

## Meeting Minutes

### Capital Regional District Board

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Wednesday, April 30, 2025

12:05 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC

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#### Special Meeting - Following Committee of the Whole

#### PRESENT

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

STAFF: T. Robbins, Chief Administrative Officer; V. Somosan, Acting Chief Financial Officer; A. Fraser, General Manager, Infrastructure and Water Services; L. Jones, General Manager, Parks, Recreation & Environmental Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, General Manager, Corporate Services; F. Lopez, Manager, Strategic Planning; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors Alto, Murdock, Tait, Tobias, Windsor

The meeting was called to order at 4:13 pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Director Little, **SECONDED** by Director Coleman,  
That the agenda for the Capital Regional District Board meeting of April 30, 2025  
be approved.  
**CARRIED**

#### 3. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

#### 4. SPECIAL MEETING MATTERS

**4.1.     [25-0494](#)     Board Priorities Annual Check In**

**MOVED** by Director Caradonna, **SECONDED** by Director Brent,  
1. That the current level of effort on Board Priorities be maintained; and  
2. That staff, through the service and financial planning processes, provide recommendations on funding, timing and service levels for 2026 in accordance with 2023-2026 Board Priorities and Corporate Plan.  
3. That staff be requested to separate financial reporting as best as possible to delineate spending in Arts and Recreation in future budget documents for remainder of our term in 2026; and,  
4. Recommend to staff that in preparation for future Corporate Plans the service areas of Arts and Recreation be reported upon separately.  
**CARRIED**

**4.2.     [25-0495](#)     Regional District Services and Service Review Options (continued)**

**MOVED** by Director Caradonna, **SECONDED** by Director Brent,  
1. Build CRD service profile catalogues for subregional services with a minimum one million dollar budget.  
2. That the CAO and Board Chair schedule a regular governance check in.  
3. Provide quarterly progress reporting on CRD Evolves implementation.  
4. Conduct one to two services reviews per year on an ongoing basis.  
5. Explore partnership opportunities (e.g. in shared IT infrastructure and programs).  
6. Pursue staff vacancy management, where appropriate.  
7. Provide options for service level feedback from the public (where services are public facing) to inform board service level discussions.  
**CARRIED**  
Opposed: Jones

**5. ADJOURNMENT**

**MOVED** by Director Coleman, **SECONDED** by Director Plant,  
That the Capital Regional District Board meeting of April 30, 2025 be adjourned at 4:15 pm.  
**CARRIED**

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**CHAIR****CERTIFIED CORRECT:**

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**CORPORATE OFFICER**