

**MINUTES**  
**JOINT CITIZENS' ASSEMBLY STANDING COMMITTEE**  
District of Saanich, 770 Vernon Avenue, Council Chambers  
Friday, July 26, 2019 at 9:00 a.m.

Present: Mayor Haynes and Councillors Brownoff, Chambers and Mersereau  
Mayor Helps and Councillors Alto, Potts and Young

Staff: Saanich: Paul Thorkelsson, Chief Administrative Officer; Angila Bains, Manager, Legislative Services/Municipal Clerk and Lynn Merry, Senior Committee Clerk

Victoria: Jocelyn Jenkyns, City Manager; Christine Havelka, Deputy City Clerk; Monika Fedyczkowska, Legislation and Policy Analyst; Bill Eisenhauer, Head of Engagement; and Pierre-Paul Angelblazer, Committee Secretary

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### **CALL TO ORDER**

Mayor Haynes called the meeting to order at 9:00 a.m.

### **APPROVAL OF AGENDA**

**Moved by Councillor Brownoff and Seconded by Councillor Mersereau: "That the agenda for the Joint Citizens' Assembly Standing Committee meeting of July 26, 2019 be approved."**

**CARRIED**

### **INTRODUCTORY REMARKS**

Mayor Haynes welcomed Mayor Helps and Councillors Alto, Potts and Young to Saanich. He reiterated the need to ensure the Terms of Reference reflects the ballot question and that members of the Assembly be unbiased and make fact-based decisions.

### **NEW BUSINESS**

The Draft Terms of Reference from the respective municipalities and Saanich's Substantive Differences Table were reviewed and the following comments were made:

- The Ministry of Municipal Affairs and Housing has confirmed that the Assembly does not need to make a Yes/No recommendation on amalgamation and has given a clear indication of its intent to financially support the process as long as there is a mutually agreed upon Terms of Reference.
- The Assembly could make recommendations with respect to integrated services and shared services as a result of its consideration of the costs, benefits and disadvantages of amalgamation.
- It is important to ensure the Terms of Reference are permissive.
- It is also important that the Terms of Reference include that changing the Urban Containment Boundary is not to be considered.
- It was the consensus of Saanich Council, that a Joint Council Citizens' Assembly Subcommittee be considered after the Terms of Reference for the Citizens' Assembly were approved.
- It was also the consensus of Saanich Council that the Assembly consist of 100 members to ensure it is representative of the diverse groups in both municipalities.
- An effective facilitator will be able to manage any size group.
- Following Roberts Rules of Order will ensure the process is fair and democratic.

- Applicants will be asked to indicate any organizations they have belonged to that might be seen as in conflict with the Terms of Reference for the Assembly and result in those applicants having inherent biases.
- The aim is to have the best process in place and an impartial body to represent both Saanich and Victoria.
- Instead of offering honorariums, residents could be asked to indicate on their application if financial assistance is needed to allow them to participate on the committee.
- There is a need to clarify the purpose of the public roundtable meetings and whether or not Assembly members are to consider the broader perspectives.
- There is the need to determine whether or not the views of Saanich and Victoria participants need to be considered separately.

### **NEXT STEPS**

- The Terms of Reference will be refined with the recommendations noted from the Joint Citizens' Assembly Standing Committee meetings; the respective Councils will then have the opportunity to review and discuss at a Council meeting.
- Once the Terms of Reference are approved by the respective Councils, they will be sent to the Ministry of Municipal Affairs and Housing.

The Saanich meeting adjourned at 11:49 a.m.

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CHAIR

I hereby certify these Minutes are accurate.

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COMMITTEE SECRETARY