

MINUTES

GOVERNANCE REVIEW CITIZEN ADVISORY COMMITTEE

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

Wednesday, June 28, 2017 at 7:00 p.m.

Chair: John Schmuck

Present: Julian Anderson; Art Beck; Joe Calenda; Matt Gauk; Zig Hancyk; Caleb Horn; Phil Lancaster; Andrew Medd; Mano Sandhu; Jim Schneider; and Brian Wilkes

Guests: Janice Schmidt, Sirius Strategic Solutions Ltd.

Staff: Lynn Merry, Senior Committee Clerk, District of Saanich

The Chair called the meeting to order at 7:00 p.m. and welcomed the Committee and guests.

1. APPROVAL OF AGENDA

MOVED by P. Lancaster and Seconded by A. Beck: "That the agenda be adopted, as amended."

CARRIED

2. ADOPTION OF MINUTES

MOVED by A. Medd and Seconded by M. Sandhu: "That the minutes of the Governance Review Citizen Advisory Committee meeting held on May 31, 2017 be adopted as circulated."

CARRIED

3. LATE CORRESPONDENCE

- Correspondence from L. Layne. Mr. Layne requested to speak at the next GRCAC meeting. He will be advised that he is welcome to attend the meeting as an observer but that the committee would prefer to receive his comments in writing.
- Correspondence from J. Anderson. Mr. Anderson provided documents in relation to amalgamation. The documents will be scanned and uploaded to the drop box.

4. SIRIUS STRATEGIC SOLUTIONS – REVIEW OF PUBLIC CONSULTATION AND SURVEY

Ms. Schmidt provided an update on the public consultation that has been undertaken and the survey, and the following was noted:

- Formal consultation was extended by two weeks and was completed on June 15, 2017.
- 251 surveys were received and it is estimated that 122 people attended public meetings.
- Approx. 50-70 people will have been included in targeted engagements when they are concluded.
- The feedback received will be entered into a computer program which will provide analysis of the qualitative data; the hope is that the data will be available by July 15th, but that is dependent on timing of the last engagements.

- It will be possible to manipulate the data to identify themes and issues.
- The website will be updated to outline the committee's accomplishments and next steps in the process.
- All interviewees were asked the same core questions, with additional questions added as appropriate.
- Educational components will be dispersed throughout the final report to augment the materials used throughout the engagement process.

The Chair advised that:

- He provided a GRCAC update at the June 26, 2017 Council meeting and Council expressed their appreciation for the committee's work.
- He will send correspondence to the CAO to confirm that Saanich Directors will be interviewed, and request that Managers be included.
- There were questions at the Council meeting from the public with respect to additional funding for further public consultation; he had advised that no additional funding would be requested.
- The Final Report with recommendations will be presented to Council at the end of October.

5. SIRIUS STRATEGIC SOLUTIONS – REVIEW OF PLANS FOR COMPLETION OF TARGETED ENGAGEMENT SESSIONS

Ms. Schmidt advised that:

- There are several targeted engagement sessions scheduled for July and several other groups that the committee wishes to meet with including Saanich Youth Council, the Saanich Fire and Police Departments, members of the disabled community. Contact with First Nations groups has not been successful, but additional attempts will be made.
- Residents of Baran Place have requested a meeting with the committee; she will confirm the purpose of the meeting.
- She is unsure if or when the Provincial Governance Review report will be available.

6. SIRIUS STRATEGIC SOLUTIONS – REVIEW OF DRAFT TABLE OF CONTENTS FOR FINAL REPORT

Ms. Schmidt presented the draft Table of Contents for the Final Report and the following was noted:

- Members of the public have identified that the search for consensus during public consultation is a concern; this item should be incorporated into the report.
- The report will be made available to the public therefore it is important that the information is presented in a way that it can be understood and recommendations are anchored to the current situation.
- It is also important to ensure that the public knows that the committee has a foundational understanding of the issues.
- The Executive Summary should be high impact and include the recommendations.
- The corporate culture should be considered in the report.
- The report should include next steps, prioritization of recommendations and suggested sequencing of actions.
- For a recommendation to be included in the final report, a consensus of committee members would be necessary.
- The public wants the committee to make "bold" recommendations.

7. ASSIGNMENT OF STUDY TOPICS FOR COMMITTEE MEMBERS: DISCUSSION OF TASKS/RESEARCH AND NEXT STEPS

Discussion took place with respect to assigning tasks to committee members and the following was determined:

Internal	External	Regional
Brian (lead), Art, Mano, Phil, Julian	Caleb (lead), John, Jim, Phil	Andrew (lead) Joe, Zig, Jim, Julian, Matt, John
<ul style="list-style-type: none"> - Leadership - Organization <ul style="list-style-type: none"> o Advisory Committees - Bylaw - Budgeting 	<ul style="list-style-type: none"> - Public engagement - Community associations - Communications 	<ul style="list-style-type: none"> - CRD - Shared services - Restructuring options

- It was agreed that there would be some overlap when researching items.
- The public are concerned with the inconsistency of policy application.
- A workshop has been scheduled for Wednesday, July 19th at 7:00 p.m. in the Kirby Room to review the feedback received and identify themes.
- There is a need to consider short, mid and long term recommendations.
- It will be important to consider future demographics, environmental changes and planning and preparing for them.

8. ROUND ROBIN

- Mr. Beck reported that he was one of the committee members that met with representatives of Duncan and North Cowichan. They have voted 34-2 in favour of accepting the concept of amalgamation.
- Mr. Horn advised that the Advisory Services Branch, Ministry of Community, Sport and Cultural Development provides advice on the local governance and could be used as a resource.
- Mr. Calenda noted that he had attended the Public Hearing of June 27th and was impressed with the way that Council had dealt with the development applications.
- Ms. Sandhu suggested that a Citizen Advisory Committee to the Mayor could be a recommendation to Council if the GRCAC were to be disbanded.
- Ms. Schmidt advised that the process includes a project evaluation phase and exit interviews, as proposed by Ms. Sandhu, could be considered as part of that phase.
- Mr. Lancaster commented that “Saanich for the future” should be kept in mind while researching topics and providing recommendations.

ADJOURNMENT

The meeting adjourned at 9:07 p.m. The next scheduled meeting date is Wednesday, July 26, 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)

Lynn Merry, Senior Committee Clerk