

**MINUTES OF THE  
GOVERNANCE & PRIORITIES COMMITTEE MEETING  
HELD THURSDAY, JUNE 18, 2015, 9:00 A.M.**

**1. CALL TO ORDER AT 8:04 A.M.**

**Action:** It was moved by Councillor Lucas, seconded by Councillor Thornton-Joe, that the Governance & Priorities Committee convene a Closed meeting that excludes the public under Section 12(6) of the *Council Bylaw* for the reason that the following agenda items deal with matters specified in Sections 12(3) and/or (4) of the Council Bylaw, namely:

- Section 12 (3)(c) Labour Relations or employee relations

CARRIED UNANIMOUSLY 15/GPC

**2. CLOSED MEETING AT 8:05 A.M.**

**Committee Members Present:** Mayor Helps in the Chair; Councillors Alto, Coleman, Loveday, Lucas, Madoff and Thornton-Joe

**Absent:** Councillors Isitt and Young.

**Staff Present:** J. Johnson – City Manager; J. Jenkyns – Deputy City Manager

**2.1 Personnel**

Committee received an update regarding a personnel item from staff.

**3. ADJOURNMENT OF CLOSED MEETING AT 8:55 A.M.**

**4. THE CHAIR CALLED THE PUBLIC MEETING TO ORDER AT 9:00 A.M.**

**Committee Members Present:** Mayor Helps in the Chair; Councillors Alto, Coleman, Loveday, Lucas, Madoff and Thornton-Joe.

**Absent:** Councillors Isitt and Young.

**Staff Present:** J. Johnson – City Manager; R. Woodland – Director of Legislative & Regulatory Services; C. Havelka – Recording Secretary.

**Staff Present for a Portion  
of the Meeting:**

P. Bruce – Fire Chief; F. Elsner – Police Chief; J. Jenkyns – Deputy City Manager; K. Hamilton – Director of Citizen Engagement & Strategic Planning; J. MacDougall – Acting Director of Parks & Recreation; S. Thompson – Director of Finance; B. Dellebuur – Acting Assistant Director of Transportation & Parking Services, A. Hudson – Acting Director of Sustainable Planning & Community Development; T. Zworski – City Solicitor.

**5. APPROVAL OF AGENDA**

**Action:** It was moved by Councillor Alto, seconded by Councillor Coleman, that the Agenda of the June 18, 2015, Governance & Priorities Committee meeting be approved.

**Amendment:** It was moved by Councillor Alto, seconded by Councillor Coleman, that the agenda of the June 18, 2015 meeting be amended to include the following agenda items on the consent agenda.

Item # 2 – Minutes from the Regular Meeting held June 4, 2015

Item # 2A – Minutes from the Special Meeting held April 9, 2015

Item # 6 – Motion – Walk on Week

On the amendment:

CARRIED UNANIMOUSLY 15/GPC

On the main motion as amended:

CARRIED UNANIMOUSLY 15/GPC

**6. CONSENT AGENDA**

It was moved by Councillor Alto, seconded by Councillor Madoff, that the following items be approved without further debate:

**6.1 Minutes from the Special Meeting held April 9, 2015**

**Action:** It was moved by Councillor Alto, seconded by Councillor Madoff, that the Minutes from the Special Meeting held April 9, 2015 be adopted.

CARRIED UNANIMOUSLY 15/GPC

**6.2 Minutes from the Regular Meeting held June 4, 2015**

**Action:** It was moved by Councillor Alto, seconded by Councillor Madoff, that the Minutes from the Regular Meeting held June 4, 2015 be adopted.

### **6.3 Motion – Walk on Week – October 5 - 11, 2015**

A motion was brought forward proposing that Council provide in-kind support for the Walk on Week (WOW) on Monday, October 5.

**Action:** It was moved by Councillor Alto, seconded by Councillor Madoff, that Committee recommends that Council agrees to co-sponsor on an in-kind basis the launch of Walk On Week (WOW) on Monday, October 5 with Walk On, Victoria, including support with logistics, publicity and use of Centennial Square and encouragement to City staff, Council members, residents and businesses to participate in the launch and in other Walk On Week events.

CARRIED UNANIMOUSLY 15/GPC

## **7. DECISION REQUESTS**

### **7.1 Proposed Next Steps Regarding a Potential James Bay Neighbourhood Library Branch**

Committee received a report dated June 5, 2015 from Finance outlining proposed next steps for a potential James Bay Neighbourhood Library Branch.

Committee discussed the following:

- When the library will report back to Council to ensure their vision for the proposed library matches the City's.

**Action:** It was moved by Councillor Madoff, seconded by Councillor Alto, that Committee recommends that Council:

1. Request that the Greater Victoria Public Library Board notify the City, after completion of its strategic planning process in September 2015, with the preferred option for a James Bay Neighbourhood Library Branch.
2. Direct staff to incorporate the Greater Victoria Public Library Board's preferred option for a James Bay Neighbourhood Library branch into the 2016 financial planning process and associated public consultation.

CARRIED UNANIMOUSLY 15/GPC

### **7.2 Lessons Learned from the 2015 Financial Plan Process & Proposed 2016 Financial Plan Process**

Committee received a report dated June 5, 2015 from Finance outlining the lessons learned in developing and implementing the new financial planning process for 2015 and to seek Council direction on the 2016 financial planning process.

Committee discussed the following:

- Aligning the capital plan more closely with the strategic plan and budget; the strategic goals of completing the David Foster Pathway and building a new central library;
  - Staff will bring forward options of how to move forward with those projects.

**Action:** It was moved by Councillor Alto, seconded by Councillor Thornton-Joe, that Council endorse the proposed approach for the 2016 financial planning process as outlined in the report dated June 5, 2015.

Committee discussed the motion:

- Keeping the yearly tax increase at the annual inflation rate plus one percent.
- Amending the strategic plan and the possibility that an unpredictable issue might increase the tax rate;
  - Assigning a line item in the budget for Council's strategic objectives.
  - Noting that staff develops a core budget with a range of options for Council's consideration.
- Measuring success in terms of increasing the benefits for Victoria taxpayers; how to measure "well-being";
  - The proposal of a community survey in 2016 that will feed information into the budget.

CARRIED UNANIMOUSLY 15/GPC

### **7.3 Construction and Sales Trailers on City Streets – Policy**

Committee received a report dated June 11, 2015 from Engineering & Public Works providing information on the City's policy for permitting construction trailers in the City's right-of-way.

**Action:** It was moved by Councillor Madoff, seconded by Councillor Alto, that Committee receive the report dated June 11, 2015 for information.

Committee discussed the following:

- The issues arising from a sales trailer on Rockland Avenue which spurred this review;
  - The new actions staff is implementing to address the issues that arose in this instance.

CARRIED UNANIMOUSLY 15/GPC

**Action:** It was moved by Councillor Coleman, seconded by Councillor Lucas, that the Governance & Priorities Committee convene a Closed meeting that excludes the public under Section 12(6) of the *Council Bylaw* for the reason that the following agenda items deal with matters specified in Sections 12(3) and/or (4) of the Council Bylaw, namely:

- Section 12(3)(e) The acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the City.
- Section 12(3)(i) The receipt of advice that is subject to solicitor-client privilege including communications necessary for that purpose.
- Section 12(3)(k) Negotiations and related discussions respecting the proposed provision of a City service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY 15/GPC

**8. CLOSED MEETING AT 9:37 A.M.**

**Committee Members Present:** Mayor Helps in the Chair; Councillors Alto, Coleman, Loveday, Lucas, Madoff and Thornton-Joe.

**Absent:** Councillor Isitt and Young.

**Staff Present for a Portion of the Meeting:** J. Johnson – City Manager; J. Jenkyns – Deputy City Manager; P. Bruce – Fire Chief; K. Hamilton – Director of Citizen Engagement & Strategic Planning; S. Thompson – Director of Finance; R. Woodland – Director of Legislative & Regulatory Services; T. Zworski – City Solicitor; B. Dellebuur – Acting Assistant Director of Transportation & Parking Services; C. Mycroft – Executive Assistant to the City Manager; C. Havelka – Recording Secretary.

**9. APPROVAL OF THE AGENDA – CLOSED MEETING**

**Action:** It was moved by Councillor Coleman, seconded by Councillor Loveday, that Committee approve the closed agenda for the June 18, 2015 meeting.

Councillor Madoff requested that a motion requesting legal advice be added to the closed agenda.

**Amendment:** It was moved by Councillor Madoff, seconded by Councillor Alto that the agenda be approved as amended.

On the amendment:  
CARRIED UNANIMOUSLY 15/GPC

On the main motion as amended:  
CARRIED UNANIMOUSLY 15/GPC

## **10. ADOPTION OF CLOSED MINUTES**

### **10.1 Minutes from the Regular Closed Meeting held May 21, 2015**

**Action:** It was moved by Councillor Alto, seconded by Councillor Madoff, that the Minutes from the Regular Closed Meeting held May 21, 2015 be adopted.

CARRIED UNANIMOUSLY 15/GPC

## **11. DECISION REQUESTS**

### **11.1 Land / Easement Under Bay Street**

Committee received a report dated May 19, 2015 from Legislative & Regulatory Services regarding an easement under Bay Street.

The discussion and motion were recorded and kept confidential.

CARRIED UNANIMOUSLY 15/GPC

### **11.2 Proposed Municipal Service / Municipal Mutual Aid**

Committee received a report dated May 29, 2015 from the Fire Department that provided Council with information on a proposed municipal service regarding municipal mutual aid.

The discussion and motion were recorded and kept confidential.

### **11.3 Motion – Legal Advice**

Mayor Helps and Councillor Madoff provided Committee with a closed motion requesting legal advice.

The discussion and motion were recorded and kept confidential.

## **12. ADJOURNMENT**

**Action:** It was moved by Councillor Loveday, seconded by Councillor Madoff, that the Governance & Priorities Committee meeting of June 18, 2015, be adjourned at 10:57 a.m.

CARRIED UNANIMOUSLY 15/GPC

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Mayor Helps, Chair