

**MINUTES OF THE
SPECIAL GOVERNANCE & PRIORITIES COMMITTEE MEETING
HELD MONDAY, DECEMBER 10, 2015, 11:00 A.M.**

1. THE CHAIR CALLED THE MEETING TO ORDER AT 11:04 A.M.

Committee Members Present: Mayor Helps in the Chair; Councillors Alto, Coleman, Loveday, Lucas, Madoff and Young.

Absent: Councillor Isitt and Thornton-Joe.

Staff Present: J. Johnson – City Manager; J. Jenkyns – Deputy City Manager; P. Bruce – Fire Chief; K. Hamilton – Director of Citizen Engagement & Strategic Planning; T. Soulliere – Director of Parks, Recreation & Facilities; C. Coates – City Clerk; F. Work – Director of Engineering & Public Works; J. Tinney – Director of Sustainable Planning & Community Development; C. Mycroft – Assistant to City Manager; A. Ferguson – Recording Secretary.

2. APPROVAL OF THE AGENDA

2.1 Approval of the Agenda

Action: It was moved by Councillor Alto, seconded by Councillor Lucas, that the Agenda of the December 10th, 2015, Special Governance & Priorities Committee meeting be approved.

CARRIED UNANIMOUSLY 15/GPC

3. ADOPTION OF MINUTES

3.1 Minutes from the Meeting held on November 5, 2015

Action: It was moved by Councillor Alto, seconded by Councillor Lucas, that the Minutes of the Meeting held November 5th, 2015 be adopted.

CARRIED UNANIMOUSLY 15/GPC

4. WORKSHOP

4.1 Review of City Governance

Committee received a report dated November 30th, 2015 from the City Clerk providing recommendations for a new model of council governance.

The City Clerk provided Committee with a presentation outlining proposed changes to council governance.

Committee discussed consolidating the Planning and Land Use Committee and the Governance and Priorities Committee into a single committee, Committee of the Whole. Committee also discussed the concept of holding split day and evening Council sessions twice monthly.

Action: It was moved by Councillor Young that the Planning and Land Use Committee and Governance and Priorities Committees be consolidated into a single Committee, Committee of the Whole.

FAILED DUE TO NO SECONDER 15\COTW

Committee discussed:

- Ensuring adequate time for consideration of each agenda item through agenda management.
- Whether to hold weekly or bi-weekly Committee meetings.
- Implementing a trial period of the staff recommendations.
- The most convenient time to hold Council meetings for the public's participation.
- Concerns about the current meeting process and the length of meetings.
- Equalizing the agenda loads with weekly Committee meetings.
- Potential for broader public input by holding split day and evening sessions.
- The timing of Committee recommendations going forward to Council.
- Exploring the processes of Committee and Council meetings in other municipalities.
- Receiving examples of day and evening Council meeting agendas as well as samples of weekly Committee of the Whole meeting agendas before making a decision.

Postpone: It was moved by Mayor Helps, seconded by Councillor Alto, that Committee postpone consideration of the following pending further information to be provided at the Monday, December 14th workshop:

1. The consolidation of Planning and Land Use Committee and Governance and Priorities Committee into a single committee, Committee of the Whole.
2. The concept of holding split day and evening sessions of Council twice monthly.

CARRIED UNANIMOUSLY 15/GPC

Committee recessed at 12:14 p.m. and returned at 12:19 p.m.

Committee discussed directing staff to prepare a Policy and Procedures document for Council's consideration relating to correspondence management as follows:

- Having a place on the agenda to deal with correspondence individually.
- Types of correspondence that would be included on the agenda.
- Concerns about correspondence causing lengthy debates on items that are not on the agenda.

Action: It was moved by Councillor Alto, seconded by Councillor Loveday, that Committee recommends that Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to correspondence management.

CARRIED UNANIMOUSLY 15/GPC

Committee discussed directing staff to prepare a Policy and Procedures document for Council's consideration relating to public hearing speaking limits as follows:

- Allowing applicant's additional time to speak in response to the public's comments and questions.

Action: It was moved by Councillor Loveday, seconded by Councillor Lucas, that Committee recommends that Council authorize a 15 minute speaking limit for applicant presentations to be incorporated into a Policy and Procedures document.

CARRIED UNANIMOUSLY 15/GPC

Committee discussed directing staff to prepare a Policy and Procedures document for Council's consideration relating to responding to Request to Address Council submissions as follows:

- The current process in place.

Councillor Loveday withdrew from the meeting at 12:43 p.m. and returned at 12:45 p.m.

Committee discussed:

- Developing a policy with the current process.
- The order in which the Requests to Address Council should reside on the agenda.
- Beginning Council Meetings earlier in the evening.
- Including a certain number of Requests to Address Council speakers at the beginning of the agenda on a first come basis.

Action: It was moved by Councillor Alto, seconded by Councillor Loveday, that Committee recommends that Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to managing the requests to address Council.

CARRIED UNANIMOUSLY 15/GPC

Action: It was moved by Mayor Helps, seconded by Councillor Alto, that Committee recommends that Council approve, on a trial basis, Council meetings beginning at 6:30 p.m., that the first substantive item of business are up to six requests to address Council and that everything else be placed in the usual order.

Committee discussed:

- Having a short performance by the Conservatory of Music at the start of the Council Meeting.
- Concerns about losing the purpose behind the earlier start time by including new agenda items.

Amendment: It was moved by Councillor Lucas, seconded by Councillor Coleman, that the motion be amended to have the Council meetings beginning at 6:00 p.m.

Committee discussed:

- Ensuring adequate time for after-work affairs for Council and the public.

On the amendment:
DEFEATED 15/GPC

For: Councillors Coleman and Lucas
Against: Mayor Helps, Councillors Alto, Loveday, Madoff and Young

On the main motion:
CARRIED UNANIMOUSLY 15/GPC

Committee discussed:

- Making arrangements with the Conservatory of Music to plan short performances to start the Council Meetings.

Committee discussed allowing presentations of land use applications at Committee meetings as follows:

- Concerns about allowing applicant presentations but not public comment.
- Allowing applicants to present if the recommendation is to decline.
- Concerns about developers being seen as pitching their proposals to Committee.

Mayor Helps suggested that the continuation of the workshop scheduled for Monday, December 14th begin with the Council Appointments item and then continue with the review of the Council Procedures Bylaw.

5. ADJOURNMENT

Action: It was moved by Councillor Alto, seconded by Councillor Coleman, that the Special Governance & Priorities Committee meeting of December 10th, 2015, be adjourned at 1:15 p.m.

CARRIED UNANIMOUSLY 15/GPC

CERTIFIED CORRECT:

CITY CLERK

MAYOR OF THE CITY OF VICTORIA