

## Meeting Minutes

### Committee of the Whole

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Wednesday, October 28, 2020

12:00 PM

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

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#### Special Meeting - Provisional Budget

#### PRESENT

Directors: C. Plant (Chair), D. Blackwell (Vice-Chair), S. Brice, B. Desjardins, F. Haynes, L. Helps, M. Hicks (EP), G. Holman, P. Brent (for D. Howe), B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau, K. Murdoch, G. Orr, J. Ranns, D. Screech, L. Seaton, M. Tait, J. Bateman (for M. Tait), N. Taylor, K. Williams, N. Paltiel (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; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; R. Lachance, Senior Manager, Financial Services; C. Nielson, Senior Manager, Human Resources; D. Elliott, Manager, First Nations Relations; B. Semmens, Manager, Financial Planning & Performance; M. Lagoa, Acting Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

EP – Electronic Participation

Regrets: Directors Howe, Windsor

The meeting was called to order at 12:03 pm.

**MOVED by Director McNeil-Smith, SECONDED by Director Helps,  
That the meeting be recessed to address the Capital Regional Hospital District  
Board Agenda in it's entirety.  
CARRIED**

The meeting went into recess at 12:04 pm.  
The meeting reconvened at 12:17 pm.

#### 1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. Approval of Agenda

**MOVED by Director Desjardins, SECONDED by Director Haynes,  
That the agenda for the October 28, 2020 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. [20-532](#) 2019-2022 Accountability Service Planning

R. Lapham provided an overview of the 2019 - 2022 Accountability Service Planning.

N. Chan provided an overview of the Finance Department planning initiatives.

K. Morley provided an overview of Corporate Services planning initiatives.

Discussion ensued on the following:

- increases in personnel
- corporate asset management planning costs
- accounting standards
- cash flow management
- increases in Freedom of Information (FOI) requests
- building inspections process
- debt vs. cash funding

**MOVED by Director Brice, SECONDED by Director Haynes,  
That Appendix A Community Need Summary - Accountability be approved as  
presented and advanced to the October 28, 2020 provisional budget review  
process.**

**CARRIED**

#### 4.2. [20-565](#) 2019-2022 Arts & Culture Service Planning

N. Chan introduced the 2019 - 2022 Arts & Culture Service Planning.

**MOVED by Director Loveday, SECONDED by Director McNeil-Smith,  
That Appendix A Community Need Summary - Arts & Culture be approved as  
presented and advanced to the October 28, 2020 provisional budget review  
process.**

**CARRIED**

#### 4.3. [20-679](#) 2019-2022 Service Planning - Community Need Summaries

K. Lorette introduced the 2019 - 2022 Service Planning - Community Need Summaries.

Discussion ensued on the following:

- provincial government ministerial relations and structure
- regional fire protective services
- regional transportation plans and municipal integration
- climate action initiatives
- regional retrofit program
- park acquisition levy and candidate properties

Alternate Director Bateman left the meeting at 1:12 pm.  
Director Tait joined the meeting at 1:12 pm.  
Alternate Director Paltiel left the meeting at 1:15 pm.

**MOVED** by Director Loveday, **SECONDED** by Director Brice,  
The Committee of the Whole recommends to the Capital Regional District Board:  
That the 2019-2022 Service Planning - Community Need Summaries be received  
for information.  
**CARRIED**

**4.4.**     [20-560](#)     Capital Regional District 2021 Financial Plan Provisional Approval

N. Chan spoke to the CRD 2021 Financial Plan Provisional Approval and thanked all staff across the organization for all their hard work in preparing this provisional budget.

Discussion ensued on the following:

- CRD services funding models
- internal allocations, municipal debt, grants and reserves
- population growth statistics
- new staff positions

Discussion ensued on the amendments to increase the Land Acquisition Fund (LAF):

- operational funding requirements
- protection of parks
- current general economic conditions
- previous debates
- LAF criteria application

**MOVED** by Director Blackwell, **SECONDED** by Director Tait,  
The Committee of the Whole recommends to the Capital Regional District Board:  
**1. That the Capital Regional District 2021 Financial Plan be given provisional approval as presented;**  
**2. That the new initiatives and capital identified in Appendix H for January 1, 2021, implementation be approved for expenditure;**  
**3. That the 2021 Service Plans be approved as presented; and**  
**4. That the Staff Establishment Chart as attached in Appendix L be approved.**

**MOVED** by Director Taylor, **SECONDED** by Director Loveday,  
**5. That the Regional Parks Land Acquisition Fund be increased by \$2 a year by average residential household from 2021 to 2030.**

**DEFEATED**

**OPPOSED:** Blackwell, Brice, Brent, Desjardins, Haynes, Hicks, Martin, McNeil-Smith, Murdoch, Orr, Ranns, Screech, Seaton, Tait, Williams, Young

**MOVED** by Director Taylor, **SECONDED** by Director Loveday,  
**5. That the Regional Parks Land Acquisition Fund be increased by \$1 per average residential household assessment each year until 2025, beginning in 2021.**

**CARRIED**

**OPPOSED:** Blackwell, Desjardins, McNeil-Smith, Ranns Seaton, Tait

**MOVED** by Director Tait, **SECONDED** by Director Orr,  
**6. That \$75,000 be provided in the provisional budget for First Nations**

participation.  
**CARRIED**

The question was called on the main motion as amended.  
**MOVED** by Director Blackwell, **SECONDED** by Director Tait,  
The Committee of the Whole recommends to the Capital Regional District Board:  
1. That the Capital Regional District 2021 Financial Plan be given provisional approval as presented.  
2. That the new initiatives and capital identified in Appendix H for January 1, 2021, implementation be approved for expenditure.  
3. That the 2021 Service Plans be approved as presented.  
4. That the Staff Establishment Chart as attached in Appendix L be approved.  
5. That the Regional Parks Land Acquisition Fund be increased by \$1 per average residential household assessment each year until 2025, beginning in 2021.  
6. That \$75,000 be provided in the provisional budget for First Nations participation.  
**CARRIED**

The meeting went into recess at 2:45 pm.

