



Making a difference...together

ELECTORAL AREA SERVICES COMMITTEE
Notice of Meeting on **Wednesday, February 19, 2014, at 1:30 pm**
Room 107, 625 Fisgard Street, Victoria, BC

M. Hicks (Chair) W. McIntyre (Vice Chair) D. Howe (S. Olsen)

AGENDA

**HEARING UNDER SECTION 57 OF THE COMMUNITY CHARTER REGARDING
NOTICES AGAINST TITLE**

1. Approval of Hearing Agenda
2. Adoption of Minutes of June 19, 2013
3. Comments by Property Owners on the Recommended Notices on Title
4. Properties to be Considered for Filing Notice against Land Title and Comments by the Building Inspector or Designated Municipal Officer
 - Southern Gulf Islands
5. Adjournment

GENERAL BUSINESS

1. Approval of Agenda
2. Adoption of Minutes of January 15, 2014
3. Presentations/Delegations
4. Referral Request Beecher Bay First Nation Proposed Addition to Reserve
5. Mail Ballot Voting & Provincial Voters List
6. Electronic Participation at Local Service Area Committee and Commission Meetings
7. Procurement of a Fire Truck for the North Galiano Island Fire Protection and Emergency Response Service
8. Salt Spring Island Noise Bylaw (Verbal Update)
9. Correspondence: Western Economic Diversification Canada re: Federal Government Response to Capital Regional District Rural Designation Request
10. Correspondence: UBCM Member Release re: Special Committee on BC Ferries
11. New Business
12. Adjournment

Next Meeting: March 19, 2014 @ 1:30 pm

To ensure quorum, please advise Shannon Asdal at 250-360-3129 if you or your alternate cannot attend.



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**Minutes of a Meeting of the Electoral Area Services Committee
Held Wednesday, January 15, 2014, in Room 107, 625 Fisgard St., Victoria, BC**

Present: Directors: M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe
Staff: R. Lapham, Chief Administrative Officer; D. Lokken, General Manager, Finance and Technology; T. Whiting, Acting General Manager, Planning and Protective Services; S. Asdal, (Recorder)
Also Present: A. Bryson (ex-officio)

The meeting was called to order at 1:30 pm.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Director Howe,
 That the agenda be approved with the addition of the supplementary agenda and correspondence from Minister Bond under New Business.

CARRIED

2. Adoption of Minutes

MOVED by Director Howe, **SECONDED** by Director McIntyre,
 That the minutes of the November 20, 2013, meeting be adopted as previously circulated.

CARRIED

3. Presentations/Delegations

- 1) Brian Milne, re item 5: spoke of the need for noise nuisance and lead contamination to be mitigated. The delegation provided speaking notes which are on file at Legislative Services.
- 2) John Foley, Salt Spring Island Rod and Gun Club, re: item 5 spoke of his concerns regarding the CRD's recommended bylaw amendments. The delegation provided speaking notes and a petition which are on file at Legislative Services. The petition of approximately 1300 signatures requests that the following wording be restored to the current CRD noise bylaw: "The provisions of this bylaw shall not apply to: Discharge of firearms at outdoor rifle ranges or trap fields operated by a lawfully operated gun or rod and gun club after nine o'clock in the forenoon and before sunset."

The Committee discussion included the following topics:

- radius of shooting range
- action to date to mitigate noise levels
- funding required to carry out additional mitigation

4. 2014 Electoral Area Services Committee Terms of Reference

R. Lapham provided an overview of the Terms of Reference.

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That, the Electoral Area Services Committee Terms of Reference be amended to include the following provision: "Matters that explicitly affect the Electoral Areas will be directed to the Electoral Area Services Committee for consideration" and under Section 2.0, remove the words "for consideration"; and

That it be recommended to the Capital Regional District Board:
That the Electoral Area Services Committee Terms of Reference be approved as amended.

CARRIED

5. Salt Spring Island (SSI) Noise Bylaw Regarding Use of the SSI Rod and Gun Club Indoor and Outdoor Range

T. Whiting provided an overview of the report. The Committee discussion included the following topics:

- defining disturbing noise on a measurable scale and creating procedures to perform measurements
- creating an enforcement policy
- noise level from indoor and outdoor ranges

MOVED by Director Howe, **SECONDED** by Director Hicks,
That staff be directed to establish maximum noise levels, meet with neighbouring residents and the Salt Spring Island Rod and Gun Club for feedback on the recommendations and create a revised bylaw including enforcement guidelines.

CARRIED

6. 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) Southern Gulf Islands Grants-in-Aid as approved by Director Howe
 - a. Heartwood Folk School Society \$ 4,500
 - b. Saturna Island Marine Research and Education Society \$ 3,000

CARRIED

7. New Business:

- a) **Correspondence from Minister Bond, December 23, 2013, re: Island Coastal Economic Trust (ICET) boundaries.**

R. Lapham provided an overview of the correspondence. The Committee discussion included the following topics:

- areas have been designated as rural according to their geographic location rather than by having to meet a defined criteria
- the importance of having the Electoral Areas included within the Island Coastal Economic Trust (ICET) boundaries
- meeting with ICET to seek support for the CRD's inclusion within ICET boundaries

MOVED by Director Howe, **SECONDED** by Director Hicks,
That the correspondence be received for information.

CARRIED

8. Adjournment

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the meeting be adjourned at 3:11 pm.

CARRIED

CHAIR

RECORDER



Making a difference...together

**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 19, 2014**

**SUBJECT REFERRAL REQUEST BEECHER BAY FIRST NATION PROPOSED
ADDITION TO RESERVE**

PURPOSE

The Capital Regional District (CRD) has received a request from Aboriginal Affairs and Northern Development Canada (AANDC) to provide an updated letter of support for the Beecher Bay First Nation's proposed Addition to Reserve (ATR) application. The AANDC letter of January 30, 2014 also includes background correspondence and is attached as Appendix A.

BACKGROUND

The main settlement area for Beecher Bay First Nation is comprised of two parcels which are separated by private and crown land holdings (map Appendix B). Beecher Bay has made application to add lands to its reserve in order to make those two parcels contiguous.

ATR applications are typically a very protracted exercise, often requiring years to complete. In 2005, the CRD Board provided a response letter to what was then Indian and Northern Affairs Canada (INAC) stating no objection but requesting that INAC consult with the private land holder regarding road access issues and also asking that the lands be protected from development as per the Regional Growth Strategy (RGS). (Copies of these letters are included with Appendix A.)

With respect to the former, INAC met with the land owners and was satisfied that the owners would be able to maintain a satisfactory access. With respect to the latter issue, the RGS would not apply to the lands once they became reserve land.

Although the ATR process is still underway, the federal approving authority (AANDC) advises that letters over five years old are considered outdated and no longer valid and the CRD Board is being asked to provide an updated letter of support for the proposed addition to reserve.

ALTERNATIVES

Alternative 1

That the EASC recommend to the Capital Regional District Board that staff be directed to draft a letter of response from the Board Chair to AANDC citing 'no objection' to the proposed addition to reserve request from Beecher Bay First Nation.

Alternative 2

That the EASC direct staff to consult with the District of Metchosin and Beecher Bay First Nation and to provide an updated report and recommendation.

IMPLICATIONS

The ATR application was reviewed by staff and approved by the Board eight years ago. Any outstanding issues with respect to road access would rightfully fall within the purview and interest of the District of Metchosin; it is understood that AANDC will be seeking a letter of support from the District.

