

Meeting Minutes

Electoral Areas Committee

Wednesday, March 12, 2025

10:00 AM

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

PRESENT

Directors: P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. McNeil-Smith (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Infrastructure & Water Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, General Manager, Corporate Services; S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate and SGI Administration; I. Lawrence, Senior Manager Jaun de Fuca Local Area Services (EP); D. Ovington, Acting Senior Manager Salt Spring Island Administration (EP); V. Somosan, Senior Manager, Financial Services; C. Anderson, Manager Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; Lia Xu, Manager, Local Services and Corporate Grants; D. Green, Senior Supervisor, Regional Source Control; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Director M. 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 Holman, **SECONDED** by Director Wickheim,
That the agenda for the March 12, 2025 Electoral Areas Committee meeting be approved.
CARRIED

3. Adoption of Minutes

3.1. [25-0237](#) Minutes of the February 12, 2025 Electoral Areas Committee Meeting

MOVED by Director Holman, **SECONDED** by Director Wickheim,
That the minutes of the Electoral Areas Committee meeting of February 12, 2025 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. [25-0308](#) Delegation - Warren Korol; Representing Skana Water System Committee: Re: Agenda Item 6.2.: Bylaw No. 4671: CRD Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025 and Bylaw No. 4673: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025

W. Korol spoke to Item 6.2.

6. Committee Business

- 6.1. [25-0063](#) 2025 Final Electoral Area Budget Review

N. Chan spoke to Item 6.1.

Discussion ensued regarding the benefit of having both an individual EA director and a joint director meeting to review budgets.

**MOVED by Director Holman, SECONDED by Director Wickheim,
That staff be directed to advance the 2025 to 2029 Capital Regional District
Five-Year Financial Plan Bylaw for Board approval, inclusive of the Electoral
Area Service Budgets as presented.
CARRIED**

- 6.2. [25-0202](#) Bylaw No. 4671: CRD Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025 and Bylaw No. 4673: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025

A. Fraser spoke to Item 6.2.

Discussion ensued regarding:

- confirmation that the method used to apply restrictions will remain in place
- the method of enforcement of restrictions
- the amendments suggested by Skana Water Service Committee

Referral Motion:

**MOVED by Director Brent, SECONDED by Director Holman,
That staff review the amendments suggested by the Skana Water Service
Committee with the thought of including them in a revised bylaw and bring it
back to the Electoral Areas Committee meeting next month.
CARRIED**

6.3. [25-0266](#) Advocacy on Speed Limits in Electoral Areas

K. Morley spoke to Item 6.3.

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

- 1. That the Board Chair write a letter to Minister Farnsworth advocating for greater engagement with Electoral Area Directors on matters relating to speed limits and highway signage in the CRD Electoral Areas; and,**
- 2. That staff be directed to request a meeting at UBCM between the Electoral Area Directors and Minister Farnsworth to discuss the need for more engagement on speed limits and highway signage.**

CARRIED

6.4. [25-0232](#) Union of British Columbia Municipalities Emergency Operations Centres Equipment and Training Grant 2025 - Motion of Support

C. Anderson spoke to Item 6.4.

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

That staff be instructed to apply for, negotiate, and if successful, enter into an agreement, and do all such things necessary for accepting grant funds and overseeing grant management for the proposed project.

CARRIED

6.5. [25-0189](#) 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 June 27, 2024**
- b) Magic Lake Estates Water and Sewer Committee minutes of June 11, 2024**
- c) Magic Lake Estates Water and Sewer Committee minutes of August 20, 2024**
- d) Magic Lake Estates Water and Sewer Committee minutes of October 29, 2024**
- e) Mayne Island Parks and Recreation Commission minutes of January 9, 2025**
- f) Pender Island Parks and Recreation Commission minutes of January 13, 2025**
- g) Port Renfrew Utility Services Committee minutes of July 2, 2024**
- h) Port Renfrew Utility Services Committee minutes of November 1, 2024**
- i) Skana Water Service Committee minutes of February 16, 2024**
- j) Sticks Allison Water Local Service Committee minutes of June 25, 2024**
- k) Surfside Park Estates Water Service Committee minutes of June 27, 2024**
- l) Wilderness Mountain Water Service Commission minutes of June 24, 2024**
- m) Wilderness Mountain Water Service Commission minutes of November 1, 2024**
- n) Willis Point Fire Protection and Recreation Facilities Commission minutes of January 27, 2025**

7. Notice(s) of Motion

7.1. [25-0168](#) Motion with Notice: BC Ferries Advisory Committees (Director Holman)

Director Holman spoke to Item 7.1.

Discussion ensued regarding

- whether BC Ferries has indicated the format of future engagement opportunities
- if there has been any direct communication between CRD staff, Electoral Area Directors and BC Ferries

MOVED by Director Holman, SECONDED by Director Brent,

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

That the CRD Board urge BC Ferries to reinstate Ferry Advisory Committees or similar engagement opportunities for Salt Spring and the Southern Gulf Islands.

CARRIED

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Holman, SECONDED by Director Wickheim,

That the March 12, 2025 Electoral Areas Committee meeting be adjourned at 10:37 am.

CARRIED

CHAIR

RECORDER