

Meeting Minutes

Governance Committee

Wednesday, February 3, 2021

10:00 AM

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

PRESENT

Directors: K. Murdoch (Chair), S. Brice, B. Desjardins, B. Isitt (EP), R. Martin (EP)(10:06 am),
C. McNeil-Smith, K. Kahakauwila (for J. Ranns)(EP), M. Tait (EP), G. Young

Staff: N. Chan, Chief Financial Officer; K. Morley, General Manager, Corporate Services; K. Kim,
Manager, FOI and Privacy; M. Lagoa, Acting Deputy Corporate Officer; S. Closson, Committee Clerk
(Recorder)

EP - Electronic Participation

Regrets: Director Windsor, Board Chair Plant (ex-officio)

The meeting was called to order at 10:00 am.

1. Territorial Acknowledgement

Chair Murdoch provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Director McNeil-Smith, SECONDED by Director Young,
That the agenda for the February 3, 2021 Governance Committee meeting be
approved.
CARRIED**

3. Adoption of Minutes

There were no minutes for adoption.

4. Chair's Remarks

Chair Murdoch thanked Chair Plant for the opportunity to chair the committee and is looking forward to working with Vice Chair Windsor.

The Chair commented and noted that governance is core to our role in the CRD and helps to ensure transparency, open debate and good decisions which is the goal of any board. Furthermore, that three things are core to our good work. First, respect which is key, and that the structure of governance should ensure respectful debate over ideas to make this possible. The default of our deliberations should be that everyone, the public, delegates, members of the board and staff all feel safe to express their opinions and their ideas whether

they are dissenting or not.

Efficiency - respecting each other's time and shaping debate in a way that gets us focused on decision making and specific issues and not getting side tracked from the main issue.

Accountability and transparency - important that decisions are clear as should be the information used to make those decisions; the reason for decisions and the way we record those decisions should be clear so that in the future those evaluating our performance can understand why decisions were made and also transparency on the dissenting opinions.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [21-108](#) 2021 Governance Committee Terms of Reference

K. Morley provided an overview of the Terms of Reference.

**MOVED by Director Brice, SECONDED by Director Desjardins,
That the Governance Committee receive the 2021 Terms of Reference attached at
Appendix A.**

CARRIED

6.2. [21-111](#) Freedom of Information and Protection of Privacy Act (FIPPA) 2020 Overview

K. Morley provided an overview of the Freedom of Information and Protection of Privacy Act (FIPPA) for 2020.

Discussion ensued on the following:

- volume of building inspection requests
- commercial FOI requests
- future online access for property information
- digitization of records
- policy of general disclosure
- cost allocations
- current fees for FOI requests

**MOVED by Director Brice, SECONDED by Director Desjardins,
The Governance Committee recommends to the Regional Board that the FIPPA
2020 Overview report be received for information.**

CARRIED

**MOVED by Director Desjardins, SECONDED by Director Brice,
That staff be directed to provide a follow-up report on cost recovery options and
cost allocations for Freedom of Information requests in 9 months.**

CARRIED

6.3. [21-115](#) Report on Options for a Board Discussion Policy

K. Morley spoke to the Report on Options for a Board Discussion Policy.

Discussion ensued on the following:

- training sessions
- committee discussion leading to consensus on recommendations
- original motion intent
- Board/Committee question and discussion procedures

MOVED by Director Isitt, **SECONDED** by Director McNeil-Smith,
**The Governance Committee recommends to the Capital Regional District Board:
That staff report back to the Governance Committee with a best practices guide
for meetings of the Capital Regional District Boards, Committees and
Commissions.
CARRIED**

7. Notice(s) of Motion

7.1. [21-030](#) Greater Victoria Harbour Authority Economic Impact Study (Director Desjardins)

Director Desjardins spoke to the Greater Victoria Harbour Authority Economic Impact Study Notice of Motion.

Discussion ensued on the original motion:

- CRD funding policy
- Grants-in-Aid
- Greater Victoria Harbour Authority funding requirements

The original Notice of Motion was withdrawn.

MOVED by Director Desjardins, **SECONDED** by Director McNeil-Smith,
**That staff bring back a report to Governance Committee on the history of regional
grants-in-aid that have been made in the past and some context around
decision-making for grants-in-aid with the view of determining a need for a board
policy on grants-in-aid.
CARRIED**

8. New Business

There was no new business.

9. Motion to Close the Meeting

9.1. [21-116](#) Motion to Close the Meeting

MOVED by Director Brice, **SECONDED** by Director Desjardins,
**That the meeting be closed for Intergovernmental Negotiations in accordance
with Section 90(2)(b) of the Community Charter.
CARRIED**

The Governance Committee moved to the closed session at 11:31 am.

10. Adjournment

**The Governance Committee rose from the closed session at 11:56 am without
report.**

MOVED by Director McNeil-Smith, **SECONDED** by Director Brice,
That the February 3, 2021 Governance Committee meeting be adjourned at 11:56
am.
CARRIED

CHAIR

RECORDER