The meeting reconvened at 2:50 pm.

**4.5.**     [20-635](#)     Presentation: First Nations Relations Mandate Refresher

K. Morley spoke to the presentation on the First Nations Relations Mandate Refresher.

**MOVED** by Director Mersereau, **SECONDED** by Director Seaton,  
That the presentation be received for information.  
**CARRIED**

**4.6.**     [20-580](#)     First Nations Inclusion in CRD Governance

K. Morley introduced the report on First Nations Inclusion in CRD Governance.

Discussion ensued on the following:

- involvement of band councils
- Terms of Reference for standing committees
- formalized reporting options from Board to Committees
- committee selection for First Nations (FN) participation
- boardroom capacity
- further FN consultation
- participation of elected FN officials
- Regional Housing First Program eligibility grants
- phased in approach options
- remuneration
- annual review of process implementation
- importance of inclusion and dialogue

**MOVED** by Director Tait, **SECONDED** by Director Orr,  
That the meeting be extended beyond the 3 hour scheduled time.  
**CARRIED**

Director Loveday left the meeting at 3:56 pm.

**MOVED** by Director Tait, **SECONDED** by Director Orr,  
That the First Nations Relations Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4368, Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 11, 2020 be introduced and read a first, second and third time.
2. That Bylaw No. 4368 be adopted;
3. That the Terms of Reference for the First Nations Relations Committee, Governance and Finance Committee, Environmental Services Committee, Solid Waste Advisory Committee, Planning Transportation and Protective Services Committee, and Regional Parks Committee be amended to allow for First Nations Membership starting in January 2021.

**MOVED** by Director Orr, **SECONDED** by Director Desjardins,  
That the motion be amended by replacing recommendation 3 with the following:  
That staff consult with all nine First Nations on the status of this process before advancing further work on the Terms of Reference.

**MOVED** by Director Orr, **SECONDED** by Director Blackwell,  
That the amendment be amended further to replace the words "...by replacing recommendation 3..." with the words "...by inserting after recommendation 1...".  
**CARRIED**

**OPPOSED:** Brent, Brice, Haynes, Helps, Isitt, Martin, Mersereau, Plant, Tait, Taylor

**MOVED** by Director Orr, **SECONDED** by Director Desjardins,  
That the motion be amended by inserting after recommendation 1 with the following:  
That staff consult with all nine First Nations on the status of this process before advancing further work on the Terms of Reference.

**CARRIED**

**OPPOSED:** Brent, Haynes, Helps, Isitt, Martin, Mersereau, Plant, Tait, Taylor

**MOVED** by Director Young, **SECONDED** by Director Holman,  
That recommendation 3 be reconsidered as recommendation 1b.

**CARRIED**

**OPPOSED:** Tait

Chair Plant ruled that recommendation 2 was no longer in order.

**MOVED** by Director Tait, **SECONDED** by Director Orr,  
That the First Nations Relations Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4368, Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 11, 2020 be introduced and read a first, second and third time.
  - 1a. That staff consult with all nine First Nations on the status of this process before advancing further work on the Terms of Reference.
  - 1b. That the Terms of Reference for the First Nations Relations Committee, Governance and Finance Committee, Environmental Services Committee, Solid Waste Advisory Committee, Planning Transportation and Protective Services Committee, and Regional Parks Committee be amended to allow for First Nations Membership starting in January 2021.

**MOVED** by Director Ranns, **SECONDED** by Director Young,  
That recommendation 1b. be amended to add the words "...to a maximum of 2 members per committee." after the words "...starting in January 2021".

**DEFEATED**

**OPPOSED:** Blackwell, Brent, Brice, Desjardins, Haynes, Helps, Hicks, Holman, Isitt, Martin, McNeil-Smith, Mersereau, Murdoch, Orr, Plant, Screech, Seaton, Tait, Taylor, Williams

**MOVED** by Director Tait, **SECONDED** by Director Orr,  
That the First Nations Relations Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4368, Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 11, 2020 be introduced and read a first, second and third time.

1a. That staff consult with all nine First Nations on the status of this process before advancing further work on the Terms of Reference.

1b. That the Terms of Reference for the First Nations Relations Committee, Governance and Finance Committee, Environmental Services Committee, Solid Waste Advisory Committee, Planning Transportation and Protective Services Committee, and Regional Parks Committee be amended to allow for First Nations Membership starting in January 2021.

**CARRIED**

**OPPOSED:** Tait

**4.7.**     [20-681](#)     First Nation Participation in Closed Committee Meetings

**MOVED** by Director Screech, **SECONDED** by Director Helps,  
That item 4.7. be postponed to the November 18, 2020 Capital Regional District Board meeting.

**CARRIED**

**5. Motion to Report to Board**

**MOVED** by Director Blackwell, **SECONDED** by Director Desjardins,  
That the Committee of the Whole report to the Capital Regional District Board at the special meeting immediately following this meeting regarding items 4.1., 4.2., 4.3., 4.4. and 4.6.

**CARRIED**

**6. Adjournment**

**MOVED** by Director Blackwell, **SECONDED** by Director Screech,  
That the October 28, 2020 Committee of the Whole meeting be adjourned at 5:15 pm.

**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER