

Meeting Minutes

Capital Regional District Board

Wednesday, March 21, 2018

1:35 PM

**6th Floor Boardroom
625 Fisgard Street
Victoria, BC**

Special Meeting

PRESENT:

DIRECTORS: S. Price (Chair), D. Screech (Vice Chair), M. Alto, R. Atwell, D. Blackwell, L Wergeland (for S. Brice), J. Brownoff, L. Hundleby (for B. Desjardins), C. Hamilton, M. Hicks, B. Maberley (for D. Howe), J. Loveday (For B. Isitt), W. McIntyre, D. Murdock, C. Plant, B. Gramigna (for J. Ranns), D. Screech, L. Seaton, M. Tait, K. Williams, B. Thompson (for R. Windsor), G. Young.

REGRETS: Directors Alto, Helps, Hicks, and Finall.

STAFF: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; R. Lachance, Senior Manager, Finance Services; S. May, Senior Manager, Environmental Engineering ; M. McCrank, Senior Manager, Infrastructure Operations; S. Henderson, Manager, Real Estate; E. Gorman, Deputy Corporate Officer; J. Cuthbert, Committee Clerk (Recorder)

The meeting was called to order at 1:30 p.m.

1. APPROVAL OF THE AGENDA

**MOVED by Director Williams, SECONDED by Director Plant,
That the agenda be approved as circulated.
CARRIED**

2. REPORT OF THE CHAIR

The Chair welcomed alternate directors Loveday, Maberley, Gramigna, Hundleby, Szpak, Thompson, and Wergeland.

3. PRESENTATIONS/DELEGATIONS

There were none.

4. SPECIAL MEETING MATTERS

4.1. [18-155](#) 2018 Electoral Area Budget Review

Mr. Lapham introduced staff members present at the meeting standing in for absent general managers.

MOVED by Director McIntyre, SECONDED by Alternate Director Maberley,

That the 2018 Electoral Area budgets as presented receive final approval.
CARRIED

4.2. [18-157](#)

Bylaw 4230: 2018 to 2022 Financial Plan Bylaw, 2018

Mr. Chan spoke to the report.
A discussion ensued regarding the organizations reserves.

MOVED by Director Screech, **SECONDED** by Director Brownoff,
That Bylaw No. 4230, "2018 to 2022 Financial Plan Bylaw, 2018", be introduced
and read a first and second time;

CARRIED

MOVED by Director Screech, **SECONDED** by Director Plant,
That Bylaw No. 4230 be read a third time;

CARRIED

MOVED by Director Screech, **SECONDED** by Director Brownoff,
That Bylaw No. 4230 be adopted.

CARRIED

MOVED by Director Screech, **SECONDED** by Director Brownoff,
That the Staff Establishment Chart as attached in Appendix 6 be approved.

CARRIED

4.3. [18-201](#)

Update on the Federal and Provincial Budgets (Verbal)

Mr. Chan gave a verbal report.
A discussion ensued regarding the following:
- the collection and storage of personal information
- writing to the provincial government regarding the cost of covering MSP for employees

5. MOTION TO CLOSE THE MEETING

6. ADJOURNMENT

MOVED by Director Screech, **SECONDED** by Alternate Director Maberley,
That the meeting be adjourned at 2:10 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER