

Meeting Minutes

Electoral Area Services Committee

Wednesday, November 1, 2017

10:30 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

Special Meeting

PRESENT:

Directors: M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe, B. Desjardins (Board Chair, ex-officio)
Staff: R. Lapham, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; N. Chan, Chief Financial Officer; R. Lachance, Senior Manager, Financial Services; I. Lawrence, Manager Local Area Planning, Juan de Fuca; S. Carby, Senior Manager, Protective Services; K. Campbell, Senior Manager, Salt Spring Island Administration; M. McCrank, Senior Manager, Infrastructure Operations; P. Dayton, Senior Financial Analyst; J. Klassen, Manager, Service Delivery, Southern Gulf Islands Electoral Area; L. Xu, Financial Analyst; R. Gutierrez, Manager, Building Inspection; E. Gorman, Acting Corporate Officer; P. Perna, Committee Clerk (Recorder)
Others: S. Lorette

The meeting was called to order at 10:32 am.

1. Approval of Agenda

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the agenda for the November 1, 2017 Special Electoral Area Services
Committee meeting be approved as circulated.
CARRIED

2. Presentations/Delegations - None.

3. Chair's Remarks

The Chair gave the floor to the Board Chair who remarked on recognizing the need for the Board Chair to visit the Electoral Areas and attend Electoral Area meetings throughout the term of the Board Chair.

Board Chair Desjardins left the meeting at 10:38 am.

4. Committee Business

4.1. [17-785](#) 2018 Electoral Area Budget Review

N. Chan spoke to a presentation and provided an overview of the 2018 Electoral Area Budget Review.

Discussion ensued on the following:

- percentage of total combined requisition per Electoral Area

- separately budgeting jointly funded services where possible and practical
- shared costs percentage for building inspection and the UBCM convention
- reviewing and clarifying the increase for community transit
- clarification on the inter-island ferry for Salt Spring Island

**MOVED by Director Howe, SECONDED by Director Hicks,
That the budgeted joint services currently budgeted for all three Electoral Areas
be divided into each individual Electoral Area where is possible and practical.
CARRIED**

**MOVED by Director Howe, SECONDED by Director McIntyre,
That the Electoral Area Services Committee recommend to the Capital Regional
District Board:
That the 2018 Electoral Area budgets as presented receive preliminary approval.
CARRIED**

5. Adjournment

**MOVED by Director McIntyre, SECONDED by Director Howe,
That the November 1, 2017 Special Electoral Area Services Committee meeting
be adjourned at 11:07 am.
CARRIED**

Chair

Recorder