

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, July 13, 2022

11:00 AM

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

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#### Hearing Session

#### PRESENT

Directors: M. Hicks (Chair), G. Holman (Vice-Chair), P. Brent, 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 (EP); 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

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

#### 1. Territorial Acknowledgement

Chair Hicks provided a Territorial Acknowledgement.

#### 2. 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.

### 3. Approval of Agenda

**MOVED** by Director Plant, **SECONDED** by Alternate Director Brent,  
That the agenda for the Hearing Session of the July 13, 2022 Electoral Areas  
Committee meeting be approved.

**CARRIED**

### 4. Adoption of Minutes

- 4.1. [22-458](#) Minutes of the Hearing Session of the June 8, 2022 Electoral Areas  
Committee Meeting

**MOVED** by Director Plant, **SECONDED** by Alternate Director Brent,  
That the minutes of the Hearing Session of the Electoral Areas Committee  
meeting of June 8, 2022 be adopted as circulated.

**CARRIED**

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

There were no comments by property owners.

### 6. Properties to be Considered for Filing Notice against Land Title and Comments by the Building Inspector or Designated Municipal Officer

- Salt Spring Island [2]

- Southern Gulf Islands [1]

- 6.1. [22-427](#) File Notice on the Land Title of 112A and 112B Charlesworth Road, Lot 1,  
Section 19, Range 4 East, North Salt Spring Island, Cowichan District,  
Plan 20879, PID 003-459-659, File NT000348

M. Taylor spoke to Item 6.1.

**MOVED** by Director Holman, **SECONDED** by Director Plant,  
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 19, Range 4 East, North Salt  
Spring Island, Cowichan District, Plan 20879, PID 003-459-659 or any subdivision  
of said lands as may be affected by the contravention(s).

**CARRIED**

**6.2.**     [22-428](#)     File Notice on the Land Title of 2580 Fulford-Ganges Road, West 1/2 of Section 12, Range 1, South Salt Spring Island, Cowichan District, Except Parcel A (DD 47113I), and Except Part in Plan 3785, PID 007-126-735, File NT000357

M. Taylor spoke to Item 6.2.

Discussion ensued on circumstances that would prompt the removal of an accessory building from a property.

**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: West 1/2 of Section 12, Range 1, South Salt Spring Island, Cowichan District, Except Parcel A (DD 47113I), and Except Part in Plan 3785, PID 007-126-735 or any subdivision of said lands as may be affected by the contravention(s).

**CARRIED**

**6.3.**     [22-429](#)     File Notice on the Land Title of 4709 Canal Road, Lot 1, Section 11, Pender Island, Cowichan District, Plan 23566, PID 003-122-379, File NT000346

M. Taylor spoke to Item 6.3.

**MOVED** by Alternate Director Brent, **SECONDED** by Director Plant, 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 11, Pender Island, Cowichan District, Plan 23566, PID 003-122-379 or any subdivision of said lands as may be affected by the contravention(s).

**CARRIED**

**7. Adjournment**

**MOVED** by Director Plant, **SECONDED** by Alternate Director Brent, That the Hearing Session of the July 13, 2022 Electoral Areas Committee meeting be adjourned at 11:10 am.

**CARRIED**

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CHAIR

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RECORDER