

Meeting Minutes

Electoral Areas Committee

Wednesday, July 10, 2024

11:00 AM

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

PRESENT

Directors: 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 (EP); S. Carby, Senior Manager, Protective Services; J. Marr, Senior Manager, Infrastructure Engineering; C. Anderson, Manager, Emergency Services; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; C. Vrabel, Manager, Fire Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Director M. Little

The meeting was called to order at 11:05 am.

1. Territorial Acknowledgement

Chair Brent provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Holman, **SECONDED** by Director Wickheim,
That the agenda for the July 10, 2024 Electoral Areas Committee meeting be
approved.
CARRIED

3. Adoption of Minutes

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

MOVED by Director Wickheim, **SECONDED** by Director Holman,
That the minutes of the Electoral Areas Committee meeting of June 12, 2024 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. [24-678](#) Appointment of Officers

S. Carby spoke to Item 6.1.

MOVED by Director Holman, **SECONDED** by Director Wickheim,
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.

CARRIED

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

MOVED by Director Holman, **SECONDED** by Director Brent,
The Ganges Sewer Local Services Commission recommends the Electoral Area 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.
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.

CARRIED

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

J. Marr spoke to Item 6.3.

Discussion ensued regarding this upgrade being able to support future improvements and upgrades of the whole system.

MOVED by Director Wickheim, **SECONDED** by Director Holman,
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.
CARRIED

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

The following minutes were received for information:

- 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

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 Wickheim, **SECONDED** by Director Holman,
That the July 10, 2024 Electoral Areas Committee meeting be adjourned at 11:10 am.
CARRIED

CHAIR

RECORDER