The ATR application is separate from the BC Treaty process, therefore the Te'mexw Treaty Advisory Committee (TTAC) would not be consulted on the matter. However, CRD staff forwarded the correspondence from AANDC to the TTAC consultant, Mr. Dave Drummond, for information.

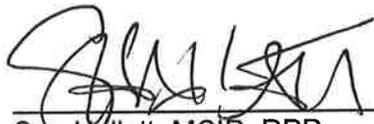
CONCLUSION

Beecher Bay has made application to add lands to its reserve. The ATR application was reviewed by staff and approved by the Board eight years ago however the federal approving authority, AANDC, advises that the letter is outdated and the CRD is being asked to provide an updated letter of support for the proposed addition to reserve.

RECOMMENDATION

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

That staff be directed to draft a letter of response to Aboriginal Affairs and Northern Development citing 'no objection' to the proposed Addition to Beecher Bay First Nation Reserve



Sue Hallatt, MCIP, RPP
Manager, Aboriginal Initiatives



Robert Lapham, MCIP, RPP
Chief Executive Officer
Concurrence

SH/jta

Attachments: 2



CRD EXECUTIVE OFFICE

BY PRIORITY POST

Received

Your file - Votre référence

January 30, 2014

FEB 04 2014

Our file - Notre référence

Capital Regional District
524 Yates Street
PO Box 1000
VICTORIA BC
V8W 2S6

VAN-E-5673-3-06788

Attn: Board Chair, Alastair Bryson

Dear Mayor Bryson:

<input checked="" type="checkbox"/> Chair	<input type="checkbox"/> Board
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> Communications
<input checked="" type="checkbox"/> GM <i>PPS, PES, IWS</i>	
<input checked="" type="checkbox"/> For action / resp. by <i>ABC - mt</i>	
<input type="checkbox"/> Corresp. for Board / Committee meeting	
<input type="checkbox"/> For Information Only	
<input checked="" type="checkbox"/> Copies to <i>S. Hallatt</i>	
<i>0400 50</i>	
<i>> report to com + Board</i>	

Re: Proposed Addition to Reserve, Beecher Bay Indian Band

I have been recently assigned conduct of this file. On review of the file I was unable to locate a letter of support from the capital regional district. In any event the correspondence on the matter is almost eight years old. Accordingly I am requesting a letter of support for the proposed addition to reserve.

For ease of reference which I enclose copies of correspondence dated August 22, 2005 and January 19, 2006.

I also enclose a copy of a letter dated June 24, 2005, from the Ministry of Transportation to INAC advising that the Speyside Road, which crosses Beecher Bay IR No. 1 and provides access to the Speyside Lane property adjacent to a portion of the lands proposed for addition to Beecher Bay IR No. 2 (the Property), is a public road.

As requested in your letters, INAC has consulted with Mr and Mrs Bruce Davidson, owners of the Property. As you will see from the enclosed copy of INAC's letter of January 17, 2006, to Mr and Mrs Davidson, a number of federal government and Beecher Bay Band officials met with Mr and Mrs Davidson on site on January 5, 2006, to discuss the access concerns raised by the Davidsons in connection with the proposed additions to reserve.

Based upon the information provided to INAC by the Ministry of Transportation, the above noted meeting, our examination of the Property, and our understanding of the terms of the settlement agreement between Canada and the Band, INAC is of the opinion that the proposed addition to reserve will not impede the Davidson's access to the Property from Speyside Road.

The lands are described as follows:

In the Province of British Columbia
In Metchosin District

All that part of Sections 50, 63, 65 and 66 as shown on Plan 87563 in the Canada Lands Survey Records in Ottawa. A copy of the said plan is recorded in the Land Title Office in Victoria under number VIP75232. The lands described comprise an area of 47.06 hectares. I enclose a map which shows the general location of the proposed addition to reserve.

Please provide us with a letter of support regarding this proposed addition of the lands to Beecher Bay Indian Reserve No. 2 by March 15, 2014.

Thank you for taking the time to review this letter. I look forward to hearing from you.

If you have any questions or concerns with respect to this request, please do not hesitate to contact me at the numbers below.

Yours truly,



Mario von Riedemann
Senior Designation Officer
Aboriginal Affairs and Northern Development
600-1138 Melville Street
VANCOUVER, BC, V6E 4S3
(604) 775-9389

Encl.

cc: Beecher Bay Indian Band



CAPITAL
REGIONAL
DISTRICT

OFFICE OF THE BOARD CHAIR
524 Yates St. PO Box 1000 Victoria BC V8W 2S6 | T 250.360.3125 | F 250.360.3130 | www.crd.bc.ca

K. Scharf
REV. E 5673-3-06788
ALB. UNCL. 40482/04
ACI. LIS lands LIS Man.

August 22, 2005

Ms. Kathleen Scharf
Policy & Issues Analyst, Lands, Team 1
Lands and Trust Services, BC Region
600-1138 Melville Street
Vancouver, BC V7E 4S3

Dear Ms. Scharf:

Re: Proposed Addition to Beecher Bay Indian Reserve No. 2

In response to your letter of 6 May 2005, the Capital Regional District (CRD) Board discussed this issue at their 10 August meeting.

The Board passed a motion to forward the following department comments regarding the proposed property transfer:

- Environmental Services – no concerns or comment
- Water Services – no concerns
- Regional Planning – under the Regional Growth Strategy the expectation for these lands is that they will be protected from development as much as possible and within five years will be included in a coastal zone management plan

The Board concurs with the concerns raised by the District of Metchosin with regard to the Speyside Lane waterfront property which would become separated from the balance of Metchosin by the proposed expanded Indian reserve.

The Board requests that the effected Speyside Land property owners be consulted regarding this proposed transfer.

Thank you for consulting with the CRD Board on this matter.

Yours truly,

Don Amos
Board Chair

cc: Mayor & Council, District of Metchosin



Indian and Northern
Affairs Canada
www.inac.gc.ca

Affaires indiennes
et du Nord Canada
www.ainc.gc.ca

May 6, 2005

Capital Regional District Board
524 Yates Street
Victoria BC V8W 2S6

Your file - Votre référence

Our file - Notre référence

VAN-E 5673-3-06788

Attn: Don Amos
Chair

Re: Proposed Addition to Beecher Bay IR No. 2

Dear Mr. Amos:

In keeping with Departmental policy, I write to request the views of the Board for the Capital Regional District with respect to the proposed addition of certain lands to Beecher Bay IR No. 2 pursuant to a Settlement Agreement between the Beecher Bay Band and Canada.

The lands in question are adjacent to Beecher Bay Indian Reserves No. 1 and No. 2 and are legally described as being:

In the Province of British Columbia
In Metchosin District

All that part of Sections 50, 63, 65, and 86 as shown on Plan 87563 recorded in the Canada Lands Surveys Records in Ottawa. A copy of the said plan is recorded in the Land Title Office in Victoria under number VIP75232.

The lands described comprise an area of 47.06 hectares, more or less.

(The "Lands")

I enclose maps on which I have indicated the general location of the Lands for your use and information.

At present, the Department of National Defense (DND) has administration and control of the Lands. INAC anticipates receiving copies of the Transfer of Administration transferring the Lands from DND to INAC in the near future.

Would you, therefore, please see that your District's views with respect to the proposed addition of the Lands to Beecher Bay IR No. 2 are sent to me on or before August 5, 2005? If I do not hear from the Ministry by that date, I will assume that it has no concerns regarding the proposed addition to reserve and proceed accordingly.

.../2.

Canada

Printed on recycled paper - Imprimé sur papier recyclé

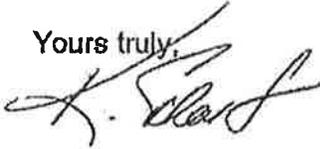
Capital Regional District Board
May 6, 2005
Page 2.

Finally, I enclose for your use and information a list of all those INAC has, at this point, contacted regarding the proposed addition to Beecher Bay IR No. 2.

If you have any questions or concerns with respect to this request, please do not hesitate to contact me at the numbers and/or addresses below.

In the meantime, I thank you for your assistance in this matter and look forward to hearing from you.

Yours truly,



Kathleen Scharf
Policy & Issues Analyst, Lands, Team 1
Lands and Trust Services
BC Region
600 - 1138 Melville Street
VANCOUVER BC V6E 4S3

Tel: (604) 666-0369

Fax: (604) 666-6474

E mail: scharfk@inac-ainc.gc.ca

Enclosures

cc: Dionne Charles, Lands Manager, Beecher Bay Band

January 19, 2006

Capital Regional District
524 Yates Street
PO Box 1000
VICTORIA BC V8W 2S6

VAN-E 5673-3-06788

Attention: Don Amos, Board Chair

Dear Mr. Amos:

Re: Proposed Additions to Beecher Bay IR No. 2

I write further to your letters of July 28 and August 22, 2005, copies of which I enclose for ease of reference.

I also enclose a copy of a letter dated June 24, 2005, from the Ministry of Transportation to INAC advising that the Speyside Road, which crosses Beecher Bay IR No. 1 and provides access to the Speyside Lane property adjacent to a portion of the lands proposed for addition to Beecher Bay IR No. 2 (the Property), is a public road.

As requested in your letters, INAC has consulted with Mr and Mrs Bruce Davidson, owners of the Property. As you will see from the enclosed copy of INAC's letter of January 17, 2006, to Mr and Mrs Davidson, a number of federal government and Beecher Bay Band officials met with Mr and Mrs Davidson on site on January 5, 2006, to discuss the access concerns raised by the Davidsons in connection with the proposed additions to reserve.

Based upon the information provided to INAC by the Ministry of Transportation, the above noted meeting, our examination of the Property, and our understanding of the terms of the settlement agreement between Canada and the Band, INAC is of the opinion that the proposed addition to reserve will not impede the Davidson's access to the Property from Speyside Road.

With respect to the CRD's Regional Planning, please be reminded that the lands in question are federal lands and, as such, not subject to the CRD's jurisdiction. This is not to say that the CRD and the Beecher Bay Band could not enter into an agreement to harmonize the by-laws of the CRD and the Beecher Bay Band. This would, of course, be a matter for discussion between the CRD and the Beecher Bay Band.

.../2.

Capital Regional District
January 17, 2006
Page 2.

Thank you for your interest in this matter.

Yours truly,

Kathleen Scharf
Land Management & Leasing Officer, Lands, Team 1
BC Region
VANCOUVER BC V6E 4S3

Tel: (604) 666-0369

Fax: (604) 666-6474

E mail: scharfk@inac-ainc.gc.ca

Enclosures

cc: Henry Chipps, Beecher Bay Band*
Mr and Mrs B Davidson*
John Lambie, District of Metchosen*

* Enclosures not included



K. Scharf

File# 5673-3-06788
 A_B_UNC_XDOC# _____ C
 ACL LTS-LTNDK-LTSMSG

June 24, 2005

File: 31000-20/TN/BEEC/BECH 2

Kathleen Scharf
 Policy & Issues Analyst, Lands, Team 1
 Lands and Trust Services
 600 – 1138 Melville Street
 Vancouver, British Columbia, V6E 4S3

Dear Kathleen Scharf:

Re: Proposed Addition to Becher Bay Indian Reserve No. 2

Thank you for your letter of May 6, 2005, requesting the Ministry of Transportation to provide you with comments regarding the above noted proposed Addition to Reserve (ATR) before August 5, 2005.

Speyside Road traverses Becher Bay I.R. 1 and provides access to the private property adjacent to Section 50 (see attached sketch). The ministry does not have any concerns with the proposed ATR and confirms that Speyside Road is public.

Should you have any questions or require further information please do not hesitate to contact me at (250) 356-6306.

Yours truly,

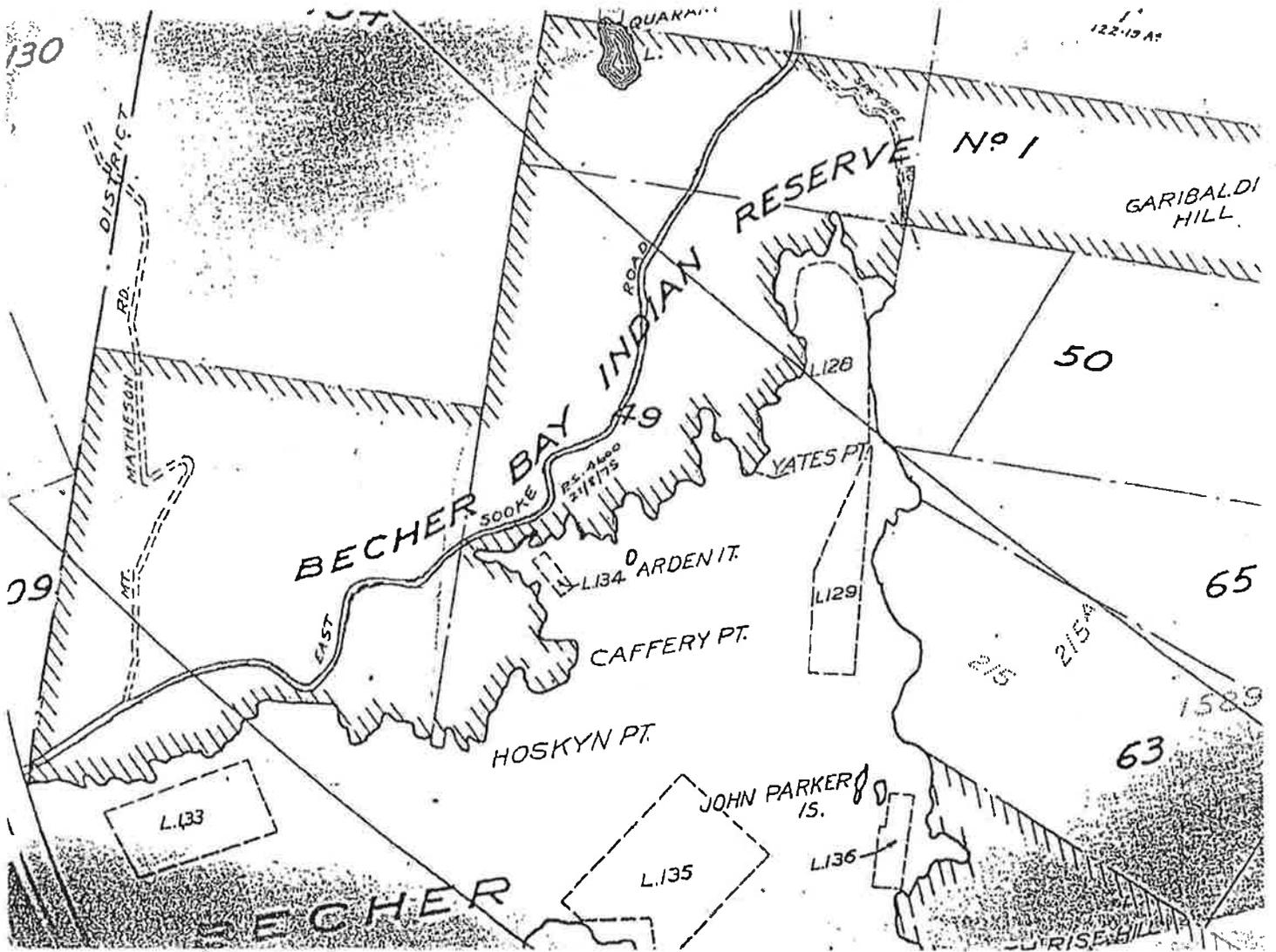
Garth Stewart
 Provincial Coordinator,
 First Nations Policy and Research
 Properties and Business Management Branch

Attachment

cc Bob Webb, A/Operations Manager, Vancouver Island District

'05 JUN 30 AM 10:06

<p>Ministry of Transportation</p>	<p>Properties and Business Management Branch</p>	<p><small>Mailing Address</small> PO Box 9850 Stn Prov Govt Victoria, BC V8W 9T5</p>	<p><small>Site Address</small> 4D – 940 Blanshard St. Victoria, BC V8W 3E6 Ph (250) 386-0114 Fx (250) 356-8767</p>	<p><small>Web Address</small> www.gov.bc.ca/tran</p>
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January 17, 2006

Mr and Mrs B Davidson
900 Speyside Lane
VICTORIA BC V0S 1N0

VAN-E 5673-3-06788

Dear Mr and Mrs Davidson:

Re: Proposed Additions to Beecher Bay IR No. 2

Thank you very much for making the time and effort to meet with me and my colleagues from the Department of Natural Resources, Public Works and Government Services and the Department of Justice, Canada, on Thursday, January 5, 2006. We were all very appreciative of your services as our guide over the portion of lands selected by the Beecher Bay Band for addition to reserve pursuant to a settlement agreement between the Band and Canada which adjoins your fee simple property (the Lands).

It was extremely helpful for us to meet on site not only with yourselves but with Dave Tabbernor, Department of National Defence (DND), and, of course, Chief Chipps and other representatives of the Beecher Bay Band. We now have a much better understanding of the topography of the Lands as well as the views of the parties interested in the proposed additions to reserve.

Based upon our examination of the Lands and our understanding of the terms of the settlement agreement, INAC is of the opinion that, despite the high and fairly steep terrain of the Lands and the consequent difficulty and expense involved, it is possible to construct a connector road over the Lands. However, should the Band wish to, they may consider entering into an agreement with yourselves whereby they would, as you have suggested, acquire a portion of your property which would allow for the construction of a less steep and less costly connector road. That would be a matter for discussion between yourselves and the Band.

In the meantime, INAC is satisfied that your fee simple property (Lots 49 and 50) is accessible by way of Speyside Road.

In conclusion, INAC is prepared to proceed with the proposed additions to reserve on the basis that Speyside Road is a public road which provides public access to your property and it is possible to build a connector road over the Lands thus providing access to Beecher Bay Indian Reserve No. 2.

.../2.

Mr and Mrs Davidson
January 17, 2006
Page 2.

Thank you once again for meeting and accompanying us on our site visit. It was most appreciated.

Yours truly,

Kathleen Scharf
Land Management & Leasing Officer
BC Region
600 - 1138 Melville Street
VANCOUVER BC V6E 4S3

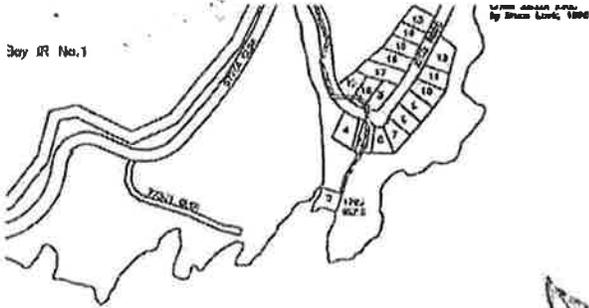
Tel: (604) 666-0369
Fax: (604) 666-6474

E mail: scharfk@inac-ainc.gc.ca

cc: Chief Russell Chipps, Beecher Bay Band
Henry Chipps, Beecher Bay Band
Dave Tabbernor (DND)
John Lambie, District of Metchosen,
Diana E Lokken, Capital Regional District

Enclosure 1

Bay IR No.1



Becher Bay

RECOPY LATER
PER PLAN 198908

Village Islands IR No.7

ve No.7:

DIRTY of Village Islands dyfoud
from 1884 Map.

Becher

Bay



Becher Bay IR No.2

These CLS Records
Cover the Entire Reserve:
FBBC14A CLSR
FBBC76A CLSR
FBBC24 CLSR
BC239 CLSR
TBC238 CLSR
FB3139 CLSR
58227 CLSR

TBC236 CLSR
BC239 CLSR
FBBC24 CLSR
FBBC14A CLSR

Becher Bay IR 1

1921-710-534
DAVIDSON

Boundary per agreement.

Section 50

Parcel to be Surveyed
Parcel to

P.D. 029-879-129
Entire Reserve

Section 65

P.D. 007-079-200
Entire Reserve

Section 63

1907-877-108
CALADA

Section 62

P.D. 007-879-293
CALADA

Parcel to be Surveyed

Section 66

1956-71-204
1959-21-3

1



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**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 19, 2014**

SUBJECT MAIL BALLOT VOTING & PROVINCIAL VOTERS LIST

ISSUE

To determine whether mail ballot voting should be implemented and whether the Provincial Voters List should be used to register resident electors for Local Government Elections or Other Voting opportunities in the CRD Electoral Areas.

BACKGROUND

Section 100 of the *Local Government Act* outlines the provision for mail ballots. Until March 2008, the legislation permitted local governments to only offer mail ballots to electors with a disability or to those living in an area remote from a polling station. The legislation was amended to allow local governments to offer mail ballots to persons who expect to be absent from the municipality/regional district during normal voting opportunities (general and advanced voting days).

At its May 4, 2011 meeting, the Electoral Area Services Committee, considered a report outlining the cost and process to implement a mail ballot voting system for the 2011 Local Government Elections in the Salt Spring Island Electoral Area only. At that time the Committee adopted the following resolution:

“That staff continue to work with the Islands Trust to develop a strategy for a mail ballot system to be implemented for a future Local Government Election beyond 2011.”

B.C. communities are diverse, and local elections cover everything from large urban and small rural local governments, to school board elections, park boards and other special bodies. Changes to the election process may have different impacts based on the community and its existing process.

The Capital Regional District conducts general local elections for the three Electoral Areas and on behalf of the Islands Trust. The CRD and Islands Trust also share resources with School District 64, such as staffing and ballot costs, in an attempt to keep costs to a minimum. The current budget to administer local government elections for the CRD is \$121,000. Approximately half of the costs are recovered from the Islands Trust (\$59,000 in 2011) with a small portion paid for by the School District (\$2,400 in 2011).

