

Meeting Minutes

Capital Regional District Board

Wednesday, October 27, 2021

1:20 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

Special Meeting - Following Committee of the Whole

PRESENT:

C. Plant (Chair), R. Mersereau (Vice Chair), D. Blackwell, P. Brent (for D. Howe), S. Brice, B. Desjardins, F. Haynes (EP), M. Hicks (EP), G. Holman, B. Isitt, J. Loveday (EP), R. Martin, C. McNeil-Smith, K. Murdoch (EP), G. Orr, J. Ranns, D. Screech, L. Seaton, N. Taylor (EP) (4:54 pm), K. Williams (EP), R. Windsor, G. Young

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; R. Lachance, Senior Manager, Financial Services; B. Semmens, Manager, Financial Planning; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: L. Helps, D. Howe, M. Tait

The meeting was called to order at 4:49 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director McNeil-Smith, **SECONDED** by Director Brice,
That the agenda for the October 27, 2021 Session of the Capital Regional District Board be approved.
CARRIED

3. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

4. SPECIAL MEETING MATTERS

4.1. [21-807](#) 2022 Service Planning - Community Needs Summaries

MOVED by Director Mersereau, **SECONDED** by Director Blackwell,
That Appendices A-O Community Need Summaries be received for information.

CARRIED

4.2. [21-700](#) Capital Regional District 2022 Financial Plan Provisional Approval

MOVED By Director Windsor, **SECONDED** by Director Mersereau,

1. That the Capital Regional District 2022 Financial Plan be given provisional approval as presented.

2. That the new initiatives and capital identified in Appendix H for January 1, 2022, implementation be approved for expenditure.

CARRIED

Opposed: Blackwell, Hicks, Isitt, McNeil-Smith, Murdoch, Ranns, Screech, Seaton, Young

MOVED By Director Windsor, **SECONDED** by Director Mersereau,

3. That the 2022 Service Plans be approved as presented; and,

4. That the Staff Establishment Chart as attached in Appendix M be approved.

CARRIED

Opposed: Blackwell, Hicks, Isitt, McNeil-Smith, Murdoch, Ranns, Seaton, Young

4.3. [21-809](#) Bylaw No. 4468, "Capital Regional District Climate Action and Adaptation Service Establishment Bylaw, 2008, Amendment Bylaw No. 2, 2021"

K. Morley spoke to Item 4.3.

Discussion ensued regarding the levy.

MOVED by Director Desjardins, **SECONDED** by Director Windsor,

1. That Bylaw No. 4468, "Capital Regional District Climate Action and Adaptation Service Establishment Bylaw, 2008, Amendment Bylaw No. 2, 2021", be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Desjardins, **SECONDED** by Director Windsor,

2. That Bylaw No. 4468 be referred to the Inspector of Municipalities for approval.

3. That staff be directed to proceed with elector approval by way of Municipal Council and Electoral Area Director consent.

CARRIED

4.4. [21-808](#) Temporary Modifications to Election Procedures for Assent Voting (COVID-19) - Pender Islands Health Care Centre Referendum

K. Morley spoke to Item 4.4.

MOVED by Alternate Director Brent, **SECONDED** by Director Windsor,

That the election procedures for the Pender Islands Health Care Centre Referendum be modified as follows:

1. That sections 15.2 and 16.2(a)(i) of Bylaw 3543, "Capital Regional District Election and Voting Procedures Bylaw, 2008" be waived in order to permit mail ballot voting to all eligible electors;

2. That section 125(1)(b) of the Local Government Act be read as though it provided that the person must, as directed by an election official, comply with section 125(1)(b) as written, or make an oral declaration of the facts set out in that section, in which case the election official must make a record that the person made an oral declaration; and

3. That section 125(1)(c) of the Local Government Act be read as though it

provided that the person must, as directed by an election official, comply with section 125(1)(c) as written, or make an oral declaration of the facts set out in that section, in which case the election official must make a record that the person made an oral declaration and of the facts declared.

CARRIED

5. NOTICE OF MOTIONS

**MOVED by Director Brice, SECONDED by Director Windsor,
That the rules of the Capital Regional District Board Procedures Bylaw be suspended to allow a Notice of Motion to be read in at the Special meeting.
CARRIED**

Director Brice provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board meeting:

That CRD support the Greater Victoria Harbour Authority and as the Authority has already done:

Write to the Prime Minister asking that the Government of Canada engage with the US Federal Government to develop a mutually beneficial and responsible approach which addresses the handling of cruise ships in our waters and ports so that any future issues will not result in a significant halt to operations of the Alaska Cruise itinerary.

Director Isitt, on behalf of Director Helps, provided the following Notice of Motion for consideration as an agenda item at the next meeting of the Finance Committee:

That the City of Victoria letter and the letter from the Mount Waddington Regional District be forwarded to the Finance Committee.

Director Isitt provided the following Notice of Motion for consideration at the next meeting of the Finance Committee:

Minimum Time Allocation for Budget Deliberations

That the Board direct that:

Beginning in the autumn of 2022 and continuing in future years (until such time as this policy is varied), a minimum of one full meeting day will be scheduled for the Board's deliberations on the next year's Financial Plan.

6. MOTION TO CLOSE THE MEETING

There was no motion to close the meeting.

7. RISE AND REPORT

There was no rise and report.

8. ADJOURNMENT

**MOVED by Director Mersereau, SECONDED by Director Windsor,
That the October 27, 2021 Capital Regional District Board meeting be adjourned at 5:02 pm.**

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER