

**MINUTES OF THE
GOVERNANCE & PRIORITIES COMMITTEE MEETING
HELD THURSDAY, JANUARY 7, 2016, 9:00 A.M.**

1. THE CHAIR CALLED THE MEETING TO ORDER AT 9:00 A.M.

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

Staff Present: J. Johnson – City Manager; J. Jenkyns – Deputy City Manager; S. Thompson – Director of Finance; J. Tinney – Director of Sustainable Planning & Community Development; F. Work – Director of Engineering & Public Works; P. Bruce – Fire Chief; K. Hamilton – Director of Citizen Engagement & Strategic Planning; T. Soulliere – Director of Parks, Recreation & Facilities; C. Coates – City Clerk; J. O’Connor – Manager of Financial Planning; K. Hennessy – Manager of Supply Management; C. Mycroft – Executive Assistant to City Manager; A. Ferguson – Recording Secretary

2. APPROVAL OF THE AGENDA

Action: It was moved by Councillor Loveday, seconded by Councillor Coleman, that the Agenda of the January 7, 2016, Governance & Priorities Committee meeting be approved.

Amendment: It was moved by Councillor Thornton-Joe, seconded by Councillor Coleman, that the Agenda of the January 7, 2016 Governance & Priorities Committee meeting be amended as follows:

Consent agenda:

Item # 1 – Minutes from the Special Meeting held October 23, 2015

Item # 2 – Minutes from the Special Meeting held December 14, 2015

Item # 8 – 748 Johnson Street - Consent to Sub-let

Item # 11 – Conference Attendance Request - Canadian Capital Cities Organization Annual Board Meeting to be held in Ottawa, Ontario from January 27 - 31, 2016

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Main motion as amended:

That the Agenda of the January 7, 2016 Governance & Priorities Committee meeting be approved with the following amendments:

Consent agenda:

Item # 1 – Minutes from the Special Meeting held October 23, 2015

Item # 2 – Minutes from the Special Meeting held December 14, 2015

Item # 8 – 748 Johnson Street - Consent to Sub-let

Item # 11 – Conference Attendance Request - Canadian Capital Cities Organization Annual Board Meeting to be held in Ottawa, Ontario from January 27 - 31, 2016

On the main motion as amended:
CARRIED UNANIMOUSLY 16/GPC

3. CONSENT AGENDA

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

3.1. Minutes from the Special Meeting held October 23, 2015

Action: It was moved by Councillor Madoff, seconded by Councillor Loveday, that the Minutes from the Special Meeting held October 23, 2015, be adopted.

CARRIED UNANIMOUSLY 16/GPC

3.2. Minutes from the Special Meeting held December 14, 2015

Action: It was moved by Councillor Madoff, seconded by Councillor Loveday, that the Minutes from the Special Meeting held December 14, 2015, be adopted.

CARRIED UNANIMOUSLY 16/GPC

3.3. 748 Johnson Street – Consent to Sub-let

Action: It was moved by Councillor Madoff, seconded by Councillor Loveday, that Council authorizes the Mayor and Corporate Administrator to execute an agreement consenting to the sub-letting of the premises at 748 Johnson Street to Fun Kun Lei, in a form satisfactory to staff.

CARRIED UNANIMOUSLY 16/GPC

3.4. Conference Attendance Request – Canadian Capital Cities Organization Annual Board Meeting to be held in Ottawa, Ontario from January 27 - 31, 2016

Action: It was moved by Councillor Madoff, seconded by Councillor Loveday, that Council authorizes the attendance and associated costs for Councillor Alto at the Canadian Capital Cities Organization Board meeting to be held in Ottawa, Ontario, January 27 to 31, 2016.

CARRIED UNANIMOUSLY 16/GPC

4. DECISIONS REQUESTS

4.1 Early Budget Approval for Capital Projects

Committee received a report dated December 16, 2015, from the Finance Department providing recommendations for early budget approvals to commence capital projects.

Committee discussed:

- The status of the LED streetlight replacement project.
- Accessibility issues at the arena.

Action: It was moved by Councillor Coleman, seconded by Councillor Loveday, that Council approve the budgets for the following projects outlined in this report.

Committee discussed:

- Enhancements proposed for the Vic West skate park.
- Flooding issues on Quadra Street between Caledonia Avenue and Queens Avenue.
- Having staff report back on revenues and expenditures for the arena.
- Upgrades to Beacon Hill Park.

