

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

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Wednesday, January 10, 2024

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. [24-040](#) Minutes of the December 13, 2023 Capital Regional District Board Meeting

**Recommendation:** That the minutes of the Capital Regional District Board meeting of December 13, 2023 be adopted as circulated.

**Attachments:** [Minutes - December 13, 2023](#)

### 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 at [www.crd.bc.ca/address](http://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](mailto:crdboard@crd.bc.ca).*

### 6. CONSENT AGENDA

6.1. [23-975](#) Capital Regional District 2023 Audit Planning Discussion

**Recommendation:** The Finance Committee recommends to the Capital Regional District Board: That the Capital Regional District 2023 Audit Plan developed by KPMG be approved. (NWA)

**Attachments:** [Staff Report: CRD 2023 Audit Planning Discussion](#)  
[Appendix A: KPMG CRD 2023 Audit Planning Report](#)

**6.2.**      [23-976](#)      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](#)

**7. ADMINISTRATION REPORTS****7.1.**      [24-027](#)      CAO Quarterly Progress Report No. 4, 2023

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

**Attachments:**      [Staff Report: CAO Quarterly Progress Report No. 4, 2023](#)  
                          [Appendix A: Photographs of Corporate Activities and Initiatives](#)  
                          [Appendix B: Board Priorities Dashboard Progress Q4, 2023](#)  
                          [Appendix C: Board Priorities Dashboard - Summary of Completed Actions](#)  
                          [Appendix D: Staff Report - Capital Regional District Advocacy Strategy](#)  
                          [Appendix E: Advocacy Dashboard Q4, 2023](#)  
                          [Appendix F: Operating Variance Financial Report Q3, 2023](#)  
                          [Appendix G: Capital Variance Financial Report Q3, 2023](#)  
                          [Appendix H: Human Resources Trends and Corporate Safety](#)

**7.2.**      [24-048](#)      Long-Term Biosolids Management Planning - Consultation Update

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

**Attachments:**      [Staff Report: Long-Term Biosolids Management Planning - Consultation Update](#)

**8. REPORTS OF COMMITTEES****Finance Committee****8.1.**      [23-977](#)      Bylaw No. 4597: Security Issuing Bylaw, Spring 2024

**Recommendation:** The Finance Committee recommends to the Capital Regional District Board:  
1. That Bylaw No. 4597, "Security Issuing Bylaw No. 1, 2024", be introduced and read a first, second and third time; and  
(WA)  
2. That Bylaw No. 4597 be adopted.  
(WA, 2/3rds on adoption)

**Attachments:**      [Staff Report: Bylaw No. 4597 Security Issue 2024 Spring](#)  
                          [Appendix A: Bylaw No. 4597](#)

8.2. [24-002](#) Bylaw No. 4596: Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024

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

1. That Bylaw No. 4596, "Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024", be introduced and read a first, second and third time; and (WA)
2. That participating area approval for Bylaw No. 4596 be obtained by way of the municipal consent process for North Saanich, Central Saanich and Sidney, and if successful, be referred to the Inspector of Municipalities for approval. (NWA)

**Attachments:** [Staff Report: Bylaw No. 4596 San Pen WW](#)  
[Appendix A: Bylaw No. 4596](#)

## 9. BYLAWS

## 10. NOTICE(S) OF MOTION

## 11. NEW BUSINESS

## 12. MOTION TO CLOSE THE MEETING

12.1. [24-041](#) 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 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 item]
5. That the meeting be closed for a Legal Update in accordance with Section 90(1)(i) of the Community Charter. [1 item]

## 13. 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)**