

## Meeting Minutes

### Capital Regional District Board

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Wednesday, June 12, 2024

1:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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#### PRESENT

DIRECTORS: C. Plant (Chair), M. Little (Vice Chair), M. Alto, P. Brent, S. Brice, J. Brownoff, J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson, G. Holman, P. Jones, D. Kobayashi (EP), C. McNeil-Smith, K. Murdoch, D. Murdock, L. Szpak, M. Tait (EP), D. Thompson, S. Tobias, A. Wickheim, K. Williams, R. Windsor

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; L. Jones, General Manager, Parks, Recreation & Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; N. Elliott, Manager, Climate Action Programs, Parks & Environmental Services; C. Gilpin, Manager, Arts & Culture; M. MacIntyre, Senior Manager, Regional Parks; A. Orr, Senior Manager, Corporate Communications; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

The meeting was called to order at 1:07 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Desjardins, **SECONDED** by Director Brice,  
That a late delegation, F. Brassard, Esquimalt Climate Organizers, be permitted to speak and that the agenda for the June 12, 2024 meeting of the Capital Regional District Board be approved as amended.  
**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. [24-553](#) Minutes of the May 8, 2024 Capital Regional District Board Meeting

**MOVED** by Director Szpak, **SECONDED** by Director Brice,  
That the minutes of the Capital Regional District Board meeting of May 8, 2024 be adopted as circulated.  
**CARRIED**

3.2. [24-543](#) Minutes of May 8, 2024 Committee of the Whole meeting

**MOVED** by Director Szpak, **SECONDED** by Director Brice,  
That the minutes of the of the Committee of the Whole meeting of May 8, 2024 be adopted as circulated.

**CARRIED**

#### 4. REPORT OF THE CHAIR

I'd like to begin by congratulating the Salt Spring Island Local Community Commission on their one year anniversary and say thank you to staff and the commissioners for their work. Many of us in the room attended the Federation of Canadian Municipalities (FCM) convention and annual conference in Calgary this past weekend and I want to draw the Boards attention and congratulate Director Coleman's on his re-election to the FCM BC Caucus. Thank you for putting your name forward to serve. At the FCM convention there was a paper released called the Municipal Growth Framework. It would be beneficial for the board to have a briefing on the purpose of this paper and be provided more information. I will discuss with staff how to best deliver information to the members of our board. The Capital Regional District (CRD) does not have representation at the FCM Big Mayors Caucus, and later in the meeting, I will be providing a Notice of Motion calling on the CRD to advocate for representation. I also want to invite every director to participate with staff in the Victoria Pride Parade taking place on July 7, 2024. I'd like to share with you that the August board meeting will be cancelled to give directors and staff a break this summer. I would like to wish everyone a happy pride month and I hope you and your communities are able to celebrate it.

#### 5. PRESENTATIONS/DELEGATIONS

##### 5.1. Presentations

5.1.1. [24-548](#) Presentation: Vice Chair Little; Re: Ed MacGregor Memorial Bursary 2024

Vice Chair Little presented Item 5.1.1. and introduced the bursary recipient, Luis Almhanna.

5.1.2. [24-549](#) Presentation: Vice Chair Little; Re: Nils Jensen Memorial Bursary 2024

Vice Chair Little presented Item 5.1.2. and introduced the bursary recipient, Makayla Graham.

- 5.1.3. [24-547](#) Presentation: Paul Gerrard (CRD Representative) and Elizabeth Brown (President/CEO), Victoria Airport Authority; Re: Report to Nominators  
Paul Gerrard (CRD Representative) and Elizabeth Brown (President/CEO), Victoria Airport Authority presented the Report to Nominators.

Discussion ensued regarding:

- public transit and airport shuttle
- washroom accessibility
- electric airplane development and infrastructure
- accessible parking

## 5.2. Delegations

- 5.2.1. [24-590](#) Delegation - Dr. Philippe Lucas; Representing Biosolid Free BC; Re: Agenda Item: 7.4. Long-Term Biosolids Management Strategy

P. Lucas spoke to Item 7.4.

- 5.2.2. [24-591](#) Delegation - Jonathan O'Riordan; Representing Creatively United for the Planet Society; Re: Agenda Item: 7.4. Long-Term Biosolids Management Strategy

J. O'Riordan spoke to Item 7.4.

- 5.2.3. [24-648](#) Delegation - Francois Brassard; Representing Esquimalt Climate Organizers; Re: Agenda Item 7.4. Long-Term Biosolids Management Strategy

F. Brassard spoke to Item 7.4.

## 6. CONSENT AGENDA

**MOVED by Director Alto, SECONDED by Director Tobias,  
That consent agenda items 6.1. through 6.11. be approved.  
CARRIED**