CARRIED UNANIMOUSLY 16/GPC

4.2 Proposed Amendments to the Expenditure Bylaw

Committee received a report dated December 10, 2015, from the Finance Department providing information and recommendations on proposed amendments to the *Expenditure Bylaw*.

The Director of Finance and Manager of Supply Management provided Committee with a presentation.

Committee discussed:

- Exploring procurement of services internally before searching externally.
- Whether to direct staff to develop a policy or a bylaw.

- Receiving more details on the sustainability and community involvement criteria of the procurement process.
- The weight of the various criteria used to evaluate competing vendors.

Action: It was moved by Mayor Helps, seconded by Councillor Madoff, that Council:

1. Direct staff to bring forward a Procurement Policy for Council's approval as outlined in this report or as amended by Council.
2. Repeal the Expenditure Bylaw after approval of the Procurement Policy.

Councillor Isitt requested that the motion be separated.

Action: It was moved by Mayor Helps, seconded by Councillor Madoff, that Council:

1. Direct staff to bring forward a Procurement Policy for Council's approval as outlined in this report or as amended by Council.

Amendment: It was moved by Councillor Isitt, seconded by Councillor Coleman, that the motion be amended as follows:

1. Direct staff to bring forward a ~~Procurement Policy~~ **amendments to the Expenditure Bylaw** for Council's approval as outlined in this report or as amended by Council.

Committee discussed:

- Ensuring transparency for the public if a policy is developed.
- Other municipalities operating under a procurement policy.
- Concerns about the flexibility with a policy opposed to a bylaw.
- The provincial legislation guiding how the City can spend money and that any policy amendments would require Council approval.
- Ensuring communication with the public for proper oversight of a policy.

On the amendment:
DEFEATED 16/GPC

For: Councillor Isitt
Against: Mayor Helps, Councillors Alto, Coleman, Loveday, Lucas, Madoff, Thornton-Joe and Young

Amendment: It was moved by Councillor Isitt, seconded by Councillor Loveday, that the motion be amended to read as follows:

1. **Direct staff to prepare a clause along the following lines for inclusion in the Civic Expenditures Policy:**
"The City, including directors, managers and other responsible staff, will endeavour to provide goods, equipment and services internally prior to considering any external purchase of goods, equipment or services."

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Amendment: It was moved by Mayor Helps, seconded by Councillor Madoff, that the motion be amended to include the following point:

2. **Refer the policy to the Mayor's Task Force on Social Enterprise in April 2016.**

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Committee discussed:

- Ensuring the policies alignment with the Strategic Plan.

Main motion as amended:

That Council:

1. Direct staff to prepare a clause along the following lines for inclusion in the Civic Expenditures Policy:
"The City, including directors, managers and other responsible staff, will endeavour to provide goods, equipment and services internally prior to considering any external purchase of goods, equipment or services."
2. Refer the policy to the Mayor's Task Force on Social Enterprise in April 2016.

On the main motion as amended:
CARRIED UNANIMOUSLY 16/GPC

Action:

It was moved by Mayor Helps, seconded by Councillor Madoff, that Council repeal the Expenditure Bylaw after approval of the Procurement Policy.

CARRIED UNANIMOUSLY 16/GPC

4.3 Summary of Feedback on Proposed Changes to the Strategic Plan Grant Policy

Committee received a report dated November 26, 2015, from the Citizen Engagement and Strategic Planning Department providing a summary of the feedback and recommendations on the proposed changes to the Strategic Plan Grant Policy.

Committee discussed:

- Allocating grant funds to the Coalition to End Homelessness prior to amending the grant policy due to potential conflicts of interest.

Mayor Helps, Councillors Loveday and Thornton-Joe excused themselves from the meeting at 10:00 a.m. due to non-pecuniary conflicts of interest as they are involved in various capacities with the Coalition to End Homelessness.

Councillor Lucas presided as Acting Mayor during the Mayor's absence.

Committee discussed:

- Reviewing the coalition's funding annually.

Action:

It was moved by Councillor Isitt, seconded by Councillor Madoff, that Council approve the following motion:

That the Coalition to End Homelessness be awarded a grant of \$100,000 for 2016 and that they be exempted from the procurement policy.

Committee discussed:

- Keeping financial pressure on the coalition for progress towards a solution.

CARRIED UNANIMOUSLY 16/GPC

Mayor Helps, Councillors Loveday and Thornton-Joe returned to the meeting at 10:05 a.m.

Committee discussed:

- Concerns about organizations being affected by the grant cap and where they may find alternate funding.
- Concerns about the proposed changes to the grant policy not supporting collaboration or partnership to accomplish neighbourhood projects or initiatives.
- Allowing multiple applications from the same organization if they can express different strategic outcomes.

Action:

It was moved by Councillor Isitt, seconded by Mayor Helps, that Council direct staff to:

1. Make the following amendments to the Strategic Plan Grant Policy:
 - a. Implement a maximum grant amount of \$25,000
 - b. Allow only one strategic plan grant application per organization
2. Develop a communications strategy for all the City's grant programs.

Committee discussed:

- The important feedback received through the consultation process.
- Ensuring adequate notification to allow for organizations to search for alternate funding.

Amendment: It was moved by Councillor Madoff, seconded by Councillor Loveday, that the motion be amended as follows:

- b. Allow only one strategic plan grant application per organization **per year**

On the amendment:

CARRIED UNANIMOUSLY 16/GPC

Committee discussed:

- Focusing on what will benefit the City when allocating the grant funds.
- Concerns about allowing only one grant per organization as subgroups often apply under an umbrella organization.

Amendment: It was moved by Councillor Loveday, seconded by Mayor Helps, that the motion be amended to remove point b.

On the amendment:

CARRIED UNANIMOUSLY 16/GPC

Committee discussed:

- Ensuring transparency with the amended policy.
- Reviewing the policy annually.

Amendment: It was moved by Councillor Madoff, seconded by Councillor Isitt, that the motion be amended to include the following point:

- b. **Allow only one strategic plan grant application per organization except when applying on behalf of a group that does not have non-profit status.**

On the amendment:
CARRIED 16/GPC

For: Mayor Helps, Councillors Alto, Coleman, Isitt, Loveday, Lucas, Madoff and Thornton-Joe

Against: Councillor Young

Amendment: It was moved by Councillor Madoff, seconded by Councillor Isitt, that the motion be amended as follows:

- b. Allow only one strategic plan grant application per organization **per year** except when applying on behalf of a group that does not have non-profit status.

Committee discussed:

- Supporting new organizations as they may contribute something valuable to the community.

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Main motion as amended:

That Council direct staff to:

1. Make the following amendments to the Strategic Plan Grant Policy:
 - a. Implement a maximum grant amount of \$25,000
 - b. Allow only one strategic plan grant application per organization per year except when applying on behalf of a group that does not have non-profit status.
2. Develop a communications strategy for all the City's grant programs.

Committee discussed:

- Concerns about how capping the grants may affect an organizations ability to contribute positively to the local economy.

On the main motion as amended:
CARRIED 16/GPC

For: Mayor Helps, Councillors Alto, Isitt, Lucas, Madoff and Thornton-Joe

Against: Councillors Coleman, Loveday and Young

Committee recessed at 10:40 a.m. and returned at 10:46 a.m.

4.4 Community and Seniors Centres Annual Performance Report for 2014

Committee received a report dated November 9, 2015, from the Citizen Engagement & Strategic Planning Department providing information and recommendations on the community and seniors centres performance measures.

Committee discussed:

- Including 1921-1923 Fernwood Road (Victoria Heritage Foundation) to future annual performance reports.

Action: It was moved by Councillor Madoff, seconded by Councillor Lucas, that Council direct staff to report annually in April on the performance measures for the community and seniors centres.

Committee discussed:

- Engaging the community and seniors centres in the renewal of their agreements and negotiating new terms to ensure equitable treatment.
- Ensuring the funds and services allocated to the centres are reflective of their value of service to the City.
- Devolving more responsibility to the authorities operating the centres to give more incentive for cost savings and property upkeep.

Amendment: It was moved by Councillor Young, seconded by Councillor Loveday, that the motion be amended to include: **and that the community building at 1921-1923 Fernwood Road be added to the City's list of facilities.**

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Committee discussed:

- The Great Neighbourhoods Initiative that is in progress to help the public understand the City's investment in these centres.

Main motion as amended:

That Council direct staff to report annually in April on the performance measures for the community and seniors centres and that the community building at 1921-1923 Fernwood Road be added to the City's list of facilities.

