

Meeting Minutes

Electoral Areas Committee

Wednesday, October 29, 2025

10:00 AM

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

Special Meeting - Budget

PRESENT

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

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; S. Henderson, General Manager, Electoral Area Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, Corporate Officer/General Manager, Corporate Services; S. Carby, Senior Manager, Protective Services; I. Lawrence, Senior Manager Local Area Planning, Juan de Fuca (EP); D. Ovington, Senior Manager, SSI Administration; V. Somosan, Senior Manager/ Deputy CFO, Financial Services; J. Starke, Senior Manager, SGI Administration, Electoral Area Services; C. Vrabel, Manager, Fire Services; L. Xu, Manager, Local Services and Corporate Grants, Financial Services; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Director M. Little

The meeting was called to order at 9:58 am.

1. Territorial Acknowledgement

Director Wickheim provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Holman, **SECONDED** by Director Wickheim,
That the agenda of the Electoral Area Committee meeting of October 29, 2025 be
approved.
CARRIED

3. Presentations/Delegations

There were no presentations or delegations.

4. Special Meeting Matters

4.1. [25-0947](#) 2026 Preliminary Electoral Area Budget Review

N. Chan spoke to Item 4.1.

Discussion ensued on the following:

- building inspection service and requisition reductions
- fire departments and contracts, fire inspection and investigations
- continuance and expansion of fire services in unincorporated areas
- regional housing trust fund and rural housing program funding allocations
- extension of dwelling unit program
- elections budget and potential reductions and contingencies
- administration of Islands Trust and school district elections

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

- 1. That the 2026 Electoral Area Services Budgets be given provisional approval as presented; and**
- 2. That the new initiatives for January 1, 2026 implementation identified in Appendix E, be approved for expenditure.**

5. Adjournment

**MOVED by Director Holman, SECONDED by Director Wickheim,
That the Electoral Areas Committee meeting of October 29, 2025 be adjourned
at 10:33 am.
CARRIED**

CHAIR

RECORDER