

**Meeting Minutes  
Governance Committee**

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Wednesday, November 18, 2015

9:30 AM

6th Floor Boardroom

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**PRESENT:**

**DIRECTORS:** D. Blackwell (Chair), R. Windsor (Vice Chair, 9:33), V. Derman, B. Desjardins, P. LeBlond (for D. Howe), B. Isitt, C. Plant (9:31), V. Sanders (for S. Brice), N. Jensen, Board Chair (ex-officio)

**STAFF:** R. Lapham, Chief Administrative Officer; S. Santarossa, Corporate Officer; S. Hallatt, Manager, Aboriginal Initiatives, P. Perna, Committee Clerk, (Recorder)

**OTHERS PRESENT:** Director M. Alto

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

**1. Approval of Agenda**

**MOVED** by Director Derman, **SECONDED** by Director Desjardins,  
That the Agenda for the November 18, 2015 Governance Committee meeting be approved as circulated.

**CARRIED**

**2. Adoption of Minutes**

**2.1. 15-1237** Minutes of the October 7, 2015 Governance Committee Meeting

**MOVED** by Director Derman, **SECONDED** by Director Isitt,  
That the minutes of the October 7, 2015 Governance Committee meeting be adopted as circulated.

**CARRIED**

**3. Chair's Remarks**

None.

**4. Presentations/Delegations**

None.

**5. Committee Business**

**5.1. 15-1242** Year End Report on the Special Task Force on First Nations Engagement

Director Plant arrived at 9:31 am.

Director Windsor arrived at 9:33 am.

S. Hallatt introduced the report and Director Alto provided details of what has been achieved over this year.

Discussion ensued regarding ensuring one-year is enough time and confirming it is reasonable to demonstrate a genuine commitment to determine how best to structure a framework for decision-making and ongoing engagement.

On behalf of the committee, the Chair extended thanks to the Task Force and staff for their work this past year.

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

**That the mandate of the Special Task Force on First Nations Engagement be extended to December 2016.**

**CARRIED**

**5.2. 15-1240 2016 Board Committee Structure**

S. Santarossa provided an overview of the report and the recommendations for a 2016 Board Committee Structure.

The following topics were discussed:

- \* The approach to climate change and which committee it would best go through
- \* Refer advocacy initiatives to the particular standing committee to determine if it would be better addressed through a task force
- \* Ensure the task force has a defined Terms of Reference
- \* Defining what is meant by "advocacy"
- \* Economic Development Board priority and clarification on areas it affects
- \* Clarify that the Finance Committee will be responsible for oversight over the financial implications only of the climate lens policy framework and risk register
- \* Revise the Board questionnaire to highlight the new remuneration policy and possibly include a skills matrix for Board Members

It was noted that the recommended 2016 Board Committee Structure would be referred to the Board Chair for consideration.

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

**That the existing 2015 Board committee structure be recommended to the Board Chair for consideration in 2016 with the following amendments and/or additions:**

- 1. Amend the Governance Committee terms of reference to include the initiatives identified in the CRD Strategic Plan 2015-2018 and CRD Corporate Plan 2015-2016;**
- 2. Amend the Finance Committee terms of reference to include consideration of items relating to the Hospital District budget, capital planning and capital projects and oversight over the financial implications of the climate lens policy framework and risk register;**
- 3. Refer the advocacy initiatives to an existing committee or establish a task force or working group as identified in REVISED Table 1 of the report;**
- 4. Revise the mandate of the Transportation Select Committee terms of reference to consider the establishment of a transportation service.**

**CARRIED**

**6. New Business**

None.

**7. Adjournment**

**MOVED** by Director Derman, **SECONDED** by Director Desjardins,  
That the November 18, 2015 Governance Committee meeting be adjourned at  
10:41 am.  
**CARRIED**

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Chair

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Recorder