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**Minutes of a Meeting of the Electoral Area Services Committee
Held Wednesday, March 19, 2014, in the Board Room, 625 Fisgard St., Victoria, BC**

Present: **Directors:** M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe
Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance and Technology; T. Robbins, General Manager, Integrated Water Services; K. Campbell, Senior Manager, Salt Spring Island Administration; R. Gutierrez, Manager, Building Inspection; B. MacDonald, Manager, Financial Planning and Treasury; N. More, Committee Clerk (recorder)

The meeting was called to order at 1:41 pm.

1. Approval of Agenda

The Committee added under New Business: a) Gun Club verbal update; b) Island Coastal Economic Trust

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the agenda be approved as amended.

CARRIED

2. Adoption of Minutes

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the minutes of the February 19, 2014, meeting be adopted as previously circulated.

CARRIED

3. Presentations/Delegations: There were none.

4. Electoral Area Services Budget Update

R. Lapham spoke to the report and D. Lokken provided clarifications. The Committee was provided with a revised copy of Appendix B-2, with the amount listed as the decrease for 3.810 Ganges Sewer revised from \$20,640 to \$4,150.

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
That the Electoral Area Services Budget Update be received as part of the final budget.

CARRIED

5. Gardom Pond Service Feasibility

L. Hutcheson spoke to the report. The Committee discussed the following topics:

- background on the pond, dam, water license and insurance liability
- a long consultative process occurred
- monitoring and inspection of the dam

- fire protection enhancement would offset insurance cost
- feasibility fund in relation to new service

On the motion, the Committee discussed the following topics:

- options included decommission and remove dam or take remedial action on properties
- process going forward would include a public meeting to determine interest in spending on the proposed new service establishment for the repair, ongoing maintenance and enhancements to fire suppression infrastructure around the dam

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
That funding up to \$35,000 be made available from the Electoral Area Services Feasibility Fund for the purpose of considering a new service to support use of Gardom Pond for fire suppression.

CARRIED

6. Community Works Fund Allocation – Development of a Salt Spring Island (SSI) Cycling and Pedestrian Trail Map

K. Campbell spoke to the report.

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
That the development of a cycling and pedestrian trail map for Salt Spring Island (SSI) to integrate with the Experience the Gulf Islands initiative, with a contribution of \$25,000 from the SSI portion of the Gas Tax Community Works Fund, be authorized.

CARRIED

7. Community Works Fund – Active Transportation Innovative Infrastructure Funding Program Application

R. Lapham spoke to the report and discussed the gas tax fund criteria in relation to the Electoral Areas, and the requirement for CRD-owned infrastructure or right-of-way.

By consensus, the Committee withdrew the item from consideration.

8. Bylaw No. 3907 – Highland and Fernwood Water System Capital Reserve Fund

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That Bylaw No. 3907, “Highland and Fernwood Water Service Capital Reserve Fund Bylaw No. 1, 2014” be introduced and read a first and second time, read a third time, and adopted.

CARRIED

9. Bylaw No. 3943 – Capital Reserve Fund for the Salt Spring Island Community Transportation Service

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That Bylaw No. 3943, “Salt Spring Island Community Transportation Service Capital Reserve Fund Bylaw No. 1, 2014” be introduced and read a first and second time, read a third time, and adopted.

CARRIED

10. Bylaw No. 3947 – Transfer of Funds to the North Galiano Island Fire Protection and Emergency Response Capital Reserve Fund

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
Bylaw No. 3947 cited as the “North Galiano Island Fire Protection and Emergency Response Capital Reserve Fund Transfer Bylaw No. 1, 2014” be introduced and read a first and second time, read a third time and adopted.

CARRIED

11. Bylaw No. 3948 – Cedars of Tuam Water System Local Service Area Capital Reserve Fund Amendment

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
Bylaw No. 3948, “Cedars of Tuam Water System Local Service Area Capital Reserve Fund Bylaw No. 1, 2004, Amendment Bylaw No. 1, 2014” be introduced and read a first and second time, read a third time, and adopted.

CARRIED

12. Bylaws No. 3924 and 3925 – Fees and Charges Update for Utilities within the Three Electoral Areas

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

- 1) That Bylaw No. 3924, “Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2014” be introduced and read a first and second time, read a third time and adopted;
and
- 2) That Bylaw No. 3925, “Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2014” be introduced and read a first and second time, read a third time and adopted.

CARRIED

13. Grants-in-Aid

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

- 1) Juan de Fuca Grant-in-Aid as approved by Director Hicks
School Crossing Guard Program:
 - i. John Muir Elementary School Parent Advisory Council \$ 2,333
 - ii. Saseenos Elementary School Parent Advisory Council \$ 2,333
 - iii. Sooke Elementary School Parent Advisory Council \$ 2,334Scouts Canada – Camp Barnard \$ 500
Willis Point Community Association \$ 1,780
- 2) Salt Spring Island Grant-in-Aid as approved by Director McIntyre
 - a) Central Community Hall Society \$ 1,500
- 3) Southern Gulf Islands Grant-in-Aid as approved by Director Howe
 - a) Moving Around Pender Alternative Transport Society \$ 4,400
 - b) Mayne Island Conservancy Society \$ 3,280
 - c) Solstice Theatrical Society \$ 2,500

CARRIED

14. New Business

- a) **Gun Club Update:** R. Lapham provided a verbal update and the Committee briefly discussed mitigation attempts and bylaw amendments. A written report will come forward at the May meeting of the Committee.
- b) **Island Coastal Economic Trust (ICET):** The Committee discussed the issue of the exclusion of Electoral Areas from the provincial definition of rural areas for the purpose of specific funding, the structure and process of the ICET, and the potential approaches to resolving the issue.

15. Adjournment

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the meeting be adjourned at 3:30 pm.

CARRIED

CHAIR

RECORDER