

## Meeting Minutes

### Governance and Finance Committee

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Wednesday, October 30, 2019

11:00 AM

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

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#### Special Meeting

#### PRESENT

Directors: S. Brice (Chair), K. Khakauwila (for J. Ranns (Vice Chair)), D. Blackwell, B. Desjardins, D. Howe, K. Murdoch, J. Bateman (for M. Tait)(11:05 am), K. Williams, C. Plant (Board Chair, ex-officio)

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; R. Lachance, Senior Manager, Financial Services; A. Orr, Senior Manager, Corporate Communications; D. Elliott, Manager, Aboriginal Initiatives; S. Henderson, Manager, Real Estate; B. Semmens, Manager, Financial Planning & Performance; E. Gorman, Deputy Corporate Officer; S. Closson, Committee Clerk (Recorder)

Regrets: Director Isitt, Windsor

The meeting was called to order at 11:00 am.

#### 1. Territorial Acknowledgement

Chair Brice provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Howe, **SECONDED** by Director Desjardins,  
That the agenda for the October 30, 2019 Governance and Finance Committee meeting be approved.  
**CARRIED**

#### 3. Chair's Remarks

There were no Chair's remarks.

#### 4. Presentations/Delegations

There were no presentations or delegations.

#### 5. Committee Business

- 5.1. [19-862](#) 2019-2022 Legislative and General Service Planning

B. Lapham introduced the 2019 - 2022 Legislative and General Service Planning Report.

N. Chan provided an overview of the Finance section in the report.

K. Morley provided an overview of the Corporate Services section in the report.

Discussion ensued on the following:

- clarification of staff recommendations and processes, service mandates
- asset management
- electronic records management
- corporate culture change, training, employee engagement
- Wastewater Treatment project

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

**That the new initiatives proposed in the provisional budget related to the  
Governance and Finance Committee mandate (Appendix A: Community Needs  
Summary - Legislative and General) be advanced to the October 30, 2019,  
Provisional Budget review process.**

**CARRIED**

**5.2. [19-903](#)**

2019-2022 First Nations Relations Service Planning

K. Morley provided an overview of the 2019-2022 First Nations Relations Service Planning Report.

Discussion ensued on the development of priorities.

**MOVED by Director Desjardins, SECONDED by Director Blackwell,  
That the Governance and Finance Committee recommend to the Capital  
Regional District Board: That the new initiatives proposed in the provisional  
budget related to the First Nations Relations mandate (Appendix A: Community  
Needs Summary - First Nations Relations) be advanced to the October 30, 2019  
Provisional Budget review process.**

**CARRIED**

**6. Notice(s) of Motion**

There were no Notice(s) of Motion.

**7. New Business**

There was no new business.

**8. Adjournment**

**MOVED by Director Blackwell, SECONDED by Director Desjardins,  
That the October 30, 2019 Governance and Finance Committee meeting be  
adjourned at 11:29 am.**

**CARRIED**

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Chair

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Recorder