



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, November 8, 2023

1:00 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. CALL TO ORDER
2. TERRITORIAL ACKNOWLEDGEMENT
3. ELECTION OF CRD BOARD CHAIR
4. ELECTION OF CRD BOARD VICE CHAIR
5. RECESS FOR MEETING OF THE CAPITAL REGION HOUSING CORPORATION BOARD AND THE CAPITAL REGIONAL HOSPITAL DISTRICT BOARD
6. INAUGURAL ADDRESS OF THE CHAIR
7. APPROVAL OF THE AGENDA
8. ADOPTION OF MINUTES

8.1. [23-841](#) Minutes of the October 11, 2023 and the minutes of the October 25, 2023 Capital Regional District Board meetings

Recommendation: That the minutes of the Capital Regional District Board meetings of October 11, 2023 and October 25, 2023 be adopted as circulated.

Attachments: [Minutes - October 11, 2023](#)
[Minutes - October 25, 2023](#)

8.2. [23-843](#) Minutes of Previous Committee and Commission Meetings

Recommendation: That the minutes of the of the Committee of the Whole meeting of October 25, 2023 be adopted as circulated.

Attachments: [Minutes - October 25, 2023](#)

9. 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 at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting 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.

10 CONSENT AGENDA

10.1. [23-804](#) Appointment of Officers

Recommendation: 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, Michael Simard and Dania Vivash, be appointed as Assistant Bylaw Enforcement Officers.
(NWA)

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

10.2. [23-828](#) Community Emergency Preparedness Fund Grant: Volunteer & Composite Fire Department Training & Equipment 2023 Application

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board: That staff be instructed to apply for, negotiate, and if successful, enter into an agreement, and do all such things necessary for accepting grant funds and overseeing grant management for the proposed project.
(NWA)

Attachments: [Staff Report: CEPF Grant: Vol & Composite Fire Dpt Train & Equip](#)
[Appendix A: UBCM Vol & Composite Fire Dpt Training & Equip't](#)

- 10.3.** [23-829](#) British Columbia Active Transportation Network Planning Grant Application - Active Transportation Network Plan for Juan de Fuca
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:
- 1) That an application to the British Columbia Active Transportation Network Planning Grant Program for the purpose of developing an Active Transportation Network Plan for the Juan de Fuca Electoral Area, be supported;
 - 2) That the funding provided through the British Columbia Active Transportation Network Planning Grant Program will be matched by an equal amount from the Juan de Fuca Electoral Area Parks and Recreation service; and
 - 3) That staff be instructed to apply for, negotiate, and if successful, enter into an agreement and do all such things necessary for accepting the British Columbia Active Transportation Network Planning Grant funds and overseeing grant management for the proposed project.
(NWA)
- Attachments:** [Staff Report: Active Transport'n Infrastructure Grant App](#)
 [Appendix A: Policies & Objectives from the OCPs](#)
 [Appendix B: Policies & Object's from 2023 Comm Parks & Rec Strat Plan](#)
 [Appendix C: Grant Program Application Form](#)
 [Appendix D: JdFEA Parks & Rec Adv Commiss Sep 26/23 mtg mins](#)
- 10.4.** [23-818](#) British Columbia Active Transportation Infrastructure Grant Application - Schooner Way School Trail for Southern Gulf Islands
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:
- 1) That an application to the British Columbia Active Transportation Infrastructure Grant Program for the purpose of constructing the shovel-ready, priority Schooner Way School Trail on North Pender Island be supported;
 - 2) That the funding provided through the British Columbia Active Transportation Infrastructure Grant Program will be matched by an equal or greater amount from the Southern Gulf Islands Electoral Area, Pender Island Parks and Recreation service; and
 - 3) That staff be instructed to apply for, negotiate, and if successful, enter into an agreement and do all such things necessary for accepting the British Columbia Active Transportation Infrastructure Grant funds and oversee grant management for the proposed project.
(NWA)
- Attachments:** [Staff Report: BC Active Transportation Infrastructure Grant Application](#)
 [Appendix A: Grant Program Application Form](#)
 [Appendix B: SGI Active Transportation Plan](#)
- 10.5.** [23-851](#) Salt Spring Island Candidate Disqualification (Elections BC)
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: SSI Candidate Disqualification \(Elections BC\)](#)
 [Appendix A: Notice of Failure to File \(Elections BC\)](#)
 [Appendix B: Campaign Financing & Candidate Disclosure Forms](#)

