

Meeting Minutes

Electoral Areas Committee

Wednesday, January 9, 2019

10:00 AM

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

PRESENT:

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

Staff: R. Lapham, Chief Administrative Officer; K. Lorette, General Manager, Planning and Protective Services; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; K. Morley, General Manager, Corporate Services; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carby, Senior Manager, Protective Services; I. Lawrence, Manager Local Area Planning, Juan de Fuca; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 10:00 am.

1. Approval of Agenda

**MOVED by Director Howe, SECONDED by Director Holman,
That the agenda for the January 9, 2019 Electoral Areas Committee meeting be
approved as amended to remove item 5.9 and add, under New Business, items
6.1 Update on Deceember rain and windstorm incident and item 6.2 Salt Spring
Island Matters.
CARRIED**

2. Adoption of Minutes

- 2.1. [19-013](#)** Minutes of the October 10, 2018 Electoral Area Services Committee Meeting

**MOVED by Director Howe, SECONDED by Director Holman,
That the minutes of the October 10, 2018 Electoral Area Services Committee
meeting be adopted as presented.
CARRIED**

3. Chair's Remarks

The Chair welcomed the new CRD Board Chair to the Electoral Areas Committee meeting.

4. Presentations/Delegations

There were no presentations or delegations.

5. Committee Business

- 5.1. [19-036](#) Terms of Reference - Electoral Areas Committee
- K. Lorette provided an overview of the Terms of Reference.
- Discussion ensued on the process for making changes to the Terms of Reference.
- MOVED by Director Holman, SECONDED by Director Howe,
That the Electoral Areas Committee (EAC) receive the EAC Terms of Reference for information.
CARRIED**
- 5.2. [19-022](#) District of Metchosin Sheep Kill Compensation Claim - Parry Bay Sheep Farm
- S. Carby provided an overview of the claim for compensation.
- MOVED by Director Holman, SECONDED by Director Howe,
That the Electoral Areas Committee recommends to the Capital Regional District Board:
That payment be approved to Mr. John Buchanan, Parry Bay Sheep Farm in the amount of \$1,125, which is 75% of the decrease in market value of the total losses.
CARRIED**
- 5.3. [19-023](#) Pender Island Livestock Kill Compensation Claim - Ainslie Point Road
- S. Carby provided an overview of the claim for compensation.
- MOVED by Director Howe, SECONDED by Director Holman,
That the Electoral Areas Committee recommends to the Capital Regional District Board:
That payment be approved to Ms. Lisa Strohschein, Ainslie Point Road, in the amount of \$1,012.50, which is 75% of the decrease in market value of the total losses.
CARRIED**
- 5.4. [19-029](#) Bylaw 1465 Amendment - Compensation for Livestock Killed by Dogs
- K. Lorette provided an overview of the report.
- Discussion ensued on the following:
- the past participation in compensation with the Districts of Metchosin, Highlands, and Sooke
 - total cost implications when processing a claim.
- MOVED by Director Holman, SECONDED by Director Howe,
That the report be referred back to staff to report on alternative options to allow each electoral area to make its own decision on participation in the livestock kill compensation program.
CARRIED**
- 5.5. [19-030](#) Request for Board Resolution in Support of the Community Emergency Preparedness Fund Grant Application
- S. Carby provided an overview of the report.

MOVED by Director Holman, **SECONDED** by Director Howe,
That the Electoral Areas Committee recommends that the Capital Regional District Board:

- 1) That the submission of a grant application for \$25,000 to the Union of British Columbia Municipalities Community Emergency Preparedness Fund - Evacuation Planning Stream for evacuation route planning be authorized; and
- 2) That the Capital Regional District Board supports the current proposed activities in the Capital Regional District's role to provide grant management.

CARRIED

5.6. [19-031](#)

Request for Board Resolution in Support of the 2019 Community Resiliency Investment Grant Application

S. Carby provided an overview of the report.

MOVED by Director Howe, **SECONDED** by Director Holman,
That the Electoral Areas Committee recommend that the Capital Regional District Board:

- 1) That the submission of a grant application for \$100,000 to the Union of British Columbia Municipalities Community Resiliency Investment Program to fund FireSmart initiatives in electoral areas be authorized; and
- 2) That the Capital Regional District Board supports the current proposed activities in the Capital Regional's role to provide overall grant management.

