

## Meeting Minutes

### Committee of the Whole

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Wednesday, October 25, 2023

1:05 PM

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

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#### Special Meeting - Provisional Budget

#### PRESENT

DIRECTORS: C. Plant (Chair), P. Brent (EP), S. Brice, J. Brownoff (EP), J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson, J. Grant (for A. Wickheim)(EP), C. Harder (for L. Szpak) (EP), G. Holman, P. Jones, S. Kim (for M. Alto)(EP), D. Kobayashi, M. Little, C. McNeil-Smith, K. Murdoch, D. Murdock (EP), J. Rogers (for S. Tobias), D. Thompson, K. Williams

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; G. Harris, Acting General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; M. Barnes, Senior Manager, Health and Capital Planning Strategies; R. Lachance, Senior Manager Financial Services; F. Lopez, Manager, Strategic Planning; C. Neilsen, Senior Manager, Human Resources; B. Semmens, Manager, Financial Planning & Performance; E. Sinclair, Senior Manager, Regional and Strategic Planning; R. Smith, Senior Manager, Environmental Resource Management; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, L. Szpak, M. Tait, S. Tobias, A. Wickheim, R. Windsor

The meeting was called to order at 1:49 pm.

#### 1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. Approval of Agenda

**MOVED** by Director Little, **SECONDED** by Director Thompson,  
That the agenda for the October 25, 2023 Session of the Committee of the Whole  
be approved.

**CARRIED**

#### 3. Presentations/Delegations

There were no presentations.

#### 3.1. Delegations

- 3.1.1. [23-813](#) Delegation - Lyndsey Smith; Representing Coastal Douglas-Fir Conservation Partnership: Re: Agenda Item 4.1. Service Planning 2024 - Community Need Summaries

The delegation did not participate.

#### 4. Special Meeting Matters

- 4.1. [23-802](#) Service Planning 2024 - Community Need Summaries

K. Lorette presented Item 4.1. for information.

- 4.2. [23-654](#) Capital Regional District 2024 Financial Plan Provisional Approval

T. Robbins and N. Chan spoke to Item 4.2.

Discussion ensued regarding:

- regional and provincial employment growth
- impact of regional growth on availability of skilled labour
- clarification of funds attributed to the community needs summaries related to arts and recreation, people, climate action, and local government
- providing context for debt servicing benchmarks in future reports
- operational requirements due to increased climate action planning
- clarification of line items allocated to other services, rentals and other revenue, and surplus as identified in table 5 of the staff report
- aging water and wastewater infrastructure
- public engagement strategies related to mitigating impacts of inflation
- impacts of regional average of apportionment, taxable folios and board directed initiatives
- risks related to requisition forecasting
- impact of housing demands from the Province

Director Brownoff left the meeting at 3:01 pm.

**MOVED** by Director Murdoch, **SECONDED** by Director de Vries,

**The Committee of the Whole recommends to the Capital Regional District Board:**

**1. That the Capital Regional District 2024 Financial Plan be given provisional approval with specific direction on amendments:**

**a) Amendments from the Electoral Areas Committee on October 23, 2023.**

**2. That the Board Directed and Board Endorsed Initiatives be approved and incorporated into the final budget, subject to successful service establishment where required with specific directions on amendments;**

**3. That the new initiatives and capital identified in Appendix H for January 1, 2024, implementation be approved with specific directions on amendments;**

**4. That the 2024 Community Need Summaries be approved as presented with specific directions on amendments; and,**

**5. That the Staff Establishment Chart as attached in Appendix L be approved with specific directions on amendments.**

**CARRIED**

4.3. [23-805](#) Motion to Report to the Board

**MOVED** by Director Goodmanson, **SECONDED** by Director Coleman,  
That the Committee of the Whole report to the Capital Regional District Board at  
the October 25, 2023 special meeting regarding Items 4.1. and 4.2.  
**CARRIED**

5. Adjournment

**MOVED** by Director Murdoch, **SECONDED** by Director Caradonna,  
That the October 25, 2023 Committee of the Whole meeting be adjourned at 3:30  
pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER