



Notice of Meeting and Meeting Agenda Finance Committee

Wednesday, May 1, 2024

9:30 AM

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

S. Brice (Chair), P. Jones (Vice Chair), P. Brent, C. Coleman, S. Goodmanson, D. Kobayashi, M. Little, K. Williams, R. Windsor, C. Plant (Board Chair, ex-officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [24-430](#) Minutes of the March 6, 2024 Finance Committee Meeting

Recommendation: That the minutes of the Finance Committee meeting of March 6, 2024 be adopted as circulated.

Attachments: [Minutes: March 6, 2024](#)

4. Chair's Remarks

5. Presentations/Delegations

5.1. [24-283](#) Verbal Presentation: Lenora Lee, KPMG, Re: Capital Regional District 2023 Audit Findings Report

6. Committee Business

- 6.1. [24-278](#) Capital Regional District 2023 Audit Findings Report and Statement of Financial Information
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2023 Statement of Financial Information be approved.
- Attachments:** [Staff Report: CRD 2023 Audit Findings Report SOFI](#)
 [Presentation: 2023 SOFI](#)
 [Appendix A: 2023 SOFI](#)
 [Appendix B: Unaudited Statements](#)
 [Appendix C: Other Financial Stmt Analysis](#)
 [Appendix D: DBRS Rating Methodology](#)
 [Appendix E: 2023 Financial Performance Measures](#)
 [Appendix F: Audit Findings Report](#)
 [Appendix G: Management Letter](#)
- 6.2. [24-307](#) Capital Regional District External Grants Update
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: CRD External Grants Update](#)
 [Appendix A: External Grants Dashboard](#)
 [Appendix B: Grant Alerts](#)
- 6.3. [24-288](#) Capital Regional District External Grants 2023 Annual Report
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: CRD External Grants Annual Report](#)
 [Appendix A: CRD External Grants Activity 2023](#)
 [Appendix B: GCF - Regional Electoral Projects](#)
 [Appendix C: Safe Restart for Local Government](#)
 [Appendix D: Status of Grants-Funded Projects](#)
 [Appendix E: Grant Alignment Community Needs](#)
- 6.4. [24-286](#) 2025 Service and Financial Planning Guidelines
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
That the service and financial planning guidelines be approved and that staff be directed to prepare the draft financial plan review based on the timeline presented.
- Attachments:** [Staff Report: 2025 Service & Financial Guidelines](#)
 [Appendix A: Corporate Planning Framework](#)
 [Appendix B: Financial Planning Timetable](#)
 [Appendix C: Financial Management Strategies](#)
 [Appendix D: 5-Year Consolidated Req Forecast](#)

6.5. [24-314](#) Royal and McPherson Theatre Services Advisory Committee Terms of Reference

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
That the 2024 Royal & McPherson Theatres Advisory Committee Terms of Reference attached at Appendix A be approved.

Attachments: [Staff Report: RMTSAC 2024 ToR](#)
[Appendix A: RMTSAC 2024 ToR redline version](#)

6.6. [24-433](#) Bylaw No. 4614: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment No. 1, 2024

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4614, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 1, 2024", be introduced and read a first, second, and third time; and
2. That Bylaw No. 4614 be adopted.

Attachments: [Staff Report: Bylaw No. 4614, 2024-2028 Fin Plan Amend No.1, 2024](#)
[Appendix A: Bylaw No. 4614](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

The next meeting is July 3, 2024.

To ensure quorum, please advise Jessica Dorman (jdorman@crd.bc.ca) if you or your alternate cannot attend.