

Meeting Minutes

Electoral Areas Committee

Wednesday, July 12, 2023

11:05 AM

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

PRESENT

Directors: R. Fenton (for P. Brent (Chair)), G. Holman (Vice Chair), A. Wickheim, C. Plant (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carey, Senior Manager of Legal Services; S. Henderson, Senior Manager, Real Estate; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; M. Taylor, Manager, Building Inspection; M. Greeno, Community Energy Specialist, Environmental Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

Regrets: Director P. Brent

The meeting was called to order at 11:32 am.

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

2. Approval of Agenda

MOVED by Director Plant, **SECONDED** by Alternate Director Fenton,
That the agenda for the July 12, 2023 Electoral Areas Committee meeting be approved.
CARRIED

3. Adoption of Minutes

3.1. [23-333](#) Minutes of the June 14, 2023 Electoral Areas Committee Meeting

MOVED by Director Plant, **SECONDED** by Director Brent,
That the minutes of the Electoral Areas Committee meeting of June 14, 2023 be adopted as circulated.
CARRIED

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

- 6.1. [23-486](#) Zero Carbon Step Code Introduction - Bylaw No. 4564, "Building Regulation Bylaw No. 5, 2010, Amendment Bylaw No. 6, 2023"

M. Taylor spoke to Item 6.1.

Discussion ensued regarding clarification as to whether this would apply to new builds only or also to renovations and additions to existing buildings and areas without hydro power.

**MOVED by Director Holman, SECONDED by Director Plant,
The Electoral Areas Committee recommends to the Capital Regional District Board:**

1. That Bylaw No. 4564, "Building Regulation Bylaw No. 5, 2010, Amendment Bylaw No. 6, 2023" be introduced and read a first, second, and third time; and
2. That Bylaw No. 4564 be adopted.

CARRIED

OPPOSED: Wickheim

- 6.2. [23-482](#) Enforcement Practices for Alternative Forms of Housing (Updated)

M. Taylor spoke to Item 6.2.

The question was divided by the Acting Chair.

New Alternative Motion 1:

**MOVED by Alternate Director Fenton, SECONDED by Director Wickheim,
The Electoral Areas Committee recommends to the Capital Regional District Board:**

1. That the existing practice of CRD Building Regulation Bylaw and BC Building Code enforcement be continued, primarily responding to complaints and observations by Inspectors during their normal course of duty of egregious safety, health, and environmental concerns and issuing Stop Work Notices and Do No Occupy Notices when warranted for non-compliant dwelling units;

Discussion ensued regarding the definition of the term "egregious" in the motion.

The question was called on the motion:

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the existing practice of CRD Building Regulation Bylaw and BC Building Code enforcement be continued, primarily responding to complaints and observations by Inspectors during their normal course of duty of egregious safety, health, and environmental concerns and issuing Stop Work Notices and Do No Occupy Notices when warranted for non-compliant dwelling units;

DEFEATED

OPPOSED: Holman, Fenton, Plant, Wickheim

Recommendation Motion 1:

MOVED by Director Plant, **SECONDED** by Director Holman,
The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the existing practice of CRD Building Regulation Bylaw and BC Building Code enforcement be continued, primarily responding to complaints and observations by Inspectors during their normal course of duty of safety, health, and environmental concerns and issuing Stop Work Notices and Do No Occupy Notices when warranted for non-compliant dwelling units;

CARRIED

New Alternative Motion 2:

MOVED by Alternate Director Fenton, **SECONDED** by Director Wickheim,
2. Occupancy of recreational vehicles, without alterations for permanent or long term use, temporary service connections, and steps, and decks not requiring a building permit will not be considered permanent alterations, will be considered a land use matter and referred to the local land use authority; and

Discussion ensued regarding the complicated relationship between recreational vehicle alterations and the building code.

Referral Motion:

MOVED by Director Holman, **SECONDED** by Director Plant,
That Item 2 be referred back to staff for further discussion with electoral area directors.

CARRIED

Recommendation Motion 3:

MOVED by Director Holman, **SECONDED** by Director Plant,
3. That the CRD advocate to the Province for a review of inclusion of alternative forms of housing within the BC Building Code.

CARRIED

Motion Arising:

MOVED by Alternate Director Fenton, **SECONDED** by Director Wickheim,
4. That the legal opinions received by staff be provided to Electoral Areas Committee (EAC) Directors prior to the next EAC meeting for review and discussion at the next EAC meeting which will be held in camera.

CARRIED

6.3. [23-449](#)

Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) Pender Island Parks and Recreation Commission minutes of May 8, 2023
- b) Port Renfrew Utility Services Committee minutes of February 6, 2023
- c) Skana Water Service Committee minutes of February 10, 2023
- d) Southern Gulf Islands Library Commission minutes of February 23, 2023
- e) Surfside Park Estates Water Service Committee minutes of February 9, 2023
- f) Wilderness Mountain Water Service Commission minutes of February 6, 2023
- g) Willis Point Fire Protection and Recreation Facilities Commission minutes of May 30, 2023

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Plant, **SECONDED** by Director Holman,
That the July 12, 2023 Electoral Areas Committee meeting be adjourned at 12:42
pm.
CARRIED

CHAIR

RECORDER