2021 Report](#)  
[Appendix B: Taking Action on the Climate Emergency Presentation](#)

## 9. BYLAWS

- 9.1. [21-782](#) Adoption of Bylaw 4411: "Saanich Peninsula Water Supply Water Works Facilities Loan Authorization Bylaw No. 1, 2021"

**Recommendation:** That Bylaw 4411, "Saanich Peninsula Water Supply Water Works Facilities Loan Authorization Bylaw No. 1, 2021" be adopted.  
(WA)

**Attachments:** [Bylaw No. 4411](#)

## 10. NOTICE(S) OF MOTION

## 11. NEW BUSINESS

## 12. MOTION TO CLOSE THE MEETING



**12.1.     [21-746](#)     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. [3 items]
  2. That the meeting be closed for Labour Relations under Section (90)(1)(c) of the Community Charter. [2 items]
  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 items]
  5. That the meeting be closed for Legal Advice under Section 90 (1)(i) 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)**