

Meeting Minutes

Electoral Areas Committee

Wednesday, May 14, 2025

10:00 AM

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

PRESENT

Directors: P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. McNeil-Smith (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, General Manager, Corporate Services; S. Carby, Senior Manager, Protective Services; S. Henderson, Senior Manager, Real Estate and SGI Administration; D. Ovington, Senior Manager, SSI Administration; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

Guest: Director M. Little

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

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

2. Approval of Agenda

**MOVED by Director McNeil-Smith, SECONDED by Director Wickheim,
That the agenda for the Electoral Areas Committee meeting of May 14, 2025 be
approved.
CARRIED**

3. Adoption of Minutes

3.1. [25-0530](#) Minutes of the Electoral Areas Committee Meeting of April 9, 2025

**MOVED by Director Wickheim, SECONDED by Director Holman,
That the minutes of the Electoral Areas Committee meeting of April 9, 2025 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. [25-0477](#) Appointment of Officers - Bylaw Enforcement

S. Carby spoke to Item 6.1.

Discussion ensued regarding:

- clarification that these are auxiliary positions
- an update on bylaw staffing on Salt Spring Island and Southern Gulf Islands

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

That for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act, and in accordance with Capital Regional District Bylaw No. 2681, Stephen Ford, Sam Skelcher, Kambiz Rezaie, Shubhro Barua, Brendan Dyck, Jorden Tytgat and Naunihal Singh be appointed as Bylaw Enforcement Officers.

CARRIED

6.2. [25-0480](#) Union of British Columbia Municipalities - Public Notification and Evacuation Route Planning Grant 2025 - Motion of Support

S. Carby spoke to Item 6.2.

Discussion ensued regarding:

- funding for established routes
- exploring a potential bypass route for Ganges Hill

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

That staff be instructed to apply for, negotiate, and if successful, enter into an agreement, and do all such things necessary for accepting grant funds and overseeing grant management for the proposed project.

CARRIED

6.3. [25-0560](#) Connected Coast: Last Mile Network Infrastructure Contribution Agreement

J. Starke spoke to Item 6.3.

Discussion ensued regarding:

- future broadband connection plans for the Juan de Fuca Electoral Area
- clarification of the data used to demonstrate service levels

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

That the Last Mile Network Infrastructure Contribution Agreement with City West Cable & Telephone Corporation be approved and that the Chief Administrative Officer be authorized to execute the agreement.

CARRIED

6.4. [25-0475](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes are for information:

- a) CRD Southern Gulf Islands Public Library Commission minutes of October 2, 2024**
- b) CRD Southern Gulf Islands Public Library Commission minutes of January 15, 2025**
- c) Galiano Island Parks and Recreation Commission minutes of March 6, 2025**
- d) Galiano Island Parks and Recreation Commission minutes of April 3, 2025**
- e) Mayne Island Parks and Recreation Commission minutes of March 13, 2025**
- f) North Galiano Fire Protection and Emergency Response Service Commission minutes of January 12, 2025**
- g) North Galiano Fire Protection and Emergency Response Service Commission minutes of January 15, 2025**
- h) North Galiano Fire Protection and Emergency Response Service Commission minutes of February 16, 2025**
- i) Pender Island Parks and Recreation Commission minutes of March 10, 2025**
- j) Shirley Fire Protection and Emergency Response Commission minutes of January 24, 2025**
- k) Willis Point Fire Protection and Recreation Facilities Commission minutes of March 25, 2025**

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 Holman, SECONDED by Director Wickheim,
That the Electoral Areas Committee meeting of May 14, 2025 be adjourned at 10:22 am.**

CARRIED

CHAIR

RECORDER