

File: 1420-30

March 2, 2021

Chris Coates, City Clerk
City of Victoria
1 Centennial Square
Victoria, BC V8W 1P6

via email: ccoates@victoria.ca

Dear Mr. Coates:

Re: Next Steps – Citizens Assembly

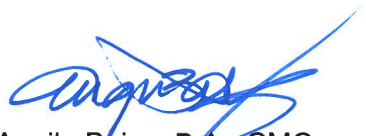
This letter is to confirm that Saanich Council at their Council meeting on March 1, 2021 resolved as follows:

"That Council:

- 1) Approve the estimated costs associated with the Citizens' Assembly and reaffirm Saanich's commitment of \$250,000;*
- 2) Direct staff to present the estimated costs to the Provincial Government and seek provincial funding to accommodate at least 1/3 of the associated costs of a Citizens' Assembly;*
- 3) Direct staff to prepare a Request for Proposal to seek a consultant for the Citizens' Assembly process upon funding approval from the Ministry of Municipal Affairs and Housing;*
- 4) Direct staff to prepare a Request for Proposal for consultant services for the Technical Analysis upon funding approval from the Ministry of Municipal Affairs and Housing;*
- 5) Request staff to work with the consultant to develop a Terms of Reference for an Oversight Committee on the Citizens' Assembly;*
- 6) Approve the in-person participation concept of a Citizens' Assembly;*
- 7) Reduce the number of participants on the Citizens' Assembly to the "Best Practice" number of 48;*
- 8) Remove or reduce options for honorarium or per diems from the approved Terms of Reference for the Citizens' Assembly if a cost reduction is required to the overall budget not to exceed \$750,000."*

The meeting is available to view at www.saanich.ca/agendas

Sincerely,



Angila Bains, B.A., CMC
Manager, Legislative Services

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Cc: City of Victoria Mayor and Council