On the main motion as amended:
CARRIED UNANIMOUSLY 16/GPC

Action: It was moved by Mayor Helps, seconded by Councillor Madoff, that Council direct staff to provide the following:

1. community and seniors centres operating agreements to Council, and
2. develop a process for renewing and negotiating community and seniors centre operating agreements.

CARRIED UNANIMOUSLY 16/GPC

5. NEW BUSINESS

5.1 FCM Resolution – Federal Bill of Environmental Rights

Committee received a Council member motion dated December 5, 2015, from Mayor Helps, Councillors Isitt and Loveday providing Committee with recommendations for a resolution to be considered at the 2016 Annual Convention of the Federation of Canadian Municipalities regarding a federal bill of environmental rights.

Action: It was moved by Councillor Isitt, seconded by Councillor Loveday:

THAT Council endorse the following resolution for consideration at the 2016 Annual Convention of the Federation of Canadian Municipalities, requesting that the motion be considered by delegates at the Annual Convention in Winnipeg, rather than referred to Directors at a Board meeting, in order to encourage debate among representatives from all member local governments;

AND THAT Council direct staff to forward the resolution to all member local governments of the Federation of Canadian Municipalities, requesting favourable consideration and resolutions of support:

WHEREAS municipalities are the governments that are nearest to the people and the natural environment, and therefore share a deep concern for the well-being of the natural environment and understand that a healthy environment is inextricably linked to the health of individuals, families, future generations and communities;

AND WHEREAS federal policy affects municipalities' abilities to deliver the best environmental conditions for their citizens, including protecting natural assets such as air, water and soil, and enhancing community quality of life;

THEREFORE BE IT RESOLVED that FCM request that the Government of Canada enact federal environmental rights legislation that:

- recognizes the right of every resident to live in a healthy environment, including the right to clean air, clean water, safe food and resilient, fully functioning ecosystems;
- provides for public participation in decision-making on issues regarding the environment and access to environmental information;
- provides access to justice when environmental rights are infringed; and
- includes provisions for whistle-blower protection.

Committee discussed:

- The right to a healthy environment.
- Debate that has taking place through the environmental standing committee.
- The resolution that came from the municipality of Saanich regarding a healthy environment that was not moved forward by the standing committee.
- Desire for more substantive weight to be placed on this resolution.

Councillor Lucas withdrew from the meeting at 11:05 a.m. and returned at 11:08 a.m.

Amendment: It was moved by Councillor Coleman, seconded by Councillor Loveday, that the motion be amended to include the following:

And that Council request the Mayor to write to the Federal Government regarding the resolution.

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Main motion as amended:

THAT Council endorse the following resolution for consideration at the 2016 Annual Convention of the Federation of Canadian Municipalities, requesting that the motion be considered by delegates at the Annual Convention in Winnipeg, rather than referred to Directors at a Board meeting, in order to encourage debate among representatives from all member local governments;

AND THAT Council direct staff to forward the resolution to all member local governments of the Federation of Canadian Municipalities, requesting favourable consideration and resolutions of support:

WHEREAS municipalities are the governments that are nearest to the people and the natural environment, and therefore share a deep concern for the well-being of the natural environment and understand that a healthy environment is inextricably linked to the health of individuals, families, future generations and communities;

AND WHEREAS federal policy affects municipalities' abilities to deliver the best environmental conditions for their citizens, including protecting natural assets such as air, water and soil, and enhancing community quality of life;

THEREFORE BE IT RESOLVED that FCM request that the Government of Canada enact federal environmental rights legislation that:

- recognizes the right of every resident to live in a healthy environment, including the right to clean air, clean water, safe food and resilient, fully functioning ecosystems;
- provides for public participation in decision-making on issues regarding the environment and access to environmental information;
- provides access to justice when environmental rights are infringed; and
- includes provisions for whistle-blower protection.

And that Council request the Mayor to write to the Federal Government regarding the resolution.

Committee discussed:

- Communicating in a practical way with all the municipalities.