- 6.1. [24-506](#) Ed MacGregor Memorial Bursary 2024

**This report was received for information.**

- 6.2. [24-507](#) Nils Jensen Memorial Bursary 2024

**This report was received for information.**

- 6.3. [24-470](#) CRD Arts and Culture: 2023 Impact Report

**That staff distribute the CRD Arts and Culture: 2023 Impact Report virtually through the CRD website and physical copies to all councils and electoral area directors to raise awareness about the positive impact of the Arts and Culture Support Service throughout the capital region.  
CARRIED**

- 6.4. [24-525](#) Community Resiliency Initiative Grant: 2024 FireSmart Community Funding & Supports
- That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Resiliency Initiative Fund for the 2024 FireSmart Community Funding and Supports. Staff are directed 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 projects.
- CARRIED**
- 6.5. [24-526](#) Appointment of Officers
- 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, Gray Wardle, Rachele Norris-Jones, Levi Holland, and Michael Riggs be appointed as Bylaw Enforcement Officers.
- CARRIED**
- 6.6. [24-449](#) Hartland Public Drop-off Depot - Expanded Hours Pilot
- This report was received for information.**
- 6.7. [24-468](#) Increasing Direct-Current Fast-Charge/Level 3 Chargers in the Region
- This report was received for information.**
- 6.8. [24-406](#) Biosolids Literature Review - Update
1. Direct staff to continue the process of identifying suitable academic researchers to undertake an independent biosolids literature review, and report back to the Environmental Services Committee.
  2. That staff be directed to report back to the Environmental Services committee prior to proceeding with an independent unbiased legal review of:
    - a) the risks associated with the land application of biosolids that is compliant with the provincial regulatory framework; and
    - b) the risks associated if noncompliant with the provincial regulatory framework for biosolids.
- CARRIED**
- 6.9. [24-517](#) Tenant Advisory Committee Terms of Reference Amendment, June 2024
- That the amended Terms of Reference for the Tenant Advisory Committee as presented in Appendix A be approved.
- CARRIED**

- 6.10. [24-439](#) Provision of Park Land Requirement for Subdivision Applications SU000711 and SU000756 at That Part of Section 17, Otter District, Lying East of Otter Point Road, Except Parcel C (DD43782I) and Except Parts in Plans 3054 and 17721: PID: 009-499-369 - 3542 Otter Point Road

That in accordance with Section 510 of the Local Government Act, park dedication in the amount of 5% be required for the proposed subdivision of That Part of Section 17, Otter District, Lying East of Otter Point Road, Except Parcel C (DD43782I) and Except Parts in Plans 3054 and 17721 (the "Land"); PID: 009-499-369; except that a lesser amount may be acceptable where the owner agrees to construct a trail built to JdF Community Parks and Recreation standards prior to subdivision approval on that part of the Land that will become the Wieland Road right-of-way.

**CARRIED**

- 6.11. [24-434](#) Greater Victoria Drinking Water Quality - 2023 Annual Report

That the Greater Victoria Drinking Water Quality 2023 Annual Report be approved.

**CARRIED**

## 7. ADMINISTRATION REPORTS

- 7.1. [24-588](#) 2024 Performing Arts Facilities Select Committee Terms of Reference

N. Chan spoke to Item 7.1.

**MOVED** by Director Szpak, **SECONDED** by Director Alto,

1. That the Board delegate to the Board Chair the appointment of members to the Performing Arts Facilities Select Committee.

2. That the 2024 Performing Arts Facilities Select Committee Terms of Reference be approved as presented.

**CARRIED**

**Opposed:** Holman, Jones, Kobayashi, Wickheim, Windsor

- 7.2. [24-534](#) Bylaw No. 4613 - Resale Control and Housing Agreement Rescission Bylaw (604 Nelson Street), 2024

K. Lorette spoke to Item 7.2.

**MOVED** by Director de Vries, **SECONDED** by Director Murdoch,

1) That Bylaw No. 4613, "Resale Control and Housing Agreement Rescission Bylaw (604 Nelson Street), 2024", be introduced and read a first, second and third time.

**CARRIED**

**MOVED** by Director de Vries, **SECONDED** by Director Murdoch,

2) That Bylaw No. 4613 be adopted.

**CARRIED**

7.3. [24-544](#) Short-Term Biosolids Management Plan - June Update

L. Jones presented Item 7.3. for information.

**Director Tait left the meeting at 1:56 pm.**

Discussion ensued regarding:

- ongoing operational issues with the contractor and lessons learned
- non-performance clauses in the contract
- development of additional relationships related to alternative contractor services
- contaminants of concern and timeline of report from the province

7.4. [24-570](#) Long-Term Biosolids Management Strategy

**MOVED** by Director Little, **SECONDED** by Director Brice,  
That the meeting be closed for Intergovernmental Negotiations in accordance  
with Section 90(2)(b) of the Community Charter. [2 items]  
**CARRIED**

The meeting recessed and moved to the closed session at 2:03 pm.

The Capital Regional District Board rose from the closed session at 2:29 pm and reported on the following:

On June 6, 2024, the CRD Board received correspondence from Minister Heyman, Minister of Environment and Climate Change Strategy, regarding a request from the CRD Board for a six-month extension to the June 18, 2024 deadline for submission of the Long-Term Biosolids Management Strategy. The Board reviewed the Minister's response to the extension request, which included a number of conditions and revised submission timelines. The Board will consider submitting the Long-Term Biosolids Management Strategy by the original deadline of June 18, 2024.

Director Murdock left the meeting at 2:31 pm.

L. Jones spoke to Item 7.4.

Discussion ensued clarifying there had not been any changes to the Long-Term Biosolids Management Strategy since May 2024.

**MOVED** by Director Desjardins, **SECONDED** by Director Tobias,  
**1. Approve the Long Term Biosolids Management Strategy as a portfolio of options (in alignment with the Long-Term Biosolids Management Strategy prepared by GHD, April 2024), that utilizes each option under a prioritization structure, as follows:**

(a) Tier 1: Advanced thermal option: Constitutes the preferred long-term solution and will be pursued concurrently with options in other tiers. Current projects include:

(i) Develop a demonstration facility for advanced thermal processing, as planned. Outcomes from the demonstration project will serve as the basis for a scaled, long-term solution.

(b) Tier 2: Out-of-region compliance options: Constitute measures that the CRD will utilize to ensure regulatory compliance is continuously achieved while the Tier 1 thermal processing option is being implemented and when options in Tier 1 are unable to process the totality of biosolids produced in the region.

These are (in priority order):

(i) Industrial land reclamation, such as mine and quarry sites (acknowledging that some reclaimed sites may eventually have a pasture land end use)

(ii) Forest fertilization

(iii) Production of biosolids growing medium and/or feedstock in soil production

(iv) Partnerships with established biosolids programs

(v) Continue alternative fuel combustion in the cement manufacturing facility in Richmond, BC. Prioritize this option when available.

(vi) Explore partnerships with additional industrial partners interested in

combustion.

(c) Tier 3: In-region contingency options: Constitute contingency options to ensure compliance with regulatory requirements. The CRD would implement Tier 3 options on a contingency basis, only when options within the Tier 2 portfolio are unavailable and only after receiving explicit consent from the Board and consulting and engaging with any affected First Nations, should the need for Tier 3 arise.

These include (in priority order):

(i) Industrial land reclamation, such as mine and quarry sites (acknowledging that some reclaimed sites may eventually have a pasture land end use)

(ii) Forest fertilization

(iii) Maintain the option of biosolids application in engineered cover systems and biocell at Hartland Landfill to act as an emergency support option, subject to space availability and cover needs of the Landfill;

2. Direct staff to submit the Long-Term Biosolids Management Strategy to the BC Ministry of Environment and Climate Change Strategy;

3. Direct staff to continue to explore biosolids beneficial use opportunities with those First Nations that express interest both in-region and out-of-region, and to address any concerns First Nations may have regarding the beneficial use options; and

4. Refer the staff report with the Long-Term Biosolids Management Strategy to the Core Area Liquid Waste Management Committee for information.

**CARRIED**

Opposed: Alto

## 8. REPORTS OF COMMITTEES

### Environmental Services Committee

8.1. [24-486](#) Bylaw No. 4607 - Electric Vehicles Charging and Fees Bylaw No. 1, 2024

**MOVED** by Director Desjardins, **SECONDED** by Director Thompson,

1. That Bylaw No. 4607, "Electric Vehicles Charging and Fees Bylaw No. 1, 2024", be introduced and read a first, second and third time.

**CARRIED**

**MOVED** by Director Desjardins, **SECONDED** by Director Thompson,

2. That Bylaw No. 4607 be adopted.

**CARRIED**

**MOVED** by Director Desjardins, **SECONDED** by Director Thompson,

3. That Bylaw No. 4611, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 79, 2024", be introduced and read a first, second and third time.

**CARRIED**

**MOVED** by Director Desjardins, **SECONDED** by Director Thompson,

4. That Bylaw No. 4611 be adopted.

**CARRIED**



- 8.2. [24-484](#) Bylaw No. 4610 - Hartland Landfill Tipping Fee and Regulation Bylaw No. 6, 2013, Amendment Bylaw No. 5, 2024

**MOVED** by Director Desjardins, **SECONDED** by Director Thompson,  
1. That Bylaw No. 4610, "Hartland Landfill Tipping Fee and Regulation Bylaw No. 6, 2013, Amendment Bylaw No. 5, 2024", be read a first, second and third time.  
**CARRIED**

**MOVED** by Director Desjardins, **SECONDED** by Director Thompson,  
2. That Bylaw No. 4610 be adopted.  
**CARRIED**

## 9. BYLAWS

- 9.1. [24-554](#) Adoption of Bylaw No. 4572 - Management of Onsite Sewage Systems Service Establishment Bylaw, 2007, Amendment Bylaw No. 1, 2023

**MOVED** by Director Jones, **SECONDED** by Director Windsor,  
That Bylaw No. 4572, "Management of Onsite Sewage Systems Service Establishment Bylaw, 2007, Amendment Bylaw No. 1, 2023" be adopted.  
**CARRIED**

- 9.2. [24-559](#) Adoption of Bylaw No. 4592 - Otter Point Fire Protection and Emergency Response Local Service Establishment Bylaw No. 1, 1992, Amendment Bylaw No. 8, 2024

**MOVED** by Director Wickheim, **SECONDED** by Director Brent,  
That Bylaw No. 4592, "Otter Point Fire Protection and Emergency Response Local Service Establishment Bylaw No. 1, 1992, Amendment Bylaw No. 8, 2024" be adopted.  
**CARRIED**

## 10. NOTICE(S) OF MOTION

**10.1. 24-624****Notice of Motion: Safety on Multi-Use Trails (Director Tobias)**

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

"That the Capital Region Board directs staff to undertake a comprehensive study on the safety of multi-use trails, with a particular focus on the risks associated with cyclist speed and the use of e-bikes;

1. Review of Recent Accidents: A detailed review of recent documented accidents involving e-bikes and other trail users.
2. Risk Assessment: An assessment of current risks and contributing factors to accidents on multi-use trails.
3. Public Consultation: Engagement with the public to gather feedback and concerns regarding trail safety.
4. Best Practices: Identification of best practices from other jurisdictions in managing e-bike speeds and trail safety.
5. Actionable Recommendations: Development of actionable recommendations to mitigate identified risks and enhance the safety of all trail users.
6. That staff report back to the Capital Region Board with their findings and recommendations as soon as practical so that prompt and effective measures can be implemented to address these safety concerns."

**MOVED by Director Tobias, SECONDED by Director Brent,  
That same day consideration be applied to the Notice of Motion.**

**The Chair ruled the motion out of order.**

**Director Tobias challenged the Chair.**

**The Chair called for a vote on whether the Chair shall be sustained.**

**SUSTAINED**

**Opposed: Brent, Coleman, Goodmanson, Kobayashi, Little, Tobias, Wickheim,  
Williams**

The motion for same day consideration was considered by the Board to be out of order and removed from the floor.

The Notice of Motion was referred to the next meeting of the Regional Parks Committee.

**Director Murdock returned to the meeting at 2:52 pm.**

**10.2. 24-621**

Notice of Motion: Big City Mayor's Caucus, Federation of Canadian Municipalities (Chair Plant)

Chair Plant provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board:

"Whereas the Capital Regional District (CRD) has a population of greater than 450,000 residents,

And

Whereas our region experiences similar challenges as that of other large cities in Canada and wants to raise its voice as part of the Big City Mayor's Caucus,

And

Whereas our regional district, and a majority of our membership, participates in FCM membership and pays membership dues,

Be it resolved that:

The CRD lobby the Federation of Canadian Municipalities (FCM) Executive and Chief Executive Officer to earn a seat on the FCM Big City Mayor's Caucus and,

Be it further resolved the seat be held by either the Mayor of the City of Victoria or District of Saanich on a two-year rotating basis."

**11. NEW BUSINESS**

There was no new business.

**12. MOTION TO CLOSE THE MEETING****12.1. [24-550](#)**

Motion to Close the Meeting

**MOVED by Director Little, SECONDED by Director Murdoch,**

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

**CARRIED**

**MOVED by Director Little, SECONDED by Director Murdoch,**

**That the meeting be closed for Litigation in accordance with Section 90(1)(g) of the Community Charter.**

**CARRIED**

The Capital Regional District Board moved to the closed session at 2:55 pm.

**13. RISE AND REPORT**

The Capital Regional District Board rose from the closed session at 3:18 pm without report.

**14. ADJOURNMENT**

**MOVED by Director McNeil-Smith, SECONDED by Director Desjardins,**

**That the June 12, 2024 Capital Regional District Board meeting be adjourned at 3:19 pm.**

**CARRIED**

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**CHAIR**

**CERTIFIED CORRECT:**

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**CORPORATE OFFICER**