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**Minutes of a Meeting of the Electoral Area Services Committee
Held Wednesday, January 21, 2015, in Room 107, 625 Fisgard St., Victoria, BC**

Present: Directors: M. Hicks (Chair), Director W. McIntyre (Vice Chair), P. LeBlond (for D. Howe)

Staff: R. Lapham, Chief Administrative Officer, D. Lokken, General Manager, Finance and Technology, K. Lorette, General Manager, Planning & Protective Services; T. Whiting, Senior Manager, Protective Services; K. Campbell, Senior Manager, Salt Spring Island Administration; R. Gutierrez, Manager, Building Inspection; Ted Robbins, General Manager, Integrated Water Services; Peter Sparanese, Senior Manager, Infrastructure Engineering and Operations; S. Santarossa, Corporate Officer; P. Perna, Committee Clerk (recorder)

Absent: Directors: D. Howe

The meeting was called to order at 1:37 pm.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Alt. Director LeBlond,
That the January 21, 2015 Electoral Area Services Committee agenda be approved as amended with the supplementary agenda.

CARRIED

2. Adoption of Minutes

MOVED by Director McIntyre, **SECONDED** by Director Hicks,
That the minutes of the November 19, 2014, Electoral Area Services Committee meeting be adopted as previously circulated.

CARRIED

3. Presentations/Delegations

None.

4. Terms of Reference – Electoral Area Services Committee

S. Santarossa provided an overview of the 2015 Terms of Reference noting the following additions from the 2014 Terms of Reference:

- the authority that has been delegated to the Electoral Area Services Committee by the Board,
- the various local area service committees and commission that report through the Electoral Area Service Committee then up to the Board.
- inclusion of a provision under composition, which allows all board members to participate in the committee's discussions where items of local significance are on the agenda, however, they cannot vote. The Board member could communicate directly to the chair of the committee or through the Legislative and Information Services department of their intent to attend the particular meeting.

MOVED by Director McIntyre, **SECONDED** by Alt. Director LeBlond,
That the Electoral Area Services Committee Terms of Reference be approved.

CARRIED

5. **Grants-in-Aid**

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

Juan de Fuca Grant-in-Aid as approved by Director Hicks	
• John Muir Elementary School Parent Advisory Council	\$2,333
• Saseenos Elementary School Parent Advisory Council	\$2,333
• Sooke Elementary School Parent Advisory Council	\$2,334
Salt Spring Island Grant-in-Aid as approved by Director McIntyre	
• Transition Salt Spring Society	\$1,500
Southern Gulf Islands Grant-in-Aid as approved by Director Howe	
• Friends of Brooks Point	\$4,500
• Mayne Island Integrated Water Systems Society	\$2,000
• Mayne Island Conservancy Society	\$3,500
• Mayne Island Conservancy Society	\$1,600
• Mayne Island Conservancy Society	\$2,000
• Pender Solar Initiative 2020	\$5,281
• Salish Sea Marine Rescue Society	\$1,382.58

CARRIED

6. **Contractor of Joint SSI/SGL Issues (Verbal)**

Directors asked staff to look into exploring a contractor that will look at joint issues such as a new service for the area that would include transportation on the Southern Gulf Islands, the linking of economic development, and experience of Gulf Islands' issues.

Staff will report back at the next committee meeting with a draft of the terms of reference, scope of work, and what any budget implications would have on these areas.

MOVED by Director McIntyre, **SECONDED** by Alt. Director LeBlond,
That the verbal report regarding Contractor of Joint Salt Spring Island/Southern Gulf Island Issues be received.

CARRIED

7. **New Business:**

a) **Salt Spring Island Noise Bylaw Enforcement**

T. Whiting provided background information and gave an overview of the bylaw enforcement policy.

MOVED by Director McIntyre, **SECONDED** by Alt. Director LeBlond,
That it be recommended to the Capital Regional District Board:
That the Salt Spring Island Noise Bylaw Enforcement report be received for information.

CARRIED

b) New Building Canada – Small Community Fund (SCF) Grant Application (Kemp Lake Waterworks District)

D. Lokken provided an overview of the report and advised that the Board must commit within six months of receiving the grant. The grant is expected to be approved as this is a high priority.

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

That the Capital Regional District Board endorse the New Building Canada – Small Community Fund grant application to cover up to a maximum of two-thirds of the project's grant eligible costs for the Juan de Fuca – Kemp Lake Water Main Extension Project and commit to completing, within six months, an alternative approval process to seek elector consent for the service establishment and loan authorization bylaws required to finance the Capital Regional District's local share of the project as defined under the grant guidelines, if the grant application for the Small Community Fund funding is approved.

CARRIED

c) New Building Canada – Small Community Fund: Grant Application for the Ganges Wastewater System Renewal Project

D. Lokken provided an overview of the report and advised this project is going to referendum even if the grant is not approved because of a public health order to address the sewer system failure.

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

- a) That the Capital Regional District (CRD) Board endorse the New Building Canada – Small Community Fund grant application to cover up to a maximum of two-thirds of the project's grant eligible costs for the Ganges Wastewater System Renewal Project and commit to completing a referendum process to seek elector consent for the loan authorization bylaw required to finance the CRD's share of the project as defined under the grant guidelines; and
- b) That Bylaw No. 4007, "Ganges Sewerage System Loan Authorization Bylaw No. 1, 2015" be introduced and read a first and second time, and read a third time; and
- c) That Capital Regional District staff implement referendum process under Section 801.2 of the *Local Government Act* if and when the grant application to the New Building Canada – Small Community Fund is approved.

CARRIED

d) New Building Canada – Small Community Fund: Grant Application for the Magic Lake Estates Wastewater System Capital Renewal Project

D. Lokken provided an overview of the report and advised that the community is in support of the referendum.

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

- a) That the Capital Regional District Board endorse the New Building Canada – Small Community Fund grant application to cover up to a maximum of two-thirds of the project's grant eligible costs for the Magic Lake Estates Wastewater System Renewal Project and commit to completing a referendum process to seek elector consent for the loan authorization bylaw required to implement the project; and
- b) That Bylaw No. 4008, "Magic Lake Estates Wastewater System Loan Authorization Bylaw No. 1, 2015" be introduced and read a first and second time, and read a third time; and
- c) That Capital Regional District staff implement a referendum process under Section 801.2 of the *Local Government Act*.

CARRIED

e) To Combine Two Salt Spring Island Services and to Increase the Annual Requisition for the Newly Combined Service

D. Lokken gave an overview of the services being combined and advised that the bylaw presented repeals the two existing bylaws and combines the bylaw into one bylaw. The goal is to have the increase in place by this taxation year. Before adoption of this bylaw, approval of the Inspector of Municipalities is required.

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

That Bylaw No. 4002, "Salt Spring Island Recreation and Facilities Services Combination Bylaw No. 1, 2015" be introduced and read a first time, read second time and read a third time.

CARRIED

8. Adjournment

MOVED by Director McIntyre, **SECONDED** by Alt. Director LeBlond,
That the meeting be adjourned at 2:16 pm.

CARRIED

CHAIR

RECORDER