

## Meeting Minutes

### Committee of the Whole

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Wednesday, September 21, 2022

10:30 AM

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

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#### Special Meeting - Provisional Budget

**PRESENT:**

Directors: C. Plant (Chair), R. Mersereau (Vice Chair), D. Blackwell, P. Brent, S. Brice (10:52 am) (EP), B. Desjardins, C. Graham (for R. Windsor), F. Haynes (10:55 am) (EP), L. Helps, M. Hicks, G. Holman, B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, K. Murdoch, G. Orr, J. Ranns (10:33 am), D. Screech (11:06 am), L. Seaton, M. Tait (EP), N. Taylor, K. Williams, 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: Director R. Windsor

The meeting was called to order at 10:30 am.

#### 1. Territorial Acknowledgement.

Chair Plant provided the Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Mersereau, **SECONDED** by Director Blackwell,  
That the agenda for the September 21, 2022 Session of the Committee of the  
Whole be approved.

**CARRIED**

#### 3. Presentations/Delegations

There were no presentations or delegations.

#### 4. Special Meeting Matters

##### 4.1. [22-545](#) 2023 Service Planning - Community Needs Summaries

K. Lorette, R. Lapham and N. Chan spoke to Item 4.1.

Director Murdoch left the meeting at 11:19 am.

**This Informational Report was received for information.**

**4.2.**     [22-492](#)

**Capital Regional District 2023 Financial Plan Provisional Approval**

N. Chan spoke to Item 4.2. and provided a PowerPoint presentation regarding the 2023 Provisional Budget.

Discussion ensued regarding:

- drivers for landfill and recycling
- municipal debt and debt servicing
- accountability initiative business cases listed in Appendix A
- interest rate implication on financing projects
- governance options regarding transportation
- economic development inclusion in community needs
- information technology initiatives and upgrades
- strategic planning for incoming board
- revenue generating assets
- land banking and affordable housing opportunities
- community works funding

**MOVED by Director Mersereau, SECONDED by Director Hicks,  
The Committee of the Whole recommends to the Capital Regional District Board:  
1. That the Capital Regional District 2023 Financial Plan be given provisional approval as presented.**

Discussion ensued regarding:

- next steps regarding addressing backlog of permits
- funding of service

**MOVED by Director Hicks, SECONDED by Director Alternate Director Brent,  
That the main motion be amended to add the following:  
The Committee of the Whole recommends to the Capital Regional District Board:  
6. That additional Building Inspection resources be added to the provisional budget to address the backlog of building permit applications and to amend the staff establishment chart, if required.  
CARRIED**

The question was called on the main motion as amended:

**The Committee of the Whole recommends to the Capital Regional District Board:  
1. That the Capital Regional District 2023 Financial Plan be given provisional approval as amended.  
CARRIED**

Discussion ensued regarding land-banking for affordable housing.

**MOVED by Director Mersereau, SECONDED by Director McNeil-Smith,  
The Committee of the Whole recommends to the Capital Regional District Board:  
2. That the Board Directed and Board Endorsed Initiatives be approved and incorporated into the final budget, subject to successful service establishment where required;  
CARRIED**

**MOVED** by Director Mersereau, **SECONDED** by Director Blackwell,  
The Committee of the Whole recommends to the Capital Regional District Board:  
3. That the new initiatives and capital identified in Appendix H for January 1, 2023, implementation be approved for expenditure.  
**CARRIED**

**MOVED** by Director Mersereau, **SECONDED** by Director Blackwell,  
The Committee of the Whole recommends to the Capital Regional District Board:  
4. That the 2023 Community Need Summaries be approved as presented.  
**CARRIED**

**MOVED** by Director Mersereau, **SECONDED** by Director Blackwell,  
The Committee of the Whole recommends to the Capital Regional District Board:  
5. That the Staff Establishment Chart as attached in Appendix M be approved.  
**CARRIED**

Discussion ensued regarding regional transportation.

**Motion Arising**

**MOVED** by Director Mersereau, **SECONDED** by Director Blackwell,  
The Committee of the Whole recommends to the Capital Regional District Board:  
To refer an update on the status of advancing the regional transportation priorities to the Board in Q4 of 2022, as well as options for next steps to explore changes in governance for transportation in the region.

**MOVED** by Alternate Director Graham **SECONDED** by Director Seaton,  
That the matter be referred to the November 2022 meeting of the CRD Board.  
**CARRIED**  
Opposed: Brent, Helps, Isitt, Loveday, Martin, Mersereau, Taylor, Young

4.3. [22-551](#) Motion to Report to the Board

**MOVED** by Director Screech, **SECONDED** by Director Blackwell,  
That the Committee of the Whole report to the Capital Regional District Board at the September 21, 2022 special meeting regarding Items 4.1. and 4.2.  
**CARRIED**

**5. Adjournment**

**MOVED** by Director Mersereau, **SECONDED** by Director Blackwell,  
That the September 21, 2022 Committee of the Whole meeting be adjourned at 12:37 pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER