

Meeting Minutes

Capital Regional District Board

Wednesday, July 8, 2026

12:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

DIRECTORS: C. McNeil-Smith (Chair), M. Little (Vice Chair), P. Brent, S. Brice, J. Brownoff, J. Caradonna, C. Coleman, Z. de Vries (12:07 pm), B. Desjardins, S. Goodmanson, G. Holman (EP), P. Jones, S. Kim (for M. Alto) (12:06 pm) (EP), D. Kobayashi, K. Murdoch, D. Murdock, S. Riddell (for R. Windsor), M. Tait (1:00 pm), D. Thompson, S. Tobias (EP), Alt. M. Wagner, M. Westhaver (for C. Plant) (EP), A. Wickheim, K. Williams

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; L. Hardiman, Acting General Manager, Infrastructure and Water Services; G. Harris, Senior Manager, Environmental Protection; S. Henderson, General Manager, Electoral Area Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, Corporate Officer/General Manager, Corporate Services; R. Tooke, Acting General Manager, Parks, Recreation and Environmental Services; D. Elliott, Senior Manager, Regional Housing; C. Neilson, Senior Manager, People, Safety and Culture; Varinia Somosan, Deputy Chief Financial Officer/Senior Manager, Financial Services; P. Klassen, Senior Manager, Regional Planning & Transportation; R. Fowles, Manager, Planning & Capital Projects, Regional Housing; H. Rodinger, Manager, Housing & Business Development; M. Lagoa, Deputy Corporate Officer/Senior Manager, Legislative Services; T. Pillipow, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, C. Plant, R. Windsor

The meeting was called to order at 12:04 pm.

A. MOTION TO CLOSE THE MEETING

A.1. [26-0800](#) Motion to Close the Meeting

MOVED by Director Brice, **SECONDED** by Director Desjardins,

1. That the meeting be closed for Labour Relations in accordance with Section 90(1)(c) of the Community Charter. [1 item]

2. That the meeting be closed for a Legal Update in accordance with Section 90(1)(i) of the Community Charter. [1 item]

CARRIED

B. RECONVENE MEETING AT 1:00 PM

The Capital Regional District Board meeting moved into closed session at 12:05 pm.

Director Tait joined the meeting in person at 1:00 pm.

The Capital Regional District Board meeting reconvened at 1:03 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Little provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Brice, **SECONDED** by Director Little,
That the agenda for the Capital Regional District Board meeting of July 8, 2026
be approved as amended with the removal of item 10.1. Motion with Notice:
Lillian Szpak Bursary (Director Plant).
CARRIED

3. ADOPTION OF MINUTES

- 3.1.** [26-0799](#) Minutes of the Capital Regional District Board meeting of June 10, 2026

MOVED by Director Desjardins, **SECONDED** by Director Little,
That the minutes of the Capital Regional District Board meeting of June 10, 2026
be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

Well, here we are, in our partially renovated Board room. We can see the configuration of the Director and Staff desks and tables has changed somewhat, along with the seating area for members of the public.

As a reminder for Directors and members of the public that after today's meetings, the boardroom will be closed until the next Board meeting on September 9th to allow for upgrades to the audio-visual systems, both for those attending in the room, as well as, viewing remotely. These upgrades are the first substantial updates to the boardroom in over 20 years.

After today, all meetings regularly held in the Boardroom will be conducted electronically. Members of the public will have the opportunity to watch these virtual meetings using an MS Teams link to be published with the agenda, or by coming to a viewing room at the Fisgard office.

We've had a busy year to date, which will continue to the end of July, and then we're back with two board meetings in September: our regular board meeting on September 9th and a second meeting, due to the election, for the 2027 Provisional Budget and five-year plan on the fourth Wednesday, September 23rd. The final meeting this term will be held on October 7th, which is one week earlier, also due to the fall election.

With no Committee or Board meetings in August, I hope everyone has to the opportunity to enjoy the break, whether it's seeking high adventure or some restful downtime.

Let's now move to the business on today's agenda.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

There were no presentations.

5.2. Delegations

**MOVED by Director Little, SECONDED by Director Brice,
That the rules of the Capital Regional District Board Procedures Bylaw be
suspended to allow delegation, M. Sunshine, the opportunity to speak.
CARRIED**

5.2.1. [26-0825](#)

Delegation: Michael Sunshine; Representing the Family of Lillian Szpak;
Re: Agenda Item 10.1.: Motion with Notice: Lillian Szpak Bursary (Director Plant)

M. Sunshine spoke to Item 10.1.

6. CONSENT AGENDA

**MOVED by Director Brice, SECONDED by Director Desjardins,
That consent agenda items 6.1.through 6.5., and 6.7. and 6.8. be approved.
CARRIED**

- 6.1. [26-0749](#) CRD Arts Development: 2025 Impact Report
- That staff distribute the CRD Arts Development: 2025 Impact Report to all councils and electoral area directors to raise awareness about the positive impact of the Arts Development Service throughout the capital region.
- CARRIED**
- 6.2. [26-0689](#) Greater Victoria Drinking Water Quality - 2025 Annual Report
1. That the Greater Victoria Drinking Water Quality 2025 Annual Report be approved; and
2. That the Greater Victoria Water Quality 2025 Annual Report be forwarded to Island Health Authority.
- CARRIED**
- 6.3. [26-0776](#) Presentation: Andrew Devlin, Principal, Access Planning; Re: Aligning Regional Transportation and Growth Planning
- This report was received for information.
- 6.4. [26-0696](#) Regional Growth Strategy Update
- That the Capital Regional District Board direct staff to initiate an update of the Regional Growth Strategy starting in Q1 2027, informed by the analysis summarized in this report.
- CARRIED**
- 6.5. [26-0695](#) Regional Context Statement Alignment Review - Town of View Royal
- That the Town of View Royal Regional Context Statement be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 448 of the Local Government Act.
- CARRIED**
- 6.6. [26-0801](#) Notice of Motion: Sticks Allison Water Advocacy Letter (D. Pepin)
- Item 6.3. was removed from the consent agenda to be considered under Reports of Committees as item 8.3.
- 6.7. [26-0774](#) Appointment of Officers - Bylaw Enforcement
- 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, Akhil Kunjumon, Jack Calabrese, Sahal Moidutty, Zachary Snow, Brennen Schoenau be appointed as Bylaw Enforcement Officers.
- CARRIED**
- 6.8. [26-0627](#) Capital Regional District External Grants Update
- This report was received for information.

7. ADMINISTRATION REPORTS

- 7.1. [26-0779](#) CAO Quarterly Progress Report No. 2, 2026
- T. Robbins and S. Carey presented Item 7.1. for information.
- Discussion ensued regarding clarification of the metrics used to inform industry standards.
- This report was received for information.**
- 7.2. [26-0562](#) Bylaw No. 4775: 2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 2, 2026
- N. Chan spoke to Item 7.2.
- MOVED by Director Brice, SECONDED by Director Little,
1. That Bylaw No. 4775, "2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 2, 2026", be introduced and read a first, second and third time;
CARRIED**
- MOVED by Director Brice, SECONDED by Director Little,
2. That Bylaw No. 4775 be adopted.
CARRIED**
- 7.3. [26-0631](#) Bylaw No. 4780 Temporary Borrowing (Juan de Fuca Water Distribution Facilities) Bylaw No. 1, 2026
- N. Chan spoke to Item 7.3.
- Director Murdoch left the meeting at 1:29 pm.**
- MOVED by Director Brice, SECONDED by Director Little,
1. That Bylaw No. 4780, "Temporary Borrowing (Juan de Fuca Water Distribution Facilities) Bylaw No. 1, 2026", be introduced and read a first, second and third time; and
CARRIED**
- MOVED by Director Brice, SECONDED by Director Little,
2. That Bylaw No. 4780 be adopted.
CARRIED**
- 7.4. [26-0625](#) Bylaw No. 4779 Temporary Borrowing (Regional Water Supply Water Works Facilities) Bylaw No. 1, 2026
- N. Chan spoke to Item 7.4.
- MOVED by Director Brice, SECONDED by Director Little,
1. That Bylaw No. 4779, "Temporary Borrowing (Regional Water Supply Water Works Facilities) Bylaw No. 1, 2026", be introduced and read a first, second and third time; and
CARRIED**
- MOVED by Director Brice, SECONDED by Director Little,
2. That Bylaw No. 4779 be adopted.
CARRIED**

- 7.5. [26-0789](#) Bylaw No. 4793: Temporary Borrowing (West Shore RCMP Detachment Expansion) Bylaw No. 1, 2026

N. Chan spoke to Item 7.5.

Director Murdoch rejoined the meeting in person at 1:33 pm.

MOVED by Director Brice, **SECONDED** by Director Little,

1. That Bylaw No. 4793, "Temporary Borrowing (West Shore RCMP Detachment Expansion) Bylaw No. 1, 2026", be introduced and read a first, second and third time; and

2. That Bylaw No. 4793 be adopted.

CARRIED

7.6. [26-0629](#) Municipal Finance Authority 2026 Fall Issue - Capital Regional District Security Issuing Bylaw Nos. 4788, 4789, 4790 and 4791

N. Chan spoke to Item 7.6.

Discussion ensued regarding the status of the Seagirt construction project.

MOVED by Director Brice, **SECONDED** by Director Little,

1. That Bylaw No. 4788, "Security Issuing Bylaw No. 3, 2026", be introduced and read a first, second and third time; and

CARRIED

MOVED by Director Brice, **SECONDED** by Director Little,

2. That Bylaw No. 4788 be adopted.

CARRIED

MOVED by Director Brice, **SECONDED** by Director Little,

3. That Bylaw No. 4789, "Security Issuing Bylaw No. 4, 2026", be introduced and read a first, second and third time; and

CARRIED

MOVED by Director Brice, **SECONDED** by Director Little,

4. That Bylaw No. 4789 be adopted.

CARRIED

MOVED by Director Brice, **SECONDED** by Director Little,

5. That Bylaw No. 4790, "Security Issuing Bylaw No. 5, 2026", be introduced and read a first, second and third time; and

CARRIED

MOVED by Director Brice, **SECONDED** by Director Little,

6. That Bylaw No. 4790 be adopted.

CARRIED

MOVED by Director Brice, **SECONDED** by Director Little,

7. That Bylaw No. 4791, "Security Issuing Bylaw No. 6, 2026", be introduced and read a first, second and third time; and

CARRIED

MOVED by Director Brice, **SECONDED** by Director Little,

8. That Bylaw No. 4791 be adopted.

CARRIED

- 7.7. [26-0518](#) Bylaw No. 4767: Capital Regional District Recreation Services and Facilities Fees and Charges 2026-2027

N. Chan spoke to Item 7.7.

MOVED by Director Wickheim, SECONDED by Director Tait,

1. That Bylaw No. 4767, "Capital Regional District Recreation Services and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 22, 2026", be introduced and read a first, second and third time; and

CARRIED

MOVED by Director Wickheim, SECONDED by Director Tait,

2. That Bylaw No. 4767 be adopted.

CARRIED

- 7.8. [26-0743](#) Biosolids Beneficial Use Management - June Update

R. Tooke presented Item 7.8. for information.

This report was received for information.

