

## Substantive TOR Differences

This document contains a table referring to the location of a substantive change and a brief summary of Saanich's position and Victoria's position. This table should be used as a quick reference along with the compared TOR document.

<b>Section Reference</b>	<b>Saanich</b>	<b>Victoria</b>	<b>Next steps</b>
1.0 Objectives	Does not include study of emergency services in the scope of research	Includes study of emergency services in the scope of research	General agreement; Saanich will refer to Council
2.1 Openness and Transparency	Requires Citizen's Assembly to regularly share information	Adds requirement to share information on an ongoing and predictable basis	General agreement; Saanich will refer to Council
2.5 Independence	Third party consultant to advise Assembly how to best fulfill mandate	Citizen's Assembly has full discretion to decide how to best fulfill its mandate	Victoria reinstated original wording
2.6 Well-Informed	Requires that the Citizen's Assembly recommendations to be informed by technical report.	Removes the explicit condition that the Citizen's Assembly recommendations are informed by the technical report	Victoria will consider original wording
2.7 Balance	Requires Citizen's Assembly to consider diversity of voices and perspectives.	Adds that facilitator will make room for all voices.	Saanich will refer to Council
2.8 Collaborative decision-making	Requires consensus in recommendations while respecting and documenting divergent views	Adds recourse for majority vote when three or more Citizen's Assembly members request a majority vote when there is a lack of consensus.	Victoria to remove proposed wording; Victoria to add new language; no majority vote
3.0 Mandate	Citizens' Assembly mandate is to explore costs, benefits, and disadvantages of amalgamation	Citizens' Assembly mandate is to learn needs and interests of residents, examine implications, and advise Council.	Victoria and Saanich to refer to revised wording to respective Councils.

		Adds 3.3 – requirement for the Citizens’ Assembly to provide detailed recommendations.	Victoria to look at combining 3.3, 3.4, and 3.18 in draft combined TOR  Get clarity from Province about potential provision for recommendation.
3.6 Cultural and land use priorities	Requires Assembly to examine differences in cultural and land use priorities	Adds examination of similarities and anticipated impacts of amalgamation	
3.8 Advantages and disadvantages	Saanich TOR does not contain this section.	Adds this section. Requires Citizen’s Assembly to examine advantages and disadvantages of amalgamation for each municipality	
3.9 Corporate and governance structures	Requires Assembly to compare corporate structures and approaches to governance	Adds analysis of anticipated impacts of amalgamation.	
3.10 Local First Nations	Requires Assembly to examine ongoing work with local First Nations towards Reconciliation	Adds that all Assembly recommendations will be informed by and mindful on ongoing work with local First Nations towards reconciliation	
Final paragraph in 3.0	Allows for minority views to be included in the final report	Requires divergent views to be included in the final report	
4.0 Constraints on the Assembly	Requires Assembly to consider information from third party technical team in recommendation	Does not require Assembly to consider information from third party technical team	Victoria will remove its proposed deletion.

	<p>Does not require final yes/no recommendation to Council for referendum</p> <p>Councils are constrained by processes and mandate in the TOR</p>	<p>Requires Assembly to provide a final yes/no recommendation to Council on whether to proceed to a referendum.</p> <p>Council is not constrained by processes and mandate in the TOR</p>	<p>Will be referred to respective Councils</p>
5.0 Schedule of Citizen’s Assembly	<p>6-12 days of meetings</p> <p>Beginning in 2019 and ending in 2020</p> <p>Additional meeting can be scheduled by Chair</p> <p>Assembly will host multiple round tables</p> <p>One round table dedicated to technical report</p> <p>Does not set schedule in TOR</p> <p>Public cannot attend but can be viewed by webcast</p>	<p>4-6 days of meetings</p> <p>Beginning in September 2019 and ending in March 2020</p> <p>Additional meetings can be scheduled by Facilitator</p> <p>Assembly will host 3 roundtable meetings</p> <p>No comment about round table topics Will set schedule in TOR</p> <p>All assemblies are open to the public and no comment about webcast</p>	<p>-</p> <p>Keep Saanich wording</p> <p>Same idea, different word, to be discussed</p> <p>Keep Saanich wording.</p> <p>Keep Saanich wording.</p> <p>Keep Saanich wording.</p>
6.0 Reporting and Communications	<p>Assembly to draft interim direction document as early as possible</p>	<p>Assembly to draft Interim direction document after second meeting</p>	<p>Keep Saanich wording.</p> <p>Refer 45-90 days to Councils.</p>

