

Meeting Minutes

Capital Regional Hospital District Board

Wednesday, January 8, 2020

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

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

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; C. Culham, Senior Manager, Regional Housing; S. Eam, Supervisor, Financial Services; S. Closson, Committee Clerk (Recorder)

Guests: Lenora Lee, Audit Engagement Partner, KPMG; Sara Bennett, KPMG

The meeting was called to order at 1:06 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided by Director Helps in the preceding Capital Region Housing Corporation Board meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director McNeil-Smith, **SECONDED** by Director Martin,
That the agenda for the January 08, 2020 Session of the Capital Regional Hospital District Board be approved.

CARRIED

3. ADOPTION OF MINUTES

- 3.1. [20-026](#) Minutes of the December 11, 2019 Capital Regional Hospital District Board

MOVED by Director Williams, **SECONDED** by Director Desjardins,
That the minutes of the Capital Regional Hospital District Board meeting of December 11, 2019 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

The Chair wished everyone a Happy New Year and noted there is a lot of work to be done this year which she is looking forward to.

5. PRESENTATIONS/DELEGATIONS

5.1 Presentations

- 5.1.1. [20-038](#) Capital Regional Hospital District 2019 Audit Planning Report, Lenora Lee, Lead Audit Engagement Partner, KPMG

L. Lee provided an overview of the Audit Planning Report.

5.2 Delegations

There were no delegations.

6. CONSENT AGENDA

There were no items for consideration under this section.

7. ADMINISTRATION REPORTS

- 7.1. [20-007](#) Capital Regional Hospital District 2019 Audit Planning Discussion

**MOVED by Director Mersereau, SECONDED by Alternate Director Harper,
That the Capital Regional Hospital District 2019 Audit Plan developed by KPMG
be approved.
CARRIED**

8. REPORTS OF COMMITTEES

There were no items for consideration under this section.

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

There were no Notice(s) of Motion.

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

There was no motion to close the meeting.

13. RISE AND REPORT

There was no Rise and Report.

14. ADJOURNMENT

MOVED by Director Mersereau, **SECONDED** by Director Helps,
That the January 08, 2020 Capital Regional Hospital District Board meeting be
adjourned at 1:11 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER