

## Meeting Minutes

### Electoral Areas Committee

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Wednesday, December 13, 2023

11:00 AM

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

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#### 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. Campbell, Senior Manager, Salt Spring Island Administration; S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate; R. Smith, Senior Manager, Environmental Resource Management; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Areas; C. Vrabel, Manager, Fire Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

Guest(s): Director M. Little

The meeting was called to order at 11:02 am.

#### 1. Territorial Acknowledgement

Chair Brent provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Wickheim, **SECONDED** by Director Holman,  
That the agenda for the December 13, 2023 Electoral Areas Committee meeting  
be approved.  
**CARRIED**

#### 3. Adoption of Minutes

##### 3.1. [23-991](#) Minutes of the November 8, 2023 Electoral Areas Committee Meeting

**MOVED** by Director Plant, **SECONDED** by Director Wickheim,  
That the minutes of the Electoral Areas Committee meeting of November 8, 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**

**MOVED by Director Plant, SECONDED by Director Holman,  
That Director Little be permitted to participate (without vote) in the December 13,  
2023 session of the Electoral Areas Committee.**

**CARRIED**

**6.1. [23-923](#) Household Hazardous Waste Pickup in Electoral Areas - Update**

R. Smith spoke to Item 6.1.

Discussion ensued regarding:

- concerns of hazardous materials going into the landfill
- expansion of accepted materials at local recycling depots, expanding in 2025
- once in three years pick-up in the Juan de Fuca electoral area

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

- 1. That household hazardous waste collection not be expanded, and Electoral Area residents continue to take their household hazardous waste to the specialized regional infrastructure at the Hartland Depot; and**
- 2. That we direct that staff report back on the development of a more comprehensive education and information program on disposable household hazardous waste and various opportunities available to Electoral Area residents to dispose of that waste.**

**CARRIED**

**Motion Arising:**

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

**That staff investigate a program and assess the cost of a once every 3 years household hazardous waste pick-up for those communities in the Juan de Fuca Electoral Area that do not have nearby household hazardous waste drop-off depots currently provided through the CRD.**

**CARRIED**

**6.2. [23-814](#) Bylaw Nos. 4586 and 4587: Fees and Charges Bylaw Amendments for Utilities within the Three Electoral Areas**

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

- 1. That Bylaw No. 4586, "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 17, 2023", be introduced and read a first, second, and third time; and**
- 2. That Bylaw No. 4586 be adopted.**
- 3. That Bylaw No. 4587, "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 12, 2023", be introduced and read a first, second and third time; and**
- 4. That Bylaw No. 4587 be adopted.**

**CARRIED**

- 6.3. [23-983](#) Bylaw No. 4574 to Expand Shirley Fire Protection and Emergency Response Service Area Boundary (Bylaw No. 1927)

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

1. That the attached Certificate of Results of the petition to expand the service area boundary for the Shirley Fire Protection and Emergency Response Service be received;
2. That Bylaw No. 4574, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 3, 2023", be read a first, second, and third time; and
3. That elector approval be obtained by Electoral Area Director consent on behalf.

**CARRIED**

- 6.4. [23-895](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) Galiano Parks and Recreation Commission minutes of November 2, 2023
- b) Lyall Harbour Boot Cove Water Local Service Committee minutes of February 9, 2023
- c) Lyall Harbour Boot Cove Water Local Service Committee minutes of June 15, 2023
- d) Magic Lake Estates Water and Sewer Committee minutes of September 12, 2023
- e) Mayne Island Parks and Recreation Commission minutes of October 12, 2023
- f) Pender Island Parks and Recreation Commission minutes of October 16, 2023
- g) Port Renfrew Utility Services Committee minutes of June 12, 2023
- h) Saturna Island Parks and Recreation Commission minutes of July 13, 2023
- i) Saturna Island Parks and Recreation Commission minutes of August 10, 2023
- j) Saturna Island Parks and Recreation Commission minutes of October 5, 2023
- k) Saturna Island Parks and Recreation Commission minutes of October 12, 2023
- l) Skana Water Service Committee minutes of June 16, 2023
- m) Sticks Allison Water Local Service Committee minutes of February 13, 2023
- n) Sticks Allison Water Local Service Committee minutes of June 19, 2023
- o) Surfside Park Estates Water Service Committee minutes of June 15, 2023
- p) Wilderness Mountain Water Service Commission minutes of June 12, 2023
- q) Willis Point Fire Protection and Recreation Facilities Commission October 24, 2023
- r) Willis Point Fire Protection and Recreation Facilities Commission November 5, 2023

## 7. Notice(s) of Motion

- 7.1. **24-003** Notice of Motion: Amendment to Board Procedures Bylaw (Director Holman)

Director Holman provided the following Notice of Motion for consideration at the next meeting of the Electoral Areas Committee:

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

That staff report to CRD Governance Committee regarding the implications and process for amending the Board Procedures Bylaw so that the CRD Board Chair participates in the Electoral Areas Committee on a voice without vote basis."

7.2. [24-004](#)

Notice of Motion: Enforcement of Parking Regulations (Director Holman)

Director Holman proposed the following Notice of Motion for same day consideration:

"That staff report back on the enforcement of parking regulations in Salt Spring community parks (specifically Rainbow Road, Kanaka Road, and Mouat Park) and the option of designating it as a low priority to temporarily allow living in vehicles in those parks."

**MOVED by Director Holman, SECONDED by Director Brent,  
That same day consideration be applied to the Notice of Motion.  
CARRIED**

Discussion ensued regarding:  
- human waste in parks  
- referring this issue for legal review

**MOVED by Director Holman, SECONDED by Director Plant,  
That staff report back on the enforcement of parking regulations in Salt Spring community parks (specifically Rainbow Road, Kanaka Road, and Mouat Park) and the option of designating it as a low priority to temporarily allow living in vehicles in those parks.  
CARRIED**

8. New Business

There was no new business.

9. Adjournment

**MOVED by Director Plant, SECONDED by Director Brent,  
That the December 13, 2023 Electoral Areas Committee meeting be adjourned at 11:56 am.  
CARRIED**

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CHAIR

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RECORDER