	<p>Final report to be delivered to Council no later than 45 days after last Assembly meeting</p> <p>Final report to include letter from Chair</p> <p>Chair is exclusive spokesperson and approves all public communication</p>	<p>Final report no later than April 2020</p> <p>Final report to include letter from Facilitator.</p> <p>Adds option to include correspondence by individual members</p> <p>Facilitator is non-exclusive spokesperson. Members are allowed to share personal views whenever and however</p>	<p>Agreement.</p> <p>Saanich will refer to Council.</p> <p>Spokesperson is official not exclusive.</p> <p>Spokesperson to approve all official communication.</p> <p>Remove 'free to share personal views', though this is not precluded.</p>
7.1 Recruitment process	Assembly is made up of residents and business owners	Assembly is made up of residents	<p>Discussion about residents, business owners, non-resident business owners</p> <p>Refer to respective Councils.</p>
7.2 Number of Members	<p>100 members; 43 Victoria residents and 57 Saanich residents</p> <p>Uses Civic Lottery to select Assembly members</p>	<p>49 members; 21 Victoria residents and 28 Saanich residents</p> <p>Uses a Civic Lottery and Assembly members are determined jointly by</p>	<p>Use Civic lottery; use Saanich wording</p>

	<p>Eligible persons are:</p> <ul style="list-style-type: none"> <li>- Residents in legal boundaries of municipality</li> <li>- At least 16 years of age on date of lottery</li> <li>- Only one person per household or business</li> <li>- Business owner cannot transfer eligibility to employee</li> <li>- Not staff or elected officials of municipalities</li> <li>- Not members of interested stakeholder groups</li> </ul>	<p>both councils in consultation with Facilitator</p> <p>Eligible persons are:</p> <ul style="list-style-type: none"> <li>- Residents in legal boundaries of municipality</li> <li>- At least 16 years of age on date of lottery</li> <li>- Not staff or elected officials of municipalities</li> </ul>	<p>Saanich to refer consideration of 'business owner transfer eligibility to employee' language to Council</p> <p>Saanich and Victoria to refer definition of 'interested stakeholder group' to Council</p> <p>Refer option to receive advice from consultant.</p>
7.3 Assembly composition	<p>Reflect composition of the population of the two municipalities with regard to:</p> <ul style="list-style-type: none"> <li>- Equal proportion of male and female members</li> <li>- Proportionate number of renters and homeowners</li> <li>- Proportionate urban and rural residents</li> </ul>	<p>Reflect composition of the population of the two municipalities with regard to:</p> <ul style="list-style-type: none"> <li>- Gender</li> <li>- Broad age group</li> <li>- Renter versus homeowner</li> <li>- Aboriginal/metis status and at least five members who self-identify as Aboriginal/Metis</li> </ul>	

	<ul style="list-style-type: none"> <li>- Proportionate residents from both municipalities – 57 Saanich and 43 Victoria</li> <li>- At least 5 members who identify as Aboriginal</li> </ul>		
After 7.3 assembly composition	<p>Reimbursement includes:</p> <ul style="list-style-type: none"> <li>-reasonable childcare, eldercare, and transportation costs</li> <li>-other reasonable expenses that provide barrier to participate</li> <li>-No honorarium</li> </ul> <p>English is working language, no translation services available</p>	<p>Reimbursement includes:</p> <ul style="list-style-type: none"> <li>-reasonable childcare, eldercare, and transportation costs</li> <li>-\$100 honorarium per meeting</li> </ul> <p>No comment about working language or translation services</p>	
8.2 Roles and Responsibilities of Chair/Facilitator	<p>Chair to ensure that the Assembly’s learning program is balanced, adequate and reflects a range of reasonable perspectives.</p> <p>Follow Robert’s Rules of Order</p>	<p>Learning program is responsibility of advisory working group.</p> <p>Use procedures in the TOR to support deliberation. Opportunity to hold a vote on any given matter conditions.</p>	
8.3 Roles and responsibilities of working group	No working group	Working group is responsible for ensuring design and conduct of Assembly are consistent with good democratic practices, and that learning program is balanced, adequate, and	

		<p>reflects a range of perspectives. In Saanich, these are responsibility of Chair.</p> <p>Sets rules for advisory working group, including inability to comment on recommendations and requirement that members satisfy eligibility rules and are approved by Councils.</p>	
8.3 Roles and responsibilities of Saanich/Victoria communities	Includes to attend occasional open sessions	Does not include attendance at open sessions	
8.3 Roles and responsibilities of Saanich/Victoria	Officials and staff to support at arm's length	Officials and staff to support without requirement for arm's length	
10. Process Concerns	Does not include this section.	Adds this section If Facilitator or Assembly lose confidence in process, can appeal for review to the Joint Standing Committee	