



**Provincial Capital Commission  
Board of Directors Meeting Minutes  
March 20, 2007**

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**DIRECTORS PRESENT**

Bill Wellburn, **Chair**  
Basil Boulton  
Barbara Brink  
Allan Cassidy @ 9:10  
Jane Durante  
Chris Fairbank  
Rob Hunter  
Pam Madoff  
Bill Oppen *via telephone*  
Leif Wergeland  
Geoff Young

**EXCUSED**

Beth Campbell  
Bob Gillespie  
Matt Vickers

**RESOURCES**

Ray Parks, CEO  
Rick Crosby, CFO  
Denis Johnston, Director Outreach  
Sean Nacey, Policy Analyst/ Secretary

**CALL TO ORDER**

The meeting was called to order at 9:05 am.

**APPROVAL OF AGENDA**

The agenda was approved without change or additions.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

**It was moved and seconded** that the Minutes of the PCC regular meeting held January 20, 2007 be adopted.

**CARRIED**

**REVIEW OF COMMITTEE OUTPUTS AND PREVIOUS DECISIONS**

The Board Outputs and Decisions Summary were reviewed.

**CHIEF EXECUTIVE OFFICER REPORT**

***Outreach Activities***

The CEO updated the Board on a number of PCC outreach activities including: Capital Kid Award, TV Vignettes, Student Travel Subsidies, Youth Connects – the Capital Online in BC Schools, Programs at St. Ann’s Academy, BC Youth Parliament, First Nations Initiatives and BC Day 2008.

**Property Issues**

***Inner Harbour Redevelopment***

The CEO reported that a Task Force has been appointed by Mayor Alan Lowe to recommend a vision for the redevelopment of the Belleville Terminal site located on the inner harbour. It was noted that the Task Force will be guided by the Amazing Possibilities! report and the work that followed that was overseen by the Inner Harbour Steering Committee, made up of

representatives from the PCC, Greater Victoria Harbour Authority, City of Victoria and First Nations.

### ***Crystal Garden- BC Experience Lease Transfer***

The CEO reported that the PCC is working with City of Victoria officials to update the lease language by way of a formal Modification Agreement that will provide for the proposed new use of the building. The Modification Agreement will be part of the Trustee's application to the Court for approval of the transfer of the BC Experience lease to the City of Victoria.

### ***Tourist Information Centre – 812 Wharf Street***

The CEO reported that Milestone's proposal for seasonal use of a portion of the upper deck was approved by the City of Victoria in February. It was also noted that the replacement of the handicapped lift at 812 Wharf Street has been completed.

Directors discussed the need for an overarching design policy that would set out the PCC's expectations for improvements affecting its lands and buildings..

#### **Action:**

- Staff to draft and bring forward a general design policy for temporary and permanent improvements affecting the appearance of the PCC's lands and buildings for the June Board meeting.

### ***Message from the Vice Chair***

On behalf of the Vice Chair, the CEO congratulated Chairman Bill Wellburn on his recent achievement of being honoured with a Fellowship from the Institute of Chartered Accountants of BC. It was noted that the FCA designation is awarded to Chartered Accountants for their community contributions as well as service to the profession.

## **CHIEF FINANCIAL OFFICER REPORT**

### ***Current Year Operating Results***

The CFO spoke to current year operating results and noted that the PCC's forecast surplus for the current year is anticipated to exceed the budgeted surplus of \$50,000.

### ***Greenways and Beautification Program***

The CFO reported that funding for four projects remains committed as per the attached schedule which was circulated to directors. It was noted that the funding commitment of \$95,000 for the South Coast Trail in Esquimalt was previously extended by the Board to 2007/08 to allow for completion of the project.

### ***Financial Statements 2006/07***

It was reported that the financial statements for the year ending March 31, 2007 will be prepared and completed in April/May. It was noted that the statements will be included in the Board approved Annual Report for public release by the end of June in accordance with Government's timelines.

## **COMMITTEE REPORTS**

### ***Executive Committee***

The Chair reported that Executive Committee met March 13, 2006 and that draft minutes of the meeting were attached.

### ***Finance and Audit Committee***

The Chair reported that Executive Committee met March 13, 2006 and that draft minutes of the meeting were attached.

***Governance Committee***

The Board Chair reported that the draft Public Delegation Policy brought to the Board in January has been revised to include suggested Board changes.

**It was moved and seconded** that the revised Public Delegation Policy be adopted.

**CARRIED**

***Program Resource and Communications Committee***

The Chair reported that Program Committee met March 19 and that draft minutes of the meeting would be circulated on completion.

Denis Johnston reported that the winners of the PCC's student film award received their certificate and cheque personally from Minister Hagen who also announced their achievement in the Legislature. It was noted that afterwards their families were given a tour of the Parliament Buildings.

Denis Johnston gave a PowerPoint presentation to the Board outlining programming accomplishments over the past year and Outreach strategies for 2007/08.

**CONCLUSION**

With no further business, the meeting was declared concluded at 10:20 am.

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Board Chair

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Secretary