



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

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Wednesday, March 12, 2025

12:10 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. [25-0249](#) Minutes of the February 12, 2025 Capital Regional District Board Meeting

**Recommendation:** That the minutes of the Capital Regional District Board meeting of February 12, 2025 be adopted as circulated.

**Attachments:** [Minutes - February 12, 2025](#)

### 4. REPORT OF THE CHAIR

### 5. PRESENTATIONS/DELEGATIONS

*The public are welcome to attend CRD 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.      [25-0266](#)      Advocacy on Speed Limits in Electoral Areas**

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:  
1. That the Board Chair write a letter to Minister Farnsworth advocating for greater engagement with Electoral Area Directors on matters relating to speed limits and highway signage in the CRD Electoral Areas; and,  
2. That staff be directed to request a meeting at UBCM between the Electoral Area Directors and Minister Farnsworth to discuss the need for more engagement on speed limits and highway signage.  
(NWA)

**Attachments:**      [Staff Report: Speed Limits in Electoral Areas](#)  
                         [Appendix A: Procedures for Submitting Resolutions to UBCM](#)  
                         [Appendix B: Proposed UBCM Resolution](#)

**6.2.      [25-0232](#)      Union of British Columbia Municipalities Emergency Operations Centres Equipment and Training Grant 2025 - Motion of Support**

**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: UBCM EOC Equipment & Training Grant 2025](#)  
                         [Appendix A: CEPF EOCs Equip & Training Grant 2025 Applic'n](#)

**6.3.      [25-0168](#)      Motion with Notice: BC Ferries Advisory Committees (Director Holman)**

**Recommendation:** The Electoral Areas Committee recommends to the Capital Regional District Board:  
That the CRD Board urge BC Ferries to reinstate Ferry Advisory Committees or similar engagement opportunities for Salt Spring and the Southern Gulf Islands.  
(NWA)

**6.4.      [25-0149](#)      Verbal Update on the Addition of Flexible Plastics Collection to the Blue Box Program**

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

**6.5.      [25-0090](#)      Options for Flexible Plastics Collection for Multi-Family Dwellings**

**Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:  
That staff report back to committee with the results of the pilot project.  
(NWA)

**Attachments:**      [Staff Report: Options for Flexible Plastics Collection for Multi-Family Dwellings](#)  
                         [Appendix A: Private Waste and Recycling Collection Service Providers](#)

- 6.6.      [25-0167](#)      Motion with Notice: Model Demolition Bylaw (Director Plant)
- Recommendation:**      [At the February 12, 2025 CRD Board meeting, the following notice of motion was read into the record by Director Plant and referred by the CRD Chair to next meeting of the Environmental Services Committee for discussion:]  
The Environmental Services Committee recommends to the Capital Regional District Board:  
That staff be directed to develop a model bylaw for demolition waste and deconstruction for municipalities in the capital region, and that the attached City of Victoria bylaw be used as a starting point.  
(NWA)
- Attachments:**      [Memo: Notice of Motion](#)
- 6.7.      [25-0059](#)      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: External Grants Dashboard](#)  
[Appendix B: Grant Alerts](#)
- 6.8.      [25-0058](#)      Capital Regional District Investment Portfolio Holdings and Performance Annual Update
- Recommendation:**      There is no recommendation. This report is for information only
- Attachments:**      [Staff Report: CRD Investment Portfolio Update 2025](#)  
[Appendix A: Investment Policy](#)  
[Appendix B: Market Analysis](#)  
[Appendix C Investment Holdings and Performance](#)  
[Appendix D: MFAs Suite of Pooled Investment Products](#)
- 6.9.      [25-0190](#)      Potential Impacts of United States-Canada Tariffs
- Recommendation:**      There is no recommendation. This report is for information only.
- Attachments:**      [Staff Report: Potential Impacts of United States-Canada Tariffs](#)  
[Appendix A: Canadian Phase 1 Retaliatory Tariff List](#)
- 6.10.      [25-0200](#)      Rural Housing Program Pilot Project Update
- Recommendation:**      There is no recommendation. This report is for information only.
- Attachments:**      [Staff Report: Rural Housing Program Pilot Project](#)  
[Appendix A: Future Housing Priorities & Partnerships Framework](#)  
[Appendix B: Urban Matters Financial Feasibility Update Report](#)  
[Appendix C: CRD Rural Housing Pgrm What We Heard Rpt 2024](#)  
[Appendix D: CRD Pilot Proj ADU Incentive Pgrm Application Guide](#)

- 6.11.**      [25-0093](#)      Temporary Use Permit Application for Lot A, Section 74, Renfrew District, Plan VIP71883 - 11237 West Coast Road; PID: 024-937-207; and That Part of Section 74, Renfrew District Lying to the North of the Northerly Boundary of Plan 109RW; PID: 009-590-412
- Recommendation:**    [At its February 18, 2025 meeting, the Juan de Fuca Land Use Committee amended the recommendation as noted below:]  
The Land Use Committee recommends to the Capital Regional District Board:  
1. That the referral of Temporary Use Permit TP000013 to the Shirley-Jordan River Advisory Planning Commission, Pacheedaht & T'Sou-ke First Nations, Island Health, Ministry of Transportation & Infrastructure, RCMP, and appropriate CRD departments be approved and comments be received; and  
2. That the Temporary Use Permit TP000013 be approved, as amended.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
- Attachments:**      [Staff Report: Temporary Use Permit TP000013](#)  
[Appendix A: Subject Property Map](#)  
[Appendix B: Temporary Use Permit TP000013 for Referral](#)  
[Appendix C: Temporary Use Permit TP000013](#)  
[Appendix D: Referral Comments](#)  
[Appendix E: Shirley-Jordan River OCP Temporary Use Permit Policies](#)  
[Temporary Use Permit TP000013 as amended by the LUC](#)
- 6.12.**      [25-0251](#)      Energy Recovery Project Update
- Recommendation:**    The Peninsula Recreation Commission recommends to the Capital Regional District Board:  
That the Saanich Peninsula Recreation Services Capital Plan be amended to include additional funding of \$1,700,000 for Project 19-15 Heat Recovery Plant, funded by grants \$800,000 and capital reserves \$900,000.  
(WA)
- Attachments:**      [Staff Report: Energy Recovery Project Update](#)
- 6.13.**      [25-0039](#)      2025 Regional Parks Committee Terms of Reference
- Recommendation:**    The Regional Parks Committee recommends to the Capital Regional District Board:  
That staff review Section 3.0(c) of the Terms of Reference at the end of this year.  
(NWA)
- Attachments:**      [Staff Report: 2025 Regional Parks Committee ToR](#)  
[Appendix A: 2025 Regional Parks Committee ToR - Approved Jan 8, 2025](#)  
[Appendix B: 2025 Regional Parks Committee ToR - Redlined](#)
- 6.14.**      [25-0188](#)      Species at Risk Ecological Monitoring Report
- Recommendation:**    There is no recommendation. This report is for information only.
- Attachments:**      [Staff Report: Species at Risk Ecological Monitoring Report](#)

**6.15.     [25-0071](#)     Previous Minutes of Other CRD Committees and Commissions**

**Recommendation:** [At the January 14, 2025 Traffic Safety Commission meeting, the following recommendation to the Transportation Committee was carried:  
The Traffic Safety Commission recommends that the Transportation Committee recommend to the Capital Regional District Board:  
That the CRD Board advocate to the Province for improved interregional bus service in recognition that affordable transit and its frequency play a role in traffic safety.

At the February 26, 2025 Transportation Committee meeting, the motion was amended and carried along with a motion arising as provided below:]

The Transportation Committee recommends to the Capital Regional District Board:  
1. That the CRD Board advocate to the Province for improved interregional bus service and funding between the Capital Regional District and Cowichan Valley Regional District in recognition that affordable transit and its frequency play a role in traffic safety.  
2. That this motion be forwarded to the Cowichan Valley Regional District Board and request their support.  
(NWA)

**Attachments:**     [Minutes: CRD Traffic Safety Commission - Nov 12, 2024](#)  
                          [Minutes: CRD Traffic Safety Commission - Dec 10, 2024](#)  
                          [Minutes: CRD Traffic Safety Commission - Jan 14, 2025](#)  
                          [Minutes: Reg'l Transportation Working Group - Nov 19, 2024](#)

**6.16.     [25-0252](#)     Short-term Biosolids Management Plan - March Update**

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

**Attachments:**     [Staff Report: Short-term Biosolids Management Plan - March Update](#)

**7. ADMINISTRATION REPORTS**

7.1.      [25-0253](#)      AAP Requirements for Bylaw No. 4630 - Regional Transportation  
Service Establishment Bylaw No. 1, 2024

