

MINUTES

GOVERNANCE REVIEW CITIZEN ADVISORY COMMITTEE

Held at the Police / Fire Building, Kirby Room, 760 Vernon Avenue

Wednesday, April 26, 2017 at 5:00 p.m.

Chair: John Schmuck

Present: Julian Anderson (Arrived 5:20 p.m.); Art Beck; Joe Calenda; Matt Gauk; Zig Hancyk, Caleb Horn; Phil Lancaster; Mano Sandhu; and Jim Schneider

Regrets: Andrew Medd and Brian Wilkes

Guests: Janice Schmidt, Sirius Strategic Solutions Ltd.

Staff: Penny Masse, Senior Committee Clerk, District of Saanich

The Chair called the meeting to order at 5:02 p.m. and welcomed the Committee and guests.

1. APPROVAL OF AGENDA

MOVED by P. Lancaster and Seconded by J. Schneider: "That the agenda be adopted as circulated."

CARRIED

2. ADOPTION OF MINUTES

MOVED by J. Schneider and Seconded by P. Lancaster: "That the minutes of the Governance Review Citizen Advisory Committee meetings held on March 29, 2017 be adopted as circulated."

CARRIED

3. SIRIUS STRATEGIC SOLUTIONS – REVIEW OF APRIL 12 & 27, 2017 WORKSHOPS

- 36 members of the public attended the April 12th workshop and 16 people attended the April 27th workshop; participants were engaged and provided constructive feedback.
- The workshops attracted many community association members and included a politically active attendance.
- All feedback and submissions will form part of the final analysis and will be included in the data being analyzed for final recommendations to Council.

4. SIRIUS STRATEGIC SOLUTIONS – REVIEW OF PLANS / ASSIGN DUTIES FOR UPCOMING TOWN HALL MEETINGS MAY 17 & 27, 2017

- The Town Hall meeting structure will include a 10-15 minute introduction from the emcee (UVIC professor) who will outline a general framework of governance without using legalese; the goal is to encourage and invite feedback and make the discussion interesting for all attendees.

- The Chair will then provide a commentary on the GRCAC mandate and work completed to date.
- All Committee members will be seated facing the audience ready to accept and answer questions.
- All questions will be funneled through the emcee, who will also have pre-determined questions which may be needed to stimulate discussion.
- A speakers list will be utilized.
- A recording device and minute taking will ensure all input is effectively captured.
- A newly designed advertisement will be published in May and will focus on attracting attendees to the town hall meetings; guest speakers will be highlighted and the Saanich website and social media will reflect the updated ad.
- The Chair will be interviewed on CBC and CFAX and will highlight the importance of the upcoming town hall meetings and provide an overview of work completed to date.
- An opportunity will be given to attendees to provide written input without having to speak in front of the crowd if they prefer not to do so.
- Facebook Live should be investigated to provide additional reach to members of the public and target certain demographics.
- Social media should be utilized to provide people with an opportunity to submit questions if they cannot or choose not to attend the town hall meetings.

5. MAY 6, 2017 WORKING GROUP SESSION – DISCUSSION RE: VENUE AND AGENDA

- The working group session is confirmed for May 6th, is scheduled for three hours and will include discussion about concerns to date, public engagement brainstorming, community association input, and amalgamation issues.

6. ROUND ROBIN

- Many committee members confirmed they have distributed rack cards to churches, schools, and shopping centres.
- A focus group has been organized at UVIC on May 11th at 3:30 p.m., committee members are invited to attend and refreshments will be served.
- Committee members are encouraged to reach out to friends and colleagues; getting as much input as possible is vitally important to the GRCAC mandate.
- 118 people have completed the online survey to date. While some people are resistant to register in order to complete the survey, a more effective job of promoting the survey should be a focus.
- While lack of input is a data factum related to governance, it will not reduce the quality of the process or the final report. It is the Committee's job to consider all facets to provide the most relevant recommendations to Council.

ADJOURNMENT

The meeting adjourned at 5:50 p.m.

The next scheduled meeting date is Wednesday, May 31, 2017 at 7:00 p.m. and will be held in the Kirby Room, Fire and Police Building, 760 Vernon Avenue.

John Schmuck, CHAIR
Governance Review Citizen Advisory Committee (GRCAC)

Penny Masse, Senior Committee Clerk