8. REPORTS OF COMMITTEES

Peninsula Recreation Commission

- 8.1. [26-0783](#) Bylaw No. 4782 Saanich Peninsula Recreation Services (DCS Recreation Facility) Loan Authorization Bylaw No. 2, 2026

N. Chan spoke to Item 8.1.

MOVED by Alternate Director Riddell, SECONDED by Director Jones,

1. That Bylaw No. 4782, "Saanich Peninsula Recreation Services (DCS Recreation Facility) Loan Authorization Bylaw No. 2, 2026", be introduced and read a first, second and third time; and

CARRIED

MOVED by Alternate Director Riddell, SECONDED by Director Jones,

2. That participating area approval for Bylaw No. 4782 be obtained by way of the municipal consent on behalf of electors for Central Saanich, North Saanich, and Sidney, and if successful, be referred to the Inspector of Municipalities for approval.

CARRIED

Regional Parks Committee

- 8.2. [26-0684](#) Bylaw No. 4774, CRD Parks Services and Facilities Fees and Charges Bylaw Amendment, & Bylaw No. 4787, CRD Parks Regulation Bylaw Amendment

MOVED by Director Brownoff, **SECONDED** by Alternate Director Wagner,
1. That Bylaw No. 4774, "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 12, 2026", be introduced and read a first, second, and third time;
CARRIED

MOVED by Director Brownoff, **SECONDED** by Alternate Director Wagner,
2. That Bylaw No. 4774 be adopted;
CARRIED

MOVED by Director Brownoff, **SECONDED** by Alternate Director Wagner,
3. That Bylaw No. 4787 "Capital Regional District Parks Regulation Bylaw No. 1, 2018, Amendment Bylaw No. 3, 2026", be introduced and read a first, second, and third time; and
CARRIED

MOVED by Director Brownoff, **SECONDED** by Alternate Director Wagner,
4. That Bylaw No. 4787 be adopted.
CARRIED

- 8.3. [26-0801](#) Notice of Motion: Sticks Allison Water Advocacy Letter (D. Pepin)

MOVED by Director Brent, **SECONDED** by Director Wickheim,
That this issue be referred back to staff for a report.
CARRIED

9. BYLAWS

- 9.1. [26-0802](#) Adoption of Bylaw No. 4719, "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025"

MOVED by Director Murdock, **SECONDED** by Alternate Director Wagner,
That Bylaw No. 4719, "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025", be adopted.
CARRIED

- 9.2. [26-0752](#) Adoption of Bylaw No. 4747, "Cedar Lane Water Service Loan Authorization Bylaw No. 1, 2026"

MOVED by Director Brent, **SECONDED** by Director Murdoch,
That Bylaw No. 4747, "Cedar Lane Water Service Loan Authorization Bylaw No. 1, 2026", be adopted.
CARRIED

Director Goodmanson left the meeting at 1:48 pm.

- 9.3. [26-0822](#) Adoption of Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026"
- MOVED** by Director Brent, **SECONDED** by Director Murdoch,
That Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026", be adopted.
CARRIED

10. NOTICE(S) OF MOTION

- 10.1. [26-0807](#) Motion with Notice: Lillian Szpak Bursary (Director Plant)
- Director Goodman**son rejoined the meeting in person at 1:50 pm.
- This Motion with Notice was withdrawn.

- 10.2. [26-0835](#) Notice of Motion: Lillian Szpak Entrance Award (Director Little)
- Director Little proposed the following Notice of Motion with same day consideration:
- "That the CRD Board request that CRD Staff work with the Szpak family and Royal Roads University to announce annually, when the Ed MacGregor Memorial and the Nils Jensen Bursaries are announced, the recipient of the recently established Royal Roads University Lillian Marie Szpak Entrance Award."
- MOVED** by Director Little, **SECONDED** by Alternate Director Wagner,
That same day consideration be applied to the Notice of Motion.
CARRIED
- MOVED** by Director Little, **SECONDED** by Alternate Director Wagner,
That the CRD Board request that CRD Staff work with the Szpak family and Royal Roads University to announce annually, when the Ed MacGregor Memorial and the Nils Jensen Bursaries are announced, the recipient of the recently established Royal Roads University Lillian Marie Szpak Entrance Award.
CARRIED

10.3. [26-0836](#) Notice of Motion: Funding the Civilian Counsellor with the Mobile Youth Services Team (Director Little)

Director Little proposed the following Notice of Motion with same day consideration:

"That the CRD Board direct staff to report back on potential methodologies for funding the civilian counselor position affiliated with the Mobile Youth Services Team (MYST), which operates as an Integrated Police Unit under the direction of the Greater Victoria Police Chiefs and Detachment Commanders."

