

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, February 11, 2026

10:00 AM

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

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**PRESENT:**

A. Wickheim (Chair), R. Fawcett (for P. Brent) (EP), G. Holman (Vice Chair) (EP), C. McNeil-Smith (Board Chair, ex-officio)

**STAFF:** T. Robbins, Chief Administrative Officer; S. Henderson, General Manager, Electoral Area Services; K. Lorette, General Manager, Planning and Protective Services; S. Carby, Senior Manager, Protective Services; D. Ovington, Senior Manager, Salt Spring Island Administration; C. Vrabel, Manager, Fire Services, Protective Services; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk; J. Ives, Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Director Little

Regrets: Director Brent

The meeting was called to order at 10:02 am.

#### 1. Territorial Acknowledgement

Director Little provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Fawcett,  
That the agenda for the Electoral Areas Committee meeting of February 11, 2026  
be approved.  
**CARRIED**

#### 3. Adoption of Minutes

3.1. [26-0151](#) Minutes of the Electoral Areas Committee meeting of January 14, 2026

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Holman,  
That the minutes of the Electoral Areas Committee meeting of January 14, 2026  
be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

Prior to the start of the meeting, Chair Wickheim asked all present to take a moment of silence for the victims in Tumbler Ridge.

#### 5. Presentations/Delegations

There were no presentations or delegations.

#### 6. Committee Business

6.1. [26-0063](#) Fire Safety Act - Designation of Fire Safety Inspectors and Fire Investigators

C. Vrabel presented Item 6.1.

Discussion ensued regarding the Salt Spring Island Fire Protection staffing model and differences between municipal and regional district requirements for fire safety inspections under the Fire Safety Act.

**MOVED by Director McNeil-Smith, SECONDED by Director Fawcett,  
The Electoral Areas Committee recommends to the Capital Regional District Board:**

**That the persons, or class of persons, identified in Appendix A be confirmed as fire safety inspectors and fire investigators for the electoral areas within the Capital Regional District.**

**CARRIED**

6.2. [26-0116](#) Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026"

C. Vrabel presented Item 6.2.

**MOVED by Director McNeil-Smith, SECONDED by Director Fawcett,  
The Electoral Areas Committee recommends to the Capital Regional District Board:**

**1. That Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026" be introduced and given first, second and third reading; and**

**2. That Bylaw No. 4677 be adopted.**

**CARRIED**

6.3. [26-0117](#) Bylaw No. 4734 to Amend Bylaw No. 3654 - Fire Commissions

C. Vrabel presented Item 6.3.

**MOVED by Director McNeil-Smith, SECONDED by Director Fawcett,  
The Electoral Areas Committee recommends to the Capital Regional District Board:**

**1. That Bylaw No. 4734, "Fire Protection and Emergency Response Service Commissions Bylaw, 2010, Amendment Bylaw No. 4, 2026" be introduced and given first, second and third reading; and**

**2. That Bylaw No. 4734 be adopted.**

**CARRIED**

**6.4.**     [26-0091](#)     Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) East Sooke Fire Protection and Emergency Response Service Commission minutes of August 27, 2025
- b) East Sooke Fire Protection and Emergency Response Service Commission minutes of October 22, 2025
- c) Shirley Fire Protection & Emergency Response Commission minutes of November 24, 2025
- d) Mayne Island Parks and Recreation Commission minutes of December 11, 2025

**7. Notice(s) of Motion**

**7.1.**     **26-0215**     Notice of Motion: Noise and Nuisance Bylaw Motions from Salt Spring Island Local Community Commission (Director Holman)

Director Holman provided the following Notice of Motion for consideration at the next meeting of the Electoral Areas Committee on March 11, 2026:

- "1. That as part of the bylaw review process already underway, staff report on the rationale for including animal noise in both Bylaw 1465 and 3384, and the process and implications for exempting Salt Spring Island from Section 26 of Bylaw 1465.
2. That staff clarify and revise as required exemptions in the bylaws and their legal basis, particularly regarding agriculture taking into account Provincial legislation, in Bylaws 1465 and 3384.
3. That staff report on the implications of including a formal mediation process as part of the new CRD bylaw adjudication process."

**8. New Business**

There was no new business.

**9. Adjournment**

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Fawcett,  
That the February 11, 2026 Electoral Areas Committee meeting be adjourned at 10:29 am.  
**CARRIED**

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Chair

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Recorder