

## Meeting Minutes

### Electoral Area Services Committee

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Wednesday, July 20, 2016

2:00 PM

Room 107

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PRESENT: Directors: M. Hicks (Chair), W. McIntyre (Vice Chair)

Staff: K. Lorette, General Manager, Planning and Protective Services; K. Wahlstrom, Engineer, Salt Spring Island Electoral Area; P. Ensor, Manager, Electoral Area Fire and Emergency Programs; A. Bains, Manager, Information Services; P. Perna, Committee Clerk (Recorder)

ABSENT: Director D. Howe

The meeting was called to order at 2:00 pm.

#### 1. Approval of Agenda

**MOVED** by Director McIntyre, **SECONDED** by Director Hicks,  
That the agenda for the July 20, 2016 Electoral Area Services Committee meeting  
be approved as circulated.  
**CARRIED**

#### 2. Adoption of Minutes

- 2.1. [16-830](#) Minutes of the June 15, 2016 Electoral Area Services Committee Meeting

**MOVED** by Director McIntyre, **SECONDED** by Director Hicks,  
That the minutes of the June 15, 2016 Electoral Area Services Committee meeting  
be adopted as circulated.  
**CARRIED**

#### 3. Chair's Remarks

None.

#### 4. Presentations/Delegations

None.

#### 5. Committee Business

- 5.1. [16-811](#) East Sooke/Sooke Fire Prevention and Suppression Service and  
Emergency Response Agreement

K. Lorette introduced the report and advised that the new agreement is now based on assessed values of the subject areas rather than the previous flat rate.

M. Hicks provided a brief history of fire protection services.

**MOVED by Director Hicks, SECONDED by Director McIntyre,**  
**That the Electoral Area Services Committee (EASC) recommends to the Capital Regional District (CRD) Board:**  
**That the East Sooke/Sooke Fire Prevention and Suppression Service and Emergency Response Agreement between the CRD representing the East Sooke Fire Department and the District of Sooke be approved and that the Board Chair and Corporate Officer be authorized to execute the Agreement.**  
**CARRIED**

- 5.2. [16-798](#) Salt Spring Island Liquid Waste Burgoyne Bay Septage Receiving Facility Renewal Project - Authorization For Pre-purchase of Equipment and Construction Tender Services

K. Wahlstrom provided an overview of the report.

Discussion ensued on the following:

- \* the procurement process for the equipment
- \* current processing of sludge sent to site
- \* current equipment and the potential hazards should there be a major earthquake
- \* the pilot project and gasification of sludge

**MOVED by Director McIntyre, SECONDED by Director Hicks,**  
**That the Electoral Area Services Committee recommend to the Capital Regional District Board:**  
**That staff be authorized to issue an Invitation to Quote (ITQ) to pre-purchase major equipment for the Burgoyne Bay Septage Receiving Facility Renewal Project and issue an Invitation to Tender (ITT) for the installation of equipment and associated works.**  
**CARRIED**

- 5.3. [16-829](#) Wastewater and Marine Environment Program - Gulf Islands and Port Renfrew - 2015 Annual Report

**MOVED by Director McIntyre, SECONDED by Director Hicks,**  
**That the Electoral Area Services Committee recommend to the Capital Regional District Board:**  
**1. That the draft Gulf Islands and Port Renfrew Wastewater and Marine Environment Program 2015 Annual Report be approved; and**  
**2. That staff be directed to forward the final report to the committees and commissions that oversee operation of the facilities and to the BC Ministry of Environment, and post it on the Capital Regional District website.**  
**CARRIED**

## 6. New Business

W. McIntyre expressed concern regarding enforcement of the clean air bylaw on Salt Spring Island. Concerns were raised regarding fire hazards due to the dry conditions.

**7. Adjournment**

**MOVED** by Director McIntyre, **SECONDED** by Director Hicks,  
That the July 20, 2016 Electoral Area Services Committee meeting be adjourned  
at 2:24 pm.  
**CARRIED**

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Chair

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Recorder