

## Meeting Minutes

### Committee of the Whole

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Wednesday, October 30, 2024

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

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; R. Smith, Acting General Manager, Parks, Recreation and Environmental Services; M. Barnes, Senior Manager, Health and Capital Planning Strategies; D. Elliott, Senior Manager, Regional Housing; N. Elliott, Manager, Climate Action Programs; P. Klassen, Senior Manager, Regional and Strategic Planning; A. Linwood, Controller; F. Lopez, Manager, Strategic Planning; M. MacIntyre, Senior Manager, Regional Parks; C. Neilson, Senior Manager, Human Resources; A. Orr, Senior Manager, Communications; V. Somosan, Senior Manager Financial Services/Deputy CFO; B. Semmens, Manager, Financial Planning & Performance; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, S. Goodmanson, P. Jones, M. Tait

The meeting was called to order at 1:45 pm.

#### 1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. Approval of Agenda

**MOVED** by Director Little, **SECONDED** by Director Murdoch,  
That the agenda for the October 30, 2024 Session of the Committee of the Whole  
be approved.  
**CARRIED**

#### 3. Presentations/Delegations

### 3.1. Presentations

There were no presentations.

### 3.2. Delegations

- 3.2.1.** [24-1104](#) Delegation - Graham Tarling; Representing Esquimalt Climate Organizers:  
Re: Agenda Item: 4.1. Service Planning 2025 - Community Need  
Summaries.

G. Tarling spoke to Item 4.1.

- 3.2.2.** [24-1103](#) Delegation - Jonathan O'Riordan; Representing Peninsula Biosolids  
Coalition: Re: Agenda Item: 4.1. Service Planning 2025 - Community Need  
Summaries.

J. O'Riordan spoke to Item 4.1.

- 3.2.3.** [24-1106](#) Delegation - Niall Paltiel; Chair, Peninsula Recreation Commission: Re:  
4.2. Capital Regional District 2025 Financial Plan Provisional Approval.

S. Brice spoke to Item 4.2. on behalf of N. Paltiel.

### 4. Special Meeting Matters

- 4.1.** [24-1014](#) Service Planning 2025 - Community Need Summaries

T. Robbins presented Item 4.1. for information.

**4.2.**     [24-849](#)     Capital Regional District 2025 Financial Plan Provisional Approval

T. Robbins spoke to Item 4.2.

Discussion ensued regarding:

- service and financial planning process and alignment with board priorities
- land acquisition funding
- corporate plan initiatives
- proposed requisition value of 1%
- rationale for grouping arts and recreation in the same portfolio
- relationship between rate of change on assessment versus the rate of change on folios
- deferral of new full time equivalent positions
- recreation facilities staffing and operations
- annual tax increase impact to ratepayers
- consolidated summaries of operating and capital reserve
- living wage considerations
- increase in cost of animal care services
- land banking and housing debt servicing costs
- estimate of boardroom improvements

**Director Murdock left the meeting at 2:11 pm.**

**MOVED by Director Murdoch, SECONDED by Director Caradonna,  
The Committee of the Whole recommends to the Capital Regional District Board:**

- 1. That the Capital Regional District 2025 Financial Plan be given provisional approval with specific direction on amendments;**
  - a. That the transfer to operating reserve for election be moved from 2025 to 2026.**
  - b. That we reduce the transfer from building inspection to equipment reserve from \$40,000 to \$30,000 in 2025.**
- 2. That the Board Directed and Board Endorsed Initiatives be approved and incorporated into the final budget, subject to successful service establishment where required;**
- 3. That the new initiatives and capital identified in Appendix H for January 1, 2025, implementation be approved for expenditure;**
- 4. That the 2025 Community Need Summaries be approved as presented; and**
- 5. That the Staff Establishment Chart as attached in Appendix K be approved.**

Discussion ensued regarding:

- reductions versus deferrals
- budget guidelines recommended by the Finance Committee
- staffing retention and operational needs
- long-term impacts of deferring costs

**Director Murdock returned to the meeting electronically at 3:22 pm.**

**MOVED** by Director Holman, **SECONDED** by Director Wickheim,  
That the main motion be amended by adding the following after item 1b:  
"c. that the low and medium adjustments be included to reduce the budget,  
excluding items:

6. 10c-1.3 Aquatic Program Assistant - Panorama Recreation
7. 10c-1.4 Maintain Recreation Staffing Levels - Panorama Recreation
8. 10c-2.1 Maintain SEAPARC Reception Staffing
12. Capital Plan adjustment
13. 3a-1.3 Hartland 2100
17. Capital Reserve Fund contributions adjustment for SEAPARC

**DEFEATED**

**Opposed:** Brent, Brice, Brownoff, Caradonna, Coleman, de Vries, Desjardins,  
Harder, Kim, Kobayashi, Little, McNeil-Smith, Murdoch, Murdock, Plant, Stock,  
Szpak, Thompson, Tobias, Williams, Windsor

The question was called on the main motion:

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

1. That the Capital Regional District 2025 Financial Plan be given provisional approval with specific direction on amendments;
  - a. That the transfer to operating reserve for election be moved from 2025 to 2026.
  - b. That we reduce the transfer from building inspection to equipment reserve from \$40,000 to \$30,000 in 2025.
2. That the Board Directed and Board Endorsed Initiatives be approved and incorporated into the final budget, subject to successful service establishment where required;
3. That the new initiatives and capital identified in Appendix H for January 1, 2025, implementation be approved for expenditure;
4. That the 2025 Community Need Summaries be approved as presented; and
5. That the Staff Establishment Chart as attached in Appendix K be approved.

**CARRIED**

**Opposed:** Holman

Motion Arising:

**MOVED** by Director Caradonna, **SECONDED** by Director Desjardins,  
**The Committee of the Whole recommends to the Capital Regional District Board:**  
To direct staff to report back on options to reduce the budget lift for 2026 by 1% at the next strategic priorities session.

Discussion ensued regarding the 2025 strategic planning session.

Director Murdoch left the meeting at 3:56 pm.  
Director Desjardins left the meeting at 4:00 pm.  
Director Kobayashi left the meeting at 4:04 pm.  
Director Tobias left the meeting at 4:11 pm.

Referral Motion:

**MOVED** by Director Brice, **SECONDED** by Director Williams,  
**The Committee of the Whole recommends to the Capital Regional District Board:**  
That the following motion arising "To direct staff to report back on options to reduce the budget lift for 2026 by 1% at the next strategic priorities session" be referred to the Finance Committee to bring back options to clarify the wording and report back to the Capital Regional District Board for consideration.

**CARRIED**

Motion Arising:

**MOVED** by Chair Plant, **SECONDED** by Director Coleman,  
The Committee of the Whole recommends to the Capital Regional District Board:  
That the board direct staff to work with the Federation of Canadian Municipalities (FCM) to provide a presentation to consider developing an advocacy strategy to support the municipal growth framework advocated by the FCM and provide this presentation to a future Committee of the Whole meeting.  
**CARRIED**

**4.3.**     [24-1060](#)

Motion to Report to the Board

**MOVED** by Director Coleman, **SECONDED** by Director McNeil-Smith,  
That the Committee of the Whole report to the Capital Regional District Board at the October 30, 2024 special meeting regarding Items 4.1. and 4.2.  
**CARRIED**

**5. Adjournment**

**MOVED** by Director McNeil-Smith, **SECONDED** by Director Coleman,  
That the October 30, 2024 Committee of the Whole meeting be adjourned at 4:26 pm.  
**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER