

Meeting Minutes

Electoral Areas Committee

Wednesday, May 12, 2021

9:30 AM

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

PRESENT

Directors: M. Hicks (Chair), G. Holman (Vice-Chair), P. Brent (for D. Howe) (EP), C. Plant (Board Chair, ex-officio)

Staff: R. Lapham, Chief Administrative Officer (EP); N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services (EP); S. Henderson, Manager, Real Estate; J. Reimer, Manager, Electoral Area Fire and Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area (EP); M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director D. Howe

The meeting was called to order at 9:32 am.

1. Territorial Acknowledgement

Chair Hicks provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Holman, **SECONDED** by Director Plant,
That the Energy Step Code be added under New Business to allow a brief discussion.

CARRIED

MOVED by Director Holman, **SECONDED** by Director Plant,
That the agenda for the May 12, 2021 Electoral Areas Committee meeting be approved as amended.

CARRIED

3. Adoption of Minutes

3.1. [21-402](#) Minutes of the April 14, 2021 Electoral Areas Committee Meeting

MOVED by Director Holman, **SECONDED** by Director Plant,
That the minutes of the Electoral Areas Committee meeting of April 14, 2021 be adopted as circulated.

CARRIED

4. Chair's Remarks

The Chair thanked everyone for attending the meeting.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [21-328](#) Appointment of Officers

MOVED by Director Holman, **SECONDED** by Director Plant,
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 Capital Regional District Bylaw No. 2681, Rick Sutherland, Spencer Navarrete, Morgan Shott, Kim Misick, Jeremy Restall and Barry Holland be appointed as Assistant Bylaw Officers.
CARRIED

6.2. [21-329](#) Community Emergency Preparedness Fund: Emergency Operations Centres and Training Grant - Motion of Support

J. Reimer spoke to Item 6.2.

MOVED by Director Holman, **SECONDED** by Director Plant,
The Electoral Areas Committee recommends to the Capital Regional District Board:
That the Board support an application to Union of British Columbia Municipalities Community Emergency Preparedness Fund for the Emergency Operations Centres and Training Grant and direct staff to provide overall grant management.
CARRIED

6.3. [21-330](#) Community Resiliency Initiative Grant: FireSmart Economic Recovery Fund

J. Reimer spoke to Item 6.3.

Discussion ensued on allocation of funds.

MOVED by Director Holman, **SECONDED** by Director Plant,
The Electoral Areas Committee recommends to the Capital Regional District Board:
That the Board support an application to the Union of British Columbia Municipalities Community Resiliency Initiative Fund for the FireSmart Economic Recovery Fund and direct staff to provide overall grant management.
CARRIED

6.4. [21-255](#) 2020 Electoral Areas Grants-in-Aid Annual Report

N. Chan spoke to Item 6.4.

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

**That the 2020 Electoral Areas Grants-In-Aid Annual Report be received for
information.**

CARRIED

6.5. [21-256](#) 2020 Community Works Fund Annual Report

N. Chan spoke to Item 6.5.

Discussion ensued on the approval status of the federal budget commitment for doubling up on gas tax funding.

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

That the 2020 Community Works Fund Annual Report be received for information.

CARRIED

6.6. [21-396](#) Alternate Approval Process for Bylaw 4408 - Southern Gulf Islands
Harbours Service Loan Authorization

K. Morley spoke to Item 6.6.

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

**1. That in accordance with section 86(3) of the Community Charter, the date of
July 5, 2021 be confirmed as the deadline by which electoral response, under the
Alternate Approval process for CRD Bylaw No. 4408, must be submitted to the
Capital Regional District by the qualified electors of Southern Gulf Islands
Electoral Area;**

**2. That the attached Notice of Alternative Approval Process (Appendix B) and the
Elector Response Form (Appendix C) be approved; and**

**3. That the total number of registered electors within the service area is 5,224
and that 10% of that number is 523 electors.**

CARRIED

6.7. [21-382](#) Southern Gulf Islands Community Economic Sustainability Commission Bylaw Amendment

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

That staff be directed to report back with amendments to Bylaw 3038, the “Southern Gulf Islands Community Economic Sustainability Commission Bylaw No. 1, 2012” to increase the number of commissioners from five (5) to nine (9), with the additional members considered commissioners at large to represent the Southern Gulf Islands Electoral Area as a whole, and to enable the commissioners at large to be appointed for one (1) or two (2) year terms.

CARRIED

6.8. [21-304](#) Previous Minutes of Other CRD Committees and Commissions for Information

MOVED by Director Plant, **SECONDED** by Director Holman,
That the following minutes be received for information:

a) Mayne Island Parks and Recreation Commission minutes - March 11, 2021
CARRIED

7. Notice(s) of Motion

7.1. [21-315](#) Motion with Notice: Representation on Island Coastal Economic Trust (Director Holman)

R. Lapham spoke to Item 7.1.

MOVED by Director Holman, **SECONDED** by Alternate Director Brent,
That the CRD Board Chair appoints a member of the Electoral Areas Committee as an ICET representative on an annual basis.

CARRIED

8. New Business

BC Energy Step Code (Director Holman)

Discussion ensued on the status of the BC Energy Step Code.

K. Lorette stated that he will report back to the committee on where things are at provincially with the BC Energy Step Code.

9. Adjournment

MOVED by Alternate Director Brent, **SECONDED** by Director Holman,
That the May 12, 2021 Electoral Areas Committee meeting be adjourned at 10:03 am.

CARRIED

Chair

Recorder