



## Notice of Meeting and Meeting Agenda Finance Committee

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Wednesday, November 6, 2024

9:30 AM

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

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S. Brice (Chair), P. Jones (Vice Chair), P. Brent, C. Coleman, S. Goodmanson, D. Kobayashi, M. Little, K. Williams, R. Windsor, C. Plant (Board Chair, ex-officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

### 1. Territorial Acknowledgement

### 2. Approval of Agenda

### 3. Adoption of Minutes

#### 3.1. [24-1077](#) Minutes of the July 3, 2024 Finance Committee Meeting

**Recommendation:** That the minutes of the Finance Committee meeting of July 3, 2024 be adopted as circulated.

**Attachments:** [Minutes - July 3, 2024](#)

### 4. Chair's Remarks

### 5. Presentations/Delegations

*The public are welcome to attend CRD Board meetings in-person.*

*Delegations will have the option to participate electronically. Please complete the online application at [www.crd.bc.ca/address](http://www.crd.bc.ca/address) no later than 4:30 pm two days before the meeting and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the CRD Board at [crdboard@crd.bc.ca](mailto:crdboard@crd.bc.ca).*

### 6. Committee Business

- 6.1.     [24-874](#)     Capital Regional District External Grants Update
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:**     [Staff Report: CRD External Grants Update](#)  
                          [Appendix A: External Grants Dashboard](#)  
                          [Appendix B: Grant Alerts](#)
- 6.2.     [24-923](#)     2025 Budget for the Royal Theatre Service and the McPherson Playhouse Service
- Recommendation:** The Royal and McPherson Theatres Services Advisory Committee recommends the Finance Committee recommend to the Capital Regional District Board:
1. That the maximum allowable contribution amount of \$596,000 be approved for the Royal Theatre Service; and
  2. That the maximum allowable contribution amount of \$750,000 be approved for the McPherson Playhouse Service.
- Attachments:**     [Staff Report: RMTSAC Budget 2025](#)  
                          [Appendix A: 2023 Audited Financial Statements for the RMTS](#)  
                          [Appendix B: 2023 Annual Report for the RMTS](#)  
                          [Appendix C: 2025 Budget for the Royal Theatre Service](#)  
                          [Appendix D: 2025 Budget for the McPherson Playhouse Service](#)
- 6.3.     [24-1093](#)     Bylaw No. 4645: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment No. 5, 2024
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4645, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
  2. That Bylaw No. 4645 be adopted.
- Attachments:**     [Staff Report: Bylaw No. 4645: 2024-28 Fin Plan Amend No. 5](#)  
                          [Appendix A: Bylaw No. 4645, with Schedules](#)
- 6.4.     [24-899](#)     Bylaw No. 4643: Revenue Anticipation (General Purpose) Bylaw No. 1, 2024
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4643, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
  2. That Bylaw No. 4643 be adopted.
- Attachments:**     [Staff Report: Bylaw No. 4643 Revenue Anticipation](#)  
                          [Appendix A: Bylaw No. 4643](#)

- 6.5.**      [24-910](#)      Bylaw Nos. 4637 and 4638: Amendments to Operating Reserve Fund Bylaws Nos. 4146 and 4102
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4637, "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
  2. That Bylaw No. 4637 be adopted.
  3. That Bylaw No. 4638, "Capital Regional District Regional Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
  4. That Bylaw No. 4638 be adopted.
- Attachments:**      [Staff Report: BLs 4637 & 4638 Amend ORF BLs 4146 & 4102](#)  
[Appendix A: Bylaw No. 4637](#)  
[Appendix B: Bylaw No. 4638](#)
- 6.6.**      [24-915](#)      Bylaw No. 4635: Amendment to Capital Reserve Bylaw No. 3995
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4635, "Fire Protection Services Reserve Fund Bylaw No. 1, 2015, Amendment Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
  2. That Bylaw No. 4635 be adopted.
- Attachments:**      [Staff Report: BL 4635: Amd. to Capital Reserve BL 3995](#)  
[Appendix A: Bylaw No. 4635](#)
- 6.7.**      [24-940](#)      Bylaw Nos. 4632 and 4633: Capital Reserve Fund Bylaws
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4632, "Emergency Response Telephone Extended Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
  2. That Bylaw No. 4632 be adopted.
  3. That Bylaw No. 4633, "Juan de Fuca Community Parks Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
  4. That Bylaw No. 4633 be adopted.
- Attachments:**      [Staff Report: BLs 4632 & 4633: Cap. Reserve Fund Bylaws](#)  
[Appendix A: Bylaw No. 4632](#)  
[Appendix B: Bylaw No. 4633](#)
- 6.8.**      [24-916](#)      Bylaw No. 4618: Temporary Borrowing (Regional Trails) Bylaw No. 1, 2024
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4618, "Temporary Borrowing (Regional Trails) Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
  2. That Bylaw No. 4618 be adopted.
- Attachments:**      [Staff Report: Bylaw 4618 Temp Borrowing Regional Trails](#)  
[Appendix A: Bylaw No. 4618](#)

- 6.9.**      [24-912](#)      Bylaw No. 4634: Recreation Services in the District of Sooke and the Juan de Fuca Electoral Area Loan Authorization Bylaw No. 1, 2024
- Recommendation:**      The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024", be introduced and read a first, second and third time;
  2. That participating area approval be obtained for the entire proposed service area by alternative approval process; and
  3. That Bylaw No. 4634 be forwarded to the Inspector of Municipalities for approval.
- Attachments:**      [Staff Report: Bylaw 4634 Rec Services Sooke JdF Loan Authorization](#)  
[Appendix A: Bylaw No. 4634](#)
- 6.10.**      [24-1145](#)      Motion Arising Clarification from the 2025 Provisional Financial Plan
- Recommendation:**      [At the October 30, 2024 Capital Regional District Board Provisional Budget meeting, the below motion arising was referred to the Finance Committee to bring back options to clarify the wording of the motion and report back to the Capital Regional District Board for consideration.]  
To direct staff to report back on options to reduce the budget lift for 2026 by 1% at the next strategic priorities session.
- Attachments:**      [Staff Report: Motion Arising Clarification-2025 Provisional Fin Plan](#)  
[Appendix A: 2025 Operating Expenditures and Req](#)

## 7. Notice(s) of Motion

## 8. New Business

## 9. Adjournment

The next meeting will be held in 2025.

To ensure quorum, please advise Jessica Dorman ([jdorman@crd.bc.ca](mailto:jdorman@crd.bc.ca)) if you or your alternate cannot attend.