



Notice of Meeting and Meeting Agenda Electoral Areas Committee

Wednesday, July 10, 2024

11:00 AM

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

P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. Plant (Board Chair, ex-officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [24-689](#) Minutes of the June 12, 2024 Electoral Areas Committee Meeting

Recommendation: That the minutes of the Electoral Areas Committee meeting of June 12, 2024 be adopted as circulated.

Attachments: [Minutes - June 12, 2024](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

6. Committee Business

6.1. [24-678](#) Appointment of Officers

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board: That for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act and in accordance with CRD Bylaw No. 2681, Christopher Silvester, Nathan Hughes, and Jane Schneider be appointed as Bylaw Enforcement Officers.
(NWA)

Attachments: [Staff Report: Appointment of Officers](#)

**6.2. [24-652](#) Request for Inclusion of Property in the Ganges Sewer Service Area -
101 Bittancourt Road (Sea Breeze Inn)**

Recommendation: The Ganges Sewer Local Services Commission recommends the Electoral Area Service Committee recommend to the Capital Regional District Board:

1. To expand the boundary of the Ganges Sewer Local Service Area to include 101 Bittancourt Road.
2. The Applicant agrees to pay all costs associated with including the property in the service area and the capacity purchase charge.
3. The Applicant agrees to pay all engineering, administration, permit fees, and construction costs associated with the extension of the sewer and connection to the existing sewer and the property.
(NWA)
4. That Bylaw 4609, "Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 15, 2024", be introduced and read a first, second and third time.
(NWA)

Attachments: [Staff Report: Request for Incl. of Property in the Ganges SSA](#)

[Appendix A: Lady Minto Hosp. Fdn. – App. Ltr. & Supporting Docs 2024-02-20](#)

[Appendix B: Bylaw No. 4609](#)

**6.3. [24-690](#) Port Renfrew Sewer Utility Services 2024 Capital Plan Amendment for
the Genset Upgrade Project**

Recommendation: That the Port Renfrew Utility Services Committee recommends that the Electoral Areas Committee recommends to the Capital Regional District Board:
That the Port Renfrew Sewer 2024 Capital Plan be amended to increase the Genset Upgrade Project (22-01) budget from \$100,000 to \$120,000, an increase of \$20,000 funded from the Capital Reserve Fund.
(WA)

Attachments: [Staff Report: PRUSC 2024 Capital Plan Amendment](#)

6.4. [24-637](#) Previous Minutes of Other CRD Committees and Commissions for Information

Recommendation: There is no recommendation. The following minutes are for information only:

- a) Lyall Harbour Boot Cove Water Local Service Committee minutes of November 20, 2023
- b) Magic Lake Estates Water and Sewer Committee minutes of November 14, 2023
- c) Magic Lake Estates Water and Sewer Committee minutes of April 9, 2024
- d) Mayne Island Parks and Recreation Commission minutes of May 9, 2024
- e) Port Renfrew Utility Services Committee minutes of November 10, 2023
- f) Skana Water Service Committee minutes of November 9, 2023
- g) Sticks Allison Water Local Service Committee minutes of February 14, 2024
- h) Surfside Park Estates Water Service Committee minutes of November 14, 2023
- i) Wilderness Mountain Water Service Commission minutes of November 10, 2023
- j) Wilderness Mountain Water Service Commission minutes of February 15, 2024

Attachments: [Minutes: Lyall Hrbr/Boot Cove Water Lcl Svc Cttee-Nov 20, 2023](#)
[Minutes: Magic Lake Estates Water & Sewer Cttee-Nov 14, 2023](#)
[Minutes: Magic Lake Estates Water & Sewer Cttee-Apr 9, 2024](#)
[Minutes: Mayne Island Parks & Rec Commiss-May 9, 2024](#)
[Minutes: Port Renfrew Utility Services Cttee-Nov 10, 2023](#)
[Minutes: Skana Water Service Cttee-Nov 9, 2023](#)
[Minutes: Sticks Allison Water Lcl Svc Cttee-Feb 14, 2024](#)
[Minutes: Surfside Park Estates Water Svc Cttee-Nov 14, 2023](#)
[Minutes: Wilderness Mountain Water Svc Commiss-Nov 10, 2023](#)
[Minutes: Wilderness Mountain Water Svc Commiss-Feb 15, 2024](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

The next meeting is September 11, 2024.

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.