

Meeting Minutes

Electoral Areas Committee

Wednesday, March 9, 2022

11:00 AM

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

PRESENT

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

Staff: K. Lorette, Acting Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Morley, General Manager, Corporate Services; K. Campbell, Senior Manager, Salt Spring Island Administration (EP); S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate; R. Lachance, Senior Manager, Financial Services; J. Reimer, Manager, Electoral Area Fire and Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area (EP); L. Xu, Manager, Finance Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: D. Howe

The meeting was called to order at 11:01 am.

1. Territorial Acknowledgement

Chair Hicks provided a Territorial Acknowledgement.

2. Approval of Agenda

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

3. Adoption of Minutes

3.1. [22-172](#) Minutes of the February 9, 2022 Electoral Areas Committee Meeting

MOVED by Director Plant, **SECONDED** by Director Holman,
That the minutes of the Electoral Areas Committee meeting of February 9, 2022 be adopted as circulated.
CARRIED

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [22-146](#) Community Emergency Preparedness Fund: Union of British Columbia Municipalities Emergency Support Services 2022 Grant Application

J. Reimer spoke to Item 6.1.

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

That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for the Emergency Support Services 2022 grant program and direct staff to provide overall grant management.

CARRIED

6.2. [22-153](#) Appointment of Officers

**MOVED by Director Plant, SECONDED by Director Holman,
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, Zachary Willson be appointed as an Assistant Bylaw Officer.

CARRIED

6.3. [22-091](#) 2022 Electoral Area Budget Review

N. Chan spoke to Item 6.3.

Discussion ensued on the following:

- that local requisitions were driven by apportionment changes - these are based on establishing bylaws
- the budgets, summarized in table 3 of the staff report, did not change materially between provisional and final
- thanks to staff for their work

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

That the 2022 Electoral Area budgets be approved as presented.

CARRIED

- 6.4. [22-151](#) Amendment to Bylaw No. 3727, to change the Commission name to Salt Spring Island Community Economic Sustainability Commission

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

1. That Bylaw 4482, "Salt Spring Island Community Economic Development Commission Bylaw, 2010, Amendment No. 1, 2022" be introduced and read a first, second, and third time.
2. That Bylaw 4482, "Salt Spring Island Community Economic Development Commission Bylaw, 2010, Amendment No. 1, 2022" be adopted.

CARRIED

- 6.5. [22-147](#) Previous Minutes of Other CRD Committees and Commissions for Information

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

- a) Lyall Harbour Boot Cove Water Local Service Committee minutes of October 25, 2021
- b) Mayne Island Parks and Recreation Commission minutes of January 13, 2022
- c) Port Renfrew Utility Services Committee minutes of November 27, 2020
- d) Port Renfrew Utility Services Committee minutes of October 25, 2021
- e) Skana Water Service Committee minutes of October 28, 2021
- f) Skana Water Service Committee minutes of February 1, 2022
- g) Sticks Allison Water Local Service Committee minutes of October 26, 2021
- h) Surfside Park Estates Water Service Committee minutes of October 29, 2021
- i) Wilderness Mountain Water Service Commission minutes of October 28, 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 Director Holman, **SECONDED** by Director Plant,
That the March 9, 2022 Electoral Areas Committee meeting be adjourned at 11:11 am.

CARRIED

CHAIR

RECORDER