



## REVISED AGENDA - VICTORIA CITY COUNCIL

Thursday, November 7, 2019

COUNCIL CHAMBERS - 1 CENTENNIAL SQUARE

VICTORIA, BC

To be held immediately following the Committee of the Whole Meeting

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

Pages

A. CONVENE COUNCIL MEETING

B. APPROVAL OF AGENDA

C. UNFINISHED BUSINESS

\*C.1 Resignation of Councillor Laurel Collins

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*Addendum: New Item*

*A report regarding correspondence received from Councillor Laurel Collins noting her resignation from the office of Councillor for the City effective November 4, 2019.*

\*C.2 Report from the November 7, 2019 COTW Meeting

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*Addendum: New Item*

[Link to the November 7, 2019 Agenda](#)

\*C.2.a Council MemberMotion - Request to Address Council Policy Waiver – OCP Amendment for FoodBearing, Pollinator, and Native Plant Landscape Design Guidelines

D. CLOSED MEETING

MOTION TO CLOSE THE NOVEMBER 7, 2019 COUNCIL MEETING TO THE PUBLIC

That Council convene a closed meeting that excludes the public under Section 90 of the *Community Charter* for the reason that the following agenda items deal with matters specified in Sections 90(1) and/or (2) of the *Community Charter*, namely:

Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

*Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or*

*another position appointed by the municipality;*

*Section 90(1)(c) labour relations or other employee relations.*

E. APPROVAL OF CLOSED AGENDA

F. READING OF CLOSED MINUTES

G. CORRESPONDENCE

H. NEW BUSINESS

H.1 Appointment - Community Charter Section 90(1)(a)

H.2 Employee Relations - Community Charter Section 90(1)(c)

I. CONSIDERATION TO RISE & REPORT

J. ADJOURNMENT



**Council Report**  
**For the Meeting of November 7, 2019**

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**To:** Council

**Date:** November 5, 2019

**From:** Chris Coates, City Clerk

**Subject:** Resignation of Councillor Laurel Collins

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**RECOMMENDATION**

That Council receive this report for Information.

**EXECUTIVE SUMMARY**

Attached as Appendix A is correspondence from Councillor Laurel Collins noting her resignation from the office of Councillor for the City effective November 4, 2019.

A by-election must be held as required under section 54 [by-elections] of the *Local Government Act*. The discretionary exceptions to holding a by-election are only applicable in the final year of the four-year Council term.

Council must appoint a Chief Election Officer and advise the Minister of Municipal Affairs and Housing of the election as soon as practicable after a vacancy occurs. Once a Chief election Officer is appointed, general voting day must occur with 80 days of the appointment.

Typically, pre-planning for an election takes place over several weeks leading up to the appointment of a Chief Election Officer. There are numerous logistical issues and decisions points that need to be considered and approved prior to an appointment of a Chief Election Officer being made by Council. These encompass such issues as receiving an updated voters list; opening and advertising of voter registration, identifying voting opportunities that are appropriate for a by-election and setting out a schedule that is achievable. Given the proximity to the holiday season during which statutory advertising can be problematic from a best practice's perspective, a thorough analysis will occur to arrive at dates that will suit the time of year.

Staff will undertake this review now that the position is officially vacant and will report back to Council on all of these issues in the coming weeks, inclusive of recent Council motions resulting from the Lessons Learned from the 2018 election, as well as Council's direction in connection with accessible voting machines.

Respectfully submitted,



Chris Coates  
City Clerk



Susanne Thompson  
Deputy City Manager/CFO

Report accepted and recommended by the City Manager:



Date: Nov 6, 2019

**List of Attachments**

Attachment A – Council Member Letter – L. Collins



**Council Member Letter**

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**Date:** November 4, 2019  
**From:** Councillor Collins  
**Subject:** Resignation from Council

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Please accept my resignation from Victoria City Council effective immediately, as I was recently elected at the Member of Parliament for Victoria.

In addition, my unpaid leave from council was from August 9<sup>th</sup> until October 25<sup>th</sup>, and I do not wish to be paid any compensation between the end of my unpaid leave and now.

I have enjoyed working with Council and City staff, and I look forward to continuing to work together for our region.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Laurel Collins".

Laurel Collins

**COMMITTEE OF THE WHOLE REPORT**  
**FROM THE MEETING HELD NOVEMBER 7, 2019**

For the Daytime Council meeting of November 7, 2019, the Committee recommends the following:

**G.4 Council Member Motion - Request to Address Council Policy Waiver – OCP Amendment for Food Bearing, Pollinator, and Native Plant Landscape Design Guidelines**

That Council:

1. Waive the Request to Address Council Policy to permit a presentation to be made prior to the consideration of the OCP Amendment Bylaw for Food-Bearing, Pollinator and Native Plant Landscape Design Guidelines, at the November 14, 2019 Council meeting.
2. That Council approve the submission to be made by video presentation or by being read by City Staff in this instance without the presenter being in attendance.
3. That upon receipt of the submission, staff be directed to include it as part of the official record for the public hearing.
4. That this motion be forwarded to the daytime Council meeting of November 7, 2019 for final consideration.