

Meeting Minutes

Electoral Areas Committee

Wednesday, February 14, 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

Staff: T. Robbins, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate; C. Anderson, Manager, Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Areas; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

Guest(s): Director M. Little

Regrets: Director C. Plant

The meeting was called to order at 11:00 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 February 14, 2024 Electoral Areas Committee meeting be approved.

CARRIED

3. Adoption of Minutes

3.1. [24-005](#) Minutes of the December 13, 2023 Electoral Areas Committee Meeting

MOVED by Director Wickheim, **SECONDED** by Director Holman,
That the minutes of the Electoral Areas Committee meeting of December 13, 2023 be adopted as circulated.

CARRIED

4. Chair's Remarks

There were no Chair's remarks.

MOVED by Director Holman, **SECONDED** by Director Wickheim,
That Director Little be permitted to participate (without vote) in the February 14, 2024 meeting of the Electoral Areas Committee.
CARRIED

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [24-010](#) 2024 Electoral Areas Committee Terms of Reference

This report was received for information.

Discussion ensued regarding the participation of the Board Chair as Ex-Officio at committee meetings.

6.2. [24-151](#) Union of British Columbia Municipalities Grant for Emergency Support Services - Motion of Support

MOVED by Director Holman, **SECONDED** by Director Wickheim,
The Electoral Areas Committee recommends to the Capital Regional District Board:
That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness for the Emergency Support Services Grant 2024 and direct staff to provide overall grant management.
CARRIED

6.3. [24-195](#) Municipal and Regional District Tax: Designation of Southern Gulf Islands Tourism Partnership Society as the Designated Destination Management Organization

J. Starke spoke to Item 6.3.

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

That the CRD Board Chair write a letter of support for Destination BC to designate the Southern Gulf Islands Tourism Partnership (SGITP) as the Destination Marketing Organization for the next five years for the Southern Gulf Islands and Salt Spring Island Electoral Areas as the designated accommodation area.

CARRIED

Motion Arising:

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

- 1. That SGITP commit to devoting the full amount of Online Accommodation Platform (OAP) Municipal and Regional District Tax (MRDT) revenues to affordable housing initiatives, except for an instance when there was a severe unanticipated decline in other MRDT revenues or a significant change in the programs the SGITP is supporting, to the extent that it could compromise the SGITP's ability to deliver its core marketing programs.**
- 2. That approximately \$100,000 of online MRDT be allocated annually to the CRD rural housing program, approximately \$50,000 for the Housing Now program, subject to changes over time in these programs and changes in online MRDT revenue.**
- 3. That \$100,000 of online MRDT (OAP) revenue in 2024 be allocated to SGITP's existing \$200,000 capital reserve for housing.**
- 4. That best efforts be made to ensure an equitable distribution of MRDT-related funding between electoral areas.**

CARRIED

OPPOSED: Brent

6.4. [24-031](#)

Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) East Sooke Fire Protection and Emergency Response Service Commission minutes of November 20, 2023
- b) Mayne Island Parks and Recreation Commission minutes of November 9, 2023
- c) Mayne Island Parks and Recreation Commission minutes of December 14, 2023
- d) North Galiano Fire Prevention and Emergency Response Service Commission minutes of November 24, 2023
- e) Otter Point Volunteer Fire Department Commission minutes of October 18, 2023
- f) Otter Point Volunteer Fire Department Commission minutes of November 8, 2023
- g) Otter Point Volunteer Fire Department Commission minutes of December 12, 2023
- h) Pender Island Parks and Recreation Commission minutes of December 4, 2023
- i) Port Renfrew Fire Protection and Emergency Response Commission minutes of September 28, 2023
- j) Saturna Island Parks and Recreation Commission minutes of December 11, 2023
- k) Shirley Fire Protection and Emergency Response Commission minutes of January 28, 2023
- l) Shirley Fire Protection and Emergency Response Commission minutes of February 27, 2023
- m) Shirley Fire Protection and Emergency Response Commission minutes of March 28, 2023
- n) Shirley Fire Protection and Emergency Response Commission minutes of April 24, 2023
- o) Shirley Fire Protection and Emergency Response Commission minutes of May 30, 2023
- p) Shirley Fire Protection and Emergency Response Commission minutes of June 26, 2023
- q) Shirley Fire Protection and Emergency Response Commission minutes of August 22, 2023
- r) Shirley Fire Protection and Emergency Response Commission minutes of September 23, 2023
- s) Shirley Fire Protection and Emergency Response Commission minutes of October 23, 2023

7. Notice(s) of Motion

7.1. [24-194](#) Motion with Notice: Amendment to Board Procedures Bylaw (Director Holman)

Discussion ensued regarding the resulting workload for staff.

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

8. New Business

There was no new business.

9. Adjournment

**MOVED by Director Holman, SECONDED by Director Wickheim,
That the February 14, 2024 Electoral Areas Committee meeting be adjourned at 11:29 am.
CARRIED**

CHAIR

RECORDER