Based on 2011 figures, there were approximately 18,700 registered voters in the three Electoral Areas broken down as follows:

<i>Electoral Area</i>	<i>Total Registered Voters (Resident & NRPE)</i>	<i>Non-resident Property Electors (NRPE)</i>
Juan de Fuca	5124	74
Salt Spring Island	8864	100
Southern Gulf Islands	4724	718

Non-resident property electors account for less than 5% of the overall total of voters in the three electoral areas however the percentage is significantly higher in the Southern Gulf Islands.

Polling stations are located in a number of different locations to accommodate as many voters as possible including those that own property but do not reside in the electoral area (NRPEs). On Advanced Voting Days, a polling station is located in each of the electoral areas and in Sidney. There are a number of polling stations in each of the electoral areas on general voting day along with an off island location in Richmond to accommodate the non-resident property electors or any other voter who may not be able to attend a polling station in the electoral area.

Metro Vancouver implemented mail ballot voting for the 2011 Local Government Election and received five requests. Cowichan Valley Regional District however, has provided mail ballot voting since 1999 for those electors who lived or owned property in remote areas of the CVRD and to individuals who were ill. Less than 5 electors took advantage of the opportunity each election. Beginning in 2011, mail ballot voting was expanded to include any elector who was going to be absent from the area for all three voting days (general and advanced voting days). In 2011, 43 mail ballots were received in time to be counted and 26 were received following the close of polls.

In addition to the above, the CRD maintains its own voters database for both resident and non-resident electors. A non-resident elector is defined as a person who owns property in the area but resides in another jurisdiction. Non-resident electors are permitted one vote per property. If more than one person owns a piece a property, a majority of the property owners must sign a form designating the person who will vote on behalf of all of the property owners. In some cases it can be a challenge for the property owner to obtain the signatures of a majority of the owners therefore, maintaining a non-resident property elector voter database facilitates the voting process.

Section 59 of the *Local Government Act* provide that a local government may, through their respective bylaws, establish that the provincial voters list be used to plan and administer their local government elections. The *Election Act* permits the Chief Electoral Officer to provide an extract of the provincial voters list for these purposes.

Following the 2011 Local Government Election, we received feedback regarding the accuracy of our voters database. The current practice is to update the database following an election or at any time that we are made aware of a change such as change of address, no longer residing in the area or death. Elections BC receives regular updates to their voters list during provincial elections but also through other sources. The CRD does not have the same access to this regularly updated information and requires resources to maintain the Voters Database. While some other local governments maintain their own voters database, many use either the provincial voters list or opt for same-day registration.

Below is a summary of the method used by other regional districts:

Regional District

Comox Valley
Cowichan Valley
Nanaimo
Powell River
Sunshine Coast

Resident Electors

same-day registration
provincial list
same-day registration
same-day registration
provincial list

NRPEs

maintain own list
maintain own list
same-day registration
same-day registration
maintain own list

ALTERNATIVES

That the Electoral Areas Services Committee recommend to the Capital Regional District Board:

1. a) That staff work with the Islands Trust and the School Districts to implement mail ballot voting in the electoral areas for the 2014 Local Government Election; and
b) That staff amend the Elections Bylaw to permit the use of the Provincial Voters List to register resident electors only for use in General Local Elections and other voting opportunities.
2. That staff not pursue a mail ballot system as part of the Local Government Election process.

IMPLICATIONS

Mail Ballot Voting

Benefits:

1. Increased Participation in Local Government Elections:

Voting is an important part of our democratic process and gives voters an opportunity to influence the policies that affect their daily lives. In spite of this, there tends to be a low turnout for local government elections with the overall 2011 local election average participation rate across the province at 29.55%; an increase from 27.79% in 2008. The voter turnout rate in each of the electoral areas is as follows:

Juan de Fuca	22%
Salt Spring Island Electoral Area	41%
Southern Gulf Islands*	73%

*Galiano, Mayne and Saturna only – acclamation on Pender Island

While the voter turnout rates in the Salt Spring Island and Southern Gulf Island Electoral Areas is significantly higher than average, allowing for mail ballots for local government elections will only increase the numbers and perhaps encourage those that would otherwise not participate, to vote in the election.

2. Greater Access to Voting:

Those voters who are unable to attend a polling station on either advanced or general voting day now have an additional opportunity to participate in the voting process. In 2008, the legislation was amended to allow any voter to attend a polling station on advanced voting days without having to make a declaration stating that they would be unavailable on general voting day.

Allowing for mail ballots will assist those with mobility issues that cannot attend a polling station and non-resident property electors to participate in the process. In addition, a mail ballot system could benefit those residents that leave the area during the winter months.

Challenges:

1. Timing of Election Bylaw Amendments:

Any changes to election bylaws must be in place by August 5, 2014 for the 2014 Local Government Election. In the case of the CRD, any amendments to the Election Bylaw must come before the Board in July. Any amendments to the Islands Trust Election Bylaw must come before their Trust Council in June and it will also be necessary for the School Districts to amend their bylaws to allow for mail ballot voting. Staff will need to immediately coordinate the necessary amendments to ensure mail ballot voting is available for the 2014 Local Government Elections.

2. Participation of Partners:

In 2008 the Islands Trust decided to limit mail ballots, with the exception of specified remote areas, for the following reasons:

- Consistency – Islands Trust elections are administered by regional districts. When Trust Council adopted its election administration bylaw (June 2008), there was no indication that any regional districts in the Trust Area were going to offer mail ballots for persons who expected to be absent on voting days;
- Ballot verification – Election staff are unsure whether it will be possible to verify the eligibility of mail ballots in the short time provided;
- Close margins – Smaller islands may have very narrow margins in elections results and questions about the validity of mail ballots could lead to judicial challenges, uncertainties and delays.

The elections for the various Islands Trust trustees are conducted by six regional districts: Capital Regional District, Cowichan Valley Regional District, Comox Valley Regional District, Nanaimo Regional District, Powell River Regional District and Sunshine Coast Regional District.

Cowichan Valley Regional District and Powell River Regional District currently provide mail ballot voting opportunities in their jurisdictions which include the Islands Trustees for Thetis Island and Lasqueti Island.

Although the CRD does not conduct elections on behalf of School District #61, 62, 63 and 64, it does coordinate resources for those School Trustee elections that take place in our electoral areas. Staff will need to confirm with the various school districts as to whether they wish to allow for mail ballot voting for the election of their school trustees. Should they choose not to participate, especially in the case of Salt Spring Island, the CRD, Islands Trust and the School District will see an increase in ballot costs as the cost for the electronic ballot is currently shared by all three parties.

3. Electronic Voting Machines:

Electronic voting machines are currently used for the Salt Spring Island elections. The use of these machines contributes to the accuracy of the count and allows for the results to be made available within ½ hour of the close of polls. In the past, manual counts have been the subject of far more scrutiny. It is expected that mail ballots will be received and counted at CRD Headquarters located at 625 Fisgard Street. Because there are only a limited number of electronic voting machines and these will be located on Salt Spring Island, the mail ballots will be manually counted. Depending on the number of voters utilizing the mail ballot system, results will be delayed and may not be made available for several hours. Additional staff will also be

required to count the ballots thus resulting in additional staffing costs that would apply to each contest.

