

Meeting Minutes

Electoral Area Services Committee

Wednesday, March 15, 2017

2:05 PM

Room 107
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT:

Directors: M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe
Staff: R. Lapham, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; L. Hutcheson, General Manager, Parks and Environmental Services; N. Chan, Chief Financial Officer; A. Donaldson, Acting Senior Manager, Financial Services; K. Campbell, Senior Manager, Salt Spring Island Administration; R. Gutierrez, Manager, Building Inspection; B. Reems, Corporate Officer; P. Dayton, Senior Financial Analyst; J. Weightman, Planner, Regional and Strategic Planning; E. Gorman, Deputy Corporate Officer; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 2:24 p.m.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the agenda for the March 15, 2017 Electoral Area Services Committee be approved as amended to move item 5.8 before item 5.1, add item 5.9 Salt Spring Island Incorporation Update Verbal Report to follow item 5.8, and to add item 5.10 Electoral Area Services Budget Changes Verbal Report.
CARRIED

2. Adoption of Minutes

- 2.1. [17-226](#) Minutes of the February 15, 2017 Electoral Area Services Committee Meeting

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the minutes of the February 15, 2017 Electoral Area Services Committee meeting be adopted as circulated.
CARRIED

3. Chair's Remarks - None.

4. Presentations/Delegations - None.

5. Committee Business

- 5.8. [17-212](#) Gardom Pond Dam

L. Hutcheson provided an overview of the report and advised of the next process.

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

1. That a financial plan be prepared for the lowest cost option, which would include:
 - a) completing the required works to lower the water level of the pond to its natural level, and providing vehicle access to the two properties that use the road on top of the dam;
 - b) confirming the approval of the Southern Gulf Islands Electoral Area Director to support funding \$100,000 from the Community Works Fund to support the works;
 - c) funding the Pender Island Parks and Recreation Committee portion of the works from the existing capital reserve;
 - d) estimating the annual borrowing costs of the remaining 5/6 of the project cost over a 15-year period;
 - e) estimating any required annual maintenance cost for the pond area and any ongoing costs required for the road access; and
2. That a petition be prepared to request the establishment of a Service Area consisting of the 5 private water licence holders' properties for the purpose of completing the works listed in Item 1 above.

CARRIED

5.9. [17-233](#) Salt Spring Island Incorporation Update - Verbal Report

R. Lapham provided an update on the services that will remain and spoke to the requirements to hold the referendum.

Discussion ensued on the following:

- the study can be provided electronically or in hard copy
- planning to orchestrate a debate before September 9th day for community activism
- possibility that it would be tied to the next election
- scenarios to come forward on how this will effect the remaining electoral areas

**MOVED by Director McIntyre, SECONDED by Director Howe,
That Electoral Area Services Committee received the verbal update on Salt Spring Island Incorporation for information.**

CARRIED

5.1. [17-178](#) Salt Spring Island/Southern Gulf Islands Integrated Service Review

K. Lorette provided an overview of the report and J. Klassen provided a summary of the work that has been done on the Integrated Service Review.

Discussion ensued on the following:

- identification of five potential routes
- the interest for a fossil fuel free future
- possible economic impacts

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

CARRIED

- 5.2. [17-185](#) Consideration to Approve the Southern Gulf Islands Food and Agriculture Strategy
- MOVED by Director Howe, SECONDED by Director McIntyre,
That the Electoral Area Services Committee recommends to the Capital Regional District Board:
That the draft Southern Gulf Islands Food and Agriculture Strategy be approved.
CARRIED**
- 5.10. [17-232](#) Electoral Area Services Budget Changes - Verbal Report
- P. Dayton provided and spoke to a handout on changes to the Electoral Area Services budget.
- Discussion ensued on the following:
- animal care increases and which areas they cover
 - Galiano library on the Salt Spring Island Budget to be corrected to the appropriate budget
- MOVED by Director Howe, SECONDED by Director McIntyre,
That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That the Capital Regional District Board receive the updated Electoral Area Services Committee budget, as distributed, for information subject to Galiano Library being removed from the Salt Spring Island budget.
CARRIED**
- 5.3. [17-182](#) Wildfire Mutual Aid Agreement between Parks Canada, the Capital Regional District and Pender Island Fire Protection Society
- MOVED by Director Howe, SECONDED by Director McIntyre,
That the Electoral Area Services Committee recommends to the Capital Regional District (CRD) Board:
That the Parks Canada Wildfire Mutual Aid Renewal Agreement between Parks Canada, the CRD and Pender Islands Fire Protection Society be approved and that the Board Chair and Corporate Officer be authorized to execute the Agreement.
CARRIED**
- 5.4. [17-183](#) Expansion of Services Provided under Consolidated Bylaw 2050 Pender Islands Fire Protection and Emergency Response Service Establishment Bylaw
- MOVED by Director Howe, SECONDED by Director McIntyre,
That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That Bylaw No. 4176, "A Bylaw to Amend the Pender Islands Fire Protection and Emergency Response Service Establishment Bylaw No. 2050" be introduced and read a first, second and third time.
CARRIED**
- 5.5. [17-184](#) Building Conversion Strata Application ST-01-14 for Lot A, Section 9, Otter District, Plan 14072 - 8448 and 8450 West Coast Road
- K. Lorette provided an overview of the report.

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the Electoral Area Services Committee recommends to the CRD Board:
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 Strata Plan EPS4014, be given final approval.
CARRIED

5.6. [17-166](#) Bylaw No. 4174: Salt Spring Island Street Lighting Bylaw Amendment

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That Bylaw No. 4174, "Salt Spring Island Street Lighting Service Establishment Bylaw No. 1, 2011, Amendment Bylaw No. 1, 2017" be introduced and read a first and second time, read a third time and adopted.
CARRIED

5.7. [17-221](#) Grants-in-Aid

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That the following grant-in-aid applications be approved:
Mayne Island Conservancy Society (SGI): \$3,500
Mayne Island Fallow Deer Committee (SGI): \$3,500
Sooke Foodbank Society: \$1,000
CARRIED

6. New Business - None.

7. Adjournment

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the March 15, 2017 Electoral Area Services Committee be adjourned at 3:17 p.m.
CARRIED

Chair

Recorder