**Recommendation:** 1. That in accordance with section 86(3) of the Community Charter, the date of May 16, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4630, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;  
2. That the attached Synopsis of Bylaw No. 4630 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix F) be approved; and  
3. That the total number of registered electors within the service area is 331,273 and that 10% of that number is 33,127 electors.  
(NWA)

**Attachments:**      [Staff Report: AAP Requirements for Bylaw 4630 Transportation](#)  
[Appendix A: Bylaw No. 4630 at Third Reading](#)  
[Appendix B: Synopsis of Bylaw No. 4630](#)  
[Appendix C: Notice of AAP for Bylaw No. 4630](#)  
[Appendix D: Elector Response Form for Bylaw No. 4630](#)  
[Appendix E: Previous Staff Report dated September 11, 2024](#)  
[Appendix F: Communication Channels for Bylaw No. 4630](#)

7.2.      [25-0198](#)      Bylaw No. 4674: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment  
No. 6, 2024

**Recommendation:** 1. That Bylaw No. 4674, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 6, 2024", be introduced and read a first, second and third time; and  
(WA)  
2. That Bylaw No. 4674 be adopted.  
(WA, 2/3rds on adoption)

**Attachments:**      [Staff Report: Bylaw 4674: 2024-28 Fin Plan Amend No 6](#)  
[Appendix A: Bylaw No. 4674 with Schedule B](#)

**7.3.      [25-0041](#)      Bylaw No. 4665: 2025 to 2029 Financial Plan Bylaw, 2025**

- Recommendation:** 1. That Bylaw No. 4665, "2025 to 2029 Financial Plan Bylaw, 2025", be introduced and read a first, second and third time;  
(WA)  
2. That Bylaw No. 4665 be adopted; and  
(WA)  
3. That the Staff Establishment Chart as attached in Appendix G be approved.  
(WA)

**Attachments:**      [Staff Report: Bylaw No. 4665 Financial Plan 2025-29](#)  
[Presentation: CRD 2025 Financial Plan](#)  
[Appendix A: CRD 2025 Final vs 2024 Final Budgets](#)  
[Appendix B: CRD 2025 Operating Budget Overview](#)  
[Appendix C: Drivers for Changes in Operating Budget](#)  
[Appendix D: CRD 2025 Capital Budget Overview](#)  
[Appendix E: CRD 2025 Major Capital Projects > \\$500,000](#)  
[Appendix F: Drivers for Changes in Capital Investment](#)  
[Appendix G: CRD 2025 Staff Establishment Chart](#)  
[Appendix H: CRD Changes in Operating and Capital Reserve Forecasts](#)  
[Appendix I: CRD 2025 Financial Indicators](#)  
[Appendix J: Summaries Individual Municipality EA Req](#)  
[Appendix K: Public Engagement Report](#)  
[Appendix L: Bylaw No. 4665](#)  
[Appendix M Part 1: EA Final Budget Staff Report](#)  
[Appendix M Part 2: Joint EA Services Appendix A](#)  
[Appendix M Part 3: JdF Services Appendix B](#)  
[Appendix M Part 4: SSI Services Appendix C](#)  
[Appendix M Part 5: SGI Services Appendix D](#)  
[Appendix M Part 6: Assessment Data for EA Appendix E](#)  
[Appendix N: Requisition by Participant-Impact Values](#)  
[Appendix O Part A: Final Budget Review Pkg](#)  
[Appendix O Part B: Final Budget Review Pkg](#)  
[Appendix O Part C: Final Budget Review Pkg](#)  
[Appendix P: 2024 Operating Deficits over \\$5,000](#)

**8. REPORTS OF COMMITTEES****Electoral Areas Committee**

- 8.1. [25-0202](#) Bylaw No. 4671: CRD Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025 and Bylaw No. 4673: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025

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

1. That Bylaw No. 4671, "Capital Regional District Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025", be introduced and read a first, second and third time; and  
(WP - JDF, SSI, SGI)
2. That Bylaw No. 4671 be adopted.  
(WP - JDF, SSI, SGI, 2/3rds on adoption)
3. That Bylaw No. 4673, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025", be introduced and read a first, second and third time; and  
(WP - JDF, SSI, SGI)
4. That Bylaw No. 4673 be adopted.  
(WP - JDF, SSI, SGI, 2/3rds on adoption)

