

Meeting Minutes

Electoral Areas Committee

Wednesday, March 8, 2023

11:00 AM

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

PRESENT

Directors: P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. Plant (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; I. Jesney, Acting General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate; I. Lawrence, Senior Manager Local Area Planning (EP); E. Sinclair, Senior Manager, Regional and Strategic Planning; F. Lopez, Manager, Strategic Planning; J. Reimer, Manager, Electoral Area Fire and Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; M. Lagoa, Deputy Corporate Officer; T. Phillipow, Committee Clerk (Recorder)

EP - Electronic Participation

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

1. Territorial Acknowledgement

Chair Brent provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Director Wickheim, SECONDED by Director Plant,
That the agenda for the March 8, 2023 Electoral Areas Committee meeting be
approved.
CARRIED**

3. Adoption of Minutes

3.1. [23-210](#) Minutes of the February 8, 2023 Electoral Areas Committee Meeting

**MOVED by Director Holman, SECONDED by Director Wickheim,
That the minutes of the Electoral Areas Committee meeting of February 8, 2023,
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. [23-165](#) Electoral Areas Strategic Planning

K. Lorette introduced E. Sinclair who presented Item 6.1. for information.

Discussion ensued on the following:

- how a regional transportation service applies to the Electoral Areas
- preservation and conservation of agricultural lands and soil including a reservoir
- water reclamation
- electoral area governance

6.2. [23-195](#) 2023 Salt Spring Island Local Community Commission Election - Appointment of Chief Election Officer and the Deputy Chief Election Officers

K. Morley spoke to Item 6.2.

Discussion ensued on the candidate information session being offered on March 30, 2023.

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

1. That pursuant to Section 58 of the Local Government Act, the Board appoint Kristen M. Morley as Chief Election Officer with the power to appoint such other assistance as may be required for the administration and conduct of the Salt Spring Island Local Community Commission Election on May 27, 2023; and
2. That the Board appoint Marlene Lagoa, Karla Campbell, and Anthony Kennedy, as Deputy Chief Election Officers.

CARRIED

6.3. [23-152](#) Previous Minutes of Other CRD Committees and Commissions for Information

These minutes were received for information:

- a) Mayne Island Parks and Recreation Commission minutes of January 12, 2023
- b) Salt Spring Island Transportation Commission minutes of November 28, 2022

6.4. [23-220](#) UBCM Community Emergency Preparedness Fund: Emergency Support Services Grant 2023

S. Carby introduced J. Reimer who spoke to Item 6.4.

**MOVED by Director Plant, SECONDED by Director Wickheim,
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 for the Emergency Support Services Grant 2023 and direct staff to provide overall grant management.

CARRIED

7. Notice(s) of Motion

7.1. **23-233** Notice of Motion: Apportioning of Costs and Benefits (Director Brent)

**MOVED by Director Brent, SECONDED by Director Wickheim,
That the same day consideration be applied to the Notice of Motion.
CARRIED**

**MOVED by Director Brent, SECONDED by Director Holman,
That staff prepare a report as to the formulas and principles used in apportioning regional and sub-regional costs and service benefits and for apportioning benefits and external grants (e.g. community works funds, COVID recovery, etc.).
CARRIED**

7.2. **23-234** Notice of Motion: Growing Community Grant Apportionment (Director Holman)

Director Holman provided the following Notice of Motion for consideration at the next meeting.

"That the Growing Community grant be apportioned directly to Electoral Areas based on the same formula that the grant was provided to the CRD."

8. New Business

There was no new business.

9. Adjournment

**MOVED by Director Plant, SECONDED by Director Holman,
That the March 8, 2023 Electoral Areas Committee meeting be adjourned at 11:52 am.
CARRIED**

CHAIR

RECORDER