

Meeting Minutes

Capital Regional District Board

Wednesday, March 20, 2019

1:05 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

Special Meeting

PRESENT:

DIRECTORS: D. Blackwell (Vice-Chair), S. Brice, J. Brownoff (for C. Plant), B. Desjardins, F. Haynes, L. Helps, M. Hicks, G. Holman, B. Mabberley (for D. Howe), B. Isitt, J. Loveday, C. McNeil-Smith, R. Martin, R. Mersereau, K. Murdoch, G. Orr, J. Ranns, D. Screech, L. Szpak (for L. Seaton), M. Tait, N. Taylor, B. Thompson (for R. Windsor), K. Williams, G. Young

STAFF: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; R. Lachance, Senior Manager, Financial Services; M. Barnes, Senior Manager, Health and Capital Planning Strategies; A. Donaldson, Manager, Financial Planning and Performance; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Training); P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 1:15 pm.

1. APPROVAL OF THE AGENDA

MOVED by Director Taylor, **SECONDED** by Director Helps,
That the agenda for the March 20, 2019 Special Capital Regional District Board
meeting be approved as circulated.
CARRIED

2. REPORT OF THE CHAIR

The Chair had no report.

3. PRESENTATIONS/DELEGATIONS

There were none.

4. SPECIAL MEETING MATTERS

4.1. [19-229](#) 2019 Electoral Area Budget Review

MOVED by Director Hicks, **SECONDED** by Director Holman,
That the 2019 Electoral Area budgets as presented receive final approval.
CARRIED

4.2. [19-139](#)

Bylaw 4291: 2019 to 2023 Financial Plan Bylaw, 2019

N. Chan provided an overview of the report and spoke to a presentation.

Discussion ensued on the following:

- clarification of property growth and the impact of assessment
- determining benchmark amounts for putting money aside to renew and replace assets
- communicating the budget results and how it affects the municipality's residents

**MOVED by Director Tait, SECONDED by Director Screech,
That Bylaw No. 4291, "2019 to 2023 Financial Plan Bylaw, 2019", be introduced
and read a first, second, and third time.**

CARRIED

**MOVED by Director Tait, SECONDED by Director Helps,
That Bylaw No. 4291 be adopted.**

CARRIED

**MOVED by Director Tait, SECONDED by Director Taylor,
That the Staff Establishment Chart as attached in Appendix 5 be approved.**

CARRIED

5. MOTION TO CLOSE THE MEETING

There was no closed meeting.

6. RISE AND REPORT

There was no rise and report.

7. ADJOURNMENT

**MOVED by Director Martin, SECONDED by Director Helps,
That the March 20, 2019 Special Capital Regional District Board meeting be
adjourned at 2:00 pm.**

CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER