

Meeting Minutes

Electoral Areas Committee

Wednesday, March 13, 2024

10:00 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; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; S. Carey, Senior Manager, Legal & Risk Management; D. Elliott, Senior Manager, Regional Housing; S. Henderson, Senior Manager, Real Estate; R. Lachance, Senior Manager, Financial Services/Deputy CFO; C. Anderson, Manager, Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Areas; M. Taylor, Manager, Building Inspection; L. Xu, Manager, Local Services & Corporate Grants, Financial Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Guest(s): Directors M. Little, K. Williams (10:30 am) (EP)

The meeting was called to order at 10:01 am.

1. Territorial Acknowledgement

Chair Brent provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Plant, **SECONDED** by Director Wickheim,
That the agenda for the March 13, 2024 Electoral Areas Committee meeting be approved.
CARRIED

3. Adoption of Minutes

3.1. [24-256](#) Minutes of the February 14, 2024 Electoral Areas Committee Meeting

MOVED by Director Holman, **SECONDED** by Director Plant,
That the minutes of the Electoral Areas Committee meeting of February 14, 2024 be adopted as circulated.
CARRIED

4. Chair's Remarks

There was no Chair's remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [24-183](#) 2024 Electoral Area Budget Review

N. Chan spoke to Item 6.1.

Discussion ensued regarding:

- capital reserve fund levels
- an increase to future budgets resulting from fewer volunteer emergency staff members

**MOVED by Director Plant, SECONDED by Director Holman,
That Director Little be permitted to participate (without vote) in the March 13,
2024 session of the Electoral Areas Committee.
CARRIED**

**MOVED by Director Brent, SECONDED by Director Holman,
That staff be directed to advance the 2024 to 2028 Capital Regional District
Five-Year Financial Plan Bylaw for Board approval, inclusive of the Electoral
Area Service Budgets as presented.
CARRIED**

6.2. [24-238](#) Union of British Columbia Municipalities Grant for Emergency Operations Centres Equipment and Training 2024 - Motion of Support

K. Lorette spoke to Item 6.2.

Discussion ensued regarding any potential impact to budget should other stakeholders opt out of CREST.

**MOVED by Director Holman, SECONDED by Director Brent,
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 Operations Centres Equipment and Training Grant 2024 and direct
staff to provide overall grant management.
CARRIED**

**MOVED by Director Brent, SECONDED by Director Holman,
That Director Williams be permitted to participate (without vote) in the March 13,
2024 session of the Electoral Areas Committee.
CARRIED**

6.3. [24-128](#) Future Housing Priorities and Partnerships Framework

K. Lorette presented Item 6.3. for information.

Director K. Williams joined the meeting electronically at 10:30 am.

Discussion ensued regarding:

- funds allocated to explore a pilot program
- the potential of future funding for urban containment service enhancement

6.4. [24-213](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) **Mayne Island Parks and Recreation Commission minutes of January 11, 2024**
- b) **Southern Gulf Islands Library Commission minutes of November 1, 2023**
- c) **Willis Point Fire Protection and Recreation Facilities Commission minutes of January 23, 2024**
- d) **Willis Point Fire Protection and Recreation Facilities Commission minutes of February 6, 2024**

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Motion to Close the Meeting**9.1.** [24-262](#) Motion to Close the Meeting

**MOVED by Director Plant, SECONDED by Director Brent,
That the meeting be closed for Legal Advice in accordance with Section 90(1)(i)
of the Community Charter.
CARRIED**

The Electoral Areas Committee went into Closed Session at 10:47 am.

The Electoral Areas Committee rose from Closed Session at 11:11 am without report.

10. Adjournment

**MOVED by Director Plant, SECONDED by Director Wickheim,
That the March 13, 2024 Electoral Areas Committee meeting be adjourned at
11:11 am.
CARRIED**

CHAIR

RECORDER