

Meeting Minutes

Electoral Areas Committee

Wednesday, February 10, 2021

11:00 AM

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

PRESENT

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

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; S. Carby, Senior Manager, Protective Services; R. Smith, Senior Manager, Environmental Resource Management; D. Brown, Manager, Bylaw Enforcement and Animal Control; J. Reimer, Manager, Electoral Area Fire and Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; M. Taylor, Manager, Building Inspection; L. Xu, Manager, Finance Services; M. Lagoa, Acting Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

Regrets: Director D. Howe

The meeting was called to order at 11:01 am.

1. Territorial Acknowledgement

Chair Hicks provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Alternate Director Brent, SECONDED by Director Holman,
That the agenda for the February 10, 2021 Electoral Areas Committee meeting be
approved.
CARRIED**

3. Adoption of Minutes

3.1. [21-134](#) Minutes of the January 13, 2021 Electoral Areas Committee Meeting

**MOVED by Director Plant, SECONDED by Director Holman,
That the minutes of the Electoral Areas Committee meeting of January 13, 2021
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. [21-102](#) Electoral Area Volunteer Fire Service Regulatory Review

S. Carby spoke to Item 6.1.

Discussion ensued on having administrative support for the fire services.

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

- a) That staff be directed to report back with operational, administrative, and governance strategies to meet and sustain regulatory compliance; and
- b) That \$65,000 be reallocated from operational reserves for 2021 to be available for a temporary increase in staff resources to support fire services to attain compliance.

CARRIED

6.2. [21-110](#) Community Funding and Support Program Grant: Evacuation Route Planning

S. Carby spoke to Item 6.2.

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

**That the Board support an application to the Union of British Columbia
Municipalities Community Emergency Preparedness Fund for Juan de Fuca,
Southern Gulf Islands, and Salt Spring Island emergency programs for
evacuation route planning and direct staff to provide overall grant management.**

CARRIED

6.3. [21-130](#) Proposed Revisions to Capital Regional District Bylaw No. 3741 - Building Regulation Bylaw No. 5, 2010

M. Taylor spoke to Item 6.3.

Discussion ensued on the following:

- consultation with the public and stakeholders
- building permit cost increases per square foot

**MOVED by Director Hicks, SECONDED by Alternate Director Brent,
This this item be deferred to the March 10, 2021 Electoral Areas Committee
meeting.**

CARRIED

**MOVED by Director Plant, SECONDED by Director Holman,
That staff bring back a written or verbal report to this committee on potential
ways to regularly update the regulation bylaw and fees.**

CARRIED

6.4. [21-129](#) Review of Separation of Building Inspection Services for Each Electoral Area

K. Lorette spoke to Item 6.4.

MOVED by Director Holman, **SECONDED** by Alternate Director Brent,
That this item be deferred to the April meeting.
CARRIED

6.5. [21-048](#) Investing in Canada Infrastructure Program; COVID-19 Resilience Infrastructure Stream [Electoral Area Projects]

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

That the Capital Regional District support the three submitted grant applications, as endorsed in the following resolutions:

1. That the Capital Regional District Board (the Board) supports an application for grant funding for the JDF: Willis Point Water Tank Project through the Investing in Canada Infrastructure Program - COVID-19 Resilience Infrastructure Program; and that the Board supports the project and commits to any associated ineligible costs and cost overruns.
2. That the Capital Regional District Board (the Board) supports an application for grant funding for the SSI: Drake Road Trail Upgrades Project through the Investing in Canada Infrastructure Program - COVID-19 Resilience Infrastructure Program; and that the Board supports the project and commits to any associated ineligible costs and cost overruns; and
3. That the Capital Regional District Board (the Board) supports an application for grant funding for the SGI: Einar's Hill By-Pass Route (Multi Use Trail) Project through the Investing in Canada Infrastructure Program - COVID-19 Resilience Infrastructure Program; and that the Board supports the project and commits to any associated ineligible costs and cost overruns.

