

## Meeting Minutes

### Electoral Area Services Committee

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Wednesday, November 16, 2016

2:05 PM

Room 107

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PRESENT:

Directors: M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe  
Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; S. Carby, Senior Manager, Protective Services; S. Bagh, Senior Manager, Regional Strategic Planning; K. Campbell, Senior Manager, Salt Spring Island Administration; I. Lawrence, Manager Local Area Planning, Juan de Fuca; J. Klassen, Manager, Service Delivery, Southern Gulf Islands Electoral Area; B. Reems, Corporate Officer; A. Bains, Manager, Information Services; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 2:15 pm.

#### 1. Approval of Agenda

**MOVED** by Director McIntyre, **SECONDED** by Director Howe,  
That the agenda for the November 16, 2016 Electoral Area Services Committee meeting be approved as amended to move Item 5.6 ahead of Item 5.1 and to add a verbal update regarding Salt Spring Island Incorporation under New Business Item 6.1.  
**CARRIED**

#### 2. Adoption of Minutes

2.1. [16-1103](#) Minutes of the October 19, 2016 Electoral Area Services Committee Meeting

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
That the minutes of the October 19, 2016 Electoral Area Services Committee meeting be adopted as circulated.  
**CARRIED**

#### 3. Chair's Remarks - None.

#### 4. Presentations/Delegations - None.

#### 5. Committee Business

5.6. [16-1111](#) Capital Regional District Transportation Service - Verbal Report

Director S. Brice spoke to the Capital Regional District Transportation Service and advised of the following:

\* this is a CRD Board driven initiative

\* looking for individual letters of support from the Electoral Area Directors

Discussion ensued on the following:

- \* BC Ferries transportation
- \* transportation to and on the Southern Gulf Islands, Salt Spring Island, and in the Juan de Fuca area
- \* budget implications

## 6. New Business

New Business Item 6.1 was brought forward ahead of Item 5.1.

### 6.1. Salt Spring Island Incorporation Study Verbal Update

W. McIntyre provided an update on the Salt Spring Island Incorporation Study and advised that they will be discussing whether or not to make a recommendation to the Minister.

B. Reems provided information on the groups participating in the study and what is included in the study. He advised that the process should go to referendum before the next local government election.

**MOVED by Director Howe, SECONDED by Director McIntyre,  
That the Salt Spring Island Incorporation Study Verbal Update be received for  
information.  
CARRIED**

## 5. Committee Business, continued

### 5.1. [16-1094](#) Fire and Rescue Services Mutual Aid Agreement Capital Regional District, Mayne Island Improvement District, Salt Spring Island Improvement District

**MOVED by Director McIntyre, SECONDED by Director Howe,  
That the Electoral Area Services Committee recommends to the Capital Regional  
District (CRD) Board:  
That the attached Mutual Aid Agreement be accepted and approved on behalf of  
the CRD Southern Gulf Island fire departments and that the Board Chair and  
Corporate Officer be authorized to execute the Agreement.  
CARRIED**

### 5.2. [16-1090](#) Community Works Fund (CWF) Request - Pender Library Solar Roof Project

**MOVED by Director McIntyre, SECONDED by Director Howe,  
That the Electoral Area Services Committee recommends to the Capital Regional  
District Board:  
That a contribution of \$15,000 from the Southern Gulf Islands Electoral Area  
Community Works Fund to the Southern Gulf Islands Public Library Committee  
for disbursement to the Pender Solar Initiative 2020 in partnership with the  
Pender Island Public Library Society be authorized.  
CARRIED**

### 5.3. [16-1095](#) Amend the Southern Gulf Islands (SGI) Community Economic Sustainability Commission (CESC) Bylaw to provide for First Nation Representation

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

That staff undertake a comprehensive report on the financial and governance implications of providing for First Nation representation on the Southern Gulf Islands Community Economic Sustainability Commission and to identify the necessary amendments to the Commission's Establishment Bylaw, and report back to the Electoral Area Services Committee in March 2017.

**CARRIED**

**5.4.**     [16-1091](#)     Salt Spring Island Community Hub Feasibility Study

**MOVED** by Director McIntyre, **SECONDED** by Director Howe,  
That the Electoral Area Services Committee recommends that the Capital Regional District Board receive this report for information

**CARRIED**

**5.5.**     [16-1105](#)     Grants-in-Aid

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
The Electoral Area Services Committee recommends that the Capital Regional District Board approve the following grant-in-aid applications:

Mayne Island Conservancy Society (SGI) \$2,000

Mayne Island Conservancy Society (SGI) \$4,000

Ptarmigan Music and Theatre Society (SGI) \$2,500

**CARRIED**

**5.7.**     [16-1115](#)     Clean Water and Wastewater Fund Grant Program - Verbal Report

K. Campbell advised that they are asking for the Electoral Area Services Committee's support to recommend to the Board the application for the Burgoyne Bay Septage Receiving Facility Renewal Project for the Clean Water and Wastewater grant.

**MOVED** by Director McIntyre, **SECONDED** by Director Howe,  
That the Electoral Area Services Committee recommend to the Capital Regional District Board:

That staff submit a Clean Water and Wastewater grant application requesting funds up to \$1,370,000 for the eligible grant portion of the Burgoyne Bay Septage Receiving Facility Renewal Project.

**CARRIED**

## **7. Motion to Close the Meeting**

**7.1.**     [16-1116](#)     Motion to Close the Meeting

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
That the meeting be closed in accordance with the Community Charter Section 90(2), (b), the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**CARRIED**

The Committee moved to the closed session at 2:55 pm.

The Committee rose from the closed session at 2:58 pm without report.

### 8. Adjournment

**MOVED** by Director Howe, **SECONDED** by Director McIntyre,  
That the November 16, 2016 Electoral Area Services Committee meeting be  
adjourned at 2:58 pm.  
**CARRIED**

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Chair

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Recorder