

**MINUTES OF THE
GOVERNANCE & PRIORITIES COMMITTEE MEETING
HELD THURSDAY, MARCH 13, 2014, 9:00 A.M.**

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

- Committee Members Present:** Mayor Fortin in the Chair; Councillors Alto, Coleman, Gudgeon, Helps, Isitt, Madoff, Thornton-Joe and Young.
- Staff Present:** J. Johnson – City Manager; D. Schaffer – Deputy Corporate Administrator; C. Havelka – Recording Secretary.
- Staff Present for a Portion of the Meeting:** D. Day – Director of Sustainable Planning & Community Development; B. Warner – Director of Finance; J. Schmidt – Manager of Corporate Planning & Policy; L. Westinghouse – Manager of Accounting Services; M. Wilson – Senior Planner; J. King – Accountant, Financial Reporting; J. McQuade – Financial Analyst; N. Turner – Property Manager.
- Guests:** M. Sawa, L. Jordan, G. Bunyan and D. Phillips – Greater Victoria Public Library

2. APPROVAL OF THE AGENDA

Committee considered the following amendments to the Agenda:

Open Meeting:

- Item # 2A – Adoption of the Minutes from the Special Meeting held February 6, 2014
- Item # 6A – Councillor Sharing – Councillor Coleman
- Item # 6B – Councillor Sharing – Councillor Gudgeon
- Item # 6C – Councillor Sharing – Councillor Helps

Closed Meeting:

- Item # 8A – Minutes from the Special Closed Meeting held March 6, 2014
- Item # 13 – Report - Legal Advice

Action: Councillor Coleman moved that the Agenda of the March 13, 2014, Governance and Priorities Committee meeting be approved as amended.

CARRIED UNANIMOUSLY 14/GPC114

3. CONSENT AGENDA

Mayor Fortin canvassed members of Council, who approved bringing forward the following items for approval:

- Item # 2 – Minutes from the Meeting held February 27, 2014
- Item # 2A – Minutes from the Special Meeting held February 6, 2014
- Item # 5 – Attendance at GLOBE 2014 Conference

3.1 Minutes from the Meeting held February 27, 2014

Action: Councillor Helps moved that the Minutes from the Governance and Priorities Committee meeting held February 27, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC115

3.2 Minutes from the Special Meeting held February 6, 2014

Action: Councillor Helps moved that the Minutes from the Special Governance and Priorities Committee meeting held February 6, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC116

3.3 Attendance at the GLOBE 2014 Conference

Committee received a report dated February 20, 2014 from Mayor Fortin regarding Mayor Fortin's attendance at GLOBE 2014, the 13th Biennial International Conference & Exposition of Business and Sustainability.

Action: Councillor Helps moved that Committee recommends that Council

1. Approves the attendance of Mayor Fortin at GLOBE 2014 and associated travel and accommodation costs.
2. Approves funding of approximately \$1165.00 to cover related expenses.

CARRIED UNANIMOUSLY 14/GPC117

4. ADOPTION OF MINUTES

4.1 Minutes from the Meeting held February 13, 2014

Councillor Thornton-Joe withdrew from the meeting at 9:01 a.m.

Councillor Coleman advised that a correction to the minutes is required on page 6, as follows:

5.2 Motion – Hosting the 2014 2015 Western Canadian Music Awards / BreakOut West

Councillor Alto advised that a correction to the minutes is required on page 8 where Councillor Alto is stated as leaving at 12:15 p.m. She is correctly shown leaving at 11:42 a.m. on page 5.

Action: Councillor Alto moved that the February 13, 2014 minutes be corrected as noted.

CARRIED UNANIMOUSLY 14/GPC118

Action: Councillor Alto moved that the Minutes from the Governance and Priorities Committee meeting held February 13, 2014 be adopted as corrected.

CARRIED UNANIMOUSLY 14/GPC119

Councillor Thornton-Joe returned to the meeting at 9:04 a.m.

5. DELEGATION

5.1 Greater Victoria Public Library 2014 Budget

Committee received correspondence dated February 28, 2014 from the Greater Victoria Public Library (GVPL) with information regarding their final 2014 Operating Budget and Five Year Financial Plan for 2014 – 2018. Greg Bunyan, Chair of the GVPL and Maureen Sawa, CEO, spoke to a PowerPoint Presentation and answered questions from Committee.

Action: Councillor Madoff moved that Committee receive for information the report on the Greater Victoria Public Library 2014 Budget.

Committee discussed the following:

- The decrease in municipal contributions to the GVPL and the positive manner in which staff have responded to this challenge.
- Innovations staff have undertaken to respond to increasing demand.
- A model for effective delivery of service in the region.
- The Province's responsibility with respect to libraries and starting a campaign to increase their support;
 - Libraries across the Province relying on that support and developing a strategy to approach the Province.
- A population-based rationale to have a second library branch in the City of Victoria; an interim measure would be to have a mobile branch;
 - The bike mobile will be starting again soon.
- The Victoria Youth Council's response to the GVPL and its 2014 budget and a potential meeting between that Youth Council and the GVPL Youth Council.
- The atrium space in front of the library and details regarding its use;
 - The space is booked through the Province.
- The need for a new space for the library and if that is currently under consideration?

- Some “stop gap” measures are being considered for the current location as there are many other capital pressures at the forefront for the City.
- The importance of public libraries for newcomers to Canada.
- The addition of a GVPL representative to the Downtown Service Providers Committee providing an important perspective.
- The increased circulation and how that relates to videos rentals; how does the policy regarding such rentals compare with other jurisdictions?
 - Every library meets the demand of their community and the demand is for video.
- The amount residents of Victoria pay towards the library budget versus other municipalities and the ability to pay;
 - The cost allocation formula is established by the operating agreement.
 - Providing Council with further details on what Victoria residents are paying.
- Best practices in terms of how Victoria compares with other cities;
 - All jurisdictions use a population based formula.
 - Receiving more information on how other cities receive revenue for their libraries.

Mayor Fortin asked if Committee was satisfied with the budget presented by the GVPL and there was general consent. He summarized the 2.81% budget increase presented by the GVPL and how that impacts the City's budget.

CARRIED UNANIMOUSLY 14/GPC120

6. DECISION REQUESTS

6.1 Canadian Award for Financial Reporting Excellence

Committee received a report dated February 21, 2014 from Finance regarding The Governance Finance Officers Association Canadian Award for Financial Reporting which the City of Victoria has won for their 2012 Annual Report. The preparation of the Annual Report involved many staff throughout the organization and the award is presented to those individuals. The Director of Finance recognized the staff who were involved: Janice Schmidt, Laurel Westinghouse, Joanne King, Jill McQuade, Emilie Januszewski, Leah Ibbitson and Heather Follis.

Mayor Fortin recognized the work of this group noting that the excellent job they do every year.

6.2 517 Fisgard Street – Statutory Right of Way

Committee received a report dated March 3, 2014 from Legislative & Regulatory Services regarding a Statutory Right of Way (SRW) at 517 Fisgard Street. The purpose of the report is to seek Council authorization to enter into a statutory right of way for a mid-block walkway between Pandora Avenue and Fisgard Street.

Action: Councillor Alto moved that Committee recommends that Council authorizes the Mayor and Corporate Administrator to execute a statutory right of way

with the owners of Strata Plan EP1833 at 517 Fisgard Street in a form satisfactory to the City Solicitor.

Committee discussed the following:

- Concerns about security and who is responsible for ensuring the gate is open and closed?
 - The gate is on a timer and the strata determines the times.
- The process to ensure there is public access should the gate not be open;
 - The SRW is a contract and a legal instrument to ensure the terms are met; pursuing issues through the strata.

CARRIED UNANIMOUSLY 14/GPC121

7. NEW BUSINESS

7.1 Councillor Sharing – Telecoil Hearing Aid

Councillor Coleman shared with Committee information on telecoil hearing aids as a follow up to a presentation Council received from the James Bay Community last year. Telecoil are copper antenna that are placed in a room to enhance hearing aids. Yesterday the Royal Bank in James Bay installed this device and they are also at the James Bay Thrifty's. This will profoundly improve the life of seniors in this community.

7.2 Councillor Sharing – Trounce Alley Light Up

Councillor Gudgeon shared with Committee information regarding the installation of lights in Trounce Alley which turn on in the evening. This encourages safety at night and promotes the use of alleyways, noting that many lead to City parkades. This initiative was a collaborative affair between the Downtown Victoria Business Association and business owners on that street.

7.3 Councillor Sharing – Downtown Residents Association

Councillor Helps advised Committee that the Downtown Residents Association's next "Roving Refinery" event is Thursday, March 10, 2014 from 6:00 to 8:00 p.m. at Peacock Billiards. Council has been invited to the event which the Downtown Residents Association is hosting. Councillor Thornton-Joe was instrumental in starting the Roving Refinery, an event which occurs once a month to profile businesses in the community.

Councillor Thornton-Joe advised that the Downtown Residents Association started many years ago in reaction to an unpopular development proposal. The Roving Refinery was started as a chance for businesses to host the community and for residents to talk to their Council liaison at an event that is not issue orientated. This proved to be a successful opportunity for people living downtown to meet and see the people and businesses in their community.

Action: Councillor Coleman moved that 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 the following sections of the *Council Bylaw*:

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) - information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

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 14/GPC122

8. CLOSED MEETING AT 10:23 A.M.

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

Staff Present: J. Johnson – City Manager; S. Baker – Executive Director of Economic Development; K. Friars – Director of Parks, Recreation & Culture; K. Hamilton – Director of Communications & Civic Engagement; T. Harrison – Director of Human Resources; B. Warner – Director of Finance; T. Zworski – City Solicitor; D. Schaffer – Deputy Corporate Administrator; N. Turner – Property Manager; C. Havelka – Recording Secretary.

Action: Councillor Coleman moved that Committee recess for five minutes at 10:23 a.m.

CARRIED UNANIMOUSLY 14/GPC123

Committee reconvened at 10:28 a.m.

9. APPROVAL OF THE CLOSED AGENDA

Committee considered the following additions to the Closed Meeting Agenda:

- Item # 8A – Special Closed Meeting held March 6, 2014
- Item # 12 – Addition of a report

Action: Councillor Alto moved that the Closed Agenda of the Governance and Priorities Committee of March 13, 2014, meeting be approved as amended.

CARRIED UNANIMOUSLY 14/GPC124

10. CONSENT AGENDA

Mayor Fortin canvassed members of Council, who approved bringing forward the following items for approval:

- Item # 7 – Minutes from the Closed Meeting held February 13, 2014
- Item # 8 – Minutes from the Closed Meeting held February 27, 2014
- Item # 8A – Minutes from the Special Closed Meeting held March 6, 2014
- Item # 9 – Land / Lease Renewal

10.1 Minutes from the Closed Meeting held February 13, 2014

Action: Councillor Coleman moved that the Closed Minutes from the Governance and Priorities Committee meeting held February 13, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC125

10.2 Minutes from the Closed Meeting held February 27, 2014

Action: Councillor Coleman moved that the Closed Minutes from the Governance and Priorities Committee meeting held February 27, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC126

10.3 Minutes from the Special Closed Meeting held March 6, 2014

Action: Councillor Coleman moved that the Special Closed Minutes from the Governance and Priorities Committee meeting held March 6, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC127

10.4 Land / Lease Renewal

Committee received a report dated March 3, 2014 from Legislative & Regulatory Services.

The discussion and motion were recorded and kept confidential.

11. DECISION REQUESTS

11.1 Confidential Third Party Business Information

Committee received a report dated March 3, 2014 from Parks, Recreation & Culture regarding Confidential Third Party Business Information.

The discussion and motion were recorded and kept confidential.

11.2 Land / Proposed Disposition

Committee received a memo dated March 13, 2014 from the Executive Director of Economic Development that provided an update on a proposed land disposition.

The discussion was recorded and kept confidential.

11.3 Labour Relations

Recording staff was excused from the meeting at 11:34 a.m.

CARRIED UNANIMOUSLY 14/GPC129

12. ADJOURNMENT

Action: Councillor Helps moved that Committee adjourn the meeting of March 13, 2014, at 12:01p.m.

CARRIED UNANIMOUSLY 14/GPC130

Mayor Fortin, Chair