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**Minutes of a Meeting of the Electoral Area Services Committee
Held Wednesday, February 18, 2015, in Room 107, 625 Fisgard St., Victoria, BC**

Present: **Directors:** M. Hicks (Chair), Director W. McIntyre (Vice Chair), D. Howe, N. Jensen, (Board Chair, ex-officio)
Staff: R. Lapham, Chief Administrative Officer; D. Lokken, General Manager, Finance and Technology; K. Lorette, General Manager, Planning & Protective Services; M. Walton, Senior Manager, Regional Parks; J. Hicks, Senior Transportation Planner, Regional Planning; T. Whiting, Senior Manager, Protective Services; R. Gutierrez, Manager, Building Inspection; S. Norton, Deputy Corporate Officer; P. Perna, Committee Clerk (recorder)

The meeting was called to order at 1:42 pm.

1. Approval of Agenda

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the February 18, 2015 Electoral Area Services Committee agenda be approved as circulated.

CARRIED

2. Adoption of Minutes

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the minutes of the January 21, 2015, Electoral Area Services Committee meeting be adopted as previously circulated.

CARRIED

3. Presentations/Delegations

None.

4. Contract Position – Operational Support Otter Point Fire Department

T. Whiting gave an overview of the contract, which expired on January 31, 2015. A Request for Proposal (RFP) was issued and the successful proponent was the incumbent, John McCrea. The Commission and the Fire Chief fully endorse the contract and the contractor.

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

- 1) That the Capital Regional District Board approve the contract for Operational Support - Otter Point Fire Department for a five year term.

CARRIED

5. Salt Spring Island/Southern Gulf Islands New Service Reviews

K. Lorette provided an overview of the report, which proposes a study to confirm the scope and feasibility of a broad base service, which adds the potential to more closely integrate Salt Spring and Southern Gulf Islands across various functions such as transportation, recreation, tourism, recreation, and trails.

Discussion ensued on the following:

- Sustainability for residents to work and live in the area is vital
- Expect the cost to be identified through the procurement process
- Suggested 50/50 cost sharing between Salt Spring Island and Southern Gulf Islands for the review

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the Electoral Area Services Committee:

1. Receive the draft Terms of Reference (ToR) for a Salt Spring Island (SSI)/Southern Gulf Islands (SGI) New Service Review and refer to the SGI Economic Development Commission and SSI Community Economic Development Commission for review and comment; and
2. Direct staff to initiate the procurement process for a SSI/SGI new service review subject to feedback being received on the draft ToR from the SGI Economic Development Commission and SSI Community Economic Development Commission.

CARRIED

J. Hicks left the meeting at 2:02 pm.

6. Special Building Code for the Gulf Islands to Include for the Design and Installation of Potable Water Collection Systems

R. Gutierrez provided an overview of the report and advised that the CRD Building Inspection Bylaw requires professional engineering certification for potable water systems to limit the CRD's liability. .

Discussion ensued on the following:

- The province has signaled that they are trying to align building codes
- The need to encourage water collection on any renovations or new constructions
- Building permit allows for green practices for adding other water collection services

MOVED by Director Hicks, **SECONDED** by Director McIntyre,
That the Electoral Area Services Committee continue with the Capital Regional District Building Inspection practices with the regulation of the British Columbia Building Code.

CARRIED

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That Salt Spring Island and Southern Gulf Islands investigate potential plans to encourage rainwater collection as a method of conservation.

CARRIED

7. Request for Gas Tax Funding for Juan de Fuca Recreation Projects in 2015

M. Walton spoke to the report stating they are seeking approval of \$57,000 from gas tax funding for Juan de Fuca Electoral Area Parks and Recreation projects.

Chair Hicks provided information on the upgrades to the parks in the Juan de Fuca area.

MOVED by Director Hicks, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That the Juan de Fuca Electoral Area Parks and Recreation projects be funded as appropriate Gas Tax initiatives.

CARRIED

M. Walton left the meeting at 2:22 pm.

8. Bylaw No. 4011: Southern Gulf Islands (SGI) Public Library Service Bylaw Amendment

D. Lokken provided an overview of the bylaw.

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

That Bylaw No. 4011, "Southern Gulf Island Public Library Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 2, 2015" be introduced and read a first and second time, read a third time and adopted.

CARRIED

9. Bylaw No. 4010: Southern Galiano Island Fire Protection and Emergency Response Service Bylaw Amendment

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

That Bylaw No. 4010, "South Galiano Island Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1993, Amendment Bylaw No. 2, 2015" be introduced and read a first and second time, read a third time and adopted.

CARRIED

10. Grants-in-Aid

MOVED by Director Howe, **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

- Seagirt Ponds Preservation Society \$ 700

Southern Gulf Islands Grant-in-Aid as approved by Director Howe

- Mayne Island Agricultural Society and Fall Fair \$4,000
- Pender Island Golf and Country Club Society \$1,500
- Galiano Community Food Program \$1,850
- SGI Arts Council, Pender Chapter \$2,500
- Mayne Island Fallow Deer Committee \$4,200

CARRIED

11. New Business:

a) Problem with Pagers on Salt Spring and Southern Gulf Islands

T. Whiting gave an update on pager service coverage improvements.

The Committee decided to draft a letter to the Minister of Finance for signature by the Board Chair requesting more information on the funding for upgrades to communication services on Salt Spring Island and Southern Gulf Islands.

b) Fullford Inn Status Update

R. Gutierrez advised that proper notice has been provided to the owner and that demolition should be started within fifteen days.

c) Trustees for Salt Spring Island – Governance Review

The Local Trustees for Salt Spring Island and Electoral Area Director McIntyre have written a letter to Minister Oakes requesting Provincial Government support for the next phase of the Salt Spring Island Governance Review, which would be a comparative cost study; however, a response is pending.

B. Lapham advised that the CRD was contacted by the ministry asking for assistance in administering the funding again.

12. Adjournment

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the meeting be adjourned at 2:36 pm.

CARRIED

CHAIR

RECORDER