

Meeting Minutes

Capital Regional Hospital District Board

Wednesday, January 10, 2024

1:05 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

PRESENT

DIRECTORS: K. Murdoch (Chair), C. McNeil-Smith (Acting Chair), M. Alto, P. Brent, S. Brice, J. Brownoff, J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson (EP), G. Holman, P. Jones, D. Kobayashi, M. Little, D. Murdock, C. Plant, S. Riddell (for R. Windsor), K. Roessingh (for K. Williams), L. Szpak, M. Tait, D. Thompson, S. Tobias, A. Wickheim

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Administrative Officer; A. Fraser, General Manager, Integrated Water Services; L. Hutcheson, General Manager, Parks and Environmental Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; A. Orr, Senior Manager, Corporate Communications; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Guests: L. Lee, Lead Audit Engagement Partner, KPMG; S. Burden, Auditor, KPMG; C. Rice-Gural, Auditor, KPMG

Regrets: Directors Williams, Windsor

The meeting was called to order at 1:37 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Desjardins, **SECONDED** by Director McNeil-Smith,
That the agenda for the January 10, 2024 Session of the Capital Regional Hospital District Board be approved.

CARRIED

3. ADOPTION OF MINUTES

3.1. [24-039](#) Minutes of the December 13, 2023 Capital Regional Hospital District Board

MOVED by Director Desjardins, **SECONDED** by Director McNeil-Smith,
That the minutes of the Capital Regional Hospital District Board meeting of December 13, 2023 be adopted as circulated.

CARRIED

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

- 5.1.1. [24-038](#) Presentation: CRHD 2023 Audit Planning, Lenora Lee, Lead Audit Engagement Partner, KPMG (Verbal)

L. Lee presented the 2023 Audit Planning Presentation.

Discussion ensued regarding internal auditing of tangible capital assets.

6. CONSENT AGENDA

There were no consent agenda items.

7. ADMINISTRATION REPORTS

- 7.1. [23-979](#) Capital Regional Hospital District 2023 Audit Planning Discussion

MOVED by Director Caradonna, **SECONDED** by Director Plant,
That the Capital Regional Hospital District 2023 Audit Plan developed by KPMG
be approved.
CARRIED

8. REPORTS OF COMMITTEES

There were no reports of committees.

9. NOTICE(S) OF MOTION

There were no notice(s) of motion.

10. NEW BUSINESS

There was no new business.

11. ADJOURNMENT

MOVED by Director de Vries, **SECONDED** by Director Desjardins,
That the January 10, 2024 Capital Regional Hospital District Board meeting be
adjourned at 1:43 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER