

**Meeting Minutes
Committee of the Whole**

Wednesday, November 18, 2015

1:30 PM

6th Floor Boardroom

(Budget)

PRESENT

DIRECTORS: N. Jensen (Chair), R. Atwell, M. Alto (1:31), D Blackwell, J. Brownoff, V. Derman, B. Desjardins, A. Finall (1:33), C. Hamilton, L. Helps, M. Hicks, B. Isitt, R. Kasper (for M. Tait), P. LeBlond (for D. Howe), W. McIntyre, C. Plant, S. Price, J. Ranns, V. Sanders (for S. Brice), D. Screech, L. Seaton, K. Williams, R. Windsor and G. Young

STAFF: R. Lapham, Chief Administrative Officer; Dr. G. Harris, Senior Manager, Environmental Protection; D. Lokken, General Manager, Finance and Technology; T. Robbins, General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; S. Bagh, Senior Manager, Regional and Strategic Planning; H. Gibson, Senior Manager, Environmental Partnerships; D. Hennigan, Senior Manager, Information Technology and GIS; R. Lachance, Manager, Financial Planning and Analysis; A. Orr, Senior Manager, Corporate Communications; R. Sharma, Senior Manager, Finance Services; R. Smith, Senior Manager, Environmental Resource Management; M. Walton, Senior Manager, Regional Parks; S. Santarossa, Corporate Officer, and S. Norton, Deputy Corporate Officer (Recorder)

The meeting was called to order at 1:30 pm.

1. Approval of Agenda

**MOVED by Director Brownoff, SECONDED by Director Desjardins,
That the agenda be approved as circulated.
CARRIED**

2. Adoption of Minutes

2.1. 15-1243 Minutes of October 07, 2015

**MOVED by Director Price, SECONDED by Director Screech,
That the minutes of the October 7, 2015, meeting of the Committee of the Whole
be adopted.
CARRIED**

3. Chair's Remarks

Director Alto entered the meeting at 1:31 pm.

Chair Jensen expressed sorrow for the victims of the recent terrorist attack in Paris, France on November 13 and noted that the flags at the CRD are flying at half mast; and commented on the meeting held by the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development regarding the Province's new vision on the shared service delivery model.

4. Presentations/Delegations

5. Committee Business

5.1. 15-1244 2016 Consolidated Financial Planning

Director Finall entered the meeting at 1:33 pm.

Chair Jensen recognized the work done by all the committees and commissions and staff in the preparation and review of the 2016 budgets for the 200 individual services and sub-services.

Using a PowerPoint presentation, Chair Jensen reviewed: the Board Strategic Priorities which will guide the CRD's services and work over the next four years; the planning process pyramid -- Board Priorities, Corporate Plan, Service Plans, Financial Plans; year-long budget planning cycle; the consolidated 2016 budget including the \$262.7M operating budget for the CRD, Hospital District and the Capital Region Housing Corporation, and \$120.8M capital budget; the major impacts of the budget. He noted two significant improvements: enhancement of public engagement and inclusion of capital reserve schedules.

Continuing the presentation, R. Lapham reviewed: highlights of the CRD operating expenditures; overview of the CRD capital budget; service activities and investments in the 5-Year Capital Plan of \$925M including for sanitary sewers, drinking water, social housing, health infrastructure and regional parks; financial indicators; changes to public engagement as described in the recommendation.

Staff provided further information in response to questions regarding: the interactive mapping of CRD capital projects on the website; difference between single supplementary and continuous supplementary items; impact of regional parks levy on the individual taxpayer.

Suggestions for improvements included: separating arts and culture from parks and recreation in the bar graphs showing how operating and capital money is spent; showing the regional parks levy differently as it is not the same amount for everybody; include bar graphs of how money is spent by Board Priority.

**MOVED by Director Derman, SECONDED by Director Hicks,
That the Committee of the Whole recommend to the Board:
That the staff report be received for information, and that staff be directed to post the 2016 Consolidated Financial Information, together with the approved Preliminary 2016 CRD Financial Plan, to the website to allow for public input until consideration of the Final 2016 Financial Plan Bylaw in March 2016.
CARRIED**

5.2. 15-1234 2016 Financial Plan Preliminary Approval

Chair Jensen noted that the 200 individual service and sub-services budgets that make up the 2015 Financial Plan have been reviewed by the Board Standing Committees and the various Commissions and Committees that have varying degrees of delegated authority. He advised that some Directors will need to recuse themselves for individual budgets because of a conflict of interest. The CRD solicitor is working with the Province on a regulation that may be in place by the spring of 2016 so that this will not be necessary in the future.

