

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, July 14, 2021

11:00 AM

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

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Electoral Areas Committee

Meeting Minutes

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#### Hearing Session

#### PRESENT

Directors: M. Hicks (Chair), G. Holman (Vice-Chair), P. Brent (for D. Howe) (EP), 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; T. Robbins, General Manager, Integrated Water Services; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carby, Senior Manager, Protective Services; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; M. Taylor, Manager, Building Inspection; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director D. Howe

The meeting was called to order at 11:00 am.

#### 1. Hearing Under Section 57 of the Community Charter Regarding Notices Against Title

This hearing is being convened pursuant to section 57 of the Community Charter. The Electoral Areas Committee has been delegated the power of the Regional Board to consider a recommendation of the Building Inspector to file a notice on land title of properties that contravene building safety standards and applicable building regulations.

Anyone who considers their interest in property will be affected by a notice on title shall be provided an opportunity to speak before the Committee. Speakers should focus their remarks on the issue under consideration and to address all comments to the Committee Chair.

Once the property owner has been heard, the committee shall determine whether to confirm the recommendation of the Building Inspector, to file a notice against title of the subject property.

During the course of this hearing, this committee is sitting as a quasi-judicial body and in that capacity should only consider the facts brought before it by the Building Inspector and the affected property owners. In making a decision, committee members should refrain from considering facts that are extraneous to the hearing process.

## 2. Approval of Agenda

**MOVED** by Director Holman, **SECONDED** by Alternate Director Brent,  
That the agenda for Hearing Session of the July 14, 2021 Electoral Areas  
Committee meeting be approved.

**CARRIED**

## 3. Adoption of Minutes

- 3.1. [21-573](#) Minutes of the Hearing Session of the April 14, 2021 Electoral Areas  
Committee Meeting

**MOVED** by Director Holman, **SECONDED** by Director Plant,  
That the minutes of the Hearing Session of the April 14, 2021 Electoral Areas  
Committee meeting of be adopted as circulated.

**CARRIED**

## 4. Comments by Property Owners on the Recommended Notices on Title

There were no comments by property owners.

## 5. Properties to be Considered for Filing Notice against Land Title and Comments by the Building Inspector or Designated Municipal Officer - Salt Spring Island [2]

- 5.1. [21-541](#) File Notice on the Land Title of 523 Long Harbour Road, Lot A, Sections 1  
and 2, Range 5 East, North Salt Spring Island, Cowichan District, Plan  
29607, PID 001-379-003, File NT000281

M. Taylor spoke to Item 5.1.

Discussion ensued on the following:

- whether the timeline would affect the Notice on Title
- occupancy status of this building

**MOVED** by Director Holman, **SECONDED** by Director Hicks,  
That the Corporate Officer file a Notice in the Victoria Land Title office stating  
that a Resolution has been made under Section 57 of the Community Charter  
relating to land legally described as: Lot A, Sections 1 and 2, Range 5 East,  
North Salt Spring Island, Cowichan District, Plan 29607, PID 001-379-003 or any  
subdivision of said lands as may be affected by the contravention(s).

**CARRIED**

- 5.2. [21-542](#) File Notice on the Land Title of 531 Long Harbour Road, Lot 1, Section 1, Range 5 East, North Salt Spring Island, Cowichan District, Plan 37444, PID 001-050-494, File NT000280

M. Taylor spoke to Item 5.2.

**MOVED** by Director Holman, **SECONDED** by Alternate Director Brent,  
That the Corporate Officer file a Notice in the Victoria Land Title office stating that a Resolution has been made under Section 57 of the Community Charter relating to land legally described as: Lot 1, Section 1, Range 5 East, North Salt Spring Island, Cowichan District, Plan 37444, PID 001-050-494 or any subdivision of said lands as may be affected by the contravention(s).

**CARRIED**

## 6. Adjournment

**MOVED** by Alternate Director Brent, **SECONDED** by Director Holman,  
That the Hearing Session of the July 14, 2021 Electoral Areas Committee meeting be adjourned at 11:05 am.

**CARRIED**

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Chair

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Recorder