

Meeting Minutes

Electoral Areas Committee

Wednesday, February 9, 2022

11:05 AM

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

PRESENT

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

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. Henderson, Senior Manager, Real Estate; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; M. Taylor, Manager, Building Inspection; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director D. Howe

The meeting was called to order at 11:18 am

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

2. Approval of Agenda

**MOVED by Alternate Director Brent, SECONDED by Director Holman,
That the agenda for the February 9, 2022 Electoral Areas Committee meeting be
approved.
CARRIED**

3. Adoption of Minutes

3.1. [22-061](#) Minutes of the December 8, 2021 Electoral Areas Committee Meeting

**MOVED by Alternate Director Brent, SECONDED by Director Holman,
That the minutes of the Electoral Areas Committee meeting of December 8, 2021
be adopted as circulated.
CARRIED**

4. Chair's Remarks

Chair Hicks announced that the Juan de Fuca Electoral Areas Senior Manager Iain Lawrence has taken on more responsibilities.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [22-021](#) 2022 Electoral Areas Committee Terms of Reference

K. Lorette spoke to Item 6.1.

Discussion ensued on the name of the Salt Spring Island Community Economic Development Commission and the advocacy of the Electoral Area Committee.

**MOVED by Alternate Director Brent, SECONDED by Director Holman,
That the Electoral Areas Committee receive the 2022 Terms of Reference
attached as Appendix A.**

CARRIED

6.2. [22-090](#) Bylaw No. 4480 - Building Permit Information Reports - Fee Increase

M. Taylor spoke to item 6.2.

Discussion ensued on the following:

- alternatives for securing information
- the difference between an FOI and Building Permit Information Report request
- costs associated with each request alternative

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

- 1) That Bylaw No. 4480, "Building Regulation Bylaw No. 5, 2010, Amendment Bylaw No. 3, 2022" be introduced and read a first, second, and third time; and
- 2) That Bylaw No. 4480 be adopted.

CARRIED

6.3. [22-084](#) Grant Application for Anderson Cove (East Sooke) Water Service Extension

T. Robbins spoke to item 6.3.

**MOVED by Director Hicks, SECONDED by Alternate Director Brent,
The Juan de Fuca Water Distribution Commission recommends the Electoral
Areas Committee recommend to the Capital Regional District Board:**

**That staff be directed to prepare and submit an application for an Investing in
Canada Infrastructure Program - British Columbia - Green Infrastructure -
Environmental Quality grant for the water service extension to the Anderson
Cove area of the Juan de Fuca Water Distribution service area.**

CARRIED

6.4. [22-098](#) Cedars of Tuam Water New Well Grant Application, Loan Authorization and Water Conservation Plan

K. Campbell spoke to item 6.4.

Discussion ensued on water catchments as an alternative to a new well.

MOVED by Director Holman, **SECONDED** by Alternate Director Brent,
The Cedars of Tuam Water Service Commission recommends the Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the Board supports an application for grant funding for the SSI: Cedars of Tuam - New Well and Water Treatment Plant Project through the Investing in Canada Infrastructure Program - Green Infrastructure - Environmental Quality Program; and that the Board supports the project and commits to any associated ineligible costs and cost overruns.

2. That the Board review, accept and endorse the Cedars of Tuam Water Conservation Plan, Revised January 2022.

3. That staff be directed to proceed with preparing the Loan Authorization Bylaw, authorizing the borrowing up to \$600,000 with the amortization term of 30 years.

4. That staff be directed to present the project and funding option to the ratepayers; and bring forward a report to the Commission on the results of the public engagement, and ratepayer's preferred electoral assent process.

CARRIED

6.5. [22-093](#) Investing in Canada Infrastructure Program - Green Infrastructure - Environment Quality Grant Application for the Skana Water System Storage Tank Replacement

T. Robbins spoke to item 6.5.

MOVED by Alternate Director Brent, **SECONDED** by Director Holman,
The Skana Water Service Committee recommends the Electoral Areas Committee recommend to the Capital Regional District Board:

That staff be directed to submit an application for an Investing in Canada Infrastructure Program - British Columbia - Green Infrastructure - Environmental Quality grant for the project's grant-eligible costs for the Skana Water System Storage Tank Replacement.

CARRIED

6.6. [22-111](#) Request for Governance Study by the Magic Lake Property Owners' Society, North Pender Island

K. Morley spoke to item 6.6.

Discussion ensued on the following:

- concerns regarding governance
- pre-cursor to incorporation study
- funding sources
- community engagement

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

That the Board advance the request of the Magic Lake Property Owners' Society to the Ministry of Municipal Affairs to evaluate the local context of the Magic Lake Estates neighborhood on North Pender Island and request the Ministry consider funding a Governance and Services Study to examine governance concerns within the community and provide options and alternatives to address those concerns.

CARRIED

6.7. [22-125](#) Regulation of Vacation Rentals on the Southern Gulf Islands and Salt Spring Island

K. Morley spoke to item 6.7

Discussion ensued on the following:

- speculation and vacancy tax
- regulatory approach versus taxation approach
- short term vacation rentals zoning bylaws
- cost of staff and consultation
- similar regions with short term vacation rentals
- temporary use permits
- tax application, exemption, intention
- cost benefit analysis

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

That the Regulation of Vacation Rentals on the Southern Gulf Islands and Salt Spring Island report be received for information.

CARRIED

Director Plant left the meeting at 12:12 pm.

Motion Arising

**MOVED by Director Holman, SECONDED by Alternate Director Brent,
That staff to prepare a report on the financial impacts of business licenses, on Salt Spring Island and Southern Gulf Islands, and the costs and benefits of the speculation and vacancy tax as applied to Salt Spring Island.**

CARRIED

6.8. [21-908](#)

Previous Minutes of Other CRD Committees and Commissions for Information

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

- a) Galiano Parks and Recreation Commission minutes November 4, 2021
 - b) Galiano Parks and Recreation Commission minutes of December 2, 2021
 - c) Galiano Parks and Recreation Commission minutes of January 13, 2022
 - d) Magic Lake Estates Water and Sewer Committee minutes of October 26, 2021
 - e) Magic Lake Estates Water and Sewer Committee minutes of December 14, 2021
 - f) Mayne Island Parks and Recreation Commission minutes of November 11, 2021
 - g) Mayne Island Parks and Recreation Commission minutes of December 9, 2021
 - h) Salt Spring Island Community Economic Development Commission minutes of May 17, 2021
 - i) Salt Spring Island Community Economic Development Commission minutes of September 20, 2021
 - j) Salt Spring Island Parks and Recreation Commission minutes of June 29, 2021
 - k) Salt Spring Island Parks and Recreation Commission minutes of September 21, 2021
 - l) Salt Spring Island Parks and Recreation Commission minutes of October 19, 2021
 - m) Salt Spring Island Transportation Commission minutes of June 28, 2021
 - n) Salt Spring Island Transportation Commission minutes of July 26, 2021
 - o) Salt Spring Island Transportation Commission minutes of September 27, 2021
 - p) Salt Spring Island Transportation Commission minutes of October 25, 2021
 - q) Southern Gulf Islands Harbours Commission minutes of November 18, 2021
- CARRIED**

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by Alternate Director Brent, **SECONDED** by Director Holman,
That the February 9, 2022 Electoral Areas Committee meeting be adjourned at 12:15 pm.
CARRIED

CHAIR

RECORDER