

Meeting Minutes

Electoral Areas Committee

Wednesday, November 4, 2020

11:35 AM

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

Special Meeting

PRESENT

Directors: M. Hicks (Chair), P. Brent (for D. Howe (Vice Chair)), G. Holman

Staff: R. Lapham, Chief Administrative Officer; R. Lachance, Acting Chief Financial Officer, Financial Services (for N. Chan); K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; K. Campbell, Senior Manager, Salt Spring Island Administration; S. Carby, Senior Manager, Protective Services; S. Carey, Manager of Legal Services; J. Reimer, Manager, Electoral Area Fire and Emergency Programs; J. Starke, Manager, Service Delivery, Southern Gulf Islands Electoral Area; A. Xu, Manager Engineering, Salt Spring Island Administration; M. Lagoa, Acting Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

Guest: Director Taylor

Regrets: Director D. Howe (Vice Chair), C. Plant (Board Chair, ex-officio)

The meeting was called to order at 11:37 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 November 4, 2020 Electoral Areas Committee meeting be approved.
CARRIED

3. Presentations/Delegations

There were no presentations or delegations.

4. Special Meeting Matters

4.1. [20-699](#) Community Resiliency Investment Program: 2021 FireSmart Community Funding & Supports Program Grant

S. Carby spoke to Item 4.1.

Discussion ensued on the following:

- funding allocations
- plans for any residual funds

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

That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Resiliency Investment Program for Juan de Fuca, Salt Spring Island, and Southern Gulf Islands to develop Community Wildfire Resiliency Plans and direct staff to provide overall grant management.

CARRIED

4.2. [20-502](#) Port Renfrew - Snuggery Cove Water Local Service Committee Membership Amendment

S. Carey spoke to Item 4.2.

Discussion ensued on the timing of when the membership changes will be taking effect.

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

1. That Bylaw No. 4364, Port Renfrew Utility Services Committee Bylaw No. 1, 2005, Amendment No. 3, 2020 be read a first, second, and third time; and
2. That Bylaw No. 4364 be adopted.

CARRIED

4.3. [20-702](#) Highland Fernwood Water Conservation Plan

A. Xu spoke to Item 4.3.

Discussion ensued on the water consumption billing system.

**MOVED by Director Holman, SECONDED by Alternate Director Brent,
That the Highland Fernwood Water Service Commission recommend to the Electoral Areas Committee recommends to the Capital Regional District Board:
That the Capital Regional District Board endorse the Water Conservation Plan.
CARRIED**

- 4.4. [20-703](#) Request to Increase Budget to Develop Detailed Engineering Design and Cost Estimates for the Maliview Wastewater Treatment Plant Upgrading

MOVED by Director Holman, **SECONDED** by Alternate Director Brent, That the Highland Water and Sewer (Maliview) Service Commission recommends that the Electoral Areas Committee recommends to the Capital Regional District Board:

That the Capital Regional District Board amend the Highland Water and Sewer (Maliview) service Five Year Financial Plan to include a project for Maliview Wastewater Treatment Plant Upgrade Design in year 2020 with the total budget of \$257,620 funded by the combination of capital reserve fund (\$22,000) and Community Work Fund (\$235,620).

CARRIED

- 4.5. [20-704](#) Maliview Wastewater Treatment Plant Upgrade Loan Authorization and Amend Service Establishment-Process and Next Steps

MOVED by Director Holman, **SECONDED** by Alternate Director Brent, The Highland Water and Sewer Local Service Area recommends the Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw 4370, "Maliview Sewer System Loan Authorization Bylaw No. 1, 2020" be introduced and read a first, second, and third time.
2. That Bylaw 4373, "Maliview Estates Sewerage Local Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 1, 2020" be introduced and read a first, second, and third time.
3. Present the project and funding option to the ratepayers in the first quarter of 2021; and bring forward a report to the Commission on the results of the public engagement, and ratepayer's preferred electoral assent process.

CARRIED

- 4.6. [20-707](#) 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) Galiano Island Parks and Recreation Commission minutes of September 3, 2020
- b) Magic Lake Estates Water and Sewer Committee minutes of September 8, 2020
- c) Mayne Island Parks and Recreation Commission minutes of September 10, 2020

CARRIED

5. Notice(s) of Motion

There were no Notice(s) of Motion.

6. New Business

There was no new business.

7. Adjournment

MOVED by Director Holman, **SECONDED** by Alternate Director Brent,
That the November 4, 2020 Electoral Areas Committee meeting be adjourned at
11:51 am.
CARRIED

Chair

Recorder