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**Minutes of a Meeting of the Planning, Transportation and Protective Services Committee  
Held Wednesday, January 28, 2015, in the Board Room, 625 Fisgard St., Victoria, BC**

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**Present: Directors:** A. Finall (Chair), L. Helps (Vice Chair), V. Derman, B. Desjardins, D. Howe, R. Kasper (for M. Tait), J. Ranns, J. Rogers (for D. Screech), L. Seaton, R. Windsor (1:33)

**Staff:** K. Lorette, General Manager, Planning and Protective Services; S. Bagh, Senior Manager, Regional and Strategic Planning; H. Kamphof, Senior Manager, Housing Secretariat; J. Klassen, Manager, Local Area Planning, Juan de Fuca Electoral Area Planning; M. Rachwalski, Senior Manager, Health and Capital Planning Strategies; T. Whiting, Senior Manager, Protective Services; N. More, Committee Clerk (recorder)

**Absent:** C. Hamilton

The meeting was called to order at 1:30 p.m.

**1. Approval of Agenda**

**MOVED** by Director Derman, **SECONDED** by Director Desjardins,  
That the agenda be approved as circulated.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Director Derman, **SECONDED** by Alternate Director Rogers,  
That the minutes of the October 1, 2014, meeting be adopted as previously circulated.

**CARRIED**

**3. Chair's Remarks:** Chair Finall remarked on the diversity of matters that this Committee considers and the usefulness of the orientation for the Board and Committee.

**4. Presentations/Delegations:** There were none.

**5. 2015 Planning, Transportation and Protective Services Committee Terms of Reference and Orientation**

K. Lorette provided an overview of the report. The Committee discussed receiving information from the Roundtable on the Environment in a timely manner, and the ability of Directors who are not members of the Committee to participate in discussions relevant to their jurisdiction.

**MOVED** by Director Helps, **SECONDED** by Director Windsor,  
That it be recommended to the Capital Regional District Board:

1) That the 2015 Planning, Transportation and Protective Services Committee Terms of Reference be amended as follows:

a. In Section 1.0, insert the word "directly": "The Committee may also consider matters directly referred by the CRD Roundtable on the Environment."

- b. In Section 3.0, reword the second paragraph to: “All Board members or alternates are permitted to attend standing committee meetings and participate in discussion, but not vote, where an item of local significance is on the agenda...”
- 2) That the 2015 Planning, Transportation and Protective Services Committee Terms of Reference be approved as amended.

**CARRIED**

K. Lorette provided an orientation presentation.  
**MOVED** by Director Derman, **SECONDED** by Director Helps,  
That the orientation be received for information.

**CARRIED**

**6. Determination of Regional Growth Strategy Consistency for the Port Renfrew Comprehensive Community Development Plan and Zoning Amendment**

K. Lorette gave an overview of the report and staff provided further clarification as sought by the Committee.

**MOVED** by Alternate Director Kasper, **SECONDED** by Director Derman,  
That it be recommended to the Capital Regional District Board:  
That the proposed Bylaw No. 3986, “Comprehensive Community Development Plan for Port Renfrew, Bylaw No. 1, 2003, Amendment Bylaw No. 7, 2014”, be reviewed as it relates to the Regional Growth Strategy (RGS) and deemed consistent with the RGS.

**CARRIED**

**7. New Business:** There was no new business.

**8. Adjournment**

**MOVED** by Director Desjardins, **SECONDED** by Director Howe,  
That the meeting be adjourned at 2:45 p.m.

**CARRIED**

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CHAIR

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RECORDER