

Meeting Minutes

Electoral Areas Committee

Wednesday, July 10, 2019

10:05 AM

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

PRESENT:

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

Staff: K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carey, Manager of Legal Services; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; R. Gutierrez, Manager, Building Inspection; E. Gorman, Deputy Corporate Officer; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 10:09 am.

1. Territorial Acknowledgement

The Chair provided a territorial acknowledgement.

2. Approval of Agenda

**MOVED by Alternate Director Maberley, SECONDED by Director Holman,
That the agenda for the July 10, 2019 Electoral Areas Committee meeting be
approved as amended to include two Notices of Motion under item 7.
CARRIED**

3. Adoption of Minutes

3.1. [19-678](#) Minutes of the June 12, 2019 Electoral Areas Committee Meeting

**MOVED by Alternate Director Maberley, SECONDED by Director Holman,
That the minutes of the June 12, 2019 Electoral Areas Committee meeting be
adopted as circulated.
CARRIED**

4. Chair's Remarks

The Chair had no remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [19-663](#) Appointment of Officers

K. Lorette provided an overview of the report.

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

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, Richard Beaumont, Lorne Bunyan, Adam Carter, Daniel Lundin and Phil Williams, be appointed as Assistant Bylaw Officers.

CARRIED

6.2. [19-643](#) Amendments to Pender Islands Community Parks Bylaws

S. Carey provided an overview of the report.

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

1) That Bylaw No. 4307, "Community Parks Regulations (Pender Islands) By-law No. 1, 1987, Amendment Bylaw No. 2, 2019" be introduced and read a first, second, and third time;

2) That Bylaw No. 4307 be adopted;

3) That Bylaw No. 4309, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 66, 2019", be introduced and read a first, second, and third time;

4) That Bylaw No. 4309 be adopted.

CARRIED

6.3. [19-673](#) Salt Spring Island Water Service Optimization Study

K. Campbell provided an overview of the report.

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

That an application be submitted to the Ministry of Municipal Affairs and Housing for funding in the amount of \$50,000 for a Water Service Optimization study in Salt Spring Island Electoral Area.

CARRIED

6.4. [19-671](#) BC Rural Dividend Program 2019 Intake

J. Starke provided an update to the staff recommendation.

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

That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for Southern Gulf Islands Connectivity Design Strategy and that the Board support this project through its duration.

CARRIED

6.5. [19-647](#) Magic Lake Estates Wastewater System Assent Voting for Loan Authorization Bylaw No. 4320

T. Robbins provided an overview of the report.

Discussion ensued on grant opportunities for the project and amortization terms.

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

- 1. That Bylaw No. 4320, “Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019”, be introduced and read a first and second time;**
- 2. That Bylaw No. 4320 be read a third time;**
- 3. To direct staff to implement a referendum process under Section 344 of the Local Government Act;**
- 4. To direct staff to seek all possible grant funds eligible for wastewater infrastructure to assist with completing other required upgrades to the Magic Lake Estates Wastewater System;**
- 5. To appoint Kristen Morley, General Manager, Corporate Services & Corporate Officer, as Chief Election Officer and Emilie Gorman, Deputy Corporate Officer, as Deputy Chief Election Officer with the power to appoint election officials as required;**
- 6. Approve the wording of the bylaw question for the purposes of the ballot as follows:**

Are you in favour of the Capital Regional District (CRD) Board adopting Bylaw No. 4320, “Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 3, 2019”, authorizing the Capital Regional District to borrow an amount up to but not to exceed SIX MILLION DOLLARS (\$6,000,000) for the purpose of administering, planning, designing, acquiring and constructing the capital renewal and upgrade of the Magic Lake Estates Wastewater System. YES or NO?”;

- 7. Approve that the General Voting Day be held on Saturday, November 23, 2019 with the Advance Voting opportunities held on Wednesday, November 13, 2019 and Wednesday, November 20, 2019 at voting places to be determined by the Chief Election Officer; and**
- 8. Approve the synopsis of Bylaw No. 4320, attached as Appendix A, for advertising purposes.**

CARRIED

6.6. [19-623](#) 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 of April 9 and May 14, 2019**
- b) Skana Water Service Committee minutes of May 31, 2018**
- c) Southern Gulf Islands Harbours Commission minutes of April 26, 2019**
- d) Surfside Park Estates Water Service Committee minutes of May 31, 2018**

CARRIED

7. Notice(s) of Motion

7.1. Director Hicks: Bylaw Changes for the Removal of the Port Renfrew Area from the Sooke Electoral Area Recreation and Facilities Service

That staff report back with the required bylaw changes to remove the Port Renfrew area of the Juan de Fuca Electoral Area from the Sooke and Electoral Area Recreation and Facilities Service.

7.2. Director Hicks: Appointment to Poet Laureate for the Juan de Fuca Electoral Area

That Wendy Morton be appointed as Poet Laureate for the Juan de Fuca Electoral Area.

8. New Business

There was no new business.

9. Adjournment

**MOVED by Alternate Director Maberley, SECONDED by Director Holman,
That the July 10, 2019 Electoral Areas Committee meeting be adjourned at
10:38 am.
CARRIED**

Chair

Recorder