10.6. [23-713](#) Implications of Regulating Curbside Organics Collection

Recommendation: [At the October 18, 2023 Environmental Services Committee meeting, the recommendation was amended directing staff to report back on pathways to mandatory separation as follows:]
That the Environmental Services Committee recommends to the Capital Regional District Board:
That staff continue implementing the organics diversion strategy as currently outlined in the new Solid Waste Management Plan, and evaluate and report to committee on pathways to mandatory separation of curbside collection and diversion of organics.
(NWA)

Attachments: [Staff Report: Implications of Regulating Curbside Organics Collection](#)
 [Appendix A: Collection by Municipality by Material Type and Sector](#)

10.7. [23-649](#) Capital Regional District External Grants Update

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: CRD External Grants Update](#)
 [Appendix A: 2023 External Grants Dashboard](#)
 [Appendix B: 2023 Grant Alerts](#)

10.8. [23-526](#) 2024 Budget for the Royal Theatre Service and the McPherson Playhouse Service

Recommendation: The Royal and McPherson Theatres Services Advisory Committee recommends to the Finance Committee to recommend to the Capital Regional District Board:
1. That the maximum allowable contribution amount of \$580,000 be approved for the Royal Theatre service; and
2. That the maximum allowable contribution amount of \$750,000 be approved for the McPherson Playhouse service.
(WP - Oak Bay, Saanich, Victoria)

Attachments: [Staff Report: 2024 Budget Royal Theatre & McPherson](#)
 [Appendix A: 2022 Financial Stmts Royal & McPherson](#)
 [Appendix B: 2024 Budget for Royal Theatre](#)
 [Appendix C: 2024 Budget for McPherson](#)
 [Appendix D: CRD Community Needs Summary Arts & Rec](#)

10.9. [23-584](#) 2023/24 B.C. Active Transportation Infrastructure Grant Application - Merchant Mews Pathway

Recommendation: The Salt Spring Island Local Community Commission recommends to the Capital Regional District Board:
That approval be given to submit a 2023/24 Active Transportation Infrastructure grant application for the Salt Spring Island Merchant Mews pathway project in the amount of \$160,000; and further that the project proceed as soon as project funding is approved and local weather conditions allow.
(NWA)

Attachments: [Staff Report: Merchant Mews Pathway Active Trans. Grant](#)

11. ADMINISTRATION REPORTS

- 11.1. [23-746](#) Bylaw No. 4572 - Management of Onsite Sewage Systems Service Establishment Bylaw, 2007, Amendment Bylaw No. 1, 2023
- Recommendation:** 1. That Bylaw No. 4572, "Management of Onsite Sewage Systems Service Establishment Bylaw, 2007, Amendment Bylaw No. 1, 2023", be introduced and read a first, second and third time;
(NWA)
2. That participating area approval be obtained from two-thirds consent of participants;
3. That Bylaw No. 4572 be forwarded to the local public health officer for comment; and
4. That Bylaw No. 4572 be referred to the Inspector of Municipalities for approval.
(NWA)
- Attachments:** [Staff Report: Bylaw No. 3478 - Onsite Service Bylaw Amendment](#)
[Appendix A: Letter from North Saanich Re: Bylaw No. 3478](#)
[Appendix B: Bylaw No 4572 Onsite Service Establishment Amendment No 1](#)
[Appendix C: Bylaw No 3478 Onsite Service Establishment - Blackline Version](#)
- 11.2. [23-819](#) British Columbia Active Transportation Infrastructure Grant Application - Regional Trestles Renewal, Trails Widening and Lighting Project (Section A, Phase A)
- Recommendation:** 1) That the Board support the application to the British Columbia Active Transportation Infrastructure Grant Program for the priority Regional Trestles Renewal, Trail Widening and Lighting Project (Section A, Phase A);
2) That the funding provided through the British Columbia Active Transportation Infrastructure Grant Program will be matched by an equal or greater amount from the Regional Parks service; and
3) That staff be instructed to apply for, negotiate, and if successful, enter into an agreement and do all such things necessary for accepting British Columbia Active Transportation Infrastructure Grant funds and oversee grant management for the proposed project.
(NWA)
- Attachments:** [Staff Report: BC Active Transportation Infrastructure Grant](#)
[Appendix A: Map-Reg Trestles Renewal, Trails Widening & Lighting](#)
[Appendix B: Grant Program Application Form](#)