CARRIED

5.7. [19-015](#)

New Juan de Fuca Development Fees and Procedures Bylaw No. 3885

I. Lawrence provided an overview of the report.

Discussion ensued on cannabis licence approvals and the Board delegating authority.

MOVED by Director Hicks, **SECONDED** by Director Holman,
That the Electoral Areas Committee recommends to the CRD Board:

1. a) That Bylaw No. 3885, "Juan de Fuca Development Fees and Procedures Bylaw No. 3, 2018", be introduced and read a first, a second and a third time; and
- b) That Bylaw No. 3885 be adopted.
2. a) That the Juan de Fuca Cannabis Retail Licence Application Policy be approved; and
- b) That the Juan de Fuca Radiocommunication and Broadcasting Antenna Systems Application Policy be approved.

CARRIED

5.8. [19-008](#)

Grants in Aid

MOVED by Director Howe, **SECONDED** by Director Holman,
That the Electoral Areas Committee recommend to the Capital Regional District Board:

That the following grant-in-aid applications be approved:

1. Mayne Island Housing Society: \$5,000
2. Mayne Island Residents and Ratepayers Association: \$2,500
3. Pender Island Conservancy Association: \$3,000
4. Pender Island Recreational and Agricultural Hall Association: \$7,500
5. Pender Islands Trust Protection Society: \$3,075

CARRIED

- 5.9. [19-020](#) Wilderness Mountain Water Service Water Supply Options and Feasibility Study

This report was removed from the agenda.

- 5.10. [19-042](#) Gardom Pond Dam Update

L. Hutcheson provided an overview of the report.

**MOVED by Director Howe, SECONDED by Director Holman,
That the Electoral Areas Committee recommend to the Capital Regional District Board:**

That this staff report be received for information.

CARRIED

- 5.11. [19-037](#) Update on Rural Definition as it Relates to Community Futures - Verbal Update

Director Howe provided a verbal update on the rural definition as it relates to community futures.

Discussion ensued on the following:

- restrictions on program deliveries
- recognition as a rural community by the Federal Government

**MOVED by Director Howe, SECONDED by Director Holman,
That the Electoral Areas Committee receive the verbal update for information.**

CARRIED

- 5.12. [19-038](#) Update on Transportation Commission - Verbal Update

B. Lapham advised that they are looking at exploring broader services through BC Transit and BC Ferries.

Discussion ensued on the following:

- creating a service establishment bylaw
- support from the Harbours Commission
- benefits of broadening the service options
- the next steps to build a business case

**MOVED by Director Howe, SECONDED by Director Holman,
That the Electoral Areas Committee receive the verbal update on Transportation Commission for information.**

CARRIED

- 5.13. [19-019](#) Previous Minutes of Other CRD Committees and Commissions for Information

MOVED by Director Howe, SECONDED by Director Holman,

That the following minutes be received for information:

- a) Lyall Harbour/Boot Cove Water Local Service minutes of the Annual General Meeting - August 18, 2018
- b) Magic Lake Estates Water and Sewer Committee minutes of the Annual

General Meeting - August 18, 2018

c) Skana Water Service Committee minutes of the Annual General Meeting - May 31, 2018

d) Sticks Allison Water Local Service Committee minutes of the Annual General Meeting - August 27, 2018

CARRIED

6. New Business

6.1. December Rain and Windstorm Incident - Verbal Update

B. Lapham updated the committee on the following:

- primary impacts during the storm were the loss of power impacting water and sewer
- all services are now up at full power
- Emergency Plan was put into effect and there was no Declaration of a State of Emergency; however PREOC was activated
- opened Corporate Emergency Operations Centers at the Capital Regional District, Southern Gulf Islands and Salt Spring Island
- staff were regularly involved for eleven days

S. Carby provided further update on meeting the requirements for the incident and ensuring services and supplies are ready for any future events.

Director Hicks left the chair at 11:12 am. Director Howe assumed the Chair. Directors Hicks returned to the chair at 11:19 am.

**MOVED by Director Holman, SECONDED by Director Howe,
That CRD emergency management staff help organize and attend an
inter-agency briefing on Salt Spring Island and the Southern Gulf Islands on
emergency response.**

CARRIED

6.2. Salt Spring Island Matters

Due to time constraints, this item was deferred to the next meeting.

7. Adjournment

**MOVED by Director Howe, SECONDED by Director Holman,
That the January 9, 2019 Electoral Areas Committee meeting be adjourned at
11:19 am.**

CARRIED

Chair

Recorder