



## Notice of Meeting and Meeting Agenda Electoral Areas Committee

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Wednesday, September 11, 2024

11:05 AM

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

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P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. Plant (Board Chair, ex-officio)

Guest: Director M. Little

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

### 1. Territorial Acknowledgement

### 2. Approval of Agenda

### 3. Adoption of Minutes

#### 3.1. [24-817](#) Minutes of the July 10, 2024 Electoral Areas Committee Meeting

**Recommendation:** That the minutes of the Electoral Areas Committee meeting of July 10, 2024 be adopted as circulated.

**Attachments:** [Minutes - July 10, 2024](#)

### 4. Chair's Remarks

### 5. Presentations/Delegations

*The public are welcome to attend CRD Board meetings in-person.*

*Delegations will have the option to participate electronically. Please complete the online application at [www.crd.bc.ca/address](http://www.crd.bc.ca/address) no later than 4:30 pm two days before the meeting and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the CRD Board at [crdboard@crd.bc.ca](mailto:crdboard@crd.bc.ca).*

### 6. Committee Business

**6.1.      [24-762](#)****Bylaw No. 4590, 4591, 4594 and 4595 - Electoral Area Economic Development Services**

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

1. Bylaw No. 4590, "Economic Development Commission Establishing Bylaw No. 1, 1990, Amending Bylaw No. 1, 2024", be read a first, second, and third time;  
(NWA)
2. Bylaw No. 4591, "Economic Development Commission Establishing Bylaw No. 1, 1990, Amending Bylaw No. 2, 2024", be read a first, second, and third time;  
(NWA)
3. Bylaw No. 4594, "Economic Development Service Establishing Bylaw (Southern Gulf Islands) No. 1, 2024", be read a first, second, and third time;  
(NWA)
4. Bylaw No. 4595, "Economic Development Service Establishing Bylaw (Juan de Fuca) No. 1, 2024", be read a first, second, and third time;  
(NWA)
5. That participating approval for Bylaws No. 4590, 4591, 4594, and 4595, be provided to the respective Electoral Area Directors for consent on behalf of electors;
6. That Bylaws No. 4590, 4591, 4594, and 4595 be forwarded to the Inspector of Municipalities for approval.  
(NWA)

**Attachments:**      [Staff Report: Economic Development Service Changes](#)  
[Appendix A: Bylaw No. 4590](#)  
[Appendix B: Bylaw No. 4591](#)  
[Appendix C: Bylaw No. 4594](#)  
[Appendix D: Bylaw No. 4595](#)  
[Appendix E: Bylaw No. 1824 \(Redlined\)](#)

**6.2.      [24-790](#)****Community Resiliency Initiative Grant - 2024 FireSmart Community Funding & Supports**

**Recommendation:** There is no recommendation. This report is for information only.

**Attachments:**      [Staff Report: Comm Resiliency Initiative Grant](#)  
[Appendix A: Approval Letter](#)

**6.3.      [24-839](#)****Establishment of Electoral Area Services Department**

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

1. That the CAO be directed to establish a new department for Electoral Area Services under the CRD organizational structure, create a new General Manager position to oversee the new department, and reflect these changes in the 2025 provisional budget and service plans; and
2. That staff be directed to bring back proposed amendments to CRD Bylaw No. 3343 (Officers', General Managers' and Management Staff's Bylaw No. 1, 2006), Schedule A, to incorporate this General Manager position.  
(NWA)

**Attachments:**      [Staff Report: Establishment of Electoral Areas Department](#)  
[Appendix A: Electoral Area Services List](#)

**6.4.**      [24-744](#)      Previous Minutes of Other CRD Committees and Commissions for Information

**Recommendation:** There is no recommendation. The following minutes are for information only:

- a) Galiano Island Parks and Recreation Commission minutes of June 6, 2024
- b) Galiano Island Parks and Recreation Commission minutes of July 4, 2024
- c) Mayne Island Parks and Recreation Commission minutes of June 13, 2024
- d) Mayne Island Parks and Recreation Commission minutes of July 11, 2024
- e) Saturna Island Parks and Recreation Commission minutes of April 8, 2024
- f) Saturna Island Parks and Recreation Commission minutes of May 12, 2024
- g) Saturna Island Parks and Recreation Commission minutes of June 10, 2024

**Attachments:**      [Minutes: Galiano Island Parks & Rec Commission-Jun 6, 2024](#)  
[Minutes: Galiano Island Parks & Rec Commission-Jul 4, 2024](#)  
[Minutes: Mayne Island Parks & Rec Commission-Jun 13, 2024](#)  
[Minutes: Mayne Island Parks & Rec Commission-Jul 11, 2024](#)  
[Minutes: Saturna Island Parks & Rec Commission-Apr 8, 2024](#)  
[Minutes: Saturna Island Parks & Rec Commission-May 12, 2024](#)  
[Minutes: Saturna Island Parks & Rec Commission-Jun 10, 2024](#)

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

**8. New Business**

**9. Adjournment**

The next meeting is October 9, 2024.

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.