

## Meeting Minutes

### Capital Regional District Board

---

Wednesday, October 29, 2025

12:10 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

---

#### Special Meeting - Provisional Budget

#### PRESENT

DIRECTORS: C. McNeil-Smith (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, G. Holman, P. Jones, S. Kim (for M. Alto) (EP), D. Kobayashi, K. Murdoch, D. Murdock, C. Plant, L. Szpak, D. Thompson, A. Wickheim, K. Williams

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; A. Fraser, General Manager, Infrastructure and Water Services; S. Henderson, General Manager, Electoral Area Services; L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, Corporate Officer/General Manager, Corporate Services; F. Delgadillo Lopez, Manager, Strategic Planning; B. Semmens, Manager, Financial Planning & Performance; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, M. Tait, S. Tobias, R. Windsor

The meeting was called to order at 3:52 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director de Vries, **SECONDED** by Director Little,  
That the agenda for the Capital Regional District Board meeting of October 29,  
2025 be approved.  
**CARRIED**

#### 3. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

#### 4. SPECIAL MEETING MATTERS

4.1. [25-0970](#) Service Planning 2026 - Community Need Summaries

This report was received for information.

4.2. [25-0943](#) Capital Regional District Provisional 2026-2030 Financial Plan Approval

**MOVED** by Director Brent, **SECONDED** by Director Desjardins,

1. That the Capital Regional District Provisional 2026-2030 Financial Plan be approved as presented;

**CARRIED**

Opposed: Brice, Plant

**MOVED** by Director Williams, **SECONDED** by Director Desjardins,

2. That the Committee/Commission 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, 2026, implementation be approved and staff be directed to amend the 2025 to 2029 Financial Plan (Bylaw No. 4665, "2025 to 2029 Financial Plan Bylaw, 2025");

4. That the 2026 Community Need Summaries be approved as presented; and

5. That the Staff Establishment Chart as attached in Appendix K be approved.

**CARRIED**

**5. ADJOURNMENT**

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

That the Capital Regional District Board meeting of October 29, 2025 be adjourned at 3:55 pm

**CARRIED**

---

**CHAIR**

**CERTIFIED CORRECT:**

---

**CORPORATE OFFICER**