

Meeting Minutes

Governance Committee

Wednesday, September 6, 2017

1:30 PM

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

PRESENT:

J. Ranns (Chair), N. Jensen (Vice Chair), S. Brice, C. Stock (for A. Finall), C. Hamilton, B. Isitt,
W. McIntyre, S. Price, B. Desjardins (Board Chair, ex-officio)

STAFF: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; C. Nielson, Senior
Manager, Human Resources; B. Reems, Corporate Officer; J. Cuthbert, Committee Clerk (recorder)

ALSO PRESENT: Marcia McNeil, Attorney, Sheen Arnold McNeil

REGRETS: Director C. Plant

The meeting was called to order at 1:32 pm.

1. Approval of Agenda

**MOVED by Director Brice, SECONDED by Director Price,
That the agenda be approved as circulated.
CARRIED**

2. Adoption of Minutes

2.1. [17-597](#) Minutes of the June 7, 2017 Governance Committee Meeting

**MOVED by Director Brice, SECONDED by Director Price,
That the minutes of the previous meeting be adopted as circulated.
CARRIED**

3. Chair's Remarks

The Chair spoke to the serious misconduct policy and then invited Director McIntyre to speak to the upcoming Salt Spring Island Referendum. Director McIntyre spoke to the Salt Spring Island Referendum coming up on Saturday, September 9th, the process involved between the two trustees and two committees, there have been lots of public sessions, and to the amount of voter turnout at the advanced polls.

4. Presentations/Delegations

There were none.

5. Committee Business

5.1. [17-629](#) Electronic Participation at Capital Regional District (CRD) Southern Gulf Islands Electoral Area Commission Meetings

Mr. Reems spoke to the amendment of the bylaw.

MOVED by Director Desjardin, SECONDED by Alternate Director Stock
That the Governance Committee recommend to the Capital Regional District Board:

1. That Bylaw 4206, "Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 6, 2017," be introduced and read a first and second time;
2. That Bylaw 4206, "Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 6, 2017," be read a third time; and
3. That Bylaw 4206, "Capital Regional District Board Procedures Bylaw, 2012, Amendment Bylaw No. 6, 2017," be adopted.

CARRIED

5.2. [17-619](#) Reporting of Serious Misconduct Policy

Mr. Neilson spoke to the report.

A discussion ensued regarding the following:

- Serious Misconduct regarding elected officials mentioned in the report.
- Item 7.1 in the report and the wording around this section specifically the "good faith" policy.
- Table 1 regarding complaints being made aware to the board chair adding a third party to reporting.
- The work being done by staff to have this policy implemented.
- That staff would be more comfortable knowing that the CAO will advise the Board Chair of any reports made under the policy.

MOVED by Director Desjardins, SECONDED by Alternate Director Stock,
That this report be received for information and be forwarded to the Capital Regional District Board for information.

CARRIED

6. New Business

The Chair mentioned the possibility of an off-site meeting at Hartland. This will be discussed at the next meeting to determine whether or not this will be planned for a future meeting.

7. Adjournment

MOVED by Alternate Director Stock, SECONDED by Director McIntyre,
That the September 06, 2017 Governance Committee meeting be adjourned at 2:05 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

COMMITTEE CLERK