



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

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Wednesday, February 14, 2024

1:05 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. [24-169](#) Minutes of the January 10, 2024 Capital Regional District Board Meeting

**Recommendation:** That the minutes of the Capital Regional District Board meeting of January 10, 2024 be adopted as circulated.

**Attachments:** [Minutes - January 10, 2024](#)

### 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. [24-151](#) Union of British Columbia Municipalities Grant for Emergency Support Services - Motion of Support

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board: That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness for the Emergency Support Services Grant 2024 and direct staff to provide overall grant management. (NWA)

**Attachments:** [Staff Report: UBCM Grant for ESS - Motion of Support](#)

[Appendix A: UBCM ESS 2024 Application Form](#)

6.2. [24-195](#) Municipal and Regional District Tax: Designation of Southern Gulf Islands Tourism Partnership Society as the Designated Destination Management Organization

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board: That the CRD Board Chair write a letter of support for Destination BC to designate the Southern Gulf Islands Tourism Partnership as the Destination Marketing Organization for the next five years for the Southern Gulf Islands and Salt Spring Island Electoral Areas as the designated accommodation area.  
(NWA)

**Attachments:** [Staff Report: MRDT Designation of SGITP](#)

6.3. [24-057](#) Measures to Reduce Regional Greenhouse Gas Emissions

**Recommendation:** [At the January 17, 2024 Environmental Services Committee meeting, the recommendation was amended to add specific wording around climate mitigation and 2038 GHG targets and adding part 3 (modelling expanded mass transit) as follows:] The Environmental Services Committee recommends to the Capital Regional District Board:  
That the Climate Action service initiate a 2024 budget amendment for \$190,000 utilizing existing service budget reserves to accelerate climate mitigation action in order to get on track to achieve our 2038 GHG targets, including to accommodate:  
1. a one-year auxiliary term position to develop a community mobilization program and undertake regional education activities; and  
2. additional policy analysis, regulatory reviews, and greenhouse gas (GHG) modelling related to innovative policy approaches identified through the GHG policy mapping initiative.  
3. to report back on modelling expanded mass transit in the CRD and its potential climate impacts.  
(WA)

**Attachments:** [Staff Report: Measures to Reduce Greenhouse Gas Emissions](#)  
[Appendix A: 2022 Greenhouse Gas Emissions Summary](#)  
[Appendix B: Capital Region-Wide GHG Climate Action Strategy Scenario](#)  
[Appendix C: CRD GHG Emissions Policy Mapping - Memo from Introba](#)

**6.4.**      [24-056](#)      Boats Management Options in Regional Waters for Local Governments

**Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:  
1. That staff host a regional workshop regarding boats management options for local governments.  
(NWA)  
[At the January 17, 2024 Environmental Services Committee meeting, the following motion arising was carried:]  
The Environmental Services Committee recommends to the Capital Regional District Board:  
2. That Chair Plant contact appropriate provincial and federal ministers requesting their participation as well as their senior staff at the workshop.  
(NWA)

**Attachments:**      [Staff Report: Boats Management Options in Rgnl Waters for Local Gov'ts](#)  
[Appendix A: 2021 Inventory of Boats/PMBs - Tsehum Harbour/Brentwood](#)  
[Appendix B: Private Mooring Buoys Regulation Options](#)

**6.5.**      [24-060](#)      2024 Appointments Advisory Committee

**Recommendation:** [At the February 7, 2024 Governance Committee meeting, Vice Chair Goodmanson, and Director Brice volunteered to serve on the Appointments Advisory Committee:]  
The Governance Committee recommends to the Capital Regional District Board:  
That the membership of the Appointments Advisory Committee for 2024 include Governance Committee Chair Little and the following two committee members:  
Governance Committee Vice Chair Goodmanson and Director Brice.  
(NWA)

**Attachments:**      [Staff Report: 2024 Appointments Advisory Committee](#)  
[Appendix A: CRD Appointment of Public Members To External Boards Policy](#)

**6.6.**      [24-146](#)      CRD Engagement Practices and Platforms

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

**Attachments:**      [Staff Report: CRD Engagement Practices and Platforms](#)  
[Appendix A: Summary of Engagement Platforms - LG & RD](#)

**6.7.**      [24-153](#)      Board Code of Conduct - Draft Bylaw Review

**Recommendation:** [At the February 7, 2024 Governance Committee meeting, the recommendation was amended to add item #3 and carried as follows:]  
The Governance Committee recommends to the Capital Regional District Board:  
1. That staff be directed to finalize the Board Code of Conduct Bylaw inclusive of the terms set out in the draft attached at Appendix A.  
2. That the Board Code of Conduct Bylaw go directly to the Regional Board for readings and adoption at the March Board meeting.  
3. Direct staff modify bylaw Section 18 to reference Board Chair and CAO as the parties to whom a Board Member may submit a complaint.  
(NWA)

