

Meeting Minutes
Electoral Area Services Committee

Wednesday, May 18, 2016

2:05 PM

Room 107

PRESENT:

DIRECTORS: M. Hicks (Chair), D. Howe, D. Martin (for W. McIntyre, Vice-Chair), B. Desjardins (Board Chair, ex-officio)

STAFF: K. Lorette, General Manager, Planning and Protective Services; R. Sharma, A/Chief Financial Officer; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carby, Senior Manager, Protective Services; M. Cowley, Manager, Wastewater Engineering & Planning; R. Gutierrez, Manager, Building Inspection; B. Reems, Corporate Officer; N. More, Committee Clerk (Recorder)

The meeting was called to order at 2:10 p.m.

1. Approval of Agenda

MOVED by Director Howe, **SECONDED** by Alternate Director Martin,
That the agenda be approved as circulated.
CARRIED

2. Adoption of Minutes

2.1. [16-639](#) Minutes of the April 20, 2016 Electoral Area Services Committee Meeting

MOVED by Director Howe, **SECONDED** by Director Hicks,
That the minutes of the April 20, 2016, Electoral Area Services Committee meeting be adopted as circulated.
CARRIED

3. Chair's Remarks

Chair Hicks acknowledged the presence of Board Chair Desjardins.

4. Presentations/Delegations

None.

5. Committee Business

5.1. [16-610](#) Office of the Fire Commission Playbook Service Levels

S. Carby provided highlights of the report.

**MOVED by Director Howe, SECONDED by Director Hicks,
That it be recommended to the Capital Regional District (CRD) Board:
That the declared service levels for each fire department as outlined below be
ratified in order to fulfill the Office of the Fire Commissioner requirements:
Full Service: Pender Island Fire Rescue
Interior Operations: Otter Point Fire, East Sooke Fire, Shirley Fire, South Galiano
Fire
Exterior Operations: Saturna Island Fire, North Galiano Fire, Willis Point Fire,
Port Renfrew Fire
CARRIED**

5.2. [16-597](#) Amendment of Bylaw No. 1747 to Include a 20 Lot Subdivision into the Port
Renfrew Water Local Service Area

M. Cowley provided highlights of the report and clarified the scheduling of the
development and the agreements in place in relation to the inclusion of the
water service.

**MOVED by Director Hicks, SECONDED by Director Howe,
That it be recommended to the Capital Regional District Board:
That Bylaw No. 4055, "Port Renfrew Water Local Services Establishment Bylaw
No. 1, 1989, Amendment No. 4, 2016" be introduced and read a first and second
time, and read a third time.
CARRIED**

5.3. [16-632](#) Community Works Fund (CWF) Request - Chlorine Injection Pump and
Meter for the Port Renfrew Water Service

M. Cowley provided highlights of the report and clarification on the provision of
the chlorine injection pump.

**MOVED by Director Hicks, SECONDED by Director Howe,
That it be recommended to the Capital Regional District Board:
That a contribution of \$10,000 from the Juan de Fuca Electoral Area Community
Works Fund for the purchase and installation of a chlorine injection pump and
meter for the Port Renfrew water system be approved.
CARRIED**

5.4. [16-631](#) Magic Lake Estates Sewer Capital Reserve Fund Transfer Bylaw

R. Sharma provided highlights of the report.

**MOVED by Director Hicks, SECONDED by Director Howe,
That it be recommended to the Capital Regional District Board:
That Bylaw No. 4106 "Magic Lake Estates Sewer Capital Reserve Fund Transfer
Bylaw No. 1, 2016" be introduced and read a first time, read a second time, read
a third time and adopted.
CARRIED**

5.5. [16-630](#) Grants-in-Aid

Alternate Director Martin recused himself from the meeting at 2:22 pm due to membership on one of the applicant governing bodies.

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

That the following grant-in-aid applications be approved:

Salish Sea Inter-Island Transportation Society (SSI, SGI): \$10,000.

SSI and SGI each contribute \$5000 to facilitate inter-island transportation using private and charter boats ferrying passengers between CRD docks for the 'Tour de iles' cultural and recreation event (June 24-26, 2016).

Salt Spring Island Minor Baseball Association (SSI): \$1,500.

Funding for regulation sized baseball equipment, travel expenses, and rental of an off-island baseball field for the first SSI Midget team.

Mayne Island Deer Committee (SGI): \$2,500.

To cover the costs for brochures and other materials for keeping the public informed and involved.

Mayne Island Bus Society (SGI): \$2,000.

To help cover the cost of volunteer-operated transportation for seniors.

TELANET Centre for Innovation and Peace (SGI): \$4,000.

To cover capital costs involved in the Salish Sea Reef Net Initiative.

International Institute for Child Rights and Development (SGI): \$4,400.

For leadership development of young leaders who work with high risk youth in the community.

CARRIED

5.6. [16-617](#) Salt Spring Island Annual Operating Agreement

Alternate Director Martin returned to the meeting at 2:23 pm.

K. Campbell provided highlights of the report.

MOVED Alternate Director Martin, **SECONDED** by Director Howe,

That it be recommended to the Capital Regional District Board:

That the 2016 to 2017 Annual Operating Agreement for SSI Transit Service be approved.

CARRIED

5.7. [16-600](#) Previous Minutes of Other CRD Committees and Commissions, for Information

MOVED by Director Howe, **SECONDED** by Alternate Director Martin,

That the minutes from the Southern Gulf Islands Emergency Program Advisory Commission meeting held on January 20, 2016, be received for information.

CARRIED

6. New Business

R. Sharma provided information about a new grant opportunity through the federal government and noted that a report on the opportunity would be brought forward to the next Finance Committee meeting. The Committee briefly discussed potential qualifying projects.

7. Adjournment

**MOVED by Alternate Director Martin, SECONDED by Director Howe,
That the meeting be adjourned at 2:29 pm.
CARRIED**

CHAIR

RECORDER