CARRIED

6.6. [21-109](#) CleanBC Funding and Salt Spring Island Composting Project

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

1. That the Capital Regional District's CleanBC Organic Infrastructure and Collection Program grant application be supported;
2. That staff be directed to work with representatives of the Salt Spring Island Composting Project to further pursue CleanBC Organic Infrastructure and Collection Program funding based on the conditional application that has been submitted by staff in support of the Salt Spring Island Farmland Trust initiative; and
3. That the CleanBC Organic Infrastructure and Collection Program grant application be conditional upon confirmation of local share of capital funding, that all regulatory requirements are met, and final CRD Board approval of the service delivery model, for the development and operation of a composting facility.

CARRIED

- 6.7. [21-078](#) Previous Minutes of Other CRD Committees and Commissions for Information
- MOVED by Alternate Director Brent, SECONDED by Director Holman,
That the following minutes be received for information:**
- a) **Beddis Water Service Commission Annual General Meeting minutes -
April 15, 2019**
 - b) **Cedar Lane Water Service Commission Annual General Meeting minutes -
April 18, 2019**
 - c) **Cedars of Tuam Water Service Commission Annual General Meeting minutes -
April 17, 2019**
 - d) **Fulford Water Service Commission Annual General Meeting minutes -
April 16 2019**
 - e) **Galiano Island Parks and Recreation Commission minutes - December 3, 2020**
 - f) **Ganges Sewer Local Service Commission Annual General Meeting minutes -
April 18, 2019**
 - g) **Highland/Fernwood, Highland and Fernwood Local Water Service
Commissions
Annual General Meeting minutes - April 17, 2019**
 - h) **Maliview Sewer Service Commission Annual General Meeting minutes -
April 17, 2019**
 - i) **Mayne Island Parks and Recreation Commission minutes - December 10, 2020**
 - j) **Salt Spring Island Liquid Waste Disposal Local Service Commission Annual
General Meeting minutes - April 15, 2019**
- CARRIED**

7. Notice(s) of Motion

- 7.1. [21-132](#) AVICC Resolution: COVID Safe Restart Grant Inequity for Electoral Areas (Directors Holman & Howe)
- MOVED by Director Holman, SECONDED by Director Plant,
That the Notice of Motion be considered at this meeting.
CARRIED**
- MOVED by Director Holman, SECONDED by Alternate Director Brent,
The Electoral Areas Committee recommends to the Capital Regional District
Board:
That the following resolution be submitted to AVICC:
Whereas the Capital Regional District, received a funding allocation of \$1.421M
under the Safe Restart grant based on two per capita amounts formulae: \$8.13 for
rural populations and \$3.10 for all populations, and a flat funding amount.
And whereas, the Safe Restart program takes into account the unique structure of
regional districts as a service provider, with differing per capita amounts, there is
a significant disparity between the per capita allocation for Electoral Areas
versus local municipalities with a similar population.
Therefore be it resolved that AVICC and UBCM advocate to the Ministry of
Municipal Affairs and Housing to provide more equitable Safe Restart Grant
funding to Regional District Electoral Areas in comparison to the funding
provided to local municipalities.
CARRIED**

7.2. [21-131](#) AVICC Resolution: Inclusion of Salt Spring Island and Southern Gulf Islands in the Islands Coastal Economic Trust (Directors Holman & Howe)

MOVED by Director Plant, **SECONDED** by Director Holman,
That the Notice of Motion be considered at this meeting.
CARRIED

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

That the following resolution be submitted to AVICC:

Whereas the Capital Regional District has advocated for a change in the rural designation from urban to rural for the Electoral Areas of Salt Spring Island, Southern Gulf Islands, and Juan de Fuca as they are not eligible to participate in support programs to help diversify their economy;

And whereas the province made a regulation change in 2020 to include only the unincorporated Electoral Area of Juan de Fuca, in the Islands Coastal Economic Trust territory;

Therefore be it resolved that AVICC and UBCM request that the provincial government include the Salt Spring Island Electoral Area and the Southern Gulf Islands Electoral Area within the North Island-Coast Development Trust Region Regulation.

CARRIED

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Plant, **SECONDED** by Director Holman,
That the February 10, 2021 Electoral Areas Committee meeting be adjourned at 12:14 pm.

CARRIED

Chair

Recorder