4. Cost of Ballots:

The cost for ballots in 2011 was approximately \$4500 for all three electoral areas. Because Salt Spring Island uses electronic voting machines, the cost to produce ballots is significantly higher than regular ballots. This cost was shared with the Islands Trust and the School District resulting in an individual cost of approximately \$1800.00 and \$1100 respectively. As a comparison, the cost for ballots for the Southern Gulf Islands and the Juan de Fuca Electoral Area Directors was approximately \$500.00.

Should the Islands Trust or School District #64 choose not to offer mail ballots, separate ballots will be required for each of the Salt Spring Island elections. With the use of the electronic voting machine, it is possible to include all contests on one ballot that could be fed through the machine. Although electronic voting machine ballots tend to be more expensive than regular ballots, this cost was shared by all three partners.

5. Mailing and Return of Ballots:

Should a mail ballot system be implemented, voters will be required to request a mail ballot. Ballots cannot be printed until one week after the close of nomination period on October 10, 2014 to allow for candidates to withdraw. It will take approximately one week for ballots to be printed making them available on October 24 at the earliest. This leaves a three week window for ballot packages to be mailed out and returned to the Chief Election Officer. This could be problematic should the voter be outside of the country during this period however, according to the *Local Government Act*, it is the obligation of the person applying to vote by mail ballot to ensure that the mail ballot is received by the Chief Election Officer before the close of polls at 8:00 p.m. on Saturday, November 15, 2014.

Since Canada Post does not deliver mail on Saturdays, arrangements will need to be made for mail ballots to be received at a specific location. The CRD offices located at 625 Fisgard would be designated as Election Headquarters for this purpose. Opening up the CRD Building would require additional staff and counters for the ballots resulting in increased costs.

This voting opportunity would also be open to those not currently on the voters list that wish to register. Again, the onus is on the person applying to complete the registration information accurately to ensure their ballot will be counted.

6. Mail Ballot Packages:

The cost to mail out each package could range in price as follows:

Domestic	\$1.35 - \$3.75 per package
US	\$2.20 - \$ 7.60 per package
Int'l	\$4.36 - \$15.20 per package

These prices will vary depending on the size of the ballot and the size of envelopes required. We are unable to determine at this point how many of the registered electors will request a mail ballot package.

7. Validity of Mail Ballot:

There may be questions raised regarding the validity of the mail ballot. In accordance with the legislation, the onus is on the voter who signs a declaration stating that they are eligible to vote in this election.

Previous elections in the electoral areas have proven to be controversial for a variety of reasons. On more than one occasion, the results margin has been very narrow with only 1 or 2 votes separating candidates. A question around the validity of the ballot may increase the potential for a challenge delaying the declaration of official results.

8. Advertising:

Total advertising costs in 2011 were \$63,000. Ads will need to be placed in the newspaper advising of this additional voting opportunity and depending on the newspaper in which they are placed, the price can range from \$300 to \$5000. It is anticipated that these advertisements will be a one-time only cost although advertisements in future elections will need to be expanded to include information regarding the availability of mail ballots.

9. Staffing Costs:

It is estimated that staffing costs will increase to allow for additional counters both at CRD Headquarters and possibly at the Salt Spring Island polling stations. Staff will need to be at the CRD building on general voting day to receive mail ballots up to the close of the polls at 8:00 p.m. and depending on the number of ballots received, additional counters will need to be hired at a cost of approximately \$250/person. There will also be an additional cost to open and secure the building on that day.

Provincial Voters List

The Provincial Voters List can be obtained from Elections BC for use in Local Government Elections provided the Election Bylaw of the local government provides for it. The CRD will need to amend its Election Bylaw by August 5, 2014.

Elections BC maintains its provincial voters lists through a variety of processes including registrations and registration updates via the online voter registration (OVR) system, from the National Register of Electors, from the Insurance Corporation of BC and from BC Vital Statistics. Elections BC states that over 95% of eligible voters are currently on the provincial voters list.

The CRD is unable to maintain its Voters Database to the same degree and is recommending that the provincial voters list be used to register resident electors for General Local Elections and other voting opportunities (referendum). We are recommending however, that we continue to use the existing Non-resident Property Elector Voters Database for the General Local Elections because of the effort required to register as a Non-resident Property Elector. We have received feedback from election staff in the electoral areas that using the provincial voters lists and requiring NRPEs to register for the election would create a negative voter experience given the number of non-resident property electors that vote in the electoral areas, in particular the Southern Gulf and Salt Spring Island Electoral Areas. Staff has worked with IT over the past few months and has confirmed that use of the provincial voters list will be feasible for the upcoming and future local government elections.

CONCLUSION

Voting is an important part of our democratic process. Mail ballot voting has been implemented in other local governments over the years to make voting more accessible. As with any additional service, there would be additional costs however, it is difficult to determine an exact estimate of what these costs may be as it depends on a number of factors such as the number of voters that will utilize the mail ballot system and whether or not Islands Trust and/or the School Districts participate. In addition, the use of the provincial voters list for resident electors in the election process will help to ensure a more up-to-date and accurate voters list and lessen voter frustration at the polls.

RECOMMENDATIONS

That the Electoral Areas Services Committee recommend to the Capital Regional District Board:

1. a) That staff work with the Islands Trust and the School Districts to implement mail ballot voting in the electoral areas for the 2014 Local Government Election; and
- b) That staff amend the Elections Bylaw to permit the use of the Provincial Voters List to register resident electors only for use in General Local Elections and other voting opportunities.



Sonia Santarossa, MA
Senior Manager
Legislative & Information Services



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

SS

**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 19, 2014**

SUBJECT **ELECTRONIC PARTICIPATION AT CRD LOCAL SERVICE AREA COMMITTEE
AND COMMISSION MEETINGS**

ISSUE

To determine whether electronic participation should be permitted at CRD Local Service Area Committee and Commission meetings.

BACKGROUND

The ability to participate in a CRD Board or committee meeting via electronic means, i.e. video or teleconferencing, must be authorized in the Procedures Bylaw and at present the CRD Procedures Bylaw does not currently allow for this.

Over the past year we have received requests from various commissions to amend the CRD Procedures Bylaw so that members can participate electronically. As a result the Governance Committee met on February 5, 2014 to consider a staff report outlining the requirements to allow for electronic participation at Board or committee meetings. The Governance Committee referred consideration of this item to the Electoral Area Services Committee as it might apply to the local service area committees and commissions.

At present, there are some occasions where members can participate via electronic means; however, the member is not counted as part of the quorum and is not able to vote. The ability for a member of a board committee to participate in board committee meetings via electronic participation was only granted by provincial regulation (B.C. Reg. 281/2012) in September 2012 (Appendix A). This new regulation authorizes a member to fully participate and vote at a board or committee meeting.

The *Local Government Act* (LGA) defines a board committee as:

1. A standing of the board
2. A select committee of the board; or
3. Any other body appointed by the board that is composed solely of board members.

According to the LGA, at least one member of each select and standing committee must be a director.

The CRD Procedures Bylaw indicates that only Board members shall be appointed to a Standing Committee "unless the authorizing legislation or Letters Patent for the Board Standing Committee defines its membership". There are several instances at the CRD where a local service area committee or commission has been established as an actual "standing committee" as a result of the authorizing legislation. Examples of this include:

- Juan de Fuca Water Distribution Committee
- Regional Water Supply Commission
- Lyall Harbour/Boot Cove Water Local Services Committee
- Magic Lake Estates Water and Sewer Committee
- Port Renfrew Utility Services Committee
- Skana Water Service Committee
- Sticks Allison Local Service Committee
- Surfside Park Estates Water Service Committee

The regulation noted above applies to the board and board committees only as defined above including advisory committees as established by the Board or a standing committee in accordance with the CRD Procedures Bylaw. The CRD however, also establishes commissions in accordance with s. 176 of the *Local Government Act* and section 176(2) allows a Board to establish any terms and conditions it considers appropriate with respect to a commission. As such, this would allow for electronic participation at commission meetings.

ALTERNATIVES

That the Electoral Area Services Committee recommend to the Governance Committee:

1. That staff be directed to prepare an amendment to Bylaw No. 3828, "CRD Board Procedures Bylaw, 2012" to allow for electronic participation at local service area committee and commission meetings subject to the following conditions:
 - a) The member presiding must not participate electronically;
 - b) A quorum of members must physically be present in the room;
 - c) Only one member may participate via electronic means at a meeting;
 - d) If more than one member wishes to participate via electronic means then the member will be chosen by lot;
 - e) The member must advise the Corporate Officer or designate at least 24 hours in advance of the meeting;
 - f) Electronic participation will only be permitted where technical capabilities currently exist; and
 - g) Participation will be limited to those who cannot attend due to illness, weather conditions or are out of town on business.
2. That staff make further amendments to the CRD Board Procedures Bylaw as it relates to electronic participation at meetings.
3. That the report be received for information.

IMPLICATIONS

The regulation to participate in meetings now applies to Board committees which includes those local service area committees/commissions that have been established as a standing committee. In addition, s. 176(2) the *Local Government Act* allows for the Board to establish procedures as it sees appropriate in relation to its commissions.

A number of commissions have requested that our Procedures Bylaw be amended to allow for electronic participation for a variety of reasons. In some instances, it is difficult to achieve a quorum for these meetings because of the distance required to travel to a meeting, some members in the electoral areas are required to relocate for portions of the year for work reasons, or there are only a limited number of volunteers wishing to serve and the commission only just meets its quorum requirements.

The Committee may wish to consider recommending that the Board Procedures Bylaw be amended to allow for electronic participation at a local service area committee or commission meetings with some or all of the following limitations and restrictions:

- The member presiding must not participate electronically
- A quorum of members must physically be present in the room
 - This will ensure a quorum is present and the meeting can still proceed in the event of an interruption to the communication link

- If there is an interruption to the communication link, the committee could take a short recess or continue and treat the interruption as if the person physically left the room
- Only one member may participate via electronic means at a meeting
 - One of the provisions of the regulations is that the person participating electronically must be able to be seen and/or heard by a member of the public. Allowing for more than one person to participate electronically could pose technical challenges for some meetings related to the meeting space.
- If more than one member wishes to participate via electronic means then the members will be chosen by lot or on a first come first served basis
- The member must advise the Corporate Officer or designate at least 24 hours in advance of the meeting so that staff can secure and prepare the electronic equipment to facilitate the meeting
- The opportunity to participate via electronic means will only be available where technical capabilities currently exist
 - Meetings take place in a variety of venues and the CRD does not have existing funds to outfit each room
- Electronic participation be limited to the local service area committees and commissions only
 - In the case of the Board and the standard Board standing committees such as CALWMC, Finance etc., alternate directors are able to attend in the absence of the director therefore the need for electronic participation may not be necessary
 - Allowing for electronic participation at local service area committees and commissions will facilitate increased participation by EA directors who sit on numerous committees
 - In some cases it is also difficult to get members to volunteer for these local service area committees or commissions and in some cases the quorum requirements are only just met. This would allow business to continue in the event a member is not physically able to attend.
- Participation should be limited to those who cannot attend due to illness, weather conditions or are out of town on business
 - The rationale behind allowing for electronic participation was to ensure that meetings could take place in those larger geographical areas where it might be difficult to attend meetings

CONCLUSION

Over the past year, it has been requested that Bylaw No. 3828, “Capital Regional District Board Procedures Bylaw, 2012”, be amended to allow for electronic participation at meetings. The Governance Committee has referred this matter to the Electoral Area Services Committee for consideration as it applies to the local service area committees and commissions.

RECOMMENDATIONS

That the Electoral Area Services Committee recommend to the Governance Committee:

1. That staff be directed to prepare an amendment to Bylaw No. 3828, “CRD Board Procedures Bylaw, 2012” to allow for electronic participation at local service area committee and commission meetings subject to the following conditions:
 - a) The member presiding must not participate electronically;
 - b) A quorum of members must physically be present in the room;
 - c) Only one member may participate via electronic means at a meeting;
 - d) If more than one member wishes to participate via electronic means then the member will be chosen by lot;

- e) The member must advise the Corporate Officer or designate at least 24 hours in advance of the meeting;
- f) Electronic participation will only be permitted where technical capabilities currently exist; and
- g) Participation will be limited to those who cannot attend due to illness, weather conditions or are out of town on business.



Sonia Santarossa, MA
Senior Manager
Legislative & Information Services



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

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Making a difference...together

**REPORT TO THE ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 19, 2014**

SUBJECT **PROCUREMENT OF A FIRE TRUCK FOR THE NORTH GALIANO ISLAND
FIRE PROTECTION AND EMERGENCY RESPONSE SERVICE**

ISSUE

Board approval for the procurement of a fire truck for the North Galiano Island Fire Protection and Emergency Response Service.

BACKGROUND

The Capital Regional District (CRD) 2014 capital expenditure plan as approved in March 2013 includes \$300,000 for the procurement of a fire truck for the North Galiano Island Fire Protection and Emergency Response Service. In compliance with the CRD Procurement Policy, a request for tenders was posted on BC Bid from January 8 to January 31. A total of five (5) bids were received and opened on January 31 as follows:

<u>Company</u>	<u>Tender Price (including tax)</u>
Dependable Emergency Vehicles	\$304,648.80
Vimar Emergency Equipment Ltd.	\$293,288.20
Rocky Mountain Phoenix	\$251,905.92
Hub Fire Engines & Equipment Ltd.	\$249,631.20
First Truck Centre	\$237,946.24

At its meeting of February 2, 2014, the North Galiano Fire Protection and Emergency Response Commission adopted a motion to award the contract to Hub Fire Engines & Equipment Ltd for the price of \$249,631.20, the second lowest bid. The lowest bid by First Truck Centre does not meet the specifications because the proposed truck is too tall to fit into the fire hall and lacks storage capacity for the service's drop tank and other gear.

The Southern Gulf Islands Electoral Area Director concurs with the proposed purchase.

ALTERNATIVES

1. That the Board approve the procurement of a fire truck for the North Galiano Island Fire Protection and Emergency Response Service from Hub Fire Engines & Equipment Ltd. for the price of \$249,631.20 (including taxes).
2. That the purchase of the fire truck not be approved.

FINANCIAL IMPLICATIONS

After the goods and services tax (GST) rebate is applied to the total purchase price of the preferred bid—\$249,631.20—the actual cost of the fire truck to the CRD is \$238,487.

This amount is within the limit of \$300,000 set for the fire truck in the 2014 CRD capital expenditure plan. The North Galiano Island Fire Protection and Emergency Response Service has a balance of \$241,680 in its Equipment Replacement Fund from which to pay for the truck.

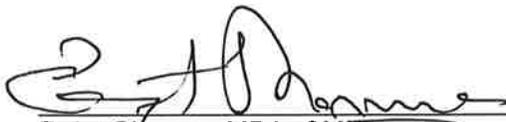
CONCLUSION

The CRD received five (5) bids in response to its tender for a fire truck for the North Galiano Island Fire Protection and Emergency Response Service. The second lowest bid presented by Hub Fire Engines & Equipment Ltd. at a price of \$249,631.20 (including taxes) best meets the CRD's specifications. The purchase price is within the limit set for the fire truck in the 2014 CRD capital expenditure plan. The North Galiano Island Fire Protection and Emergency Response Service has a balance of \$241,680 in its Equipment Replacement Fund from which to pay for the truck, which will actually cost the CRD \$238,487 once the GST rebate is taken into account.

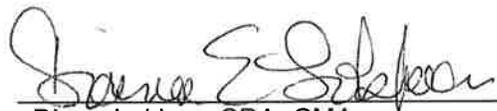
RECOMMENDATION

That the Electoral Area Services Committee recommend to the CRD Board:

That the procurement of a fire truck for the North Galiano Island Fire Protection and Emergency Response Service from Hub Fire Engines & Equipment Ltd. for the price of \$249,631.20 (including taxes) be approved.



Rajat Sharma, MBA, CMA
Senior Manager, Financial Services



Diana Lokken, CPA, CMA
General Manager, Finance and Technology Dept.
Concurrence



Travis Whiting
Acting General Manager
Planning and Protective Services
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence



Western Economic
Diversification Canada

Diversification de l'économie
de l'Oest Canada

Mailing Address:
Suite 700 - 333 Seymour Street
Vancouver, B.C. V6B 5G9
Street Address:
Suite 600 - 333 Seymour Street
Vancouver, B.C.

Adresse postale :
333, rue Seymour, bureau 700
Vancouver (C.-B.) V6B 5G9
Adresse civique :
333, rue Seymour, bureau 600
Vancouver, B.C.

CRD EXECUTIVE OFFICE

Received

JAN 24 2014

<input checked="" type="checkbox"/> Chair	<i>AK</i>	<input checked="" type="checkbox"/> Board
<input checked="" type="checkbox"/> CAO		<input checked="" type="checkbox"/> Communications
<input checked="" type="checkbox"/> GM	<i>FT</i>	
<input type="checkbox"/> For action / resp. by _____		
<input type="checkbox"/> Corresp. for Board / Committee meeting		
<input checked="" type="checkbox"/> For Information Only		
<input checked="" type="checkbox"/> Copies to <u><i>FT Directors</i></u>		
<u><i>S. Santoro</i></u>		
<u><i>CAO-50</i></u>		

January 14, 2014

Mr. Alastair Bryson
Chair
Capital Regional District Board
625 Fisgard Street, P.O. Box 1000
Victoria, British Columbia
V8W 2S6

Dear Mr. Bryson:

Thank you for submitting your letters of August 21 and September 18, 2013, to the Honourable Michelle Rempel, Minister of State for Western Economic Diversification, requesting expansion of the Community Futures (CF) program to include the Capital Regional District (CRD). I appreciate hearing your views about expanding the program's boundary and I welcome the opportunity to reply on behalf of the Minister.

The CF program is a national community economic development initiative established to stimulate rural economic development. Generally, rural communities do not have the same access to capital and business services that are found in established urban centres, such as Victoria, and adjacent communities. Also, small and medium sized businesses in these communities face more challenges to maintain and create jobs and expand their businesses, than those located close to urban centres.

Your letter notes that both Prince George and Kelowna, and surrounding rural areas, are within the CF program boundaries. While these communities' populations are similar to those in the CRD, they are more vulnerable to the cyclical economic challenges than diverse, resilient urban areas.

Western Economic Diversification Canada continues to be interested in supporting ventures within the CRD; however, at this time, the department is not considering expanding the boundaries of the CF program to include metropolitan areas in the West. I recommend that businesses or entrepreneurs within the CRD that require assistance, contact service providers such as Small Business BC, the Business Development Bank, Women's Enterprise Centre or the Canada Youth Business Foundation that provide a wide range of business services throughout British Columbia.

Canada

.../2

Thank you for taking the time to submit your request and best wishes in your future endeavours.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gerry Salembier', written in a cursive style.

Gerry Salembier
Assistant Deputy Minister
BC Region

- c.: Marie Gallant, CF British Columbia
- Mike Hicks, Juan de Fuca Electoral Area Director
- David Howe, Southern Gulf Islands Electoral Area Director
- Wayne McIntyre, Salt Spring Island Electoral Area Director
- Robert Lapham, Chief Administrative Officer, CRD
- Diana Lokken, General Manager, Corporate Services, CRD
- Sonia Santarossa, Manager Legislative Services, CRD



MEMBER RELEASE

February 7, 2014

TO: Councils and Boards
FROM: Union of BC Municipalities
RE: **Special Committee on BC Ferries**

British Columbia local governments have formed a Special Committee to examine the economic significance of BC Ferries cutbacks and fare increases. The Special Committee on BC Ferries held its first meeting earlier today and adopted their Terms of Reference.

"B.C. local governments are saying it is time to take a look at how reductions in service and fare increases will impact B.C. communities", said UBCM President Rhona Martin. "Ferries play a vital role in the province-wide transportation system that is a key support for the B.C. economy. The Special Committee will be doing some fresh research on this issue, and I am inviting communities to get involved and contribute to the process."

The Special Committee has been jointly established by the Association of Vancouver Island and Coastal Communities and the Union of B.C. Municipalities, along with the Ferry Advisory Committee Chairs and Coastal Regional District Chairs. The Special Committee will oversee the work of a consultant who will conduct an analysis to estimate the economic significance of the proposed BC Ferries service reductions on communities.

The analysis is intended to include economic sectors that are impacted by BC Ferries access. This will include primary and secondary sectors, and will likely focus on tourism, retail and manufacturing. The intent is to focus on jobs and revenues as the key economic measures, with additional commentary on other impacts identified through the research. These other impacts are likely to include the discussion of the economic effects of social changes such as reduced population and restricted access to employment opportunities.

All research and analysis to be conducted in February with a draft report scheduled for late February.

The members on the Special Committee include:

- Mayor Larry Cross, AVICC President
- Tony Law, Co-Chair, Ferry Advisory Committee Chairs, Hornby Island Trustee, Islands Trust
- Chair Colin Palmer, Coastal Regional District Chairs, Powell River Regional District
- Chair Jim Abram, Coastal Regional District Chairs, Strathcona Regional District
- Chair Joe Stanhope, Past President AVICC / Coastal Regional District Chairs, Nanaimo Regional District
- Chair Sheila Malcolmson, Coastal Regional District Chairs/Islands Trust
- Chair Art Kaehn, UBCM Community Economic Development Committee Chair, Regional District Fraser Fort George
- Chair Barry Pages, Skeena Queen Charlotte Regional District
- Councillor Claire Moglove, AVICC Executive, UBCM Third Vice-President, City of Campbell River
- Councillor Barbara Price, Second Vice President AVICC Executive, Town of Comox

Members wishing to share information in support of the Special Committee can contact:

Marie Crawford, Associate Executive Director, UBCM
EM: mcrawford@ubcm.ca

Or

Shelley Webber, Executive Coordinator, AVICC
EM: swebber@ubcm.ca