**MOVED by Director Little, SECONDED by Director Coleman,
That same day consideration be applied to the Notice of Motion.
CARRIED**

Discussion ensued regarding:

- this role's engagement in the community
- amount of federal funding available and required advocacy for increased funding
- timeline for staff to report back to the Board

Director Brent left the meeting at 2:14 pm.

Director Wickheim left the meeting at 2:27 pm

Director Jones left the meeting at 2:28 pm.

**MOVED by Director Little, SECONDED by Director Coleman,
That the CRD Board direct staff to report back on potential methodologies for funding the civilian counselor position affiliated with the Mobile Youth Services Team (MYST), which operates as an Integrated Police Unit under the direction of the Greater Victoria Police Chiefs and Detachment Commanders.
CARRIED**

10.4. [26-0837](#) Notice of Motion: Regional Model for Agricultural Input (Alternate Director Riddell)

Alternate Director Riddell provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board:

"WHEREAS the Peninsula and Area Agricultural Commission (PAAC) provides advice on agricultural matters affecting multiple municipalities
AND WHEREAS agricultural issues and PAAC's work are regional in nature and align with the Capital Regional District's growing role in this area;
AND WHEREAS municipalities benefit from regional coordination where multiple local governments are involved;

THEREFORE BE IT RESOLVED THAT:

1. The CRD consider establishing a regional agricultural advisory committee;
2. The CRD consider assuming administrative responsibility for an AAC or a successor model; and
3. Staff report back to the Planning & Protective Services on options for a regional or sub-regional governance and administrative framework."

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING**12.1. [26-0803](#) Motion to Close the Meeting**

MOVED by Director Coleman, **SECONDED** by Director Desjardins,

1. That the meeting be closed for appointments and personal information in accordance with Section 90(1)(a) of the Community Charter.

2. That the meeting be closed for Labour Relations in accordance with Section (90)(1)(c) of the Community Charter.

3. That the meeting be closed for Legal Advice in accordance with Section 90(1)(i) of the Community Charter.

4. That the meeting be closed for consideration of whether a meeting should be closed in accordance with Section (90)(1)(n) of the Community Charter.

CARRIED

MOVED by Director Coleman, **SECONDED** by Director Desjardins,

That the meeting be recessed for the meetings of the Capital Region Housing Corporation Board and Capital Regional Hospital District Board.

CARRIED

The meeting recessed at 2:32 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from the closed session at 3:42 pm, and reported on the following:

In accordance with Bylaw No. 3693, that the following be appointed to the Maliview Sewer Local Service Commission for a term expiring December 31, 2028:

Paul Smith

In accordance with Bylaw No. 3693, that the following be appointed to the Fulford Water Service Commission for a term expiring December 31, 2028:

Geoff Weitzel

In accordance with Bylaw No. 3133, that the following be appointed to the Skana Water Service Committee for a term expiring December 31, 2027:

Timo Makinen

In accordance with Bylaw No. 3485, that the following be appointed to the Saturna Island Parks and Recreation Commission for a term expiring December 31, 2027:

Christopher Nicol

That the Environmental Services Committee be permitted to meet in closed session on July 15, 2026 for contract negotiations and proposed service in accordance with Section 90(1)(k) of the Community Charter.

That the CRD adopt the Regional Parks Wildlife and Hazard Tree Program Guidelines as a core policy for the Regional Parks Division, replacing the 1984 Tree Hazard Control Policy.

14. ADJOURNMENT

MOVED by Director Coleman, SECONDED by Alternate Director Wagner,
That the Capital Regional District Board meeting of July 8, 2026 be adjourned at 3:42 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER