



**Provincial Capital Commission  
Board of Directors Meeting Minutes  
May 16, 2006**

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**DIRECTORS PRESENT**

Bill Wellburn, **Chair**  
Basil Boulton  
Barbara Brink  
Beth Campbell  
Jane Durante  
Chris Fairbank  
Bob Gillespie  
Rob Hunter  
Pam Madoff  
Bill Oppen  
Geoff Young  
Leif Wergeland  
**ABSENT**  
Allan Cassidy  
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 8:30 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 March 21, 2006 be approved.

***CARRIED***

**REVIEW OF COMMITTEE OUTPUTS AND PREVIOUS DECISIONS**

The Board Outputs and Decisions Summary were reviewed.

**CHIEF EXECUTIVE OFFICER REPORT**

The CEO referred the Board to a list of current outreach activities outlined in the CEO's written report. The report provided an update on Youth Connects, PCC 50<sup>th</sup> Anniversary, TV Vignettes, Outreach Trip to West Kootenay, Heritage Fair's and International Museum Day at St. Ann's Academy.

**Inner Harbour Plan**

The CEO reported that there was no new information to report at this time. It was noted that questions were asked during Estimate Debate held May 1 about the status of the project and the lack of reference in our service plan. The CEO reported that the Hansard transcript of the debate can be read online at the BC Legislative Assembly website.

## **Crystal Garden**

The CEO reported that BC Experience is scheduled to open on June 26. It was noted that PCC's work is substantively complete with exterior painting to commence in mid May. The PCC is working with the tenant in coordinating event planning for opening day.

## **FOI Status Report**

A current list of FOI requests was provided to directors for information. The CEO reported that the status regarding the release of lease agreements has not changed and that the release is still pending formal review by the Information and Privacy Office to address privacy concerns raised by the tenant.

### **Action:**

- Staff to follow up with the Information and Privacy Office to inquire when a review and decision can be expected by the Privacy Commissioner.

## **CHIEF FINANCIAL OFFICER REPORT**

The CFO provided an interim fourth quarter financial report for 2005/06 with actual results compared to budget for the year ending March 31, 2006. It was noted that the operating surplus of \$85,501 is consistent with the planned surplus of \$65,000 in the approved budget. Reserves at March 31 are \$0.7 million, with an additional \$1.2 million in federal funds held for the Belleville Port Facility.

The CFO stated that the audited financial statements are in process of being finalized and will be included in the 2006 Annual Report which will be made public at the end of June.

In reply to a question regarding the status of restrictions for Greenways and Beautification Projects, it was confirmed that unused reserves from cancelled and completed projects are transferred to unrestricted use on the Board's approval.

## **COMMITTEE REPORTS**

### **Executive Committee**

Committee met April 11 and May 9. No additional issues were brought forward for discussion.

### **Finance and Audit Committee**

Committee met May 9. No additional issues were brought forward for discussion.

### **Governance Committee**

Committee met April 11. The Board Chair pointed out a correction to the April 11 Governance minutes and asked that the minutes be amended before the next Governance meeting in June.

The Committee Chair referred the Board to the evaluation forms within the board material and asked each director to complete the forms and fax or email their forms by June 12.

### **Program Resource and Communications Committee**

Committee met March 20 and May 15. No additional issues were brought forward for discussion.

**OTHER BUSINESS**

**Westsong Way Bridge Replacement**

The replacement of the Westsong Way Bridge was discussed by the Board. It was noted that as part of the replacement the City of Victoria is looking to make it more environmentally friendly and aesthetically pleasing. The City of Victoria is investigating funding partners to help share in the costs of the bridge replacement – the PCC is one of the funding partners the City is looking for funding from. It was also noted that the topic of funding projects that are not integral to the Commission’s mandate will be added to the agenda of the next PCC planning session.

**Work Point Officers Mess**

Director Boulton circulated correspondence regarding the threat of demolition of the Work Point Officers Mess and Quarters to all Directors for review. Director Boulton explained the significant heritage value of these buildings and the support required from the Province to reconsider the demolition of the buildings.

**CONCLUSION**

With no further business, the meeting was declared concluded at 9:30 am.

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Board Chair

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Secretary