

Meeting Minutes

Planning and Protective Services Committee

Wednesday, July 17, 2024

9:30 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT

Directors: Z. de Vries (Chair), K. Williams (Vice Chair), B. Desjardins (EP), M. Little, C. McNeil-Smith, D. Thompson, R. Windsor, C. Plant (Board Chair, ex officio)

Staff: T. Robbins, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; S. Carby, Senior Manager, Protective Services; C. Vrabel, Manager, Fire Services; N. Brotman, Research Planner, Regional and Strategic Planning; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director A. Wickheim

The meeting was called to order at 9:31 am.

1. Territorial Acknowledgement

Vice Chair Williams provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Thompson, **SECONDED** by Director Williams,
That the agenda for the July 17, 2024 Planning and Protective Services
Committee meeting be approved.

CARRIED

3. Adoption of Minutes

3.1. [24-729](#) Minutes of the March 20, 2024 Planning and Protective Services
Committee Meeting

MOVED by Director Little, **SECONDED** by Director Williams,
That the minutes of the Planning and Protective Services Committee meeting of
March 20, 2024 be adopted as circulated.

CARRIED

4. Chair's Remarks

Chair de Vries noted that the Regional Water Supply Commission meets immediately after this meeting.

5. Presentations/Delegations

There were no presentations.

5.1. Delegations

- 5.1.1. [24-745](#) Delegation - Katie Underwood; Representing Tenant Farmers and the South Island Farmers Institute: Re: Agenda Item 6.3. Bylaw No. 4602: Foodlands Access Service
- K. Underwood spoke to Item 6.3.
- 5.1.2. [24-749](#) Delegation - Shellie MacDonald; Representing Haliburton Community Organic Farm: Re: Agenda Item 6.3. Bylaw No. 4602: Foodlands Access Service
- S. MacDonald spoke to Item 6.3.

6. Committee Business

- 6.1. [24-536](#) Bylaw Notice Enforcement and Adjudication System
- K. Lorette spoke to Item 6.1.
- Discussion ensued regarding:
- staff reporting back annually on efficiencies gained
 - notification to participating municipalities
- MOVED by Director Williams, SECONDED by Director Little,
The Planning and Protective Services Committee recommends to the Capital Regional District Board:**
- 1) That a Bylaw Notice Enforcement and Adjudication System be endorsed;
 - 2) That staff be directed to prepare bylaws, policies and agreements for the implementation of the Bylaw Notice Enforcement and Adjudication System provided for in the Local Government Bylaw Notice Enforcement Act, for the Board's approval; and
 - 3) That staff be directed to work with Court Services Branch, Ministry of Attorney General to request the Lieutenant Governor in Council of the Province of British Columbia enact a Regulation under Section 29 of the Local Government Bylaw Notice Enforcement Act, applying the Act to the Capital Regional District.
- CARRIED**
- 6.2. [24-679](#) Wildfire Resilient Futures Initiative Grant Application
- K. Lorette presented Item 6.2. for information.
- Discussion ensued regarding:
- clarification of the scope of work
 - the direct benefits resulting from collaboration with our partners in the region

6.3. [24-681](#) Bylaw No. 4602: Foodlands Access Service

K. Lorette spoke to Item 6.3.

Discussion ensued regarding:

- expediting the establishment of this service
- the timeline and potential risks of municipal consent vs. alternative approval process
- future plans for the lease that the City of Victoria holds on a portion of the proposed land

**MOVED by Director Windsor, SECONDED by Director Thompson,
The Planning and Protective Services Committee recommends to the Capital
Regional District Board:**

- 1) That Bylaw No. 4602, "Foodlands Access Service Establishing Bylaw No. 1, 2024", be introduced and read a first, second and third time;
- 2) That participating area approval be obtained by regional alternative approval process; and
- 3) That Bylaw No. 4602, be forwarded to the Inspector of Municipalities for approval.

**MOVED by Director Windsor, SECONDED by Director Williams,
That the main motion be amended to add the following wording as line 4)
"Subject to consideration of approval by the municipal inspector, the timing of
the AAP, and staff reporting at the September board meeting on the feasibility
that the CRD expedite farming in 2025 through this service."**

CARRIED

The question was called on the main motion as amended:

**The Planning and Protective Services Committee recommends to the Capital
Regional District Board:**

- 1) That Bylaw No. 4602, "Foodlands Access Service Establishing Bylaw No. 1, 2024", be introduced and read a first, second and third time;
- 2) That participating area approval be obtained by regional alternative approval process; and
- 3) That Bylaw No. 4602, be forwarded to the Inspector of Municipalities for approval.
- 4) Subject to consideration of approval by the municipal inspector, the timing of the AAP, and staff reporting at the September board meeting on the feasibility that the CRD expedite farming in 2025 through this service.

CARRIED

6.4. [24-682](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) Local Government Emergency Program Advisory Commission minutes of August 17, 2023
- b) Local Government Emergency Program Advisory Commission minutes of February 1, 2024
- c) Local Government Emergency Program Advisory Commission minutes of March 15, 2024

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

**MOVED by Director Thompson, SECONDED by Director Little,
That the July 17, 2024 Planning and Protective Services Committee meeting be
adjourned at 10:19 am.
CARRIED**

CHAIR

RECORDER