On the main motion as amended:
CARRIED UNANIMOUSLY 16/GPC

Action:

It was moved by Councillor Isitt, 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 item deals with matters specified in Sections 12(3) and/or (4) of the Council Bylaw, namely:

- Section 12(3)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the City or another position appointed by the City.
- 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.
- Section 12(4)(b) the consideration of information received and held in confidence relating to negotiations between the City and a Provincial government or the Federal government or both, or between a Provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY 16/GPC

6. CLOSED MEETING AT 11:16 P.M.

Committee Members Present:

Mayor Helps in the Chair; Councillors Alto, Coleman, Loveday, Lucas, Madoff, Thornton-Joe and Young

Absent for a portion of the meeting:

Councillor Isitt

Staff Present:

J. Johnson – City Manager; J. Jenkyns – Deputy City Manager; S. Thompson – Director of Finance; J. Tinney – Director of Sustainable Planning & Community Development; F. Work – Director of Engineering & Public Works; P. Bruce – Fire Chief; K. Hamilton – Director of Citizen Engagement & Strategic Planning; T. Soulliere – Director of Parks, Recreation & Facilities; C. Coates – City Clerk; T. Zworski – City Solicitor; A. Meyer – Assistant Director of Sustainable Planning & Community Development; B. Sikstrom – Senior Planner; N. Reddington – Community Recreation & Culture Coordinator; C. Mycroft – Executive Assistant to City Manager; A. Ferguson – Recording Secretary

7. APPROVAL OF CLOSED AGENDA

Action: It was moved by Councillor Loveday, seconded by Councillor Young, that the Closed Agenda of the January 7, 2016, Governance & Priorities Committee meeting be approved.

Amendment: It was moved by Councillor Loveday, seconded by Councillor Lucas, that the Closed Agenda of the January 7, 2016, Governance & Priorities Committee meeting be approved with the following amendment:

Postponed items:

Item #16 - Te'mexw Treaty Association Committee (verbal) to the Closed Council Agenda of January 14, 2016.

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Amendment: It was moved by Councillor Lucas, seconded by Councillor Thornton-Joe, that the Closed Agenda of the January 7, 2016 Governance & Priorities Committee meeting be approved with the following amendment:

Consent agenda:

**Item #12 - Minutes from the Closed Meeting held November 19, 2015
Item #15 - Land Negotiations**

On the amendment:
CARRIED UNANIMOUSLY 16/GPC

Main motion as amended:

That the Closed Agenda of the January 7, 2016, Governance & Priorities Committee meeting be approved with the following amendments:

Postponed items:

Item #16 - Te'mexw Treaty Association Committee (verbal) to the Closed Council Agenda of January 14, 2016.

Consent agenda:

**Item #12 - Minutes from the Closed Meeting held November 19, 2015
Item #15 - Land Negotiations**

On the main motion as amended:
CARRIED UNANIMOUSLY 16/GPC

8. CONSENT AGENDA – CLOSED MEETING

Action: It was moved by Councillor Lucas, seconded by Councillor Thornton-Joe, that the following closed items be approved without further debate:

8.1 Minutes from the Closed Meeting held November 19, 2015

Action: It was moved by Councillor Lucas, seconded by Councillor Thornton-Joe, that the Minutes from the Closed Meeting held November 19, 2015 be adopted.

CARRIED UNANIMOUSLY 16/GPC

8.2 Land Negotiations

Committee received a report dated December 21, 2015, from the City Clerk.

The discussion and motion were recorded and kept confidential.

9. DECISION REQUESTS

9.1 Consideration of Youth Poet Laureate Appointment

Committee received a report dated December 24, 2015, from the Deputy City Manager regarding the appointment of the Youth Poet Laureate.

Councillor Isitt joined the meeting at 11:18 a.m.

Councillor Isitt withdrew from the meeting at 11:20 a.m. and returned at 11:22 a.m.

The discussion and motion were recorded and kept confidential.

9.2 Legal Advice

Committee received a report dated December 23, 2015, from the City Solicitor.

The discussion and motion were recorded and kept confidential.

9.3 Proposed Motion Potential Land Acquisition

Committee received a Council member motion dated December 7, 2015, from Councillors Thornton-Joe and Isitt regarding potential land acquisition.

The discussion and motion were recorded and kept confidential.

9.4 CRD Sewage Treatment

Committee received a report dated December 31, 2016, from the Sustainable Planning and Community Development regarding CRD Sewage Treatment.

The discussion and motion were recorded and kept confidential.

10. ADJOURNMENT

Action: It was moved by Councillor Loveday, seconded by Councillor Young, that the Governance & Priorities Committee meeting of January 7, 2016 be adjourned at 12:32 p.m.

CARRIED UNANIMOUSLY 16/GPC

CERTIFIED CORRECT:

CITY CLERK

MAYOR OF THE CITY OF VICTORIA