

## Meeting Minutes

### Governance Committee

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Wednesday, October 2, 2024

9:30 AM

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

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#### PRESENT

Directors: M. Little (Chair), S. Goodmanson (Vice Chair), K. Armour (for Desjardins), S. Brice, C. Coleman, G. Holman (EP), P. Jones, K. Murdoch (EP), D. Murdoch (9:49 am) (EP), S. Tobias (EP), C. Plant (Board Chair, ex officio)

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Morley, General Manager, Corporate Services; D. Elliott, Senior Manager, Regional Housing; S. May, Senior Manager, Facilities Management and Engineering Services; A. Orr, Senior Manager, Corporate Communications; A. Ali, Manager, Equity, Diversity, Inclusion, and Accessibility, Human Resources & Corporate Safety; S. Krishna, Manager, Social Marketing, Corporate Communications; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Guest: Director M. Alto

Regrets: Director Desjardins

The meeting was called to order at 9:32 am.

#### 1. Territorial Acknowledgement

Vice Chair Goodmanson provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Goodmanson, **SECONDED** by Director Coleman,  
That the agenda for the October 2, 2024 Governance Committee meeting be  
approved.  
**CARRIED**

#### 3. Adoption of Minutes

3.1. [24-911](#) Minutes of the July 10, 2024 Governance Committee Meeting

**MOVED** by Director Brice, **SECONDED** by Director Goodmanson,  
That the minutes of the Governance Committee meeting of July 10, 2024 be  
adopted as circulated.

**CARRIED**

**MOVED** by Director Plant, **SECONDED** by Director Coleman,  
That Director Alto be permitted to participate (without vote) in the October 2, 2024  
session of the Governance Committee.

**CARRIED**

**4. Chair's Remarks**

Chair Little welcomed everyone in attendance.

**5. Presentations/Delegations**

There were no presentations or delegations.

**6. Committee Business**

6.1. [24-836](#) Legislative and General Government, Facilities Management Services -  
2025 Operating and Capital Budgets

N. Chan spoke to Item 6.1.

**Director Murdock joined the meeting electronically at 9:49 am.**

Discussion ensued on the following:

- cost analysis of additional office space procurement
- requisition amounts received from sale of services
- financial implications of cloud migration transition
- Full-Time Equivalent positions increases and prioritization
- cost efficiency related to service area reviews and improvements
- boardroom improvement expenditures
- First Nations engagement initiatives
- clarification on priorities and impacts on reduction opportunities

**MOVED by Director Plant, SECONDED by Director Brice,  
That Appendices A through Q, the Legislative and General Government,  
Facilities Management Services Operating and Capital Budgets be approved as  
presented and form the basis of the provisional 2025-2029 Financial Plan.  
CARRIED**

**Director Murdock left the meeting at 11:00 am.**

**Motion Arising:**

**MOVED by Director Holman, SECONDED by Director Coleman,  
To ask staff to report to the Committee of the Whole meeting on October 30, 2024  
regarding possible cost savings in the provisional 2025 budget.**

**MOVED by Director Plant, SECONDED by Director Jones,  
That the motion arising be amended by adding the word "entire" before the word  
"provisional".  
CARRIED**

**The question was called on the motion arising as amended:**

**To ask staff to report to the Committee of the Whole meeting on October 30, 2024  
regarding possible cost savings in the entire provisional 2025 budget.  
CARRIED**

**6.2.**     [24-939](#)           Upcoming Alternative Approval Processes and Communication Options

K. Morley spoke to Item 6.2.

Discussion ensued on the following:

- public AAP's existing communication processes
- increasing ease to information accessibility and email alerts for notices
- neutrality and timing of AAP information
- communication implementation for general public education on AAP's

**Director Plant left the meeting at 11:27 am.**

**Director Murdock returned to the meeting electronically at 11:33 am.**

**MOVED by Director Tobias, SECONDED by Director Goodmanson,  
The Governance Committee recommends to the Capital Regional District Board:  
That staff be directed to include a communications plan in the AAP Requirements  
Report that is approved by the Board prior to the commencement of each AAP  
process.**

**CARRIED**

**6.3.**     [24-867](#)           Capital Regional District Accessibility Plan

A. Ali spoke to Item 6.3.

**MOVED by Alternate Director Armour, SECONDED by Director Goodmanson,  
The Governance Committee recommends to the Capital Regional District Board:  
That the Capital Regional District Accessibility Plan be approved.**

**CARRIED**

**6.4.**     [24-942](#)           Regional Resident Survey Progress Report

S. Krishna presented Item 6.4. for information.

Discussion ensued on CRD's role in electoral areas and if the survey is different in electoral areas versus municipalities.

**Director Tobias left the meeting at 11:43 am.**

**6.5.**     [24-924](#)           Previous Minutes of Other CRD Committees and Commissions for Information

**The following minutes were received for information:**

- a) Accessibility Advisory Committee Meeting - July 16, 2024

**7. Notice(s) of Motion**

7.1. [24-880](#) Motion with Notice: Chair Elections (Director Alto)

Director Alto spoke to Item 7.1.

Discussion ensued on potential advocacy at UBCM and the impact to the Local Government Act.

**MOVED by Director Coleman, SECONDED by Director Brice,  
The Governance Committee recommends to the Capital Regional District Board:  
Whereas annual elections for local government leadership can be disruptive to  
operational and strategic decision-making, resolved that the CRD advocate to the  
Minister of Municipal Affairs to make changes to the Local Government Act to  
allow for 2-year terms for Regional District Board Chairs and Vice-chairs.  
CARRIED**

**8. New Business**

There was no new business.

**9. Adjournment**

**MOVED by Director Brice, SECONDED by Director Jones,  
That the October 2, 2024 Governance Committee meeting be adjourned at 11:56  
am.  
CARRIED**

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CHAIR

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RECORDER