

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, April 10, 2019

10:05 AM

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

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**PRESENT:**

Directors: M. Hicks (Chair), B. Maberley (D. Howe (Vice Chair)), G. Holman, C. Plant (Board Chair, ex-officio)

Staff: R. Lapham, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; N. Chan, Chief Financial Officer; K. Campbell, Senior Manager, Salt Spring Island Administration; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; R. Gutierrez, Manager, Building Inspection; A. Donaldson, Manager, Financial Planning and Performance; E. Gorman, Deputy Corporate Officer; P. Perna, Committee Clerk; S. Closson, Committee Clerk (Recorder)

**REGRETS:** Director Howe

The meeting was called to order at 10:15 am.

#### 1. Approval of Agenda

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman,  
That the agenda for the April 10, 2019 Electoral Areas Committee be approved as  
circulated.

**CARRIED**

#### 2. Adoption of Minutes

2.1. [19-384](#) Minutes of the March 13, 2019 Electoral Areas Committee Meeting

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman,  
That the minutes from the Electoral Areas Committee meeting of March 13, 2019  
be adopted.

**CARRIED**

#### 3. Chair's Remarks

There were no Chair's Remarks.

**This was approved.**

#### 4. Presentations/Delegations

There were no presentations or delegations.

## 5. Committee Business

### 5.1. [19-381](#) Building Inspection Cost Recovery

K. Lorette provided an overview of the report.

Discussion ensued on the following:

- Recommended fee recovery benchmark of 75%.
- Concern for increasing fees hindering first time home buyers.
- Seeing the implication for fees before increasing the fees.
- The need to separate expenses for each Electoral Area.
- Providing data for staff's time in each Electoral Area.

**MOVED by Director Holman, SECONDED by Alternate Director Maberley, That no revised cost recovery benchmarks be set until more information has been provided by staff on the implication for fees of different cost recovery methods by the next Electoral Areas Committee meeting.**

**CARRIED**

**MOVED by Director Holman, SECONDED by Alternate Director Maberley, That staff provide a report on separating, by Electoral Area, the building inspection services and implications, both financially and operationally, and advise on required bylaw amendments and operational impacts.**

**CARRIED**

### 5.2. [19-377](#) Request to Purchase CRD Land - Lot B, Section 76, South Salt Spring Island, Cowichan District, Plan 17642

K. Campbell provided an overview of the report.

**MOVED by Director Holman, SECONDED by Alternate Director Maberley, That the Beddis Water Service Commission recommends that the Electoral Areas Committee recommend to the Capital Regional District Board:**

**To direct staff to dispose of the land on Salt Spring Island described as Lot B, Section 76, South Salt Spring Island, Cowichan District, Plan 17642, PID 003-961-729 (Lot B), through a land sale to the adjoining land owner in accordance with the Local Government Act and established CRD policies and procedures for disposing of CRD land, with the following conditions:**

1. That the Chief Administrative Officer will respond to the Jacques' lawyer advising them of the disposition process,
2. That the value of Lot B be based on a market appraisal,
3. That Lot B will be consolidated with the adjoining Lot A, Section 76, South Salt Spring Island, Cowichan District Plan 17642,
4. That the purchaser pay for an appraisal; and
5. That staff will confirm that the waterworks have been appropriately abandoned,
6. That the Chief Administrative Officer be authorized to negotiate, execute and do all things incidental to finalizing the sale.

**CARRIED**

5.3. [19-375](#) Salt Spring Island Project Tracker Report No. 2, 2019

**MOVED** by Director Holman, **SECONDED** by Alternate Director Maberley,  
That the Electoral Areas Committee receive the Salt Spring Island Progress  
Report No. 2, 2019 for information.  
**CARRIED**

5.4. [19-378](#) Fernwood Dock Management Commission

K. Campbell provided an overview of the report.

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman,  
That the Electoral Areas Committee recommends that the Capital Regional  
District Board:

- 1) That Bylaw No. 4293, "Juan de Fuca and Salt Spring Island Parks and Recreation Advisory Commission Bylaw No. 1, 2011, Amendment Bylaw No. 1, 2019" be introduced and read a first, second and third time;
- 2) That Bylaw No. 4293 be adopted.

**CARRIED**

5.5. [19-370](#) Grants-in-Aid

**MOVED** by Alternate Director Maberley, **SECONDED** by Director Holman,  
That the Electoral Areas Committee recommend to the Capital Regional District  
Board:

That the following grant-in-aid applications be approved:

1. Juan de Fuca Rural Publication Society: \$2,000
2. Juan de Fuca Regional Park Watch Society: \$500
3. Amber Academy Youth Fine Arts Society: \$500
4. Sooke Shelter Society: \$500
5. South Pender Historical Society: \$2,850
6. Salish Sea Inter-Island Transportation Society: \$5,000
7. Galiano Club: \$3,400
8. Gulf Islands Food Co-op: \$6,000
9. Saturna Community Club: \$4,954
10. Ptarmigan Arts Society: \$4,500
11. Salt Spring and Southern Gulf Islands Community Services Society: \$4,000
12. Salt Spring Community Health Society: \$4,000
13. Gulf Island Horseman's Association: \$4,000
14. Salt Spring Historical Society: \$1,240
15. Copper Kettle Community Partnership: \$4,000

**CARRIED**

5.6. [19-392](#) Verbal Update on Gas Tax Funding

N. Chan provided a verbal overview on Gas Tax funding.

**MOVED** by Director Holman, **SECONDED** by Alternate Director Maberley,  
That the verbal report on gas tax funding be received for information.  
**CARRIED**

5.7. [19-393](#) Discussion on Possible UBCM Resolutions

K. Morley spoke to submission deadlines.

Discussion ensued on the following:

- The process and deadlines for forwarding resolutions to the UBCM.
- The need to allow rainwater capture usage in subdivisions.

5.8. [19-364](#) Previous Minutes of Other CRD Committees and Commissions for Information

**MOVED by Alternate Director Maberley, SECONDED by Director Holman, That the following minutes be received for information:**

**a) Magic Lake Estates Water and Sewer Committee minutes September 11, October 9, November 13, 2018, and January 8, 2019**

**b) Southern Gulf Islands Harbours Commission minutes December 14, 2018  
CARRIED**

**6. New Business**

6.1. Infrastructure Planning Grant for the North Salt Spring Water Works District

**MOVED by Director Holman, SECONDED by Alternate Director Maberley, That the Electoral Areas Committee recommends to the Capital Regional District Board:**

**That the Capital Regional District authorize the submission of an application for an infrastructure planning grant for the North Salt Spring Water Works District to assess the improvement district water infrastructure operations and financial position.**

**CARRIED**

6.2 Boardroom Clock

**MOVED by Alternate Director Maberley, SECONDED by Director Holman, That the clock in the boardroom be fixed to show the correct time.**

**CARRIED**

**7. Adjournment**

**MOVED by Alternate Director Maberley, SECONDED by Director Holman, That the April 10, 2019 Electoral Areas Committee meeting be adjourned at 11:20 am.**

**CARRIED**

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Chair

\_\_\_\_\_  
Recorder