

Meeting Minutes

Electoral Areas Committee

Wednesday, September 21, 2022

9:30 AM

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

Special Meeting

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; S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate; R. Lachance, Senior Manager, Financial Services; N. Elliott, Manager, Climate Action Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; L. Xu, Manager, Finance Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

The meeting was called to order at 9:30 am.

1. Territorial Acknowledgement

Chair Hicks provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Alternate Director Brent, **SECONDED** by Director Holman,
That the agenda for the September 21, 2022 Electoral Areas Committee special meeting be approved.

CARRIED

3. Presentations/Delegations

There were no presentations or delegations.

4. Committee Business

4.1. [22-548](#) 2023 Service Planning - Electoral Areas

K. Lorette spoke to Item 4.1.

This report was received for information.

4.2. [22-418](#) 2023 Preliminary Electoral Areas Budget Review

N. Chan spoke to Item 4.2.

Discussion ensued on the following:

- any budget implications to hiring additional resources in Building Inspections
- that an additional full time employee is not supported for the Salt Spring Island Local Community Commission at this time

Motion Arising

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

**That additional Building Inspection resources be added to the provisional budget
to address the backlog of building permit applications and to amend the staff
establishment chart if required.**

CARRIED

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

- 1. That the 2023 Electoral Area Services Budgets be given provisional approval
as amended; and**
- 2. That the new initiatives identified in Appendix D for January 1, 2023,
implementation be approved for expenditure.**

CARRIED

4.3. [22-486](#) BC Local Government Climate Action Program - Funding Distribution

Discussion ensued on the apportionment of benefits to each electoral area.

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

**That the funding associated with the new BC Local Government Climate Action
Program in 2022, 2023 and 2024 be distributed as follows: \$79,496 for CRD Climate
Action Service; \$11,512 for Juan de Fuca Electoral Area; \$24,552 for Salt Spring
Island Electoral Area; and \$10,522 for Southern Gulf Islands Electoral Area.**

CARRIED

4.4. [22-540](#) Mt Erskine Water Conversion

**MOVED by Director Holman, SECONDED by Alternate Director Brent,
The Electoral Area Committee recommends that the Capital Regional District:
Authorize the submission of an application for an Infrastructure Planning grant
for Mount Erskine Water Society to assess the water society's infrastructure,
operations, and financial position.**

CARRIED

4.5. [22-523](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) Magic Lake Estates Water and Sewer Committee minutes of June 14, 2022
- b) Mayne Island Parks and Recreation Commission minutes of June 9, 2022
- c) Mayne Island Parks and Recreation Commission minutes of July 14, 2022
- d) Mayne Island Parks and Recreation Commission minutes of August 11, 2022
- e) Port Renfrew Utility Services Committee minutes of February 22, 2022
- f) Skana Water Service Committee minutes of February 22, 2022
- g) Sticks Allison Water Local Service Committee minutes of February 24, 2022
- h) Surfside Park Estates Water Service Committee minutes of February 24, 2022
- i) Wilderness Mountain Water Service Commission minutes of February 22, 2022

5. Notice(s) of Motion

5.1. [22-474](#) Motion with Notice: Wood Burning Appliance Operation of Salt Spring Island (Director Holman)

MOVED by Director Holman, **SECONDED** by Director Hicks,
That staff provide a report regarding CRD or CRHD legal authority to regulate wood burning appliance operation in the Salt Spring Island electoral area, and that the Southern Gulf Islands and Juan de Fuca electoral areas be specifically excluded.

CARRIED

OPPOSED: Plant

5.2. Notice of Motion: Saturna Island Fire Medical Patient Transportation (Alternate Director Brent)

Alternate Director Brent provided the following Notice of Motion:

“That staff be directed to report back with amendments to Bylaw No. 2165, “Saturna Island Fire Protection and Emergency Response Local Service Contribution Establishment Bylaw No. 1, 1993” to include medical patient transportation.”

6. Adjournment

MOVED by Director Plant, **SECONDED** by Director Holman,
That the September 21, 2022 Electoral Areas Committee special meeting be adjourned at 10:13 am.

CARRIED

CHAIR

RECORDER