

Meeting Minutes

Governance and Finance Committee

Wednesday, March 6, 2019

9:30 AM

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

PRESENT:

Directors: S. Brice (Chair), J. Ranns (Vice Chair), D. Blackwell (9:41), B. Desjardins, D. Howe (9:54), B. Isitt, K. Murdoch, M. Tait (9:36), K. Williams, R. Windsor, C. Plant (Board Chair, ex-officio)

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Morley, General Manager, Corporate Services; A. Orr, Senior Manager, Corporate Communications; C. Vijandre, Manager, Asset Management; E. Gorman, Deputy Corporate Officer; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 9:30 am.

1. Approval of Agenda

**MOVED by Director Windsor, SECONDED by Board Chair Plant,
That the agenda for the March 6, 2019 Governance and Finance Committee
meeting be approved as circulated.
CARRIED**

2. Adoption of Minutes

2.1. [19-294](#) Minutes of the February 6, 2019 Governance and Finance Committee Meeting

**MOVED by Board Chair Plant, SECONDED by Director Isitt,
That the minutes of the February 6, 2019 Governance and Finance Committee
meeting be adopted as circulated.
CARRIED**

3. Chair's Remarks

The Chair thanked the committee members for rearranging their schedule for an earlier start to allow for an adjournment at 11:10 so Directors can attend the new 911 building opening.

4. Presentations/Delegations

4.1. [19-297](#) Delegation: John Treleaven, Grumpy Taxpayers of Greater Victoria Re: Item 5.1. Regional Governance and Transparency Initiatives

J. Treleaven spoke in support of Regional Governance and Transparency Initiatives.

4.3. [19-299](#) Delegation: Stan Bartlett Re: Item 5.1. Regional Governance and Transparency Initiatives

S. Bartlett spoke in support of Regional Governance and Transparency Initiatives.

4.2. [19-298](#) Delegation: Bruce Kennedy Re: Item 5.1. Regional Governance and Transparency Initiatives

B. Kennedy spoke in support of Regional Governance and Transparency Initiatives.

5. Committee Business

5.1. [19-126](#) Regional Governance and Transparency Initiatives
[Referred from the February 6, 2019 Governance and Finance Committee Meeting]

K. Morley provided an overview of the report.

Discussion ensued on the following:

- costs and staffing resources for implementing an electronic voting system and Board Highlights report
- ensuring timely public access and the ability to subscribe for notifications
- the resources and timelines required to augment press releases
- providing a data report to a future Governance and Finance Committee meeting on the number of website viewers
- receiving more information on how to implement both press releases and a Board Highlights report

**MOVED by Director Blackwell, SECONDED by Director Tait,
That the Governance and Finance Committee recommend to the Capital
Regional District Board that:**

- 1. Staff be directed to create a Rise and Report webpage on the CRD website for the disclosure of Closed meeting resolutions that no longer need to be kept confidential;**
- 2. Rise and report resolutions identify the mover and seconder of the motion and the voting record;**
- 3. No changes be made to current service levels relating to open meeting vote recording, public access to statements of financial disclosure, publication of Director expense reporting and statements of financial information, or post-Board meeting communications.**

**MOVED by Director Desjardins, SECONDED by Director Isitt,
That the motion be amended to add item 4. "A monthly Board Highlights
summary be created in lieu of the current press release model;" and add item "5.
Request that the Chair, on behalf of the Board, forward the direction of the CRD
Board on the transparency initiatives to other member local governments."**

MOVED by Director Isitt, **SECONDED** by Director Desjardins,
That the proposed amendment be amended in 4. to change "in lieu of" to "to
augment".

CARRIED

OPPOSED: Tait, Blackwell, Williams, Windsor, Brice

MOVED by Board Chair Plant, **SECONDED** by Director Isitt,
That the proposed amendment be amended in 4. after "...summary be created"
to add the words "by the Board Chair" before the words "to augment the...".

DEFEATED

OPPOSED: Tait, Blackwell, Brice, Windsor, Murdoch, Williams

MOVED by Director Murdoch, **SECONDED** by Director ,
That the report be referred back to staff for further information.

