



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, January 13, 2016

1:30 PM

6th Floor Boardroom

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

2.1. 16-39 Minutes of CRD Board Meeting of December 9, 2015

Recommendation: That the minutes of the December 9, 2015 meeting be adopted as circulated.
(NWA)

Attachments: [Dec. 9, 2015 CRD Board Minutes](#)

3. REPORT OF THE CHAIR

3.1. Board Chair's Inaugural Speech

3.2. 16-47 Appointments to CRD Standing Committees, Select Committees and Other Bodies

Recommendation: That the Board receive the appointments and endorse the nominations and appointments put forward.
(NWA)

Attachments: [2016 Appointments Revised January 13](#)
[2016 Appointments Revised January 11](#)
[2016 Appointments](#)

3.3. 16-31 Appointments to the Capital Region Housing Corporation Board of Directors

Recommendation: That the Capital Regional District (CRD) Board, as the sole shareholder, authorize the CRD Chair to appoint four CRD Directors/Alternates to the Capital Region Housing Corporation Board for the term January 1 to December 31, 2016 and two community representatives, B. Braude and Rick Cooper, for the term of January 1, 2016 to December 31, 2017.
(NWA)

Attachments: [Staff Report: CRHC Appointments](#)

4. PRESENTATIONS/DELEGATIONS

4.1 Presentations

4.2 Delegations

- 4.2.1. 15-1325 Kelly Gorman, The Bottle Depot, re Residential Curbside Glass Collection for Recycling

Attachments: [Delegation Request: Kelly Gorman](#)
[Kelly Gorman Presentation](#)

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 on January 13, 2016 prior to the CRD Board meeting. The following are the staff recommendations:

1. 16-44 Follow Up to Technical and Financial Information Requests

Recommendation: 1. That staff be directed to proceed with public consultation on the financial and environmental analysis of the five option sets as presented in Draft Technical Memo #3 - Cost and Feasibility Analysis by Urban Systems/Carollo Engineers, in addition to the new option set as recommended by the Westside Select Committee; and
2. That it be recommended to the Board to amend the Workplan Overlay according to the Workplan presented in Appendix I.
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)

Attachments: [Staff Report: Follow Up to Technical & Financial Information Requests](#)
[Appendix A: Technical Memo #3](#)
[Appendix B: Technical Memo Supplement - Option 5 - Preliminary Costing](#)
[Appendix C: Memo - Resident's Distributed Tertiary Treatment](#)
[Appendix D: Life Cycle Costing Data for Options 1a, 1b, 2, 3 and 4](#)
[Appendix E: Cost Comparison - Previous LWMP and Current](#)
[Appendix F: Memo re Design Flows](#)
[Appendix G: Staff Report to Eastside and Westside Select Committees](#)
[Appendix H: Projected Capital Cost by Option \(Jan 8\)](#)
[Appendix I: Revised Work Plan Overlay \(Jan 2016\)](#)
[Staff Report COPY: Follow Up TechFinancial Info Requests](#)

2. 16-43 Urban Systems Contract 15-1834 - Scope Change No. 3

Recommendation: That the Core Area Liquid Waste Management Committee recommend to the Capital Regional District Board:
That the Request for Scope Change No. 3, as outlined in Urban Systems' letter of submittal dated January 5, 2016, in the amount of up to \$86,700 (excluding GST) be approved.
(WA)

Attachments: [Staff Report: Urban Systems Contract 15-1834 - Scope Change No. 3](#)
[Appendix A: Technical Oversight Panel TOR](#)
[Appendix B: Urban Systems Scope Change No. 3 Memo](#)

3. 16-19 Amendment to Section 7.0 of the Eastside Public Advisory

Committee Terms of Reference

Recommendation: The Eastside Wastewater Treatment and Resource Recovery Select Committee recommends to the Core Area Liquid Waste Management Committee to recommend to the Capital Regional District Board:
That section 7.0 of the terms of reference for the Eastside Public Advisory Committee be amended to add the words "or designated members", as follows:
"The Chair and Vice Chair or designated members of the Eastside Select Committee will also Chair and Vice Chair the Eastside Public Advisory Committee."
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)

Attachments: [Revised Terms of Reference Eastside Public Advisory Committee](#)

Environmental Services Committee (Items Postponed from Dec. 9, 2015 Board meeting)**4. 15-1273 Regional Source Control Program Five-Year Review (2009-2013) and Four-Year Implementation Plan (2016-2019)**

Recommendation: That the Environmental Services Committee recommend to the Capital Regional District Board:
1. That the Five-Year Review of the CRD's Source Control Program (2009-2013) be received for information and forwarded to the Ministry of Environment; and
2. That the Regional Source Control Program Four-Year Implementation Plan (2016-2019), attached as Appendix B, be approved.
(WP All)

Attachments: [Staff Report: Source Control Program Review and Implementation Plan](#)
[Appendix A: Five-Year Review of the CRD Source Control Program](#)
[Appendix B: Four-Year Implementaiton Plan for Source Control Program](#)

