

MINUTES OF THE
GOVERNANCE & PRIORITIES COMMITTEE MEETING
HELD THURSDAY, FEBRUARY 27, 2014, 9:00 A.M.

1. THE CHAIR CALLED THE MEETING TO ORDER AT 9:02 A.M.

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

Absent for a Portion of the Meeting: Mayor Fortin

Absent: Councillor Isitt

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: K. Friars – Director of Parks, Recreation & Culture; B. Warner – Director of Finance; C. Paine – Manager of Revenue; D. Schaffer – Manager of Legislative Services

2. APPROVAL OF THE AGENDA

Committee considered the following amendments to the Agenda:

Open Meeting:

- Item # 4 – Addition of Report
- Item # 5A – Motion – Leash Optional Areas
- Item # 5B – Councillor Sharing - Councillor Thornton-Joe

Action: Councillor Helps moved that the Agenda of the February 27, 2014, Governance and Priorities Committee meeting be approved as amended.

CARRIED UNANIMOUSLY 14/GPC101

3. CONSENT AGENDA

Acting Mayor Young canvassed members of Council, who approved bringing forward the following item for approval:

- Item # 4 – Boulevard Removal from the Taxed Boulevard Program

3.1 Boulevard Removal from the Taxed Boulevard Program

Committee received a report dated February 19, 2014 from Parks, Recreation & Culture regarding the Boulevard Removal from the Taxed Boulevard Program. Bylaw No. 13-024 establishes a boulevard tax for the cost of maintenance of boulevards in the City. Participation in the program is optional and the residents of the following streets are requesting the removal of their block from the Taxed Boulevard Program:

- The North Side of 1000 Block Faithful Street
- The West Side of 1000 Block Cambridge Street

Action: Councillor Helps moved that Committee recommends that Council approve the removal of the North Side of 1000 Block Faithful Street and the West Side of 1000 Block Cambridge Street Boulevards from the Taxed Boulevard Program to be effective for the 2014 Tax Year.

CARRIED UNANIMOUSLY 14/GPC102

4. DECISION REQUESTS

4.1 Utility eBilling Partnership with Scouts Canada

Committee received a report dated February 20, 2014 from Finance regarding Utility eBilling Partnership with Scouts Canada. The City plans to introduce electronic utility billing (ebilling) in May of 2014. To raise awareness of this new option and encourage behavioural change from receiving paper invoices to electronic invoices, a partnership is proposed with the local chapter of Scouts Canada. The partnership proposes that once the first 1,000 customers sign up for ebilling, a tree will be planted by Scouts in Greater Victoria.

Mayor Fortin joined the meeting at 9:05 a.m. and assumed the Chair

Action: Councillor Helps moved that Committee recommends that Council approve a grant in the amount of \$2,000 to Scouts Canada.

CARRIED UNANIMOUSLY 14/GPC103

4.2 Minute Taking Standards

Committee received a report dated February 20, 2014 from Legislative & Regulatory Services regarding Minute Taking Standards. At its meeting of September 30, 2013, Council resolved to direct Staff to provide new minute taking standards that reflect the addition of video webcasts of the meetings of Council and its committees. A set of minute taking standards is proposed which will provide for the inclusion of content required by statute as well as that deemed necessary for the purpose of historical reference.

Action: Councillor Madoff moved that Committee recommends that Council adopt the minute-taking standards appended to the report dated February 20, 2014, as Schedule A.

Committee discussed the motion as follows:

- Staff training to assist with the change in minute-taking;
 - Working with staff to make the adjustment in minute-taking over a period of a few meetings.
- Council having the opportunity to provide feedback on the changes to achieve these standards;
- Noting the current detail of the Council minutes is useful for information sharing;
 - This will be an iterative process and Council will continue to approve the minutes.
 - The goal of summarizing Council minutes to a standard found in GPC minutes.
 - The proposed standard is reflective of best practices across BC; Council will have a chance to review the minutes and provide staff with feedback.
- Council correcting minutes and reviewing what was said on the webcast;
 - The process of the Corporate Administrator reviewing the minutes drafted by the secretary and reviewing the webcast if required.
 - Council's role of correcting the minutes if something is missed.
- The request that motions are linked in the webcast archive for easy access;
 - This is a new module within the webcast program that staff are intending to proceed with in the next few months.

CARRIED UNANIMOUSLY 14/GPC104

5. NEW BUSINESS

5.1 Motion – Leash Optional Areas

Councillor Thornton-Joe provided Committee with information regarding leash optional areas for dogs. In 2005 a committee was formed to look at leash optional areas for dogs and areas were identified for such uses. It may be worthwhile to review those areas in response to comments received from the public to consider short and long term changes.

Action: Councillor Thornton-Joe moved that Council approve the following resolution:

Whereas, the leash optional area report was done nine years ago; and

Whereas, there have been no updates on how the leash optional areas are going; and

Whereas, with upgrades to parks, leash optional areas may need to be evaluated or considered;

Therefore, Be It Resolved that Council request that staff provide a brief report with updates on how the leash optional areas are going, whether any changes (fencing, hours) need to be made in these areas and whether any other parks can be added as leash optional areas.

The City Manager advised that this proposal may require a substantial amount of work and Council may need to discuss their list of priorities and what may have to fall off.

Committee commented on the following:

- The suggestion this work be accommodated within annual upgrades to parks; not as a large body of work; addressing the work in an incremental way.
- Addressing the smaller issues in an ongoing manner before they become big pieces of work.

Action: Councillor Helps moved that Committee amend the motion as follows:

That Council approve the following motion:

Whereas, the leash optional area report was done nine years ago; and

Whereas, there have been no updates on how the leash optional areas are going; and

Whereas, with upgrades to parks, leash optional areas may need to be evaluated or considered;

Therefore, Be It Resolved that Council request that staff provide a brief report with updates on how the leash optional areas are going, whether any changes (fencing, hours) need to be made in these areas and whether any other parks can be added as leash optional areas; and

Direct staff to examine the dog use of parks as part of the process when park upgrades are being considered.

On the amendment:
CARRIED UNANIMOUSLY 14/GPC105

The Director of Parks, Recreation & Culture advised that this would be a manageable approach to reviewing the leash optional program.

Committee discussed the main motion as follows:

- Ensuring that the current policy is upheld while undertaking the review of dog use in parks.
- Reviewing the leash optional areas a necessary process in the program and not underestimating the work that will be required;
 - Undertaking this work as part of the Parks Master Plan and responding to a number of policy issues through that process.

Councillor Thornton-Joe noted the need to address issues not in the work plan and provided examples of dog-friendly initiatives other cities have achieved and how such initiatives could benefit Victoria.

5.2 Councillor Sharing – Honorary Citizen Awards

Councillor Thornton-Joe shared with Committee information regarding the Honorary Citizen Awards event which is underway for this year. The selection committee is comprised of past recipients of the award and they recently met to schedule dates to organize the event. The awards ceremony is scheduled for the end of May. The Honorary Citizen Awards happens every three years and ads will be going out next week with nomination deadlines at the end of March. There are different categories for the awards, so she encouraged people to nominate deserving people.

Committee discussed the following:

- Getting a list of people who have received this award in the past.
- If there is a youth category for this award;
 - Yes, there is a youth category.
- Ensuring this information is on the City's website.

5.3 Councillor Sharing – Victoria Leadership Awards

Councillor Gudgeon shared with Committee that Kelly Greenwell was a recipient of a Victoria Leadership Award at last night's awards ceremony. The award is for collaboration and partnership in the community and Kelly Greenwell, who is the Executive Director of the Quadra Village Community Centre, is well deserving of the award.

Action: Councillor Helps 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 (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.

6. CLOSED MEETING AT 9:40 A.M.

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

Absent: Councillor Isitt

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

7. APPROVAL OF THE CLOSED AGENDA

Committee considered the following additions to the Closed Meeting Agenda:

- Item # 8 – Addition of Report
- Item # 8A – Closed Councillor Sharing – Councillor Gudgeon (Land)

Action: Councillor Helps moved that the Closed Agenda of the Governance and Priorities Committee of February 27, 2014, meeting be approved as amended.

CARRIED UNANIMOUSLY 14/GPC108

8. ADOPTION OF MINUTES

8.1 Minutes from the Closed Meeting held January 30, 2014

Action: Councillor Helps moved that the Closed Minutes from the Governance and Priorities Committee meeting held January 30, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC109

9. DIRECTION REQUESTS

9.1 Land / Lease

Committee received a report dated February 24, 2014 from Legislative & Regulatory Services regarding a Land / Lease matter.

The discussion and motion were recorded and kept confidential.

All staff, with the exception of the City Manager, left the meeting at 10:04 a.m.

10. ADJOURNMENT

Action: Councillor Coleman moved that Committee adjourn the meeting of
February 27, 2014, at 10:20 a.m. CARRIED UNANIMOUSLY 14/GPC113

Mayor Fortin, Chair