MOVED by Director Isitt,
That the report back from staff include options relating to disclosure of
statements of financial disclosure and director expenses.

The Chair ruled the amendment to the motion to defer unsuitable to the main
motion

The Chair was challenged on her ruling.

The question was called if the Chair shall be sustained.

The Chair was sustained.

The question was called on the motion to refer.

MOVED by Director Murdoch, **SECONDED** by Director Windsor,
That the report be referred back to staff for further information.

CARRIED

5.2. [19-207](#)

Corporate Asset Management Policy and Strategy

N. Chan provided an overview of the report.

Discussion ensued on the following:

- financial implications of an asset management strategy
- evaluating values of assets beyond their depreciation period
- risk based approach to decision making
- projecting shorter term cost implications when implementing this strategy
- the unknown cost implications until the work is done and identified in the asset management strategy

MOVED by Director Howe, **SECONDED** by Director Blackwell,
That the Governance and Finance Committee recommend to the Capital
Regional District Board:

That the Corporate Asset Management Policy and Strategy be adopted and that
staff be directed to implement the strategy.

MOVED by Director Windsor, **SECONDED** by Director Blackwell,
That the motion be amended to replace the words after "...and that staff be directed to" to "complete the phase of work involving service planning and report back, via the Governance and Finance Committee, on cost implications."

CARRIED

OPPOSED: Ranns, Desjardins

The question was called on the motion as amended.

MOVED by Director Howe, **SECONDED** by Director Blackwell,
That the Governance and Finance Committee recommend to the Capital Regional District Board:

That the Corporate Asset Management Policy and Strategy be adopted and that staff be directed to complete the phase of work involving service planning and report back, via the Governance and Finance Committee, on cost implications.

CARRIED

OPPOSED: Ranns, Desjardins

5.3.[19-242](#) Follow-up Report: Procedures for Notice of Motion and Motion with Notice

MOVED by Director Desjardins, **SECONDED** by Director Windsor,
That the Governance and Finance Committee recommend to the Capital Regional District Board:

That this report be received for information.

CARRIED

5.4.[19-225](#) CRD External Grants Update

MOVED by Director Howe, **SECONDED** by Director Murdoch,
That the Governance and Finance Committee recommend to the Capital Regional District Board:

That the Capital Regional District External Grants Update be received for information.

CARRIED

5.5.[19-230](#) Highlights from Provincial Budget (Verbal)

MOVED by Director Desjardins, **SECONDED** by Director Windsor,
That the verbal report be referred to the Capital Regional District Board.

CARRIED

5.6.[19-286](#) Freedom of Information and Protection of Privacy Act (FOIPPA) 2018 Overview

Discussion ensued on abilities and inabilities to charge for requests under the *Freedom of Information and Protection of Privacy Act*.

MOVED by Director Ranns, **SECONDED** by Director Windsor,
That the Governance and Finance Committee recommend to the Capital Regional District Board:

That the report be received for information.

CARRIED

6. New Business

Board Chair Plant brought forward the following motion:

"That the Governance and Finance Committee ask staff to report back on options on how to manage delegations at Committees and Board meetings and to recommend potential changes to the Capital Regional District Board Procedures Bylaw."

Discussion ensued on the following:

- the procedures for allowing a Notice of Motion on the table for debate
- suspending the rules of procedure to allow the motion on the table by a two thirds majority vote
- waiting for the next meeting to see if the pattern of extra delegations occurs and continue to monitor delegation requests

**MOVED by Board Chair Plant, SECONDED by Director Blackwell,
That the proposed motion put on the table by Board Chair Plant be allowed for
debate.**

DEFEATED

OPPOSED: Brice, Windsor, Murdoch, Desjardins, Isitt

The proposed motion was considered a Notice of Motion for discussion at the next Governance and Finance Committee meeting.

7. Adjournment

**MOVED by Director Tait, SECONDED by Director Blackwell,
That the March 6, 2019 Governance and Finance Committee meeting be
adjourned at 11:39 am.**

CARRIED

Chair

Recorder