

## Steering Meeting Notes

Held via Zoom on **September 8, 2022 at 11 am**

Hosted by Marie-Terese Little

**In Attendance:** Marie-Terese Little, (Chair); Adam Flint, (Vice Chair); Marcie McLean, (Priorities); Esther Patterson, (Oak Bay); Bill McElroy, (C.R.A.T and Treasurer), Jeff Bateman, (Sooke), and Marnie Essery, (Recording Secretary).

**Regrets-**Cynthia Day, (Colwood)

**Call to Order-11:02 a.m.**

What was discussed at today's meeting:

VFCYJC acknowledges that the Queen has just passed away this morning. May she rest in peace.

The VFCYJC regular meeting will take place on Sept 29.

VFCYJC is thankful that Central Saanich has offered to host our meeting. The Chair will confirm the details of this later today. It is hoped that it will be a hybrid meeting with the option to attend in person in Central Saanich or via zoom.

At the regular meeting on September 29, VFCYJC will formally welcome new Central Saanich appointments Councillor Zeb King and Citizen Representative Gord Irving. Both the Council Representative and the alternate will be in attendance.

VFCYJC Chair will also acknowledge former Central Saanich Citizen Representative Daleen Thomas for her service to our committee

To add to the September 29<sup>th</sup> VFCYJC regular meeting agenda:

- The VFCYJC Chair will attach speaking points from the CRD governance meeting on June 1, 2022 and the CRD Board meeting on June 8, 2022. She will also update the committee on the meeting that VFCYJC Chair and Vice Chair had with CRD Representatives S. Carey and K. Ward.
- B. McElroy will report on CRD financial relationship and issue formal notice that he is resigning from the Treasurers position effective September 2022. The VFCYJC thanks B. McElroy for his willingness to be in this position for a long

time. Formal notice will be issued for a call for a new Treasurer. B. McElroy is willing to orient new Treasurer. The 2023 Budget must go to CRD at some point soon.

- Chair M.T. Little will attach Granting information received from S. Carey.
- The final M.Y.S.T. letter and any feedback received will be attached to the meeting mail out.
- To discuss and decide whether to cancel or go ahead with the VFCYJC October 20 VFCYJC meeting 5 days after the election?

According to LGA, Councillors still hold positions until October, but practically speaking we are likely not to have quorum. Oct. 27 is an option. VFCYJC will seek the committee's opinion on whether we should proceed or not.

Future recommended meeting schedule as per CRD recommendation: 4 regular meetings plus steering meetings + 2 resource agencies meetings possibly at satellite locations (possibly defer discussion for new committee).

Invitations could be emailed to resource agencies to thank them for all they do and give them an opportunity to network at these events. They could give an update and then tell us what they need from VFCYJC.

- Matrix/Recruitment

Members commented that the matrix and recruitment package is of utmost importance. We need to have this out by November for Council appointments in November/December.

**ACTION:** Chair will speak with S. Carey this week and ask that the matrix be incorporated into the VFCYJC recruitment document.

S. Carey's email regarding the qualification matrix will be circulated with the Sept 29<sup>th</sup> agenda along with the matrix document itself.

M. McLean will attach a pdf file to the September 29 meeting mail out where out of the past VFC&YJC of April 28, 2022 resolution she has taken the Joint Working Groups; Collaborative meeting notes adopted by the main Committee and compared them to the CRD Board adopted version of the CRD Delegated Commission Bylaw No. 4453 for VFC&YJC.

The report she has prepared provides any discrepancies, omissions or areas that still need to be addressed to the best of her knowledge.

This report will require some following up on by the Chair of VFC&YJC she would suggest in writing with CRD staff in the future depending the outcome of the Committee vote in Sept. 2022?.

Having said that, she believes that to amend the CRD Bylaw No. 4453 regarding the CRD Representatives section in the bylaw; VFC&YJC will need to have resolution go to the CRD Board in order to do so.

She believes that is what CRD staff Steve Carey indicated to us at a meeting or in a conversation.

**Therefore, she proposes the following motion also be placed on the Sept. agenda in the applicable place that being:**

**“That the report dated September 2022 prepared by Member Mclean regarding the VFC&YJC Joint Working Groups’ adopted recommendations comparison to the VFC&YJC CRD Delegated Commission Bylaw No. 4453 be supported by the Committee, and further that any proposed amendments within that report on this September 2022 agenda be forwarded to the VFC&YJC 2023 Annual General Meeting (AGM) for consideration of the Committee for adoption, and further that if indeed that ends up being the case at the AGM, that the adopted motion be forwarded to CRD staff and the CRD Board in order to amend the existing Bylaw No. 4453 adopted in February 2022.”**

M. McLean said it is both the existing **VFC&YJC Constitution** and following that page in the pdf file the existing **VFC&YJC Terms of Reference**, both revised to incorporate the recommendations adopted by the Committee at its Sept. 22, 2021 meeting from the 3 Working Groups being: Succession, Priorities, Community Charter (Policies & Procedures).

The two (2) proposed draft motions that should go along with these 2 draft documents on the agenda cover page are as follows:

Proposed motion for the September 2022 Committee meeting: **“That the draft revision prepared for the existing VFC&YJC Constitution be supported by the Committee, and further that the draft document dated Sept. 2022 be forwarded to the VFC&YJC 2023 Annual General Meeting (AGM) for Committee consideration of adoption.”**

For the draft Terms of Reference revision dated Sept. 2022 the draft proposed motion is as follows: **“That the draft revisions for the VFC&YJC existing Terms of Reference be supported by the Committee, and further that the draft document be forwarded to the VFC&YJC 2023 Annual General Meeting (AGM) for consideration of the Committee for adoption.”**

Adjourned at Noon.

DRAFT