

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, April 10, 2024

11:00 AM

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

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#### Hearing Session

#### 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; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate and Southern Gulf Islands Administration; R. Smith, Senior Manager, Environmental Resource Management; C. Anderson, Manager, Emergency Programs; M. Groulx, Manager, Bylaw Enforcement and Animal Care; 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)

Guest(s): Director M. Little

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

#### 1. Territorial Acknowledgement

Director Holman provided a Territorial Acknowledgement.

#### 2. Hearing Under Section 57 of the Community Charter Regarding Notices Against Title

There were no property owners in attendance.

#### 3. Approval of Agenda

**MOVED** by Director Wickheim, **SECONDED** by Director Holman,  
That Director Little be permitted to participate (without vote) in the Hearing  
Session of the Electoral Areas Committee meeting of April 10, 2024.  
**CARRIED**

**MOVED** by Director Plant, **SECONDED** by Director Brent,  
That the agenda for the Hearing Session of the April 10, 2024 Electoral Areas  
Committee meeting be approved.  
**CARRIED**

#### 4. Adoption of Minutes

- 4.1. [24-313](#) Minutes of the Hearing Session of the August 9, 2023 Electoral Areas Committee Meeting

**MOVED** by Director Plant, **SECONDED** by Director Brent,  
That the minutes of the Hearing Session of the Electoral Areas Committee meeting of August 9, 2023 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]
- Juan de Fuca [1]

- 6.1. [24-330](#) File Notice on the Land Title of 197 Monteith Road, Lot 3, Section 10, Range 3 West, North Salt Spring Island, Cowichan District, Plan 42322, Except Part in Plan 44623, PID 001-519-034, File NT000402

M. Taylor spoke to Item 6.1.

Discussion ensued on communication with property owner.

**MOVED** by Director Holman, **SECONDED** by Director Plant,  
That this item be deferred for two (2) months.  
**CARRIED**

- 6.2. [24-331](#) File Notice on the Land Title of 171 Sunnyside Drive, Lot 1, Section 15, Range 2 East, South Salt Spring Island, Cowichan District, Plan VIP58377, PID 018-675-662, File NT000403

M. Taylor spoke to Item 6.2.

Discussion ensued regarding:

- clarification of what decommissioning the non-compliant buildings entails
- staff coming back to this committee with a report on properties with Notices on Title, and health and safety concerns that are occupied without permit
- the status of the advocacy work to the Province on alternate forms of construction

**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 15, Range 2 East, South Salt Spring Island, Cowichan District, Plan VIP58377, PID 018-675-662 or any subdivision of said lands as may be affected by the contravention(s).  
**CARRIED**

**OPPOSED:** Brent

6.3. [24-332](#) File Notice on the Land Title of 1488 Trail Way, Lot 29, Block 453, Malahat District, Plan VIP84067, PID 027-301-435, File NT000406

M. Taylor spoke to Item 6.3.

Discussion ensued regarding:

- the need for property owners to renew two expired permits
- property owner notification process for hearing session date

**MOVED by Director Wickheim, 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 29, Block 453, Malahat District, Plan  
VIP84067, PID 027-301-435 or any subdivision of said lands as may be affected by  
the contravention(s).**

**CARRIED**

## 7. Adjournment

**MOVED by Director Plant, SECONDED by Director Holman,  
That the Hearing Session of the April 10, 2024 Electoral Areas Committee meeting  
be adjourned at 11:39 am.**

**CARRIED**

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CHAIR

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RECORDER