5. 15-1150 Hartland Landfill Environmental Program 2014 Annual Report

Recommendation: That the Environmental Services Committee recommend to the Capital Regional District Board:
1. That the draft Hartland Landfill Environmental Program 2014 Annual Report be approved; and
2. That staff be directed to forward the final annual report to the BC Ministry of Environment and post it on the Capital Regional District website.
(WP All)

Attachments: [Staff Report: Hartland Landfill Environmental Program 2014 Annual Report](#)
[Appendix A: Executive Summary](#)
[Appendix B 1: Hartland Landfill Environmental Program Annual Report](#)
[Appendix B 2: HL Groundwater, Surface Water & Leachate Monitoring Program](#)
[Appendix B 3: Hartland Landfill Gas Monitoring Annual Report](#)

6. 15-1152 Residential Curbside Glass Collection for Recycling

Recommendation: That the Environmental Services Committee recommend to the Capital Regional District Board:
That staff be directed to report on the potential ramifications if the Board were to reconsider curbside collection of glass.
(WP All)

Attachments: [Staff Report: Residential Curbside Glass Collection for Recycling](#)

7. **15-1245** Royal Bank of Canada Blue Water Grant Activities Summary
- Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District Board that this report be received for information.
(WP All)
- Attachments:** [Staff Report: RBC Blue Water Grant Activities Summary](#)
[Appendix A: RBC Blue Water Grant Activities Summary](#)
[Presentation: RBC Blue Water Project Summary of Deliverables](#)
[Staff Report Copy: RBC Blue Water Grant \[Word\]](#)

8. **15-1246** Invasive Species Management
- Recommendation:** That the Environmental Services Committee recommend to the Capital Regional District Board:
That the Capital Regional District continue to manage invasive species on lands under its responsibilities, enhance education and awareness of disposal options and overall invasive species management through existing programs, and add a second staff representative on CRISP to support that partnership.
(WP All)
- Attachments:** [Staff Report: Invasive Species Management](#)
[Appendix A: Summary of Invasive Species Management & CRD Activities](#)
[Staff Report Copy: Invasive Species Management \[Word\]](#)

Saanich Peninsula Wastewater Commission (Postponed from Dec. 9, 2015 Board meeting)

9. **15-1294** Motions from the Saanich Peninsula Wastewater Commission Re: Wastewater Solids Processing Options
- Recommendation:** October 15, 2015
1. That the Saanich Peninsula Wastewater Commission seek support from the CRD Board for a pilot program to handle Biosolids at the Saanich Peninsula Wastewater Treatment Plant.
(NWA)
November 19, 2015
2. That the Saanich Peninsula Wastewater Commission advise the Core Area Liquid Waste Management Committee, through the CRD Board, that the Saanich Peninsula Wastewater Commission would like the Saanich Peninsula to be a component of the public consultation process with regard to wastewater solids processing options.
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)
3. That the Saanich Peninsula Wastewater Commission advise the CRD Board that they would like to be involved in discussions regarding solids management and direct staff and the Chair of the Saanich Peninsula Wastewater Commission to discuss how this can happen with the Chair of the Core Area Liquid Waste Management Committee.
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria, View Royal)
4. That the 2016 operating treatment and disposal budget be amended to include \$100,000 towards potential pilot studies or research into disposal of solid waste resulting from the Peninsula treatment plant.
(WA)
- Attachments:** [Background For SPWWC Resolutions](#)

6. ADMINISTRATION REPORTS**6.1. 16-5** Bylaw No. 4052 - Loan Authorization Bylaw for Real Property Acquisition (Sooke and Electoral Area Recreation and Facilities)

Recommendation: a) That Bylaw No. 4052, "Sooke and Electoral Area Recreation and Facilities Loan Authorization Bylaw No. 1, 2016" be introduced and read a first and second time.
b) That Bylaw No. 4052 be read a third time.
(WA)
c) That staff be directed to conduct a referendum process for Bylaw No. 4052.
(NWA)

Attachments: [Staff Report: Bylaw 4052 SEAPARC Real Property Loan Authorization](#)
[Appendix: LA Bylaw 4052](#)

6.2. 16-7 Parcel Tax Roll Review Panel

Recommendation: That the Capital Regional District Board:
Appoint the following individuals to the Parcel Tax Roll Review Panel on matters of parcel taxes for the year 2016 to be held on Wednesday, March 9, 2016 at 12:00 p.m. in Room 651 of the Capital Regional District offices, 625 Fisgard Street, Victoria, BC.
- Barbara Desjardins, CRD Board Chair
- Mike Hicks, Director, Juan de Fuca Electoral Area
- David Howe, Director, Southern Gulf Islands Electoral Area
- Wayne McIntyre, Director, Salt Spring Island Electoral Area
(NWA)

Attachments: [Staff Report: Parcel Tax Roll Review Panel](#)

