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MINUTES OF A MEETING OF THE CAPITAL REGIONAL DISTRICT BOARD

Sitting as COMMITTEE OF THE WHOLE

Held Wednesday, October 10, 2012, in the Board room, 625 Fisgard Street, Victoria, BC

PRESENT: Directors: G. Young (Chair), G. Hill (Vice Chair), M. Alto, D. Blackwell, A. Bryson, J. Brownoff, T. Daly, V. Derman, B. Desjardins, D. Fortin, P. Gerrard (for S. Brice), C. Hamilton, D. Howe, M. Hicks, B. Isitt, N. Jensen, M. Loveless (for L. Cross), W. McIntyre, W. Milne, J. Ranns, V. Sanders (for F. Leonard), and L. Wergeland

Staff: K. Daniels, Chief Administrative Officer; L. Hutcheson, General Manager, Environmental Sustainability; R. Lapham, General Manager, Planning and Protective Services; D. Lokken, General Manager, Corporate Services; S. Santarossa, Corporate Officer; and S. Norton, Deputy Corporate Officer (Recorder)

ABSENT: Director: J. Mendum

The Chair called the meeting to order at 12:09 pm.

1. APPROVAL OF THE AGENDA

MOVED by Director Blackwell, **SECONDED** by Director Hill,
That the agenda be approved as circulated.

CARRIED

2. MOTION TO CLOSE THE MEETING

MOVED by Director Jensen, **SECONDED** by Director Blackwell,
That the Committee of the Whole close the meeting in accordance with the Community Charter, Part 4, Division 3, 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Item 3).

CARRIED

Committee closed the meeting at 12:10 and rose without report at 12:23 pm.

3. ADOPTION OF MINUTES OF JULY 11, 2012

MOVED by Director Blackwell, **SECONDED** by Director Hill,
That the minutes of the meeting of July 11, 2012 be adopted.

CARRIED

4. BYLAW NO. 3828 "CAPITAL REGIONAL DISTRICT BOARD PROCEDURES BYLAW, 2012"

The following topics were discussed:

- Balance between effective meeting management and access for the public to be heard
- Application of bylaw to smaller, volunteer commissions
- Need to proactively disclose items from closed meetings once reason for confidentiality no longer exists
- Extent of Chair's role to preserve order and decorum
- Videotaping of meetings as a record
- Ability to require a member of the public to provide their name if requested, or to sign in at a meeting.

MOVED by Director Alto, **SECONDED** by Director Jensen,
That the proposed amendments as outlined in Bylaw No. 3828, "Capital Regional District Board Procedures Bylaw, 2012", be approved except for sections 13(1)(a) and 19, which will be dealt with separately.

CARRIED

Following a show of hands, the Committee agreed to include proposed section 13(1)(a) which would allow the Chair to reduce the speaking time of a delegation from five to three minutes if more than six delegations had registered to speak to an item.

MOVED by Director Hamilton, **SECONDED** by Director Hill,
That the sentence in 13(1) regarding extending the five minutes for a delegation to speak be amended by changing 'unanimous' to 'two-thirds', as follows:
Each address shall be limited to five (5) minutes unless a longer period is agreed to by two-thirds vote of those members present.

CARRIED

Blackwell, Ranns **OPPOSED**

Following a show of hands, there was no consensus to change the two-day deadline for receipt of delegation requests, section 13(1), to one day.

Following a show of hands, there was no consensus to include language in section 18 about minimizing the use of closed meetings, because meetings can only be closed as outlined in section 90 of the *Community Charter*.

There was consensus that section 18 be changed to add language regarding a more proactive approach for the review and disclosure of closed meeting items when appropriate.

MOVED by Director Bryson, **SECONDED** by Director Milne,
That proposed section 19(1) be included in Bylaw 3828, as follows:

The Chair shall preserve order and decorum at a meeting and at their discretion may require that video recording devices be placed in a designated location for the purpose and remain in that location during the course of the meeting. This applies to all meetings rooms where CRD meetings are held.

CARRIED

Alto, Fortin, Jensen **OPPOSED**

It was understood that proposed section 19(1)(a) was not included in the above motion. Due to a lack of time and because this was the only outstanding item, there was agreement to forward section 19(1)(a) to the agenda of the regular October 10, 2012 CRD Board meeting, being held immediately following this meeting.

5. FORUM OF COUNCILS DISCUSSION

Due to time constraints, this item was forwarded to the agenda for the regular October 10, 2012 CRD Board meeting, being held immediately following this meeting.

6. NEW BUSINESS – None.

7. ADJOURNMENT

MOVED by Director Blackwell, **SECONDED** by Director Hill,
That the meeting be adjourned at 1:25 pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER