

Meeting Minutes

Finance Committee

Wednesday, February 7, 2018

9:30 AM

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

PRESENT: S. Brice (Chair), D. Blackwell (Vice Chair), C. Coleman (for M. Alto), J. Brownoff, J. Loveday (for L. Helps), N. Jensen, S. Price (Ex Officio), D. Screech, K. Williams, R. Windsor, G. Young.

Regrets: Directors M. Tait and D. Howe

STAFF: B. Lapham, Chief Administrative Officer; K. Morley, General Manager, Legislative and Corporate Services; N. Chan, Chief Financial Officer; E. Gorman, Deputy Corporate Officer, Legislative and Corporate Services; J. Cuthbert, Committee Clerk (Recorder)

1. Approval of Agenda

**MOVED by Director Brownoff, SECONDED by Director Blackwell,
That the agenda be approved as circulated.
CARRIED**

2. Adoption of Minutes

[18-067](#) Minutes for Adoption

**MOVED by Director Blackwell, SECONDED by Director Windsor,
That the minutes be adopted as circulated.
CARRIED**

3. Chair's Remarks

The Chair commented on looking forward to the work of the finance committee and hopes it can add value to the boards deliberations. She also welcomed alternate directors to the meeting.

4. Presentations/Delegations

There were none.

5. Committee Business

- 5.1. [18-028](#) Resumption of a Subcommittee of Finance to Provide Oversight for the Service Budgets of the Royal & McPherson Theatres Society

Mr. Chan spoke to the report.
A discussion ensued regarding the following:

- opportunity to review service level and budgets
- the chair will ask later that the committee support director Brownoff chairing the sub-committee.
- terms of reference regarding the appointment of members

MOVED by Alternate Director Coleman, SECONDED by Director Jensen,
That the Finance Committee establish the Royal & McPherson Theatre Society Advisory Committee, with members appointed by the chair of the Finance Committee and who are members of the Finance Committee, to provide oversight and recommendations to the Finance Committee on the services established by bylaws 2587 and 2685, as outlined in the attached terms of reference.

MOVED by Director Brownoff, SECONDED by Director Blackwell,
That the Terms of Reference Section 2 (c) be amended and replaced with: "Other Advisory Committee members will be appointed by the Finance Committee Chair and be members of that committee."
CARRIED

MOVED by Director Young, SECONDED by Director Windsor,
That Members of the RMTS Board not be members of the RMTSAC.
CARRIED

The question was called on the main motion as amended:
MOVED by Alternate Director Coleman, SECONDED by Director Jensen,
That the Finance Committee establish the Royal & McPherson Theatre Society Advisory Committee, with members appointed by the chair of the Finance Committee and who are members of the Finance Committee, to provide oversight and recommendations to the Finance Committee on the services established by bylaws 2587 and 2685, as outlined in the attached terms of reference, as amended.
CARRIED

5.2. [18-057](#) 2018 Board Standing and Select Committees Terms of Reference (Finance Committee)

Mr. Chan spoke to the report.

MOVED by Director Screech, SECONDED by Director Williams,
That the Finance Committee recommend to the Capital Regional District Board:
That the 2018 Terms of Reference, as attached in Appendix A, be approved.
CARRIED.

5.3. [18-038](#) Capital Regional District External Grants Update

Mr. Chan spoke to the report.

MOVED by Alternate Director Loveday, SECONDED by Alternate Director Coleman,
That Finance Committee recommend to the Capital Regional District Board:
That the Capital Regional District External Grants Update be received for information.
CARRIED

5.4. [18-037](#) City of Langford Hotel Tax

Mr. Chan spoke to the report.
Director Blackwell spoke to the report.

**MOVED by Director Blackwell, SECONDED by Director Windsor,
That the Finance Committee recommend to the Capital Regional District Board:
That the Capital Regional District support the imposition of an accommodation
tax by the City of Langford.
CARRIED**

5.5. [18-035](#) Municipal Investment Plan for Staff and Elected Officials

Mr. Chan spoke to the report.

**MOVED by Director Brownoff, SECONDED by Director Williams,
That the Finance Committee recommend to the Capital Regional District Board:
That this report be received for information.
CARRIED**

6. New Business

There was none.

7. Motion to Close the Meeting

7.1. [18-076](#) Motion to Close the Meeting

**That the meeting be closed in accordance with the Community Charter, Part 4,
Division 3, 90(1)(c) labour relations or other employee relations.**

**The Committee moved to the closed session at 9:57 am.
The Committee rose from the closed session at 10:31 am without report.**

8. Adjournment

**MOVED by Director Windsor, SECONDED by Director Williams,
That the meeting be adjourned at 9:57 am.
CARRIED**

CHAIR

CERTIFIED CORRECT:

COMMITTEE CLERK