6.3. 16-30 2016 Budget Items Pre-Approvals

Recommendation: That the Capital Regional District Board authorize staff to incur expenditures referenced in the 2016 Budget Items Pre-Approvals Report prior to adoption of the 2016 Financial Plan.
(WA)

Attachments: [Staff Report: 2016 Budget Items Pre-Approvals](#)

6.4. 16-35 2016 Board Standing and Select Committees - Terms of Reference

Recommendation: 1. That the terms of reference for the 2016 Board Standing Committees as attached in Appendix C be received and referred to the respective Standing Committees for review and approval;
2. That the revised terms of reference for the Special Task Force on First Nations Engagement, Special Task Force on Integrated Resource Management, and the Transportation Select Committee as attached in Appendix D be approved; and
3. That a status update on the 2015-2018 Board Strategic Priorities and Corporate Plan initiatives be prepared for each committee for review and confirmation.
(NWA)

Attachments: [Staff Report: 2016 Committee Terms of Reference](#)
[Appendix A: Report to Governance Committee Nov. 18, 2015](#)
[Appendix B: Revised Table Action in Response to Advocacy Initiatives](#)
[Appendix C: Standing Committee Terms of Reference](#)
[Appendix D: Select Committee Terms of Reference](#)

6.5. 16-36 Hauling and Processing Kitchen Scraps - Award of Contract 15-1851

Recommendation: That the Capital Regional District Board award Contract 15-1851, Hauling and Processing Kitchen Scraps, to D.L. Bins Ltd. from March 1, 2016 to February 28, 2018, at a rate per tonne of \$114.50/tonne, for an estimated cost of \$1,145,000 per year. (WA)

Attachments: [Staff Report: Hauling & Processing Kitchen Scraps - Award of Contract](#)

7. BYLAWS**7.1. 16-20 Bylaw No. 4028, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 125, 2015" - VOTING BLOCK A**

Recommendation: That Bylaw No. 4028 be adopted.
(NWP - JDF EA/Colwood/Langford/Metchosin/Sooke)

Attachments: [Bylaw 4028, JDF Land Use Amend 125, 2015](#)

8. MOTIONS WITH NOTICE (Items Postponed from Dec. 9, 2015 CRD Board meeting)**8.1. 15-1303 Canada Goose Management - Director Hicks**

Recommendation: That the CRD send correspondence requesting that the Rural Municipalities of North Saanich, Central Saanich, Saanich, Metchosin and Sooke adopt the following amendment to their Firearms bylaw:

"Any landowner or nominee with a current Canadian Wildlife Service Crop Protection permit, may hunt on their permitted lands using the Federal Migratory Birds regulations and in possession of a valid federal Migratory Game Bird Hunting Permit."
(NWA)

Attachments: [Canada Goose Management](#)

8.2. 15-1301 Traditional Shellfish Harvesting on the Saanich Peninsula - Director Isitt

Recommendation: THAT the CRD Board direct staff to convene a meeting with First Nations on the Saanich Peninsula and other levels of government to explore the current environmental status of shellfish resources, any gaps in monitoring and to understand the CRD's role in the regulatory regime that oversees the closures. This meeting would also explore how to restore shellfish harvesting sites with the goal of supporting local First Nations in once again harvesting shellfish safely.
(NWA)

Attachments: [Traditional Shellfish Harvesting on the Saanich Peninsula](#)

[Appendix 1: Tsawout First Nation Letter](#)

[Appendix 2: Gary Holman MLA](#)

[Appendix 3: Saanich Inlet Protection Society](#)

[Appendix 4: Residents and Ratepayers of Central Saanich Society](#)

[Appendix 5: Surfrider Foundation](#)

[Appendix 6: Peninsula Streams Society](#)

8.3. 15-1302 Regional Response to the Truth and Reconciliation Commission Calls to Action - Director Alto

Recommendation: THAT the Capital Regional District Board ask its staff to consider the 'calls to action' in the Truth and Reconciliation final report, and report back to the Board, before March 9, 2016, with recommendations on how to move forward on the actions recommended by the Truth and Reconciliation Commission that are within the Region's jurisdiction to act. (NWA)

Attachments: [Regional Response to Truth & Reconciliation Commission](#)

9. NEW BUSINESS

16-67 Purchase of Aquatic Weed Harvester for Elk/Beaver Lake

Recommendation: That staff be directed to purchase an aquatic weed harvester from the Aquatic Weed Harvester Company at a cost of \$298,937.91 plus recalculation based on exchange rates at the time of purchase to a total maximum of \$330,000.00 in Canadian dollars. (WP All)

Attachments: Staff Report: Purchase of Aquatic Weed Harvester

10. MOTION TO CLOSE THE MEETING

10.1. 16-40 Motion to Close the Meeting

Recommendation: That the Board close the meeting 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; (c) labour relations or other employee relations; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (NWA)

11. 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)