

Meeting Minutes

Electoral Areas Committee

Wednesday, September 23, 2026

11:00 AM

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

Special - 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; I. Lawrence, Senior Manager, Juan de Fuca Administration (EP); D. Ovington, Senior Manager, Salt Spring Island Administration (EP); V. Somosan, Senior Manager, Financial Services/ Deputy Chief Financial Officer; J. Starke, Senior Manager, Southern Gulf Island Administration; C. Anderson, Manager, Fire Programs; C. Gray, Manager, Building Inspection (EP); M. Groulx, Manager, Bylaw Enforcement and Animal Care; C. Vrabel, Manager, Fire Services; L. Xu, Manager, Local Services and Corporate Grants; M. Micklea, Manager, Legislative Services/Deputy Corporate Officer; J. Rennie, Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Director M. Little

The meeting was called to order at 11:00 am.

1. Territorial Acknowledgement

Director Wickheim provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director McNeil-Smith, **SECONDED** by Director Holman,
That the agenda of the Electoral Areas Committee meeting of September 23, 2026 be approved.
CARRIED

3. Presentations/Delegations

There were no presentations and delegations.

4. Special Meeting Matters

4.1. [26-0881](#) 2027 Preliminary Electoral Area Budget Review

N. Chan spoke to Item 4.1.

Discussion ensued on the following:

- subregional services and joint administration
- building inspection budget and related support staff
- contract for emergency response and contracted services
- grants and capital revenue for projects funding
- sewer capital expenditures and approvals
- accessing funds for emergency repairs

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

**The Electoral Areas Committee recommends the Committee of the Whole
recommend to the Capital Regional District Board:**

- 1. That the 2027 Electoral Area Services Budgets be given provisional approval
as presented; and**
- 2. That the new initiatives for January 1, 2027 implementation identified in
Appendix E, be approved for expenditure.**

CARRIED

5. Adjournment

**MOVED by Director Wickheim, SECONDED by Director Holman,
That the Electoral Areas Committee meeting of September 23, 2206 be adjourned
at 11:16 am.**

CARRIED

CHAIR

RECORDER