

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, April 8, 2026

10:00 AM

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

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**PRESENT:**

P. Brent (Chair) (EP), G. Holman (Acting Chair), A. Wickheim, C. McNeil-Smith (Board Chair, ex-officio)

**STAFF:** T. Robbins, Chief Administrative Officer; S. Henderson, General Manager, Electoral Area Services; L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; V. Samosan, A/Chief Financial Officer/General Manager, Finance and Technology; S. Carby, Senior Manager, Protective Services; D. Ovington, Senior Manager, Salt Spring Island Administration; R. Smith, Senior Manager, Environmental Resource Management; J. Starke, Senior Manager, Southern Gulf Islands Administration; C. Anderson, Manager, Emergency Programs; L. Xu, Manager, Local Services and Corporate Grants; M. Mikle, Deputy Corporate Officer/Manager, Legislative Services; J. Ives, Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Director Little

The meeting was called to order at 10:00 am.

#### 1. Territorial Acknowledgement

Director Little provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Wickheim,  
That the agenda for the Electoral Areas Committee meeting of April 8, 2026 be  
approved.  
**CARRIED**

#### 3. Adoption of Minutes

3.1. [26-0413](#) Minutes of the Electoral Areas Committee meeting of February 11, 2026

**MOVED** by Director Wickheim, **SECONDED** by Director McNeil-Smith,  
That the minutes of the Electoral Areas Committee meeting of February 11, 2026  
be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

There were no Chair's remarks.

#### 5. Presentations/Delegations

##### 5.1. Presentations

There were no presentations.

##### 5.2. Delegations

- 5.2.1. 26-0425** Delegation - Jim Pine, Resident of Saanich, Re: Agenda Item 6.5.: Model Demolition Waste and Deconstruction Bylaw  
J. Pine spoke to Item 6.5.

#### 6. Committee Business

- 6.1. [26-0135](#)** 2025 Community Works Fund Annual Report  
V. Samosan presented Item 6.1. for information.  
  
Discussion ensued regarding:  
- how the electoral areas have five years to spend funding from the Community Works Fund once allocated  
- the possibility of new funding for infrastructure from the federal Build Communities Strong Fund
- 6.2. [26-0290](#)** 2025 Grants-In-Aid Annual Report  
V. Samosan presented Item 6.2. for information.
- 6.3. [26-0361](#)** Union of British Columbia Municipalities - Community Emergency Preparedness Fund for the Emergency Operations Centre Equipment and Training Grant - 2026  
C. Anderson spoke to Item 6.3.  
  
**MOVED by Director Wickheim, SECONDED by Director Brent,  
The Electoral Areas Committee recommends to the Capital Regional District Board:  
That an application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for the Emergency Operations Centre Equipment and Training Grant 2026 be supported and that staff be directed to provide overall grant management.  
CARRIED**

6.4. [26-0330](#) Bylaw No. 4747: Cedar Lane Loan Authorization Bylaw for Water Treatment Plant Capital Upgrades

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

1. That the attached Certification of Results of Petition for Borrowing - Cedar Lane Water Treatment Plant be received;
2. That Bylaw No. 4747, "Cedar Lane Water Service Loan Authorization Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
3. That Bylaw No. 4747 be forwarded to the Inspector of Municipalities for approval.

**CARRIED**

6.5. [26-0113](#) Model Demolition Waste and Deconstruction Bylaw

R. Smith presented Item 6.5. for information.

Motion Arising:

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

That Environmental Resource Management staff prepare a report on the implications of applying a Demolition Bylaw, or equivalent, to Electoral Areas.

**MOVED** by Director Holman, **SECONDED** by Director McNeil-Smith,  
That the motion arising be amended by striking out the words "Environmental Resource Management".

**CARRIED**

**MOVED** by Director Wickheim, **SECONDED** by Director Brent,  
That the motion arising be amended by inserting the words "cost and Building Code" prior to the word "implications".

**CARRIED**

The question was called on the main motion arising as amended:

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

That staff prepare a report on the cost and Building Code implications of applying a Demolition Bylaw, or equivalent, to Electoral Areas.

**CARRIED**

**6.6.**     [26-0156](#)     Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information only:

- a) Community Economic Sustainability Commission minutes of January 20, 2026
- b) Galiano Island Parks & Recreation Commission minutes of January 5, 2026
- c) Lyall Harbour Boot Cove Water Local Service Committee minutes of November 13, 2025
- d) Magic Lake Estates Water and Sewer Committee minutes of November 13, 2025
- e) Mayne Island Parks & Recreation Commission minutes of January 8, 2026
- f) Mayne Island Parks & Recreation Commission minutes of February 12, 2026
- g) Otter Point Fire Protection & Emergency Response Services Commission minutes of January 14, 2026
- h) Pender Island Parks and Recreation Commission minutes of February 9, 2026
- i) Port Renfrew Utility Services Committee minutes of October 28, 2025
- j) Shirley Fire Protection & Emergency Response Commission minutes of August 25, 2025
- k) Shirley Fire Protection & Emergency Response Commission minutes of September 29, 2025
- l) Shirley Fire Protection & Emergency Response Commission minutes of October 27, 2025
- m) Shirley Fire Protection & Emergency Response Commission minutes of January 26, 2026
- n) Southern Gulf Islands Emergency Program Advisory Commission minutes of November 28, 2024
- o) Southern Gulf Islands Emergency Program Advisory Commission minutes of January 15, 2025
- p) Southern Gulf Islands Emergency Program Advisory Commission minutes of March 19, 2025
- q) Southern Gulf Islands Emergency Program Advisory Commission minutes of October 1, 2025
- r) Southern Gulf Islands Emergency Program Advisory Commission minutes of November 19, 2025
- s) Surfside Park Estates Water Service Committee minutes of October 23, 2025
- t) Wilderness Mountain Water Service Commission minutes of October 28, 2025
- u) Willis Point Fire Protection and Recreation Facilities Commission minutes of November 25, 2025
- v) Willis Point Fire Protection and Recreation Facilities Commission minutes of January 27, 2026

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

7.1. [26-0247](#) Motion with Notice: Noise and Nuisance Bylaw Motions from Salt Spring Island Local Community Commission (Director Holman)

Director Holman spoke to Item 7.1.

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

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.

**CARRIED**

**8. New Business**

There was no new business.

**9. Adjournment**

**MOVED by Director McNeil-Smith, SECONDED by Director Wickheim,  
That the April 8, 2026 Electoral Areas Committee meeting be adjourned at 10:52 am.**

**CARRIED**

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Chair

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Recorder