



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, April 13, 2022

1:05 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

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. [22-238](#) Minutes of the March 9, 2022 and March 16, 2022 Capital Regional District Board Meetings

Recommendation: That the minutes of the Capital Regional District Board meetings of March 9, 2022 and March 16, 2022 be adopted as circulated.

Attachments: [Minutes - March 9, 2022](#)
[Minutes - March 16, 2022](#)

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application for "Addressing the Board" on our website and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

5.1. Presentations

5.2. Delegations

6. CONSENT AGENDA

6.1. [22-181](#) Overview of Rainfall Intensity-Duration-Frequency Curves

Recommendation: 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: Overview of Rainfall Intensity-Duration-Frequency Curves](#)

6.2. [22-182](#) Biosolids Management and Planning Update

Recommendation: 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: Biosolids Management and Planning Update](#)
[Appendix A: CRD Wastewater Treatment - Biosolids Production Report](#)

6.3. [22-186](#) Core Area Wastewater Treatment Plant Capacity Update

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

Attachments: [Staff Report: Core Area Wastewater Treatment Plant Capacity Update](#)
[Appendix A: ADWF Trend for past 10 years](#)
[Appendix B: Example Monthly Wastewater Flow Report](#)

6.4. [22-207](#) Community Emergency Preparedness Fund: Emergency Operations Centres and Training Grant

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District (CRD) Board:
That the CRD Board support an application to the UBCM Community Emergency Preparedness Fund for the Emergency Operations Centres and Training grant and direct staff to provide overall grant management.
(NWA)

Attachments: [Staff Report: Comm Emerg Prep Fund-EOCs & Train'g Grant](#)

6.5. [22-173](#) 2021 Community Works Fund Annual Report

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
That the 2021 Community Works Fund Annual Report be received for information.
(NWA)

Attachments: [Staff Report: 2021 CWF Annual Report](#)
[Appendix A: CWF Funding Assigned Balance Remaining](#)
[Appendix B: CWF 2021 Grants Awarded](#)
[Appendix C: CWF 2021 Detailed Breakdown](#)

6.6. [22-176](#) 2021 Grants-in-Aid Annual Report

Recommendation: The Electoral Areas Committee recommends to the Capital Regional Board:
That the 2021 Grants-in-Aid Annual Report be received for information.
(NWA)

Attachments: [Staff Report: 2021 Grants-in-Aid Annual Report](#)
[Appendix A: 2021 Electoral Areas Grants-in-Aid Awarded](#)
[Appendix B: 2021 Electoral Areas Safe Restart GIA Awarded](#)

- 6.7. [22-192](#) Resource Recovery - Construction Demolition and Renovation Waste Opportunities
- Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:
That staff return to committee in June with financial implications, timing and resource requirements to trial the beneficial use of construction, demolition and renovation waste with Lafarge and existing biosolids thermal processing proponents, along with new thermal technology vendors.
(NWA)
- Attachments:** [Staff Report: Resource Recovery - Construction Demolition & Reno Waste](#)
- 6.8. [22-229](#) 2022 General Local Election - Appointment of Chief Election Officer and the Deputy Chief Election Officers
- Recommendation:** The Governance Committee recommends to the Capital Regional District Board:
1. That pursuant to Section 58 of the Local Government Act, the Board appoint Kristen M. Morley as Chief Election Officer with the power to appoint such other assistance as may be required for the administration and conduct of the 2022 General Local Elections; and
2. That the Board appoint Marlene Lagoa, Kerry Fedosenko, Anthony Kennedy, and Anne Burdett as Deputy Chief Election Officers.
(NWA)
- Attachments:** [Staff Report: 2022 General Local Election - Appointment of CEO and DCEOs](#)
- 6.9. [22-130](#) Motion with Notice: Notice of Motion Procedure (Directors Taylor, Isitt, and Loveday)
- Recommendation:** That the Governance Committee recommend to the Capital Regional District Board that: Staff be directed to report back with options for amending the procedures bylaw to reduce the time delay present within the current notice of motion process, with options for a notice period that does not exceed 14 days.
(NWA)
- 6.10. [22-131](#) Motion with Notice: CRD Appointees to External Boards (Director Plant)
- Recommendation:** Whereas the Capital Regional District (CRD) appoints both Board Members and members of the public to external organizations as appointees and representatives and nominees,
And whereas the CRD currently has no policy or guidelines to provide direction and/or guidance to external appointees in their work representing the CRD,
Be it resolved that staff report back to the Governance Committee with recommendations for a policy and/or guidelines to assist the board in providing direction and/or guidance to both Board Members and members of the public serving in external positions on behalf of the Capital Regional District.
(NWA)
- 6.11. [22-203](#) Regional Housing First Program: Capital Project Update, First Quarter 2022
- Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional District Board:
That the Regional Housing First Program: Capital Project Update, First Quarter 2022 report be received for information.
(NWA)

Attachments: [Staff Report: RHFP-Cap'I Project Update, First Quarter 2022](#)
[Appendix A: Reg'I Housing First Prog-Cap'I Project Summary, April 2022](#)

7. ADMINISTRATION REPORTS

7.1. [22-215](#) CAO Quarterly Progress Report No. 1 - 2022

Recommendation: That the CAO Quarterly Progress Report No. 1 - 2022 be received for information.
(NWA)