**Attachments:** [Staff Report: Bylaw Nos. 4671 and 4673](#)  
[Appendix A: Bylaw No. 4492 Redlined](#)  
[Appendix B: Bylaw No. 4671](#)  
[Appendix C: Bylaw No. 4673](#)  
[Appendix D: Stage 4 Water Conservation Notice](#)

## Environmental Services Committee

- 8.2. [25-0146](#) Biosolids Literature Review Outcomes

**Recommendation:** [At the February 19, 2025 Environmental Services Committee, the report was presented for information and the following motion arising was carried:]  
That the Biosolids Literature Review Outcomes report be referred to the Core Area Liquid Waste Management Committee for information.  
(NWA)

**Attachments:** [Staff Report: Biosolids Literature Review Outcomes](#)  
[Appendix A: Biosolids Land Application – Updated Review](#)

## Finance Committee

- 8.3. [25-0212](#) Implications of a "Buy Canadian" Purchasing Preference at the Capital Regional District

**Recommendation:** [At the March 5, 2025 Finance Committee meeting, this report was presented for information and the following motion arising was carried:  
"That the report be forwarded to the Board for discussion."]

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

**Attachments:** [Staff Report: Implications of a "Buy Canadian" Purchasing Preference at CRD](#)

## Juan de Fuca Land Use Committee



8.4.      [25-0233](#)      Public Hearing Report on Bylaw No. 4550, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 160, 2023"

**Recommendation:**      1. That the minutes that form the Report of Public Hearing for Bylaw No. 4550, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 160, 2023", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on January 28, 2025, be received;  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)  
2. That Bylaw No. 4550 be read a third time; and  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)  
3. That prior to adoption of proposed Bylaw No. 4550, the landowner registers a covenant in favour of the Capital Regional District prohibiting subdivision on District Lot 175, Renfrew District (PID: 023-414-308); and that staff be directed to ensure that all conditions are satisfied towards completion and registration.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

**Attachments:**      [Staff Report: Public Hearing Report on Bylaw No. 4550](#)  
[Appendix A: Proposed Bylaw No. 4550](#)  
[Appendix B: Report of Public Hearing](#)

- 8.5. [25-0234](#) Public Hearing Report on Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024" and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024"

**Recommendation:** 1. That the minutes that form the Report of Public Hearing for Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024", and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on January 28, 2025, be received;  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

2. That Bylaw No. 4598, as amended, be read a third time;  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

3. That Bylaw No. 4598 be adopted;  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

4. That Bylaw No. 4599 be read a third time; and  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

5. That prior to the adoption of proposed Bylaw No. 4599, the landowner provides an amenity contribution by registering a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.  
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

**Attachments:** [Staff Report: Public Hearing Report on Bylaw No. 4598 & No. 4599](#)  
[Appendix A: Proposed Bylaw No. 4598](#)  
[Appendix B: Proposed Bylaw No. 4599](#)  
[Appendix C: Report of Public Hearing](#)

## 9. BYLAWS

## 10. NOTICE(S) OF MOTION

**10.1.     [25-0177](#)     Motion with Notice: AVICC - UBCM Resolution on Regional District  
Chair Elections (Chair McNeil-Smith)**

**Recommendation:** That the Regional Board endorse submission of the following resolution for consideration by the Association of Vancouver Island and Coastal Communities (AVICC) and/or the Union of BC Municipalities (UBCM):  
WHEREAS section 215 of the Local Government Act requires annual elections for Regional District Board Chairs and Vice-Chairs;  
AND WHEREAS annual leadership changes can be disruptive to a Regional Board's operational and strategic decision-making;  
THEREFORE BE IT RESOLVED that the Local Government Act be amended to allow for 2-year terms for Regional District Board Chairs and Vice-Chairs.  
(NWA)

**Attachments:**     [Correspondence from Minister Kahlon Re: Reform of LGA \(February 5, 2025\)](#)

**11. NEW BUSINESS**

**12. MOTION TO CLOSE THE MEETING**

**12.1.     [25-0250](#)     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 Land Acquisition/Disposition in accordance with Section 90(1)(e) of the Community Charter. [2 items]
3. That such disclosures could reasonably be expected to harm the interests of the Regional District. [2 items]
4. That the meeting be closed for Litigation in accordance with Section 90(1)(g) of the Community Charter. [ 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]
6. That the meeting be closed for Contract Negotiations in accordance with Section (90) (1)(k) of the Community Charter. [1 item]
7. That such disclosures could reasonably be expected to harm the interests of the Regional District. [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)**