



DRAFT
Provincial Capital Commission
Board of Directors Meeting Minutes
May 19, 2009

DIRECTORS PRESENT

Bill Wellburn, **Chair**
Barbara Brink
Chris Coleman
Jane Durante *by telephone*
David Everett
Chris Fairbank
Lynda Hundleby
Wayne Hunter
Russell Irvine
Philippe Lucas *to 9:48 am*
Susan Marsden *by telephone*
Bill Oppen *by telephone*

RESOURCES

Rick Crosby, CFO and A/CEO
Denis Johnston, Director Outreach
Kris Andersen, A/ Governance Analyst / Secretary

GUESTS

Don Prittie, Chair, Greater Victoria Harbour
Authority
Paul Servos, CEO, Greater Victoria Harbour
Authority

EXCUSED

Allan Cassidy
Dean Murdock

CALL TO ORDER

The meeting was called to order at 9:00 am.

PUBLIC PRESENTATIONS

The Board Chair welcomed representatives of the Greater Victoria Harbour Authority (GVHA): Don Prittie, Chair and Paul Servos, CEO, and noted that the PCC is one of the nine member agencies who control the GVHA.

The GVHA CEO provided an overview on current activities, initiatives and planned upgrades to GVHA's property holdings including Ogden Point. The presenters acknowledged the collaborative partnership the GVHA enjoys with the PCC. A question and answer period followed the GVHA presentation. The GVHA suggested a harbour coalition of key stakeholders including the City of Victoria, Transport Canada, Provincial Capital Commission and the GVHA would be beneficial in moving forward on a vision for the harbour.

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 March 17, 2009 be adopted.

CARRIED

REVIEW OF BOARD OUTPUTS AND PREVIOUS DECISIONS

The Board Outputs and Decisions Summary were reviewed. It was noted the June 16th Board meeting has been rescheduled to June 25th and will be an in-camera planning session.

CHIEF EXECUTIVE OFFICER REPORT

Outreach Activities:

The CEO updated the Board on a number of outreach activities the PCC is currently working on including PCC Banners, Capital Connections videos on YouTube, St. Ann's Website and Grounds Plan and Student Travel Subsidy Program.

- **National Historic Site Cost-Sharing Program** – PCC staff completed an application for support from this program for the April 24 deadline. The application is for matching funds to support interpretation and maintenance projects on the grounds of St. Ann's Academy. Total project costs are estimated at \$275,000.
- **BC 150 Commemorative Sundial** – A private citizen first approached the PCC proposing to create permanent public commemoration for BC150. The Greater Victoria Harbour Authority has agreed to provide a site and long-term maintenance of the piece while the PCC has committed to seeking permission from the provincial government to incorporate the BC150 logo and funding a portion of the project.
- **Student Travel Subsidy Program** – The CEO provided an update on program participation and indicated that for 2008/09 the program provided support to over 6,000 students visiting the Capital from around the Province, and over 13, 000 in total since inception three years ago.

Action: staff to bring forward a report to the board that sets out by region the total number of students in BC and the number of students in the target grades of the program, and the number of students accessing the program.

Property Activities:

- **2010 Commemorative Naval Statue Project** - On May 4, the military held a public media event at Ship Point to announce the statue project, which will be unveiled on May 4, 2010, the 100th anniversary of the creation of the Royal Canadian Navy. The Board Chair spoke at the event which was attended by Director Everett, along with the Acting CEO and Director of Outreach.
- **Crystal Garden** – The Provincial Capital Commission, City of Victoria and the Ministry of Tourism, Culture and the Arts have been nominated for an award by Heritage BC for work completed on the Crystal Garden to be presented in Kelowna on June 5, 2009. PCC representatives at the event were to be confirmed.
- **Blackball Ferry** – Terminal facility upgrades have been completed by the ferry operator.
- **Ship Point** – Repairs to the wharf and parking lot have been completed.

Other operational issues

- **Annual Report** – The 2009 Annual Report is currently under development. In accordance with government timelines for crown corporations the report will be released to the public in early July consistent with prior years.

CHIEF FINANCIAL OFFICER REPORT

Audited Financial Statements for the year ending March 31, 2009 have been completed and will be presented to the Board for approval at the in-camera portion of the meeting. The Statement of Financial Information providing supplemental reporting is due to government September 30, 2009.

COMMITTEE REPORTS

- **Executive Committee** – approved minutes from the April 14, 2009 meeting and draft minutes of the May 12, 2009 meetings were provided for information. A draft board and committee meeting schedule for July to September 2009 was provided for discussion and will be reviewed by the Governance Committee and form part of the Committee's recommendation to the Board for the 2009/2010 meeting schedule.
- **Finance and Audit Committee** – draft minutes of the May 12, 2009 meeting were provided for information.
- **Governance Committee** – will be meeting immediately following the board meeting on May 19, 2009.
- **Program Resource and Communications Committee** – draft minutes of the March 16, 2009 meeting were provided for information along with the St. Ann's Grounds Committee Terms of Reference. It was noted that the St. Ann's Grounds Committee is a stakeholders' advisory committee that reports to the PCC CEO. The PRAC Committee will meet May 19 following the board meeting.

OTHER BUSINESS

The Director of Outreach noted that the May 19, 2009 edition of the Times Colonist included a letter to the editor from a school group from Kyuquot regarding their visit to the capital. While not mentioned in the article, the group was funded through the Student Travel Subsidy Program.

CONCLUSION

With no further business, the meeting was declared concluded at 10:27 am.

Board Chair

Secretary