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**Minutes of a Meeting of the Electoral Area Services Committee  
Held Wednesday, May 15, 2013, in Room 651, 625 Fisgard St., Victoria, BC**

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**Present: Directors:** M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe  
**Staff:** D. Lokken, General Manager, Corporate Services; M. Misek-Evans, Acting General Manager, Planning and Protective Services; L. Hutcheson, General Manager, Parks and Environmental Services; S. Asdal, (recorder)  
**Also Present:** J. Tylee, Chair, Salt Spring Island Economic Development Commission; D. Masselink, Alternate Director, Southern Gulf Islands Electoral Area

The meeting was called to order at 1:31 pm.

**1. Approval of Agenda**

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
That the agenda be approved with the addition of the supplementary agenda.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
That the minutes of the April 17, 2013, meeting be adopted as previously circulated.

**CARRIED**

**3. Chair's Remarks:** There were none.

**4. Presentations/Delegations**

- 1) John Tylee, Chair, Salt Spring Island Community Economic Development Commission (CEDC), re item 8: spoke to the draft 2013 Provisional Workplan and advised the CEDC is seeking feedback from the Electoral Area Services Committee on ways to enhance working relationships with the Capital Regional District and the Southern Gulf Islands.
- 2) Derek Masselink, Agricultural Plan for Southern Gulf Islands, highlighted the support for electoral area-wide agriculture and food system planning and the differences between agricultural plans and food security plans. He clarified that certain deliverables are required with an Investment Agriculture Grant funded planning process. Gas Tax Grant funding would allow for both a customized planning process and a community engagement process.

**5. Bylaw 3901—Amendment to Increase the Salt Spring Island Transit and Transportation Service Maximum Requisition**

D. Lokken spoke to the report highlighting the need to increase the levy and noting the alternative approval process listed in the additional recommendation. The Committee discussed the need for the Salt Spring Island Transportation Commission to review the bylaw and discuss the implementation time line.

**MOVED** by Director McIntyre, **SECONDED** by Director Howe,  
That Bylaw 3901—Amendment to Increase the Salt Spring Island Transit and Transportation Service Maximum Requisition be referred to the Salt Spring Island Transportation Commission for review prior to returning to the Electoral Area Services Committee for consideration.

**CARRIED**

**6. Bylaw 3876, 3877, 3878—Amendment to Highland and Fernwood Water Service Establishment Bylaws**

D. Lokken spoke to the report explaining the rationale for the bylaws.

**MOVED** by Director McIntyre, **SECONDED** by Director Howe,  
That it be recommended to the Capital Regional District Board:

- 1) Bylaw No. 3876 cited as “Highland Water System Local Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 2, 2013” be introduced and read a first time and second time, and read a third time.
- 2) Bylaw No. 3877 cited as “Fernwood Water Supply Local Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 6, 2013” be introduced and read a first and second time, and read a third time.
- 3) Bylaws No. 3878 cited as “Highland and Fernwood Water Service Establishment Bylaw No. 1, 2010, Amendment Bylaw No. 1, 2013” be introduced and read a first and second time, and read a third time.

**CARRIED**

**7. Grants-in-Aid**

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
That it be recommended to the Capital Regional District Board:  
That payment for the following grants-in-aid be approved:

- 1) Juan de Fuca Grants-in-Aid as approved by Director Hicks
  - a. Sooke Fine Arts Society \$ 2,000
  - b. Sooke Canada Day Society \$ 1,000
- 2) Southern Gulf Islands Grants-In-Aid as approved by Director Howe
  - a. Pender Island Child Care Society \$ 3,500
  - b. Pender Island Marine Association \$ 4,500
  - c. Saturna Island Marine Research and Education Society \$ 3,000
  - d. Trincomali Community Arts Council \$ 500
  - e. Village Bay Improvement Association \$ 4,000
- 3) Salt Spring Island as approved by Director McIntyre
  - a. Salt Spring Island Water Council \$ 1,500

**CARRIED**

**8. Electoral Area Economy and Economic Development Activity Discussion**

The Committee discussed the following topics:

- economic development opportunities and the role of economic development commissions in each electoral area
- clean industry (information technology, web based) is considered one of the few year-round opportunities in the Southern Gulf Islands Electoral Area
- challenges of retaining a younger demographic when lack of economic opportunities exist
- the importance of volunteer driven projects
- vacation homes and secondary suites

**9. Gas Tax Funds—Community Works Program (Funding Provided to CRD for Electoral Areas): Workshop**

D. Lokken spoke to the report and highlighted that the current agreement that previously provided for funds to be expended up until March 31, 2014, has been amended to allow until December 2018 for the completion of projects funded under this program. She outlined that the federal government has indicated that funding after March 31, 2014 will be a core part of their (the federal government) budget with information on funding levels expected this fall.

She spoke to the staff recommendation that the electoral areas consider targeting 75 per cent of funds to aid existing CRD facilities that have infrastructure deficits and 25 per cent to new initiatives.

The Committee discussed the following topics:

- guidelines for allocating funds
- timeline for expending remaining funds
- grant application approval process
- new agreement, timeline and broadened categories
- implications of not following the staff recommendation

The Committee received the report for information.

**10. Electoral Area Feasibility Study Budget Discussion**

There was discussion regarding the rationale of sharing the cost between the three electoral areas when a study is conducted or a referendum is held in only one of the electoral areas. D. Lokken confirmed that a provision does not exist in the Act to allow each electoral area to have separate feasibility funding. She noted that the first expenditure of a new service is to pay for the study or referendum which would therefore eliminate the cost to the electoral areas.

11. **New Business:** There was no new business.

12. **Adjournment**

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
That the meeting be adjourned at 3:32 pm.

**CARRIED**

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CHAIR

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RECORDER