

Meeting Minutes

Electoral Areas Committee

Wednesday, May 8, 2024

9:15 AM

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

PRESENT

Directors: P. Brent (Chair) (9:45 am), 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 and Southern Gulf Islands Administration; C. Anderson, Manager, Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Areas; C. Vrabel, Manager, Fire Services; M. Lagoa, Deputy Corporate Officer; T. Phillipow, Committee Clerk (Recorder)

Guest: Director M. Little

Regrets: Director C. Plant

The meeting was called to order at 9:20 am by Vice Chair Holman.

1. Territorial Acknowledgement

Director Wickheim provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Wickheim, **SECONDED** by Director Holman,
That the agenda for the May 8, 2024 Electoral Areas Committee meeting be approved.
CARRIED

3. Adoption of Minutes

3.1. [24-454](#) Minutes of the April 10, 2024 Electoral Areas Committee Meeting

MOVED by Director Wickheim, **SECONDED** by Director Holman,
That the minutes of the Electoral Areas Committee meeting of April 10, 2024 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

- 6.1. [24-150](#) Bylaw No. 4592 to Expand Otter Point Fire Protection and Emergency Response Local Service Area Boundary (Bylaw No. 2042)

C. Vrabel spoke to Item 6.1.

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 petitions to expand the service area boundary for the Otter Point Fire Protection and Emergency Response Service be received;
2. That Bylaw No. 4592, "Otter Point Fire Protection and Emergency Response Local Service Establishment Bylaw No. 1, 1992, Amendment Bylaw No. 8, 2024", be read a first, second, and third time; and
3. That elector approval be obtained by Electoral Area Director consent on behalf.

CARRIED

- 6.2. [24-334](#) Fire Services Governance Review Report - 2024 - 2027 Implementation Plan and Draft Bylaw 4608 to Amend Bylaw 3654 for Fire Commissions

C. Vrabel spoke to Item 6.2.

MOVED by Director Holman, **SECONDED** by Director Wickheim,
That Director Little be permitted to participate (without vote) in the May 8, 2024 meeting of the Electoral Areas Committee.

CARRIED

MOVED by Director Wickheim, **SECONDED** by Director Holman,

1. That the 2024-2027 Fire Services Governance Review Implementation plan be approved; and
2. That Bylaw No. 4608, "Fire Protection and Emergency Response Service Commissions Bylaw, 2010, Amendment Bylaw No. 2, 2024" be given first, second and third reading; and
3. That Bylaw No. 4608 be adopted.

CARRIED

Motion Arising:

MOVED by Director Wickheim, **SECONDED** by Director Holman,
That staff review the implementation plan, consult with the commissions, and report back to the Electoral Areas Committee in two years.

CARRIED

6.3. [24-450](#) Governance Study of Magic Lake Estates, North Pender Island

J. Starke presented Item 6.3. for information.

Discussion ensued regarding anticipated next steps as a result of this study.

6.4. [24-237](#) Request for Inclusion of Property in the Ganges Sewer Service Area

T. Robbins spoke to Item 6.4.

Discussion ensued regarding:

- the property owner's grant-in-aid application
- the estimated infrastructure costs
- the cost of transporting the liquid waste for further treatment

Director Brent joined the meeting at 9:45 am.

**MOVED by Director Holman, SECONDED by Director Wickheim,
The Ganges Sewer Local Services Commission recommends the Electoral Area
Committee recommend to the Capital Regional District Board:**

- 1. To expand the boundary of the Ganges Sewer Local Service Area to include 105 Kilner Road;**
- 2. The Applicant agrees to pay for all costs to include the property into the service area, and also pays the capacity purchase charge;**
- 3. The Applicant agrees to pay all engineering, administration, permit fees, and construction costs associated with the extension of the sewer and connection to the existing sewer and the property;**
- 4. That Bylaw 4601, "Salt Spring Island Ganges Sewerage Local Service Establishment Bylaw, 1991, Amendment Bylaw No. 14, 2024, be introduced and read a first, second and third time.**

CARRIED

6.5. [24-414](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

- a) Galiano Island Parks and Recreation Commission minutes of April 4, 2024
- b) Magic Lake Estates Water and Sewer Committee minutes of February 13, 2024
- c) Mayne Island Parks and Recreation Commission minutes of March 14, 2024
- d) Pender Island Parks and Recreation Commission minutes of March 4, 2024
- e) Saturna Island Parks and Recreation Commission minutes of March 11, 2024
- f) Sticks Allison Water Local Service Committee minutes of November 7, 2023
- g) Willis Point Fire Protection and Recreation Facilities Commission minutes of March 26, 2024

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Brent, **SECONDED** by Director Wickheim,
That the May 8, 2024 Electoral Areas Committee meeting be adjourned at 9:47
am.

CARRIED

CHAIR

RECORDER