

Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, May 13, 2015

1:30 PM

6th Floor Boardroom

Immediately following Capital Regional Hospital District Board Meeting which commences at 1:30 pm

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

2.1. 15-468 Minutes of Special Meeting of April 27, 2015 - Strategic Plan Process

Recommendation: That the April 27, 2015 Minutes of the April 27, 2015 Capital Regional District Board Special Meeting - Strategic Plan Process be adopted as circulated.
(NWA)

Attachments: [Special Minutes Regional Board - Strategic Plan Process](#)

2.2. 15-488 Minutes of Special Meeting of March 25, 2015 - 2015 Budget

Recommendation: That the minutes of the special meeting of March 25, 2015 be adopted.
(NWA)

Attachments: [2015-03-25 CRD Board Minutes](#)

2.3. 15-502 Minutes of the Meeting of April 8, 2015

Recommendation: That the minutes of the meeting of April 8, 2015 be adopted.
(NWA)

Attachments: [April 8, 2015 CRD Board Minutes](#)

3. REPORT OF THE CHAIR

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.1.1 15-497 Presentation of 2014 City of Excellence, Gold Standard Award to CRD Integrated Water Services

Attachments: [City Of Excellence Award Backgrounder](#)

4.2 Delegations

5. REPORTS OF COMMITTEES

Core Area Liquid Waste Management Committee

The following items will be considered by the Core Area Liquid Waste Management Committee at its meeting immediately prior to the CRD Board meeting. The following are the staff recommendations:

- 1. 15-449** Seaterra Program and Budget Update No. 22

Recommendation: That Seaterra Program and Budget Update No. 22 be received for information.
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)

Attachments: [Staff Report: Seaterra Budget Update No 22](#)
[Schedule A Program Summary Report](#)
[Schedule B Financial Plan](#)
[Seaterra Progress Report No 23](#)

- 2. 15-473** Inflow and Infiltration Management Plan Presentation and Sample Model Bylaw for Private Property Sewer Laterals

Recommendation: That staff be directed to forward the sample model bylaw for private property sewer laterals to the core area municipalities for consideration.
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)

Attachments: [Staff Report: I&I Management Plan Presentation And Model Bylaw Private Property S](#)
[Appendix A Presentation Slides](#)
[Appendix B Prioritized Plan Tables](#)
[Appendix C Sample Model Bylaw](#)

- 3. 15-479** Correspondence from the Mayor of the City of Langford dated April 23, 2015

Recommendation: That staff be directed to review the annual Wastewater Treatment Program levy increase amount in time to effect a potential modification for the 2016 taxation year, based on revised operating and capital projections resulting from the work currently underway by the subcommittees.
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)

Attachments: [Staff Report: Correspondence from Mayor, City of Langford, 2015-04-23](#)
[Appendix A - Correspondence Langford April 23.pdf](#)

Electoral Area Services Committee

- 4. 15-294** Community Works Fund (CWF) Allocation: Maliview Sewer System - Design Work for Outfall

Recommendation: That a contribution of \$35,000 from the Salt Spring Island Electoral Area portion of the Capital Regional District's Federal Gas Tax Community Works Fund (CWF) be authorized for the Maliview Sewer system infrastructure improvement projects relating to the outfall repair.
(NWA)

Attachments: [Staff Report: CWF Allocation Maliview Sewer System Capital Works](#)

5. 15-332 Grants in Aid

Recommendation: That payment be made for the following grants-in-aid:
Southern Gulf Islands Grant-in-Aid as approved by Director Howe
* Galiano Club \$2,500
* Galiano Conservancy Association \$2,500
* Galiano Museum Society \$2,000
* Pender Island Recycling Society \$2,000
(NWA)

Attachments: [Staff Report: Grants-In-Aid](#)
[Appendix: GIA Applications](#)

Finance Committee**6. 15-403 Investment Portfolio Update**

Recommendation: That the Investment Portfolio Update report be received for information.
(NWA)

Attachments: [Staff Report: Investment Portfolio Update](#)
[Appendix A: Investment Summary as at December 31, 2014](#)

7. 15-404 Bylaw 4025: 2015-2019 Financial Plan Amendment

Recommendation: That Bylaw No. 4025, cited as "2015 to 2019 Financial Plan, Amendment Bylaw No. 1, 2015", be introduced and read a first and second time.
That Bylaw No. 4025 be read a third time.
(WA)
That Bylaw No. 4025 be adopted.
(WA 2/3 maj.)

