

Meeting Minutes

Governance Committee

Wednesday, April 5, 2017

1:30 PM

490 Atkins Avenue,
Victoria, BC V9B 2Z8

Due to Off-Site Location, This Meeting was not Recorded

PRESENT:

Directors: J. Ranns (Chair), N. Jensen (Vice Chair), A. Finall (at 1:57 p.m.), C. Day (for C. Hamilton), J. Loveday (for B. Isitt), D. Martin (for W. McIntyre), C. Plant, S. Price

Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; B. Reems, Corporate Officer; E. Gorman, Deputy Corporate Officer (Recorder)

Absent: S. Brice, B. Desjardins

The meeting was called to order at 1:41 p.m.

1. Approval of Agenda

**MOVED by Director Price, SECONDED by Director Day,
That the agenda be approved.
CARRIED**

2. Adoption of Minutes

- 2.1. [17-279](#) Minutes of the February 1, 2017 Governance Committee Meeting

**MOVED by Director Day, SECONDED by Director Price,
That the minutes of the February 1, 2017 Governance Committee meeting be
adopted as circulated.
CARRIED**

3. Chair's Remarks

Chair Ranns thanked the staff at Regional Parks headquarters for accommodating the meeting and providing the committee with an opportunity to see what the Parks staff do.

4. Presentations/Delegations

There were none.

5. Committee Business

- 5.1. [17-276](#) Freedom of Information and Protection of Privacy Act (FOIPPA) 2016
Overview

B. Reems provided an overview of the report.

In response to questions, staff advised that:

- cost recovery is based on the set statutory amount,
- a proactive approach to the release of information is used in an effort for open government, including documents shared on the website,
- the increase in the number of pages released year to year changes based on the nature of the requests and the issues that arise.

**MOVED by Director Price, SECONDED by Director Day,
That the Governance Committee recommends to the CRD Board:
That this report be received for information.
CARRIED**

5.2. [17-280](#)

Board Standards of Conduct

R. Lapham spoke to the report.

Discussion ensued regarding:

- issues of conduct that have occurred in other local governments driving the need for standards, and
- the correlation between potential conduct standards and a staff protection policy.

In response to questions, staff advised that:

- work is currently underway by UBCM to study the issue,
- there is a current WorkSafe BC policy related to conduct and workplace harassment.

**MOVED by Director Price, SECONDED by Director Jensen,
That staff be directed to report back to the Governance Committee with
additional information on guidelines for Board Director conduct in conjunction
with the report on exempt staff protection policies.
CARRIED**

6. New Business

6.1. New Motion

Discussion ensued regarding CRD services that have three or less participants.

In response to questions, staff advised that:

- there is currently a document called 'CRD on a page' that includes this type of information, and
- in the next few months this meaningful summary level view of services will be shared.

**MOVED by Director Price, SECONDED by Director Jensen,
That staff provide for a future Governance Committee a report on CRD services
that have 3 or less participants, excluding Electoral Areas, so that we can better
understand their financial and governance overview.
CARRIED**

7. Adjournment

MOVED by Director Plant, **SECONDED** by Director Finall,
That the meeting be adjourned at 2:31 p.m.
CARRIED

Chair

Recorder