

## Meeting Minutes

### Committee of the Whole

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Wednesday, December 13, 2017

11:00 AM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC V8W 1R7

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#### Special Meeting

#### PRESENT:

DIRECTORS: S. Price (Chair), D. Screech (Vice Chair), M. Alto, R. Atwell, D. Blackwell, S. Brice, J. Brownoff, B. Desjardins, C. Stock (for A. Finall), C. Hamilton, L. Helps, M. Hicks, 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.

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; T. Robbins, General Manager, Integrated Water Services; C. Nielson, Senior Manager, Human Resources; K. Morley, Acting Senior Manager, Legislative and Corporate Services; R. Lachance, Senior Manager, Finance Services; E. Gorman, Acting Corporate Officer; J. Cuthbert (Recorder)

The meeting was called to order at 11:30 a.m.

#### 1. Approval of Agenda

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

#### 2. Presentations/Delegations

There were none.

#### 3. Special Meeting Matters

##### 3.1. [17-850](#) 2018 Financial Plan Provisional Approval

Mr. Chan spoke to the report.

A discussion ensued regarding the following:

- Potential for reducing costs if staff primarily writes RGS in house, rather than using consultants.
- delay in the opening of next phase of Sea to Sky park without implementation of 2 auxiliary positions and implications to park grounds without these positions
- grants and surplus/operating budget for arts commission programs
- policy around reserves, especially around commissions

**MOVED** by Director Screech, **SECONDED** by Director Williams,  
That the Committee of the Whole recommend to the Capital Regional District Board:

1. That the 2018 Preliminary Financial Plan be amended to include a one-time draw down of the Regional Growth Strategy reserve to fund the operating budget.

**DEFEATED**

2. That the 2018 Preliminary Financial Plan, be approved as amended to remove/reduce the following items, as listed in Appendix A:

The chair requested that the following be divided into separate motions:

**MOVED** by Director Desjardins, **SECONDED** by Director Blackwell,

- 3b) Liquid Waste Management Planning

**CARRIED**

**OPPOSED:** Williams, Stock, Price, Alto, Screech, Murdock, Plant, Howe.

**MOVED** by Director, **SECONDED** by Director,

- 3c) Arts Grants

**CARRIED**

**OPPOSED:** Williams, McIntyre, Screech, Price, Alto, Loveday, Stock, Howe, Plant.

**MOVED** by Director Blackwell, **SECONDED** by Director

- 2c) Financial Services (Financial Systems)

**CARRIED**

**OPPOSED:** Desjardins, Williams, Atwell, McIntyre, Atwell, Screech, Stock, Howe, Plant.

- 2e) Land Banking & Housing

- 2h) Regional Parks (Land Acquisition Fund Consultation)

**CARRIED**

3. That expenditures of the new initiatives and capital identified in Appendix 10 for as early as January 1 be approved.

**CARRIED**

**3.2.**     [17-849](#)     2018 Service Plans Review and Approval

Mr. Lapham spoke to the report.

**MOVED** by Director Tait, **SECONDED** by Director Desjardins,

That the Committee of the Whole recommend to the Capital Regional Board Meeting:

That the Service Plans approved as amended to incorporate adjustments made in the Financial Plan.

**CARRIED**

**3.3.**     [17-740](#)     Regional Invasive Species Coordinator - Alternative Service Options

Ms. Hutcheson spoke to the report.

**MOVED** by Director Williams, **SECONDED** by Director Isitt,

That it be recommended to the Capital Regional District Board:

1. That the Capital Regional District support regional coordination of invasive species management (communication, education, and cooperation) through the Climate Action Service; and
  2. That the new program be supported by a half-time (0.5 FTE) coordinator funded through existing Regional Parks, Environmental Protection, and Integrated Water Services budgets, and provincial funding for 2018, and that staff propose service level changes, if necessary, for 2019 and beyond.
- CARRIED**

**3.4.**     [17-876](#)     2018 Service Plans Review Process - Recommendations from the Oct. 11, 2017 PPSC Meeting

Mr. Lorette spoke to the report.

**MOVED** by Director Brice, **SECONDED** by Director Williams,

1) That the Planning and Protective Services Committee recommend to the Capital Regional District Board:

a. That the Capital Regional District Board Chair write a letter to the Minister of Agriculture to see if they have a grant program or if they are willing to partner with the Capital Regional District on issues that impact farming on Vancouver Island and in the region.

b. That the Service Plan for Farming Infrastructure Research Project in 2018 be decreased to \$25,000 and the project be subject to approval of a request from the Minister of Agriculture for a matching contribution.

2) That the 2018 Service Plan be approved subject to the Community Health Network Coordinator position only being carried forward with the approval of grant funding from Vancouver Island Health Authority towards a Regional Coordinator position.

**CARRIED**

**OPPOSED:** Director Desjardins

**4. New Business**

There was none.

**5. Adjournment**

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

That the meeting be adjourned at 12:30 pm.

**CARRIED**