Attachments: [Staff Report: Bylaw 4025: 2015-2019 Financial Plan Amendment](#)
[Appendix A: Bylaw 4025](#)

8. 15-405 Capital Regional District Asset Management Activities Overview

Recommendation: That this report be received for information.
(NWA)

Attachments: [CRDAssetManagementUpdateV2-Legistar](#)
[AppendixA-AMBC](#)

9. 15-406 Grant System

Recommendation: That the report be received for information.
(NWA)

Attachments: [CRDGrantSystem-Legistar](#)
[AttachmentsToGrantProcessStaffReport-V3-Legistar](#)

10. **15-411** BikeBC Grant Application - Upgrade of Todd Creek Trestle,
Galloping Goose Regional Trail
- Recommendation:** That the BikeBC grant application of \$440,000 toward the upgrade of Todd Creek Trestle on the Galloping Goose Regional Trail be endorsed.
(NWA)
- Attachments:** [2015-05-06SRBikeBCGrantApplicationFC.pdf](#)
11. **15-435** Bylaw 4021: Temporary Borrowing Bylaw for Capital Financing (Juan de Fuca Water Distribution Facilities)
- Recommendation:** That Bylaw No. 4021, "Temporary Loan (Juan de Fuca Water Distribution Facilities) Bylaw No. 1, 2015" be introduced and read a first and second time.
That Bylaw No. 4021 be read a third time.
(WA)
That Bylaw No. 4021 be adopted.
(WA 2/3 maj)
- Attachments:** [Staff Report: Bylaw 4021 Temporary Borrowing Capital Financing JDF Distribu](#)
[Appendix A: Bylaw4021](#)

Juan De Fuca Land Use Committee

- 12. 15-467** Zoning Amendment Application For: (Board Voting Block A)
- 1) Lot A, Block 1264, and District Lot 124, Malahat District, Plan 21358
(PID: 003-418-685);
 - 2) Lot 1, Block 1263 and of District Lot 124, Malahat District, Plan 24436
(PID: 003-034-372);
 - 3) Lot A, District Lot 124, and of Block 1271, Malahat District, Plan 24437
(PID: 003-034-429);
 - 4) Lot 1, Block 1270, District Lot 124, Malahat District, Plan 21327
(PID: 003-383-202);
 - 5) Lot 1 of Lot 123, Block 1299, Malahat District, Plan 20837
(PID: 003-521-958);
 - 6) Block 1410, Malahat District, Containing 8714 Acres More or Less
(PID: 008-024-103);
 - 7) Block 1234 Malahat District and Cowichan Lake Districts
(PID: 009-377-298); and
 - 8) Block 1272, Malahat District (PID: 009-382-607)

Recommendation:

- 1) That proposed Bylaw No. 4022, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 6, 2015" be referred to a public information meeting, to appropriate CRD departments and to the following external agencies for comment: BC Hydro, City of Colwood, City of Langford, Cowichan Tribes, Cowichan Valley Regional District, District of Metchosin, District of Sooke, Ministry of Environment, MFLNRO - Archaeology Branch, MFLNRO - Forests, MoTI, Pacheedaht First Nation, RCMP, Sooke SD No. 62, T'Sou-ke First Nation; and
- 2) That proposed Bylaw No. 4022, "Land Use Bylaw for the Rural Resource Lands, Bylaw No. 1, 2009, Amendment Bylaw No. 6, 2015", as included in Appendix C of the staff report, be referred to the full CRD Board for a determination of consistency with the Regional Growth Strategy in accordance with the Juan de Fuca Development Procedure Bylaw No. 3110.
(NWP - JDF EA/Colwood/Langford/Metchosin/Sooke)

Attachments:

- [Staff Report: Zoning Amendment - Timberwest Forest Corp/Couverdon](#)
- [Appendix A: Subject Properties Map](#)
- [Appendix B: Location Plan](#)
- [Appendix C: Proposed Bylaw No. 4022](#)
- [MinuteExcerpt: JdF Land Use Committee April 23, 2015 Minutes](#)

Planning, Transportation and Protective Services Committee

13. **15-383** 2015/16 Public Health Service Agreement between the Capital Regional District and Island Health
- Recommendation:** That the 2015/16 Service Agreement between the Capital Regional District (CRD) and Vancouver Island Health Authority be approved and that the CRD Board Chair and Corporate Officer be authorized to execute the Agreement.
(WA)
- Attachments:** [Staff Report Island Health CRD Service Agreement](#)
 [Attachment 1 Island Health CRD Agreement](#)
 [Attachment 2 Expertise and Service Allocations](#)

Regional Housing Trust Fund Commission

14. **15-427** Regional Housing Trust Fund Application - Latitude Living Ltd. 521 Comerford Street, Esquimalt
- Recommendation:** (Amended by the RHTF at its April 17 meeting)
That a grant of \$425,000 from the Regional Housing Trust Fund (RHTF) be awarded to the Latitude Living Ltd. (the "Applicant") for the development of 34 units targeted towards sheltering of individuals having physical, mental health and addiction challenges at 521 Comerford Street in Esquimalt, subject to:
* the Applicant entering into a partnering agreement with the CRD pursuant to section 183 of the Local Government Act ;
* the Applicant meeting the terms of the RHTF Grant Funding Agreement and partnering agreement by May 29, 2015; and
* the receipt of a lease agreement prior to May 13, 2015.
(WP-Metchosin/N.Saanich/Saanich/ViewRoyal/Victoria/Sooke/Esquimalt/
C.Saanich/OakBay/Sidney/SSI EA; requires affirmative votes of one director from at least 3 of the participating areas)
- Attachments:** [Staff Report: RHTF Application, Latitude Living Ltd., 521 Comerford Street](#)
 [Appendix A: RHTF 521 Comerford Street Application for Funding](#)
 [Appendix B: Letter from First National Financial](#)
15. **15-428** Regional Housing Trust Fund Application - Habitat for Humanity, 4000 Cedar Hill Cross Rd., Saanich
- Recommendation:** (Amended by the RHTF at its April 17 meeting)
That a grant of \$60,000 from the Regional Housing Trust Fund be awarded to Habitat for Humanity to help create four units of housing, subject to meeting the terms of the RHTF Grant Funding Agreement by May 29, 2015.
(WP-Metchosin/N.Saanich/Saanich/ViewRoyal/Victoria/Sooke/Esquimalt/
C.Saanich/OakBay/Sidney/SSI EA; requires affirmative votes of one director from at least 3 of the participating areas)
- Attachments:** [Staff Report: RHTF Application - Habitat for Humanity](#)
 [Attachment: RHTF-Habitat for Humanity Victoria Application Form](#)

Regional Parks Committee

- 16. 15-347 Land Acquisition Fund Status**
- Recommendation:** 1) That this land acquisition fund status report be received for information;
2) That the information in this report be sent to municipal councils; and
3) That municipal councils be notified that CRD Regional Parks staff would attend a future council meeting to present the information, if invited.
(WP - All)
- Attachments:** [2015-04-15-LandAcquisitionFundStatusSR.docx](#)
- 17. 15-348 Island View Beach Regional Park Management Planning Public Participation Process - Results of Step 1 and Actions for Step 2**
- Recommendation:** 1) That the Results of Step 1 of the Island View Beach Regional Park Management Planning Public Participation Process be received for information;
2) That the public participation process for Step 2 be amended by adding an online response form, extending the timeline from April to July, and providing an opportunity for park visitors to identify issues and interests and complete a response form by having staff in the park at various times from May through July; and
3) That the timeline for Step 3 and Step 4 be amended to the fall 2015 and winter 2016 respectively.
(WP - All)
- Attachments:** [Staff Report IVB Step 1 Results](#)
[IVB Summary of Step 1 Attachment](#)
- 18. 15-355 Bylaw No. 4023 - Amendment of Bylaw No. 3675: Regional Parks Fees and Charges 2015-2016**
- Recommendation:** 1) That Bylaw No. 3675 "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 4023, 2015" be amended to exempt self-guided tour operators from the fees and charges.
2) That Bylaw No. 3675 "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 4023, 2015", as amended, be introduced and read a first time and second time.
3) That Bylaw No. 3675, as amended, be read a third time.
(WP All)
4) That Bylaw No. 3675, as amended, be adopted.
(WP All 2/3 maj.)
- Attachments:** [Staff Report Bylaw 4023 Regional Parks Fees and Charges](#)
[Bylaw No 4023 Amendment Bylaw Regional Parks Fees & Charges](#)
- 19. 15-361 Regional Trails Management Plan - Public and First Nations Participation Report**
- Recommendation:** That the Regional Trails Management Plan - Public and First Nations Participation Report be received for information.
(WP-All)
- Attachments:** [2015-04-15-RTMP_PublicandFirstNationsParticipationReportSR.docx](#)
[2015-04-15-RTMP_PublicAndFirstNationsParticipationReportSRAtt1.pdf](#)

6. ADMINISTRATION REPORTS**6.1. 15-474 Board Strategic Priorities**

Recommendation: That the Board Strategic Priorities for 2015-2018 be approved.
(NWA)

Attachments: [Staff Report: Board Strategic Priorities.pdf](#)
[Appendix A: CRD Board Draft Strategic Priorities 2015-2018.pdf](#)

6.2. 15-464 Ganges Wastewater System Assent Voting for Bylaw No. 4007

Recommendation: 1) That the following CRD Board motion of February 11, 2015 be rescinded:
That Capital Regional District staff implement referendum process under Section 801.2 of the Local Government Act if and when the grant application to the New Building Canada - Small Community Fund is approved;
and be replaced with:
That Capital Regional District staff implement a referendum process under Section 801.2 of the Local Government Act;
2) That Thomas F. Moore be appointed as Chief Election Officer with the power to appoint a Deputy Chief Election Officer(s);
3) That the wording of the bylaw question for the purposes of the ballot shall be as follows:
Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw No. 4007, "Ganges Wastewater System Loan Authorization Bylaw No. 1, 2015" authorizing the Capital Regional District to borrow an amount up to but not to exceed THREE MILLION NINE HUNDRED THOUSAND DOLLARS (\$3,900,000) for the purpose of administering, planning, designing, acquiring and constructing the capital renewal and upgrade of the Ganges Wastewater System.
YES or NO?";
4) That General Voting Day be held on Saturday, July 25, 2015 with the Advance Voting opportunities held on Wednesday, July 22, 2015 and Wednesday, July 15, 2015 at voting places to be determined by the Chief Election Officer; and
5) That the synopsis of Bylaw No. 4007, attached as Appendix A, be approved for advertising purposes.
(NWA)

Attachments: [Staff Report: Ganges Wastewater System Assent Voting for Bylaw No. 4007](#)
[Appendix A: Synopsis of Bylaw No. 4007](#)
[Appendix B: Bylaw No. 4007](#)

- 6.3. 15-469** Alternative Approval Process Results for Juan De Fuca Water Distribution Loan Authorization Bylaw No. 3981
- Recommendation:** 1) That the Board receive the attached Certificate of Results of Alternative Approval Process for Bylaw No. 3981.
(NWA)
2) That Bylaw No. 3981, "Juan de Fuca Water Distribution Facilities Loan Authorization Bylaw No. 1, 2014", be adopted.
(WA)
- Attachments:** [Staff Report: Alternative Approval Process Results for Juan De Fuca Water Dist](#)
[Appendix A: Certificate of Results of Alternative Approval Process for Bylaw No.](#)
[Appendix B: Bylaw No. 3981, Juan de Fuca Water Distribution Facilities Loan A](#)
- 6.4. 15-451** Regional Deer Management Strategy Update
- Recommendation:** That the Capital Regional District Board:
- Receive report PPS/RSP 2015-11 titled Regional Deer Management Strategy Update as the final report on the Regional Deer Management pilot project and endorse CRD recommendations to UBCM as noted in Appendix E and refer the report to the Planning, Transportation and Protective Services Committee for consideration as to whether an ongoing Deer Management or wildlife management service should be provided.
- Attachments:** [Staff Report: Regional Deer Management Strategy Update](#)
[Appendix A: Regional Deer Management Strategy](#)
[Appendix B: Oak Bay's "Lesson's Learned"](#)
[Appendix C: Letter from Peninsula Agricultural Commission](#)
[Appendix D: Letter from Islands Trust re: Fallow Deer Plan for Mayne Island](#)
[Appendix E: RDMS Requests to Ministry of Environment and Ministry of Forest](#)
- 6.5. 15-472** Animal Control Services Agreement between the Capital Regional District (CRD) and the District of Sooke
- Recommendation:** That the Animal Control Services Agreement between the CRD and the District of Sooke be approved and that the Board Chair and Corporate Officer be authorized to execute the Agreement.
(WA)
- Attachments:** [Staff Report: Animal Control Services Agreement between the CRD and Distric](#)
[Appendix A: Sooke Animal Control Services Agreement.pdf](#)

- 6.6. 15-477** Dedication of Land into Sooke Potholes Regional Park - Capital Regional District Bylaw No. 4026
- Recommendation:** That Bylaw No. 4026 "Regional Parkland Dedication Bylaw No. 1, 2015" be introduced and read a first and second time.
That Bylaw No. 4026 be read a third time.
(WA)
That Bylaw No. 4026 be adopted.
(WA 2/3 maj.)
- Attachments:** [Staff Report: Sooke Potholes Dedication Of Land](#)
[Attachment 1: Bylaw 4026, Regional Parkland Dedication Bylaw No. 1, 2015](#)
- 6.7. 15-484** Approval for Extension to Multi Material BC Statement of Work Agreement
- Recommendation:** That the Capital Regional District Board enter into a new four-year Statement of Work agreement with Multi Material BC for depot collection of residential packaging and printed paper.
(WA)
- Attachments:** [2015-05-13-SR-Board-ApprovalForExtensionToMMBCStatementOfWorkAgreer](#)
[2015-05-13-SR-Board-ApprovalForExtensionToMMBCStatementOfWorkAgreer](#)
- 6.8. 15-430** Public Hearing Report on Bylaw No. 3927 "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 144, 2014" (Board Voting Block B)
- Recommendation:** 1) That the minutes that form the Report of the Public Hearing, which is certified as a fair and accurate summary of the representations that were made at the Public Hearing held on April 27, 2015 for Bylaw No. 3927, "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 144, 2014" be received; and
- 2) That Bylaw No. 3927 be read a third time.
(NWP - JDF EA/C.Saanich/Highlands/Langford/Saanich Mayor)
- Attachments:** [Staff Report: Public Hearing on Bylaw No. 3927 "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 144, 2014"](#)
[Appendix A: Proposed Bylaw No. 3927](#)
[Appendix B: Report of the Public Hearing April 27, 2015](#)
- 6.9. 15-431** Public Hearing Report on Bylaw No. 3960 "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 145, 2014" (Board Voting Block B)
- Recommendation:** 1) That the minutes that form the Report of the Public Hearing, which is certified as a fair and accurate summary of the representations that were made at the Public Hearing held on April 27, 2015 for Bylaw No. 3960, "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 145, 2014" be received.
- 2) That Bylaw No. 3960 be read a third time.
(NWP - JDF EA/C.Saanich/Highlands/Langford/Saanich Mayor)
- Attachments:** [Staff Report: Public Hearing Report on Bylaw No. 3960 "Malahat Land Use Bylaw, 1981, Amendment Bylaw No. 145, 2014"](#)
[Appendix A: Proposed Bylaw No. 3960](#)
[Appendix B: Report of the Public Hearing April 27, 2015](#)

7. BYLAWS

- 7.1. **15-466** Bylaw No. 3973, "Juan De Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 122, 2014" (Board Voting Block A)

Recommendation: That Bylaw No. 3973 be adopted.
(NWP - JDF EA/Colwood/Langford/Metchosin/Sooke)

Attachments: [Bylaw 3973, Juan De Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 122.](#)

8. NEW BUSINESS

9. MOTION TO CLOSE THE MEETING

- 9.1. **15-503** Notice to Close the Meeting

Recommendation: That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district; (d) the security of the property of the regional district; (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (m) a matter that, under another enactment, is such that the public may be excluded from the meeting; and (2)(b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.
(NWA)

10. 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)