

Meeting Minutes
Electoral Area Services Committee

Wednesday, November 18, 2015

12:00 PM

Room 488

PRESENT:

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

STAFF: R. Lapham, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; T. Robbins, General Manager, Integrated Water Services; R. Sharma, Senior Manager, Financial Services; R. Gutierrez, Manager, Building Inspection;

K. Campbell, Senior Manager, Salt Spring Island Administration; J. Klassen, Manager, Local Area Planning; A. Bains, Manager, Information Services; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 12:03 pm.

1. Approval of Agenda

MOVED by Alternate Director LeBlond, SECONDED by Director McIntyre, That the agenda for the November 18, 2015 Electoral Area Services Committee meeting be approved as amended with the addition of the Supplementary Agenda Item 5.5 and New Business Item 6.1
CARRIED

2. Adoption of Minutes

2.1. 15-1247 Minutes of the October 21, 2015 Electoral Area Services Committee Meeting

MOVED by Alternate Director LeBlond, SECONDED by Director McIntyre, That the Minutes of the October 21, 2015 Electoral Area Services Committee Meeting be adopted as circulated.
CARRIED

2.2. 15-1248 Minutes of the November 4, 2015 Electoral Area Services Committee Meeting

MOVED by Alternate Director LeBlond, SECONDED by Director McIntyre, That the Minutes of the November 4, 2015 Electoral Area Services Committee Meeting be adopted as circulated.
CARRIED.

3. Chair's Remarks

None.

4. Presentations/Delegations

None.

5. Committee Business

- 5.1. 15-1232 Building Conversion Strata Application ST-01-14 for Lot A, Section 9, Otter District, Plan 14072

J. Klassen provided an overview of the report and the application.

**MOVED by Director Hicks, SECONDED by Director McIntyre,
That the Electoral Area Services Committee recommends to the CRD Board:
1. That Building Conversion Strata ST-01-14 for Lot A, Section 9, Otter District,
Plan 14072 to obtain individual title for each side of a two-family dwelling as
shown on the site plans (Appendices A and B) be given tentative approval and
that final approval be subject to:
a. Completion of the recommendations outlined in the structural engineer's
report (Appendix C) to the satisfaction of the Chief Building Inspector;
b. Confirmation from a Registered Wastewater Practitioner that the septic fields
are in proper functioning condition; and
c. Submission of a final survey plan.
CARRIED**

- 5.2. 15-967 Proposed Amendment to Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw, 1990"

K. Lorette provided an overview of the amendments in the bylaw, specifically the increase in the fees.

The Committee discussed signage for dumping.

**MOVED by Director McIntyre, SECONDED by Alternate Director LeBlond,
That the Electoral Area Services Committee recommends to the Capital Regional
District Board:
That Bylaw No. 4027, "Capital Regional District Ticket Information Authorization
Bylaw, 1990, Amendment Bylaw No. 55, 2015" be introduced and read a first and
second time, read a third time, and adopted.
CARRIED**

- 5.3. 15-1238 Bylaw No. 4048 - Borrowing Bylaw for Capital Financing (Magic Lake Estates Sewer)

T. Robbins provided an overview of the report and the proposed Alternate Approval Process.

**MOVED by Alternate Director LeBlond, SECONDED by Director McIntyre,
That the Electoral Area Services Committee recommend to the Capital Regional
District Board:
1. That Bylaw No. 4048, "Magic Lake Estates Wastewater System Loan
Authorization Bylaw No. 2, 2015" be introduced and read a first and second time,
and read a third time; and**

2. That staff be directed to conduct an alternative approval process for “Magic Lakes Estates Wastewater System Loan Authorization Bylaw No. 2, 2015.”
CARRIED

5.4. 15-1236 Monitoring of the Otter Point Recreational Cooperative Association (OPRCA), 7899 West Coast Road, PID: 000-305-162, Lot 1, Section 31, Otter District, Plan 34791, File NT00013

R. Gutierrez provided an overview of the report and advised that in lieu of placing a registered notice on title, staff will be directed to annually monitor the property. Additionally, there is a Section 219 Covenant registered on the property.

MOVED by Director Hicks, SECONDED by Director McIntyre,
That Capital Regional District Building Inspection office annually monitor the land legally described as: PID: 000-305-162, Lot 1, Section 31, Otter District, Plan 34791, to confirm that the Otter Point Recreational Cooperative Association has ensured that no further construction occurred on the existing property that would further contravene the CRD Zoning and Building bylaw regulations.
CARRIED

5.5. 15-1250 Notice by the Capital Regional District of Withdrawal from West Shore Parks and Recreation Society

R. Sharma provided an overview of the report adding that this report was brought forward at the direction of the Chair.

The Committee discussed the rationale for the Capital Regional District withdrawal from the West Shore Parks and Recreation Society and the possible associated costs.

MOVED by Director McIntyre, SECONDED by Alternate Director LeBlond,
That the Electoral Area Services Committee receives this report and recommends to the Capital Regional District Board:
That the Capital Regional District Board approve the withdrawal of the Capital Regional District as a member of the West Shore Parks and Recreation Society.
CARRIED

6. New Business

6.1. 15-1261 Grants-in-Aid

MOVED by Director McIntyre, SECONDED by Alternate Director LeBlond,
That the Electoral Area Services Committee recommends to the Capital Regional District Board:

That payments be made for the following grant-in-aid applications:

1) Juan de Fuca Grants-in-Aid as approved by Director Hicks

* Sooke Lions Canada Day - \$1,000

2) Salt Spring Island Grants-in-Aid as approved by Director McIntyre

* Salt Spring Island Water Council Society - \$12,000

CARRIED

7. Adjournment

MOVED by Director McIntyre, **SECONDED** by Alternate Director LeBlond
That the November 18, 2015 Electoral Area Services Committee meeting be
adjourned at 12:36 pm.
CARRIED

Chair

Recorder