D. Lokken explained the process to be followed to review and approve the budgets. She outlined the information contained in Appendix 7 of the staff report, which altogether made up the 2016 Financial Plan.

Staff responded to questions regarding the number of new FTEs, some of which are term positions. This information will be included in the Staff Establishment List which will be updated for the final budget.

It was suggested that there will need to be a process to measure the effectiveness of the Board's policies.

Executive Services

Director Ranns highlighted the improved budget process, noted the service plans had been approved, and recognized the guidance of Director Howe as Chair of the Finance Committee.

R. Lapham reviewed the budgets for Executive Services with the exception of the Human Resources budget.

Alternate Director Kasper left the meeting at 2:30 pm.

**MOVED by Director Plant, SECONDED by Director Screech,
That the Committee of the Whole recommend to the Board:
That the following budgets be given preliminary approval as presented: Board,
CAO & Legislative Services, Corporate Communications and First Nations.
CARRIED**

Citing a conflict of interest as members of the Greater Victoria Labour Relations Association Board, the following Directors left the meeting at 2:35 pm: Desjardins, Helps, Jensen, Price, Ranns, Young.

Director Screech was requested to act as Chair for this portion of the meeting.

R. Lapham provided an overview of the Human Resources budget.

**MOVED by Director Brownoff, SECONDED by Director Williams,
That the Committee of the Whole recommend to the Board:
That the following budget be given preliminary approval as presented: Human
Resources.
CARRIED**

The following Directors returned to the meeting at 2:38 pm: Desjardins, Helps, Jensen, Price, Ranns, Young.

Director Jensen assumed the Chair.

Finance and Technology

D. Lokken provided an overview of the Financial and Technology budgets. She responded to questions on additional FTEs.

Concerns were raised regarding the role and membership of the Traffic Safety Commission.

MOVED by Director Derman, **SECONDED** by Director Atwell,
That the Committee of the Whole recommend to the Board:
That the following budgets be given preliminary approval as presented:
Financial Services, Facilities Management, Real Estate Services, Information Systems/GIS/Geospatial, Sooke Museum, Victoria Family Court Committee Greater Victoria Police Victims Service, Traffic Safety Commission, Arts Grants, Regional Grants-in-Aid.

CARRIED

Citing a conflict of interest as a member of the Royal and McPherson Theatres Society Board, Alternate Director Sanders left the meeting at 2:45 pm.

Alternate Director Kapser returned to the meeting at 2:46 pm.

Discussion ensued regarding the governance and funding of the McPherson Theatre.

MOVED by Director Screech, **SECONDED** by Director Williams,
That the Committee of the Whole recommend to the Board:
That the following budget be given preliminary approval as presented: Royal and McPherson Theatres.

CARRIED

Alternate Director Sanders returned to the meeting at 2:55 pm.

Parks and Recreation

Director Price reviewed the highlights of the Regional Parks service plan contained in the covering staff report.

MOVED by Director Price, **SECONDED** by Director Brownoff,
That the Committee of the Whole recommend to the Board:
That the following budgets be given preliminary approval as presented: Regional Parks, SEAPARC, Panorama.

CARRIED

Environmental Services

Director Brownoff spoke to the highlights of the service plan, as reviewed by the Environmental Services Committee, and contained in the covering staff report.

Staff responded to questions on the impact of new FTEs on the budgets, and the basis of revenue and expenditure projections for solid waste materials, such as scrap metal.

MOVED by Director Brownoff, **SECONDED** by Director Screech,
That the Committee of the Whole recommend to the Board:
That the following budgets be given preliminary approval as presented: General Manager Sustainability/Admin Sr. Budget, Environmental Partnerships Sr. Budget, Environmental Engineering Services Sr. Budget, Environmental Protection Sr. Budget, Environmental Water Quality Sr. Budget, Environmental Resource Management (ERM) Operations, ERM Debt, Stormwater Quality - Core, Harbour Studies, On Site Management Program, Regional Source Control, LWMP - Core, Saanich Peninsula Stormwater Quality Management, Saanich Peninsula Stormwater Source Control, Peninsula LWMP Implementation, Roundtable on the Environment, Climate Action, Stormwater Quality - Sooke, Septage Disposal, Millstream Remediation Debt.

CARRIED

Planning and Protective Services

As referenced in the covering staff report, Director Helps advised that the Planning, Transportation and Protective Services Committee approved the service plan with one amendment to remove the supplementary request for the Active and Safe Routes to School Travel Planning Initiative.

