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**Minutes of a Meeting of the Electoral Area Services Committee  
Held Wednesday, September 17, 2014, in Room 107, 625 Fisgard St., Victoria, BC**

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**Present: Directors:** M. Hicks (Chair), D. Howe

**Staff:** K. Lorette, General Manager, Planning, Transportation & Protective Services; T. Whiting, Senior Manager, Protective Services; K. Campbell, Senior Manager, Salt Spring Island Administration; R. Gutierrez, Manager, Building Inspection; J. Klassen, Manager, Local Area Planning; R. Smith, Senior Manager, Environmental Resource Management; R. Sharma, Senior Manager, Financial Services; A. Bains, Manager, Information Services; N. More, Committee Clerk (recorder)

**Absent:** W. McIntyre (Vice Chair)

The meeting was called to order at 1:36 pm.

**1. Approval of Agenda**

**MOVED** by Director Howe, **SECONDED** by Director Hicks,  
That the agenda be approved as circulated.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Director Howe, **SECONDED** by Director Hicks,  
That the minutes of the July 16, 2014, meeting be adopted as previously circulated.

**CARRIED**

**3. Presentations/Delegations: None**

**4. Service Plans Review Process**

K. Lorette provided an overview of the report and R. Gutierrez, J. Klassen and T. Whiting gave highlights for each division.

The Committee discussed the following points:

- trends in number of building permits
- trends in number of development permits
- staff resources in relation to the Tempest project
- staff resources in relation to Gas Tax funding
- emergency services pre-planning regarding power outages on islands and Port Renfrew that affect communications

**MOVED** by Director Hicks, **SECONDED** by Director Howe,  
That the service plans be approved as presented.

**CARRIED**

**5. Community Works Fund (CWF) Allocation: Magic Lake Estates Local Service Chart Drive Septic and Disposal Field Renewal**

The Committee discussed the needs of the project, including the contribution amount.

**MOVED** by Director Howe, **SECONDED** by Director Hicks,  
That it be recommended to the Capital Regional District Board:  
That a contribution of \$60,000 from the Southern Gulf Island portion of the CRD's Federal Gas Tax Community Works Fund to the Magic Lake Estates Chart Drive wastewater system infrastructure renewal project.

**CARRIED**

The Committee discussed item 8 ahead of item 6.

## 8. New Business

### a) Gardom Pond and Dam

The Committee discussed information regarding the pond, the dam, and meetings with a Provincial water stewardship officer.

**MOVED** by Director Howe, **SECONDED** by Director Hicks,  
That staff investigate the feasibility of allocating \$50,000 from the Gas Tax fund for emergency repair work to the lower dam at Gardom Pond and that staff bring a recommendation forward to the Capital Regional District Board in October.

**CARRIED**

## 6. Community Works Fund (CWF) Allocation: Artificial Turf Playing Field in the District of Sooke

R. Sharma gave an overview of the report. The Committee discussed the timelines of the project.

**MOVED** by Director Hicks, **SECONDED** by Director Howe,  
That it be recommended to the Capital Regional District Board:  
That a contribution of \$300,000 to the Sooke and Electoral Area Parks and Recreation Service from the Juan de Fuca Electoral Area portion of the CRD's Federal Gas Tax Community Works Fund (CWF) be authorized toward development of an artificial playing field by the end of 2018, subject to confirmation of the project and funding by the District of Sooke; and, in the event the District of Sooke chooses not to participate in the development of the playing field, the funds from the Juan de Fuca Electoral Area portion of the CWF not be contributed.

**CARRIED**

## 7. Grants-in-Aid

Director Hicks clarified the amount approved for the East Sooke Bridge Community Website, as there was a discrepancy in the staff report.

**MOVED** by Director Howe, **SECONDED** by Director Hicks,  
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
  - East Sooke Bridge Community Website \$ 1,500
  - Friends of Coppermine Park Society \$ 2,000
  - Seagirt Ponds Preservation Society \$ 2,000
- 2) Southern Gulf Islands Grant-in-Aid as approved by Director Howe
  - Epicentre Family Cooperative \$ 4,000
  - Galiano Conservancy Association (Walkalong for Learning) \$ 1,000
  - Galiano Conservancy Association (2014/2015 Recreation) \$ 2,000
  - Galiano Conservancy Association (Agriculture Project) \$ 4,500
  - Galiano South Community Hall \$ 4,500
  - Mayne Island Conservancy Society \$ 2,500
  - Moving About Pender Alternative Transportation Society \$ 3,000
  - Saturna Island Marine Research and Education Society \$ 4,200

**CARRIED**

**9. Motion to Close the Meeting**

**MOVED** by Director Howe, **SECONDED** by Director Hicks,  
That the Committee close the meeting in accordance with the *Community Charter* Part 4, Division 3, Section 90(1) (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

**CARRIED**

The Committee moved to the closed session at 2:15 p.m.  
The Committee rose from the closed session at 2:18 p.m. without report.

**10. Adjournment**

**MOVED** by Director Howe, **SECONDED** by Director Hicks,  
That the meeting be adjourned at 2:18 p.m.

**CARRIED**

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CHAIR

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RECORDER