

## Meeting Minutes

### Governance and Finance Committee

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Wednesday, September 4, 2019

10:00 AM

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

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**PRESENT:**

Directors: C. Plant (Chair), J. Ranns (Vice Chair)(10:12), J. Brownoff (for S. Brice), D. Blackwell, B. Desjardins, D. Howe, B. Isitt, K. Murdoch, M. Tait, K. Williams

Staff: 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)

Guests: Director G. Orr, Director C. McNeil-Smith

Regrets: R. Windsor

The meeting was called to order at 10:05 am by the Deputy Corporate Officer.

**MOVED by Director Tait, SECONDED by Director Isitt,  
That Director Plant (Board Chair, ex-officio) serve as Acting Chair in the absence  
of the Chair and Vice-Chair for the September 4, 2019 session of the Governance  
and Finance Committee.  
CARRIED**

#### 1. Territorial Acknowledgement

Acting Chair Plant provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED by Director Murdoch, SECONDED by Director Howe,  
That the agenda for the September 04, 2019 Governance and Finance Committee  
meeting be approved.  
CARRIED**

**MOVED by Director Blackwell, SECONDED by Director Isitt,  
That Directors Orr and McNeil-Smith be permitted to participate (without vote) in  
the September 4, 2019 session of the Governance and Finance Committee.  
CARRIED**

#### 3. Adoption of Minutes

3.1. [19-761](#) Minutes of the July 3, 2019 Governance and Finance Committee Meeting

**MOVED by Director Howe, SECONDED by Director Tait,  
That the minutes of the July 3, 2019 Governance and Finance Committee meeting**

be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

There were no Chair's remarks.

#### 5. Presentations/Delegations

- 5.1. [19-770](#) Delegation - Cynthia Day; Representing The Victoria Family Court and Youth Justice Committee: Re: Agenda Item 7.1: Motion With Notice
- Cynthia Day spoke to Item 7.1 regarding the Victoria Family Court and Youth Justice Committee.

#### 6. Committee Business

- 6.1. [19-708](#) CRD External Grants Update
- N. Chan provided an overview of the CRD External Grants Update.
- 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 External Grants Update be received for  
information.  
CARRIED**
- 6.2. [19-756](#) Appointment Process for Southern Vancouver Island Representative on B.C. Ferries Authority Board of Directors
- K. Morley introduced the report.
- Discussion ensued on the clarification on the CRD nominee process.
- MOVED by Director Isitt, SECONDED by Director Desjardins,  
1. Direct staff to work with B.C. Ferry Authority to place advertisements and invite  
applications to be the Southern Vancouver Island representative on the B.C.  
Ferry Authority Board of Directors.  
CARRIED**
- MOVED by Director Isitt, SECONDED by Director Murdoch,  
2. Form a subcommittee of up to five (5) members who will make a short list of  
three (3) recommended appointments for consideration by the CRD Board at the  
November meeting.**
- MOVED by Director Isitt, SECONDED by Director Murdoch,  
That motion 2. be amended to add the words "up to" after the words "...who will  
make a short list of..." and before the words "...three (3) recommended  
appointments for consideration..."  
CARRIED**
- MOVED by Director Isitt, SECONDED by Director Murdoch,**

That the question be called on the amended motion.

2. Form a subcommittee of up to five (5) members who will make a short list of up to three (3) recommended appointments for consideration by the CRD Board at the November meeting.

**CARRIED**

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

3. (a) That the following 5 Directors be appointed to the committee:

- Director from Central Saanich
- Director from SGI
- Director from Sidney
- Director from North Saanich
- Director from SSI; and

(b) That the Board Chair be authorized to appoint alternate members for those nominees not interesting in sitting on the subcommittee.

**CARRIED**

5.2. [19-771](#)

Delegation - Marcie McLean; Resident of Highlands: Re: Agenda Item 7.1:  
Motion With Notice

**MOVED** by Director Williams, **SECONDED** by Director Desjardins,  
That the council procedures be amended for this meeting to permit delegation  
Marcie McLean to speak at this time in the proceedings.

**CARRIED**

Marcie McLean spoke to Item 7.1 Victoria Family Court and Youth Justice  
Committee.

## 7. Motion with Notice

7.1. [19-709](#)

Motion with Notice: Study of Victoria Family Court and Youth Justice  
Committee; C. Plant

Directors Orr and McNeil-Smith spoke to 7.1. and provided background  
information on the Motion with Notice.

Discussion ensued on the following:

- reviews of committee and mandate
- commission training process
- clarification of VFCYJC review recommendation
- staff timeline for review completion

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

That staff be directed 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.

**MOVED** by Director Isitt, **SECONDED** by Director Brownoff,

That the motion be amended to replace the words "...conduct a review of the mandate, governance, finances and communications of the Victoria Family Court (VFC) and Youth Justice Committee (YJC)..." to the following: "...work with the Victoria Family Court (VFC) and Youth Justice Committee (YJC) to review the VFCYJC mandate, governance, finances and communications...".

**CARRIED**

**OPPOSED: Williams**

The question be called on the main motion as amended.

**MOVED** by Director Desjardins, **SECONDED** by Director Blackwell,

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

That staff be directed to work with the Victoria Family Court (VFC) and Youth Justice Committee (YJC) to review the VFCYJC mandate, governance, finances and communications and prepare a report with recommendations.

**CARRIED**

**OPPOSED: Williams**

## 8. Notice(s) of Motion

Notice of Motion - Reporting Structure of the Sooke Region Museum and Visitor Centre (Director Tait)

WHEREAS the Sooke Region Museum and Visitor Centre are located at 2070 Phillips Road within the District of Sooke boundaries;

WHEREAS in 2019 approximately 62.9% of the Sooke Region Museum's funding was provided by District of Sooke taxpayers, in addition to the District of Sooke providing a community grant in the amount of \$26,500 for the Visitor Centre; and

WHEREAS the Sooke Region Museum and Visitor Centre currently report to the Electoral Area Directors Committee at the Capital Regional District at which the District of Sooke does not have representation.

THEREFORE BE IT RESOLVED THAT the CRD Governance & Finance Committee direct staff to review the reporting structure of the Sooke Region Museum and Visitor Centre and report back with options that more appropriately reflects the funding base and includes the CRD Director from the District of Sooke.

Notice of Motion - CRD Board Procedures Bylaw Amendment (Director Isitt)

That the Governance and Finance Committee recommend that the Board provide direction to staff to prepare an amendment the Procedures Bylaw, to ensure that at least one representative from each area within the CRD (an electoral area or a municipality) has had an opportunity to speak to a question before the matter is put to a vote.

## 9. New Business

There was no new business.

**10. Adjournment**

**MOVED by Director Howe, SECONDED by Director Tait,  
That the September 4, 2019 Governance and Finance Committee meeting be  
adjourned at 11:19 am.  
CARRIED**

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Chair

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Recorder