12. REPORTS OF COMMITTEES

Finance Committee

12.1. [23-750](#) Bylaw Nos. 4585, 4583 and 4584: Amendments to Operating Reserve Fund Bylaw Nos. 4102, 4144 and 4146.

- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4585 cited as the "Capital Regional District Regional Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 4, 2023" be introduced and read a first, second and third time.
(WA)
 2. That Bylaw No. 4585 be adopted.
(WA, 2/3rds on adoption)
 3. That Bylaw No. 4583 cited as the "Capital Regional District Sewer and Water Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 3, 2023" be introduced and read a first, second and third time.
(WA)
 4. That Bylaw No. 4583 be adopted.
(WA, 2/3rds on adoption)
 5. That Bylaw No. 4584 cited as the "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 4, 2023" be introduced and read a first, second and third time.
(WA)
 6. That Bylaw No. 4584 be adopted.
(WA, 2/3rds on adoption)

- Attachments:** [Staff Report: Bylaw Nos. 4585, 4583 and 4584 Amendments to ORF](#)
[Appendix A: Bylaw4585 - ORF Regional Services](#)
[Appendix B: Bylaw 4583 - ORF Water Sewer](#)
[Appendix C: Bylaw 4584 - ORF Electoral Areas](#)

12.2. [23-744](#) Bylaw No. 4577: Revenue Anticipation (General Purpose) Bylaw No. 1, 2023

- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4577, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2023" be introduced and read a first, second, and third time.
(WA)
 2. That Bylaw No. 4577 be adopted.
(WA, 2/3rds on adoption)

- Attachments:** [Staff Report: Bylaw No. 4577 Revenue Anticipation](#)
[Appendix A: Bylaw No. 4577](#)

Planning & Protective Services Committee

12.3. [23-696](#) Canvas Local Governments for Participants in the Foodlands Access Service

Recommendation: [At the October 18, 2023 Planning and Protective Services Committee meeting, the recommendation was amended with the addition of cost apportionment based on full regional participation which has been attached as SUPPLEMENTAL:]
The Planning and Protective Services Committee recommends to the Capital Regional District Board:

That staff be directed to canvas local governments for interest in participation in a new Foodlands Access Service, receive feedback about the proposed service and draft a service establishment bylaw based on input, and that additional cost apportionment be a part of the package and available to municipalities and electoral areas based on full regional participation.
(NWA)

Attachments: [Staff Report: Canvas Local Govts Participants Foodlands Svc](#)
[Appendix A: Bear Hill Farm Location Map](#)
[Appendix B: Foodlands Access Service Information Package](#)
[Supplemental: Regional Cost Share Estimate](#)

13. BYLAWS**14. NOTICE(S) OF MOTION****14.1.** [23-810](#) Motion with Notice: Regional Growth Strategy Update (Director de Vries)

Recommendation: [At the October 18, 2023 Planning and Protective Services Committee meeting, the following notice of motion was read into the record to be discussed at the next Board meeting:]
That staff report back on the timing and implications of the work required to consider an update to the Regional Growth Strategy in 2026.

15. NEW BUSINESS**16. MOTION TO CLOSE THE MEETING****16.1.** [23-728](#) 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 in accordance with Section 90(1)(c) of the Community Charter. [1 item]
3. That the meeting be closed for Proposed Service in accordance with Section 90(1)(k) 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 Intergovernmental Negotiations in accordance with Section 90(2)(b) of the Community Charter. [1 Item]

17. RISE AND REPORT

18. 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)