[At the February 7, 2024 Governance Committee meeting, the following three motions arising were carried:]  
The Governance Committee recommends to the Capital Regional District Board:  
4. Staff bring forward a document for Directors to sign to show their acceptance and support for the Code of Conduct following adoption of the bylaw.  
5. That staff develop a reporting out mechanism for the committee to review and conduct a review of this bylaw after the first year and report back to the Governance Committee.  
6. That staff be directed to include a separate one-page flowchart of the Board Code of Conduct for easy Board reference.  
(NWA)

**Attachments:**      [Staff Report: Board Code of Conduct - Draft Bylaw Review](#)  
                                 [Appendix A: Board Code of Conduct Bylaw \(Draft\)](#)

**6.8.**      [24-128](#)      Future Housing Priorities and Partnerships Framework

**Recommendation:** [At the February 7, 2024 Hospitals and Housing Committee meeting, presentations were made by the consultants for the CRD Regional Housing Acquisition Study and Rural Housing Program Pilot Financial Analysis. Both presentations are attached.] The Hospitals and Housing Committee recommends to the Capital Regional District Board:

1. That staff begin advancing efforts under the Regional Housing: Acquisition Strategy; and

(WP - All)

2. That the CRD negotiate and execute a Memorandum of Understanding with the Southern Gulf Islands Tourism Partnership to receive \$100,000 for staff coordination of the Rural Housing Program pilot scoping.

(WA)

[At the February 7, 2024 Hospitals and Housing Committee meeting, the following motion arising was carried:]

The Hospitals and Housing Committee recommends to the Capital Regional District Board:

3. That the Rural Housing Pilot Project Analysis and recommendations be referred to the Electoral Areas Committee for their review and possible recommendations to the Board.

(NWA)

**Attachments:**      [Staff Report: Future Housing Priorities & Partnerships Framework](#)  
[Appendix A: Future Housing Priorities & Partnerships White Paper](#)  
[Appendix B: Regional Housing: Acquisition Strategy](#)  
[Appendix C: Rural Housing Pilot Project Analysis](#)  
[Appendix D: Rural Housing Program Pilot \(2024\)](#)  
[Presentation: CRD Regional Housing Acquisition Study](#)  
[Presentation: Rural Housing Program Pilot Financial Analysis](#)

**6.9.**      [24-101](#)      Reaching Home Program Agreement

**Recommendation:** The Hospitals and Housing Committee recommends to the Capital Regional District Board:  
That Capital Regional District staff be authorized to negotiate, execute agreements with the Government of Canada and receive funds through the Reaching Home Program and do all things incidental to finalize such agreements and deliver the program.

(WA)

**Attachments:**      [Staff Report: Reaching Home Program Agreement](#)  
[Appendix A: Reaching Home Program Sub-Projects 2023-24](#)  
[Appendix B: Reaching Home Program CAB Terms of Reference](#)  
[Appendix C: Draft Reaching Home Prgm Amend't Agrmt 2024-2026](#)

**6.10.**     [24-029](#)     Regional Growth Strategy Indicators Report

**Recommendation:** [At the January 17, 2024 Planning and Protective Service Committee, the report was presented for information and the following motion arising was carried:]  
The Planning and Protective Services Committee recommends to the Capital Regional District Board:  
That staff include the Regional Growth Strategy Indicators report and appendix as part of future Board Strategic Priorities check-ins.  
(NWA)

[REVISED APPENDIX A attached. Two sections of the RGS indicators report have been updated to clarify information, no substantive changes to data or findings were made, as follows:

- Indicator 2.2b Average residential water consumption: The "How we are doing" section has been updated to clarify the driving factors behind the reduction and then stabilization of water consumption.

- Indicator 4.1a Percentage of total trips made by walking, cycling, and transit in the Growth Management Planning Area: A legend has been added to clarify the mode share for each data set in the bar graph.]

**Attachments:**     [Staff Report: Regional Growth Strategy Indicators Report](#)  
[Appendix A \(Revised\): 2023 RGS Indicators Report](#)  
[Appendix A: 2023 Regional Growth Strategy Indicators Report](#)

**6.11.**     [24-051](#)     Capital Regional District Emergency HazMat Team Service Review

**Recommendation:** The Planning and Protective Services Committee recommends to the Capital Regional District Board:  
That staff be directed to distribute the report and to engage interest holders and to report back to the Committee with an implementation plan.  
(NWA)

**Attachments:**     [Staff Report: CRD Emergency HazMat Team Service Review](#)  
[Appendix A: Emergency HazMat Response Team Service Review](#)

**6.12.**     [24-062](#)     Island View Beach Regional Park Campground - Operating Season Extension Pilot

**Recommendation:** The Regional Parks Committee recommends to the Capital Regional District Board:  
That the operating season for the Island View Beach Regional Park campground be extended to the end of the Thanksgiving weekend each year.  
(WP - All)

**Attachments:**     [Staff Report: IVBRP Campground – Operating Season Extension Pilot](#)  
[Appendix A: IVBRP Campground Map](#)

**6.13.**     [24-085](#)     Regional Parks Internal Inclusion and Accessibility Audit

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

**Attachments:**     [Staff Report: Regional Parks Internal Inclusion & Accessibility Audit](#)  
[Appendix A: Accessible Nature-Based Outdoor Rec Opportunities Study](#)  
[Presentation: Regional Parks Internal Inclusion & Accessibility Audit](#)

**6.14.**     [24-059](#)     Regional Water Supply 2024 Capital Plan Update

**Recommendation:** That the Regional Water Supply Commission recommends that the Capital Regional District Board:  
Approve updating the 2024 Regional Water Supply Service Capital Budget and Five Year Capital Plan to include 2024 budget updates for projects 24-19, 20-16, 20-17, 21-03, 19-16, 18-18 and 21-11 as outlined in Appendix A.  
(WP - All except SGI & SSI)

**Attachments:**     [Regional Water Supply 2024 Capital Plan Update](#)  
                          [Appendix A: Updated 2024-2028 Regional Water Five Year Capital Plan](#)

**6.15.**     [24-175](#)     2024 Committee and External Membership Appointments - Update #1

**Recommendation:** That the Board receive for information the updated 2024 Committee and External Membership Appointments as attached.  
(NWA)

**Attachments:**     [2024 Board & Committee Membership Appointments](#)

**7. ADMINISTRATION REPORTS****7.1.**     [24-174](#)     AAP Results & Adoption for Bylaw 4552 - Borrowing for Land Assembly, Housing and Land Banking Service

**Recommendation:** 1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4552 (Appendix B) be received; and  
(NWA)  
2. That Bylaw No. 4552, "Land Assembly, Housing and Land Banking Loan Authorization Bylaw No. 3, 2023" be adopted.  
(WA)

**Attachments:**     [Staff Report: AAP Results for Bylaw No. 4552 - Borrowing for Land & Housing](#)  
                          [Appendix A: Bylaw No. 4552](#)  
                          [Appendix B: Certificate of Results for Bylaw No. 4552](#)

**7.2.**     [24-093](#)     The History and Possible Future of the Performing Arts Facilities Select Committee

**Recommendation:** That Capital Regional District 10b-2 to "scale up regional support for performing arts facilities within the region" be evaluated in terms of its scope and level of priority along with consideration to establish a new select committee at the next annual check-in of the 2023-2026 CRD Corporate Plan in late spring 2024.  
(NWA)

**Attachments:**     [Staff Report: History Possible Future PAFSC](#)  
                          [Appendix A: Stage One Report on PAF in the CRD](#)  
                          [Appendix B: ToR 2021 PAFSC](#)  
                          [Appendix C: Service Plan 2021 Performing Arts Facilities](#)  
                          [Appendix D: Estimated Costs 2021 Performing Arts Facilities](#)

- 7.3. [24-137](#) Recommendation to Award Contract 2023-909, East Coast Interceptor and Bowker Sewer Rehabilitation 2024
- Recommendation:** That Contract No. 2023-909, East Coast Interceptor and Bowker Sewer Rehabilitation 2024, be awarded to Insituform Technologies Ltd. for an amount of \$7,505,825 (excluding GST); and authorize staff to expend up to an additional \$400,000 in contract contingency funds as required during the execution of the project.  
(WA)
- Attachments:** [Staff Report: Recommendation to Award Contract 2023-909](#)  
[Appendix A: Location Map](#)  
[Appendix B: Core Area 5 Year Capital Plan](#)
- 7.4. [24-161](#) Biosolids Monthly Update - February
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Biosolids Monthly Update - February](#)  
[Appendix A: Summary of Biosolids Production & End Use for 2023](#)
- 7.5. [24-100](#) 902 Foul Bay Road Housing Agreement Rescission Bylaw
- Recommendation:** 1. That Bylaw No. 4600, "Resale Control and Housing Agreement Rescission Bylaw (902 Foul Bay Road), 2024", be introduced and read a first, second and third time; and  
(WA)  
2. That Bylaw No. 4600 be adopted.  
(WA, 2/3rds on adoption)
- Attachments:** [Staff Report: 902 Foul Bay Road Housing Agrmt Rescission Bylaw](#)  
[Appendix A: Bylaw No. 4600](#)  
[Appendix B: Certified Copy of Resolution of City of Victoria](#)

## 8. REPORTS OF COMMITTEES

### Electoral Areas Committee

- 8.1. [24-194](#) Motion with Notice: Amendment to Board Procedures Bylaw (Director Holman)
- Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board: That staff report to CRD Governance Committee regarding the implications and process for amending the Board Procedures Bylaw so that the CRD Board Chair participates in the Electoral Areas Committee on a voice without vote basis.  
(NWA)

## 9. BYLAWS



- 9.1. [24-177](#) Adoption of Bylaw 4574 - Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 3, 2023

**Recommendation:** That Bylaw 4574, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 3, 2023" be adopted. (NWA)

**Attachments:** [Bylaw No. 4574](#)

## 10. NOTICE(S) OF MOTION

## 11. NEW BUSINESS

## 12. MOTION TO CLOSE THE MEETING

- 12.1. [24-178](#) 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 a Legal Update in accordance with Section 90(1)(i) of the Community Charter. [1 item]
3. 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)**