

## Meeting Minutes

### Committee of the Whole

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Wednesday, December 7, 2016

10:00 AM

6th Floor Boardroom

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#### PRESENT

DIRECTORS: B. Desjardins (Chair), D. Howe (Vice Chair), M. Alto, R. Atwell, D. Blackwell, S. Brice, V. Sanders (for J. Brownoff), V. Derman, A. Finall, C. Hamilton, L. Helps, M. Hicks, B. Isitt, N. Jensen, W. McIntyre, C. Plant, S. Price, J. Ranns, D. Screech, L. Seaton, M. Tait (10:36), K. Williams, and G. Young

STAFF: N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; T. Robbins, General Manager, Integrated Water Services; E. Gorman, Deputy Corporate Officer; B. Reems, Corporate Officer, and N. More, Committee Clerk (recorder)

ABSENT: Director R. Windsor

Problems with the microphones and sound system delayed the start of the meeting. The problem could not be resolved; therefore, a video of the meeting with sound could not be produced.

The meeting was called to order at 10:08 a.m.

#### 1. Approval of Agenda

**MOVED** by Director Helps, **SECONDED** by Director Derman,  
That the agenda be approved.

**CARRIED**

#### 3. Chair's Remarks

The Chair remarked that the Governance Committee report and recommendation were a good basis for the discussion on CRD committee structure. The Board had expressed the need for the discussion and it would inform the Board Chair and Vice Chair in their decision on the 2017 Board committee structure.

#### 4. Presentations/Delegations

There were none.

#### 5. Committee Business

##### 5.1. [16-1153](#) 2017 Committee Structure Discussion

The recommendation from the Governance Committee was moved and seconded for the purpose of discussion, and the Chair agreed to divide the motion.

On part 1 of the motion, the Committee discussed the emergence of hospitals

and housing as a financial and operational focus.

**MOVED** by Director Blackwell, **SECONDED** by Vice Chair Howe,  
That it be recommended to the Capital Regional District Board:

1. That it be recommended to the Capital Regional Hospital District Board and CRD Board Chair that the Capital Regional Hospital District Executive Committee be discontinued and its functions transferred to a new standing committee charged with examining investment in hospitals and housing.

**CARRIED**

2. That the existing 2016 Board Standing Committee structure be recommended to the Board Chair for consideration in 2017 with the following amendments:

a. That the Governance Committee remain intact;

**CARRIED**

b. That the terms of reference for the Finance Committee be amended to provide that the Chair of the Capital Regional Housing Corporation, if a CRD Director, should be a member of the Committee;

**MOVED** by Director Screech, **SECONDED** by Director Isitt:

That part 2. b. be amended as follows: That the terms of reference for the new hospital and housing committee provide that the Chair of the Capital Regional Housing Corporation, if a CRD Director, should be a member of the hospital and housing committee.

**CARRIED**

b. That the terms of reference for the new hospital and housing committee provide that the Chair of the Capital Regional Housing Corporation, if a CRD Director, should be a member of the hospital and housing committee.

**CARRIED**

Director Tait entered the meeting at 10:36 a.m.

On part 3 of the motion, the Committee discussed the following points:

- the deadline for the development of an Integrated Resource Management plan
- implications for the work and membership of the Environmental Services Committee
- the potential for a sub-committee to be an advisory committee including external members
- efficiency of having the function transferred to either a sub-committee or a standing committee

3. That the Integrated Resource Management Select Committee be discontinued; and that it be recommended to the Board Chair that its functions be transferred into the terms of reference for the Environmental Services Committee;

**MOVED** by Director Derman, **SECONDED** by Director Plant,

That part 3 be amended as follows: That the Integrated Resource Management Select Committee be maintained as a sub-committee of the Environmental Services Committee and report to the Environmental Services Committee.

**CARRIED**

**OPPOSED** Alto, Blackwell, Brice, Helps, Hicks, Isitt, Jensen, Price, Sanders, Seaton, Young

**3. That the Integrated Resource Management Select Committee be maintained as a sub-committee of the Environmental Services Committee and report to the Environmental Services Committee.**

**CARRIED**

**OPPOSED** Alto, Blackwell, Brice, Hicks, Isitt, Jensen, Price, Sanders, Seaton, Young

On part 4 of the motion, the Committee discussed factors contributing to Directors being chosen for a committee, such as interest in the topic, skills and experience, in contrast to geographical representation.

**4. That it be recommended to the Board Chair that geographical representation be considered as a component of decision-making for selection of directors to committees.**

**CARRIED**

**OPPOSED** Alto, Atwell, Derman, Desjardins, Finall, Hamilton, Helps, Ranns, Screech, Tait, Williams

Chair Desjardins invited the Committee in roundtable format to comment on their thoughts about the Board committee structure, and about the fate of the Core Area Liquid Waste Management Committee.

Following are some of the topics discussed and points brought up during the discussion:

- Core Area Liquid Waste Management Committee role in relation to:
  - the Core Area Liquid Waste Management Plan and its participants
  - decision on biosolids plan for Core Area Wastewater Treatment project
  - operation of the trunk sewer system
- Core Area Liquid Waste Management Committee reduced role in the Core Area Wastewater Treatment Project
- Board confidence in the work and decision-making of the committees
- potential for discussion about citizen advisory committees
- formal introduction amongst committee members at start of year concerning skills and experience
- value in committee structure with smaller agendas than at Board, can delve deeper, receive feedback from members of the public
- need to appreciate the committee recommendation once the item reaches the board
- Directors can attend other committees if they have a special interest in a matter
- experience of Directors, expertise of staff
- Core Area Wastewater Treatment Project impacts other communities beyond the seven core municipalities
- geographic representation could expand committee membership beyond efficiency
- the Core Area Liquid Waste Management Committee could meet quarterly and at the call of the Committee Chair
- the Chair of the Core Area Liquid Waste Management Committee could be appointed to the Integrated Resource Management body

Director Atwell left the meeting at 11:21 a.m.

Director Helps left the meeting at 11:22 a.m.

The Committee discussion continued and covered points such as:

- potential to discuss increased use of task forces
- expectation of First Nations involvement
- maintaining the Core Area Liquid Waste Management Committee because of the monetary connection of the seven core municipalities as the Core Area Wastewater Treatment Project progresses
- disbanding the Core Area Liquid Waste Management Committee and transferring its remaining function to the Environmental Services Committee
- appreciation for the regional concept and process
- standing of the Arts Committee
- managing the inherent politics of regional concept with 13 municipalities and 3 Electoral Areas
- optics of dissolving Core Area Liquid Waste Management Committee
- potential for educational session for Chairs and Vice Chairs on such matters as handling communications, how agenda items are set, receiving staff input
- respect for Committee decisions but open for further debate at Board level, if not too lengthy
- membership of standing committees based on interest, expertise; with issues that arise, include Directors affected geographically; establish select committees that have that focus

**6. New Business**

**MOVED by Director Blackwell, SECONDED by Director Hamilton,  
That the Committee of the Whole report to the Capital Regional District Board at the meeting on December 14, 2016, regarding item 5.1  
CARRIED**

**7. Adjournment**

**MOVED by Director Tait, SECONDED by Alternate Director Sanders,  
That the meeting be adjourned at 11:40 a.m.  
CARRIED**

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**CHAIR**

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**RECORDER**