Attachments: [Staff Report: CAO Quarterly Progress Report No. 1, 2022](#)
[Appendix A: Photographs of Corporate Activities and Initiatives](#)
[Appendix B: Board Priorities Dashboard Progress Q1, 2022](#)
[Appendix C: Board Priorities Dashboard - Summary of Completed Actions](#)
[Appendix D: Corporate Climate Change Initiatives](#)
[Appendix E: Advocacy Dashboard Progress Q1, 2022](#)
[Appendix F: Operating Variance Report Q4, 2021](#)
[Appendix G: Capital Variance Report Q4, 2021](#)
[Appendix H: Human Resources Trends and Corporate Safety Q4, 2021](#)

7.2. [22-264](#) Support for Ukrainian Canadian Cultural Society of Vancouver Island

Recommendation: [The Board needs to provide direction as to what, if any, support it wishes to provide to the Ukrainian Canadian Cultural Society of Vancouver Island.

The report includes the following three alternatives for consideration:

1. That the Chair's report be received for information. (NWA)
2. Make a one-time Grant-In-Aid to the Ukrainian Canadian Cultural Society of Vancouver Island in an amount to be determined by the Board. (WA)
3. Refer the Chair's report to staff to see how the CRD can support the Ukrainian Canadian Cultural Society of Vancouver Island without providing direct financial support. (NWA)]

Attachments: [Staff Report: Support for Ukrainian Canadian Cultural Soc. of Vancouver Island](#)
[Appendix A: Email from Devon Goldie](#)

8. REPORTS OF COMMITTEES

Environmental Services Committee

8.1. [22-194](#) Residential Curbside Recycling Program - Update

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

Attachments: [Staff Report: Residential Curbside Recycling Program - Update](#)

Governance Committee

8.2. [22-231](#) Best Practices Guide for Meetings

Recommendation: The Governance Committee recommends to the Capital Regional District Board:
1. That the CRD Best Practices Guide for Meetings be approved; and,
2. That training on the CRD Best Practices Guide for Meetings be incorporated into the orientation of Directors on meeting procedures following the 2022 General Local Election.
(NWA)

Attachments: [Staff Report: Best Practices Guide for Meetings](#)
 [Appendix A: Best Practices Guide for Meetings](#)

Juan de Fuca Land Use Committee**8.3. [22-185](#) Public Hearing Report on Bylaw No. 4454, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 154, 2021"**

Recommendation: 1) That the minutes that form the Report of the Public Hearing for Bylaw No. 4454, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 154, 2021", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on March 8, 2022, for Bylaw No. 4454, be received;
2) That Bylaw No. 4454 be read a third time; and
3) That Bylaw No. 4454 be adopted.
(NWP - Voting Block A: JDF EA, Colwood, Langford (Blackwell), Metchosin, Sooke)
(2/3rds on adoption)

Attachments: [Staff Report: Public Hearing Report on Bylaw No. 4454](#)
 [Appendix A: Proposed Bylaw No. 4454](#)
 [Appendix B: Report of the Public Hearing March 8, 2022](#)

Planning & Protective Services Committee**8.4. [22-164](#) Regional Foodlands Access Program - Preliminary Business Case**

Recommendation: [At the March 16, 2022 Planning and Protective Services Committee meeting, the Committee moved and carried Alternative 2 in the report:]
The Planning and Protective Services Committee recommends to the Capital Regional District Board:
That the CRD Board direct staff to proceed with the next phase work to establish a regional foodlands access service by identifying the operational requirements, service participants and funding strategy needed to establish a service.
(NWA)

Attachments: [Staff Report: Reg'l Foodlands Access Prog-Prelim Business Case](#)
 [Appendix A: Summary of Municipal Input, 2019](#)
 [Appendix B: Foodlands Access Service Project Phases](#)
 [Appendix C: KPU Foodlands Trust Business Case](#)

Regional Parks Committee**8.5. [22-183](#) Mount Work Regional Park - Draft Management Plan**

Recommendation: [At the March 23, 2022 Regional Parks Committee meeting, the recommendation was amended with the addition of two new recommendations as follows:]
The Regional Parks Committee recommends to the Capital Regional District Board:
1. That the Mount Work Regional Park Draft Management Plan be made available for public review and comment.
2. That staff include the addition of bike storage facilities at Killarney Lake in the revised capital budget.
3. That staff include the addition of new drinking water fountain stations, where domestic water is available, in the revised capital budget.
(NWA)

Attachments: [Staff Report: Mount Work Regional Park - Draft Management Plan](#)
[Appendix A: Mount Work Regional Park - Draft Management Plan](#)
[Appendix B: Engagement Process Flowchart](#)
[Appendix C: Presentation](#)

9. BYLAWS

- 9.1. [22-230](#) Bylaw 4472 - "Southern Gulf Islands Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 1, 2021"

Recommendation: That Bylaw 4472 - "Southern Gulf Islands Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996, Amendment Bylaw No. 1, 2021" be adopted.
(NWA)

Attachments: [Bylaw No.4472](#)

10. NOTICE(S) OF MOTION

11. NEW BUSINESS

12. MOTION TO CLOSE THE MEETING

- 12.1. [22-239](#) 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. [2 items]
2. That the meeting be closed for Labour Relations under Section (90)(1)(c) of the Community Charter. [5 items]
3. That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the Community Charter. [2 items]
4. That such disclosures could reasonably be expected to harm the interests of the Regional District. [2 items]
5. That the meeting be closed for a Legal Update in accordance with Section 90(1)(i) 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)