

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, April 14, 2021

11:05 AM

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

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#### PRESENT

Directors: M. Hicks (Chair) (EP), G. Holman (Vice-Chair), P. Brent (11:27 am) (EP) (for D. Howe),  
C. Plant (Board Chair, ex-officio)

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; S. Carey, Manager, Legal Services; S. Carby, Senior Manager, Protective Services; L. Xu, Manager, Financial Services; J. Reimer, Manager, Electoral Area Fire and Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; M. Taylor, Manager, Building Inspection; L. Xu, Manager, Finance Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder); S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director Howe

The meeting was called to order at 11:10 am.

#### 1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. Approval of Agenda

The following items were added to the agenda under **New Business**:

**8.1 Representation on the Island Coastal Economic Trust - Central South Island Regional Advisory Committee (ICET)**

**8.2 Proposed Regional Arts Facility Service**

**MOVED** by Board Chair Plant, **SECONDED** by Director Holman,

**That the agenda for April 14, 2021 be approved as amended.**

**CARRIED**

#### 3. Adoption of Minutes

3.1. [21-277](#) Minutes of the March 10, 2021 Electoral Areas Committee Meeting

**MOVED** by Board Chair Plant, **SECONDED** by Director Holman,

**That the minutes of the Electoral Areas Committee meeting of March 10, 2021 be adopted as circulated.**

**CARRIED**

#### 4. Chair's Remarks

The Chair thanked everyone for attending.

#### 5. Presentations/Delegations

There were no presentations or delegations.

#### 6. Committee Business

6.1. [21-129](#) Review of Separation of Building Inspection Services for Each Electoral Area

K. Lorette spoke to item 6.1.

Discussion ensued on the following:

- Building Inspection Services
- Budget methodology

Alternate Director Brent joined the meeting at 11:27 am.

**MOVED by Chair Hicks, SECONDED by Alternate Director Brent,  
The Electoral Areas Committee recommends to the Capital Regional District Board:**

**That the Building Inspection service to the three Electoral Areas remain as a single shared service with a single budget.**

**CARRIED**

**Opposed: Holman**

6.2. [21-128](#) Amendments to CRD Ticket Information Authorization Bylaw, 1990, Bylaw No. 1857

S. Carby spoke to item 6.2.

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

- 1) That Bylaw No. 4401, "Capital Regional District Ticket information Authorization Bylaw 1990, Amendment Bylaw No. 70, 2021" be introduced and read a first, second, and third time; and
- 2) That Bylaw No. 4401 be adopted.

**CARRIED**

- 6.3. [21-270](#) Community Emergency Preparedness Fund: Emergency Operations Centres and Training Grant - Motion of Support

J. Reimer spoke to item 6.3.

**MOVED** by Chair Hicks, **SECONDED** by Director Holman,

The Electoral Areas Committee recommends to the Capital Regional District (CRD) Board:

That the CRD Board support an application to Union of British Columbia Municipalities Community Emergency Preparedness Fund for the Emergency Operations Centres and Training grant and direct staff to provide overall grant management.

**CARRIED**

- 6.4. [21-279](#) AGMs and Nomination Procedures for Local Service Committees & Commissions

K. Morley spoke to item 6.4.

**MOVED** by Director Holman, **SECONDED** by Alternate Director Brent,

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the bylaw requirement that CRD local service committees and commissions hold Annual General Meetings be waived for 2021.
2. That new appointments to local service committees and commissions be made by the CRD Board based on the Electoral Area Director recommendation for 2021.

**CARRIED**

- 6.5. [21-219](#) Previous Minutes of Other CRD Committees and Commissions for Information

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

- a) Galiano Island Parks and Recreation Commission minutes - February 4, 2021
- b) Galiano Island Parks and Recreation Commission minutes - March 4, 2021
- c) Mayne Island Parks and Recreation Commission minutes - February 11, 2021

**CARRIED**

## 7. Notice(s) of Motion

Director Holman provided a Notice of Motion under New Business, Item 8.1.

## 8. New Business

**8.1** Representation on the Island Coastal Economic Trust - Central South Island Regional Advisory Committee (ICET)

Director Hicks stated that he attended the last meeting of the Island Coastal Economic Trust - Central South Island Regional Advisory Committee and agreed to be the CRD representative.

Discussion took place about future representation.

Director Holman provided the following Notice of Motion:

**That staff report back to the Electoral Areas Committee on appointment options for a Capital Regional District representative on the Island Coastal Economic Trust - Central South Island Regional Advisory Committee.**

**8.2** Proposed Regional Arts Facility Service

Discussion took place about the inclusion of electoral areas in the proposed Regional Arts Facility Service and potential impacts to the voter approval process.

**9. Adjournment**

**MOVED by Board Chair Plant, SECONDED by Chair Hicks  
That the April 14, 2021 Electoral Areas Committee meeting be adjourned at 12:14 pm.  
CARRIED**

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Chair

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Recorder