

## Meeting Minutes

### Governance and Finance Committee

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Wednesday, July 3, 2019

10:00 AM

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

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#### PRESENT

Directors: S. Brice (Chair), J. Ranns (Vice Chair), D. Blackwell, B. Desjardins, D. Howe (10:02), S. Potts (for B. Isitt), K. Murdoch, M. Tait (10:31), 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; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

REGRETS: Director Windsor

The meeting was called to order at 10:01 am.

#### 1. Territorial Acknowledgement

Chair Brice provided the Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Murdoch, **SECONDED** by Director Desjardins,  
That the agenda for the July 03, 2019 Governance and Finance Committee meeting be approved.  
**CARRIED**

#### 3. Adoption of Minutes

3.1. [19-638](#) Minutes of the June 05, 2019 Governance and Finance Committee Meeting

**MOVED** by Director Murdoch, **SECONDED** by Director Blackwell,  
That the minutes of the Governance and Finance Committee meeting of June 05, 2019 be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

There were no Chair's remarks.

#### 5. Presentations/Delegations

There were no presentations or delegations.

## 6. Committee Business

6.1. [19-617](#)

CRD External Grants Update

N. Chan provided an overview of the External Grants Update.

Discussion ensued on Arts and Culture grants.

**MOVED by Board Chair Plant, SECONDED by Director Williams,  
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**

6.2. [19-618](#)

Bylaw No. 4308: 2019 to 2023 Financial Plan, Amendment Bylaw No. 2,  
2019

N. Chan provided an overview of Bylaw 4308.

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

1. That Bylaw No. 4308, "2019 to 2023 Financial Plan, Amendment Bylaw No. 2,  
2019" be introduced and read a first, second, and third time; and
2. That Bylaw No. 4308 be adopted.

**CARRIED**

6.3. [19-619](#)

Bylaw No. 4315: Capital Regional District Recreation Services and  
Facilities Fees and Charges 2019-2020

N. Chan provided an overview of Bylaw 4315.

Discussion ensued on the following:

- Fee determination and cost recovery
- Fee structures in municipal recreation centres
- Commercial access fees

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

1. That Bylaw No. 4315, cited as "Capital Regional District Recreation Services  
and Facilities Fees and Charges Bylaw No. 1, 2009, Amendment Bylaw No. 13,  
2019" be introduced and read a first, second, and third time;
2. That Bylaw 4315 be adopted.

**CARRIED**

6.4. [19-625](#)

Bylaws No. 4318 and 4319: Municipal Finance Authority Security Issuing  
Bylaws - Fall 2019

N. Chan provided an overview of Bylaws 4318 and 4319.

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

1. That Bylaw No. 4318, "Security Issuing Bylaw No. 5, 2019", be introduced and read a first, second, and third time;
2. That Bylaw No. 4318 be adopted;
3. That Bylaw No. 4319, "Security Issuing Bylaw No. 6, 2019", be introduced and read a first, second, and third time;
4. That Bylaw No. 4319 be adopted.

**CARRIED**

**6.5.**     [19-660](#)     Capital Regional District Advocacy Strategy

R. Lapham introduced the Capital Regional District Advocacy Strategy.

Discussion ensued on the following:

- Focused advocacy with senior levels of government
- Board direction, alignment with Board strategies
- First Nations Advocacy

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

That the Capital Regional District Advocacy Strategy be approved and form the  
basis for individual advocacy initiatives.

**MOVED** by Director Desjardins, **SECONDED** by Director Tait,  
That the motion be amended to add: "and request staff to review and move First  
Nations to the Primary Level,".

**CARRIED**

The question was called on the main motion as amended.

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

That the Capital Regional District Advocacy Strategy be approved, as amended  
to add that staff review and move First Nations to the Primary Level, and form the  
basis for individual advocacy initiatives.

**CARRIED**

**6.6.**     [19-646](#)     Review of Policy on Non-Disclosure & Confidentiality Agreement for CRD  
Commissions

K. Morley provided a review of Policy on Non-Disclosure & Confidentiality  
Agreement for CRD Commissions.

Discussions ensued on available education sessions for commissions.

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

That the revised Policy on Non-Disclosure & Confidentiality Agreement for CRD  
Commissions be adopted.

**CARRIED**

**6.7.**     [19-632](#)     New Notice of Motion Procedure - Verbal Update

K. Morley provided a verbal update on the New Notice of Motion Procedure.

Discussion ensued on posting Notice of Motion detailed information on the Board portal.

**MOVED by Director Ranns, SECONDED by Director Howe,  
That the verbal update on the New Notice of Motion Procedure be received for information.**

**MOVED by Director Plant, SECONDED by Director Ranns,  
That the motion is amended to add, " and forward to the Capital Regional District Board for receipt."**

**CARRIED**

The question was called on the main motion as amended.

**MOVED by Director Plant, SECONDED by Director Ranns.  
That the verbal update on the New Notice of Motion Procedure be received for information and forward to the Capital Regional District Board for receipt.**

**CARRIED**

## 7. Notice(s) of Motion

Director Plant read the following Notice of Motion for consideration at the September 4, 2019 Governance and Finance Committee meeting:

That the Governance and Finance Committee recommend that the Capital Regional District Board:

Direct staff to conduct a review of the mandate, governance, finances and communications of the Victoria Family Court (VFC) and Youth Justice Committee (YJC) and prepare a report with recommendations.

## 8. New Business

There was no new business.

## 9. Adjournment

**MOVED by Director Tait, SECONDED by Director Murdoch,  
That the July 03, 2019 session of the Governance and Finance Committee meeting be adjourned at 10:57 am.**

**CARRIED**

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Chair

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Recorder