In response to questions, R. Lapham provided an overview of the budgets involved in providing social housing.

A motion was put to approve the budgets, except for Community Health which would be voted on separately, and with the addition of \$125,000 for the Active and Safe Routes to School Travel Planning Initiative. K. Lorette spoke to this initiative noting that it was identified as a Board Strategic Priority. CRD staff would lead and coordinate the collection of data across multiple agencies for a two-year period and would leverage other funding. During the discussion, some Directors felt this was already being done by school districts in collaboration with municipalities.

**MOVED by Director Price, SECONDED by Director Isitt,
That the Committee of the Whole recommend to the Board:**

That the following budgets be given preliminary approval as presented and as amended by the inclusion of \$125,000 for Active and Safet Routes to School Travel Planning Initiative: General Manager - Planning and Protective Services, Health & Capital Planning Strategies, Hospital District, Regional Housing, Land Banking and Housing, Regional Housing Trust Fund, Regional Planning Services, Regional Growth Strategy, Emergency Services, Corporate Emergency, Regional Emergency Program Support, Hazardous Material Incident Response, 911 Systems, 912 Call Answer, 912B Westshore Call Answer, 913 Fire Dispatch, Regional CREST Contribution.

It was requested that the motion regarding the Active and Safe Routes to School Travel Planning Initiative be voted on separately. The Chair divided the motion.

**MOVED by Director Price, SECONDED by Director Isitt,
That the Committee of the Whole recommend to the Board:**

That \$125,000 for Active and Safet Routes to School Travel Planning Initiative be added back into the budget.

CARRIED

OPPOSED Atwell, Blackwell, Desjardins, Hamilton, Hicks, Kasper, LeBlond, McIntyre, Ranns, Seaton

The question was called on the main motion:

That the Committee of the Whole recommend to the Board:

That the following budgets be approved as presented and as amended by the inclusion of \$125,000 for Active and Safet Routes to School Travel Planning Initiative: General Manager - Planning and Protective Services, Health & Capital Planning Strategies, Hospital District, Regional Housing, Land Banking and Housing, Regional Housing Trust Fund, Regional Planning Services, Regional Growth Strategy, Emergency Services, Corporate Emergency, Regional Emergency Program Support, Hazardous Material Incident Response, 911 Systems, 912 Call Answer, 912B Westshore Call Answer, 913 Fire Dispatch, Regional CREST Contribution

CARRIED

Citing a conflict of interest as members of the Coalition to End Homeless Board, Directors Helps, McIntyre and Sanders left the meeting at 3:54 pm.

**MOVED by Director Price, SECONDED by Director Isitt,
That the Committee of the Whole recommend to the Board:
That the Community Health budget be given preliminary approval as presented.
CARRIED**

Director Derman left the meeting at 3:55 pm

Directors McIntyre and Sanders returned to the meeting at 3:57 pm.

Integrated Water Services

T. Robbins noted that the water utility budgets have been reviewed in depth by their respective commissions. He provided an overview of the regional water supply budget, including the additional FTEs. Because of time constraints, he did not comment on the other budgets.

Directors Hamilton, Hicks and McIntyre left the meeting at 4:00 pm. Director Seaton and Alternate Director LeBlond left the meeting at 4:03 pm.

**MOVED by Director Plant, SECONDED by Director Finall,
That the Committee of the Whole recommend to the Board:
That the following budgets be given preliminary approval as presented; Water Services, Regional Water Supply, Juan de Fuca Water Distribution, Saanich Peninsula Water Supply, Environmental Operations - Senior Budget, Liquid Waste Disposal, Core Area Liquid Waste Operations, Debt Summary - Trunk Sewers, Saanich Peninsula Wastewater Treatment Plant, Saanich Peninsula Wastewater Treatment Plant - Debt, Central Saanich Odour Management, Treatment Program Debt
CARRIED**

6. New Business - None

7. Motion to Report to the Board

7.1. 15-1251 Motion to Report to CRD Board

Alternate Director LeBlond returned to the meeting at 4:04 pm.

**MOVED by Director Alto, SECONDED by Director Finall,
That the Committee of the Whole report to the Capital Regional District Board at the special meeting immediately following this meeting, on items 5.1 and 5.2.
CARRIED**

8. Adjournment

**MOVED by Director Finall, SECONDED by Director Brownoff,
That the meeting be adjourned at 4:05 pm.
CARRIED**

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER