

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
ELECTRONIC MEETING
MONDAY, 2022-FEB-14, AT 1:00 P.M.

Present: Councillor B. Geselbracht, Chair
Mayor L. Krog
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe

Absent: Councillor T. Brown
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer
D. Lindsay, General Manager, Development Services/Deputy Chief
Administrative Officer
R. Harding, General Manager, Parks, Recreation and Culture
B. Sims, General Manager, Engineering and Public Works
T. Doyle, Fire Chief
L. Bhopalsingh, Director, Community Development
B. Corsan, Director, Corporate and Business Development
K. MacDonald, Parks and Open Space Planner
S. Gurrie, Director, Legislative Services
K. Gerard, Recording Secretary

1. CALL THE GOVERNANCE AND PRIORITIES COMMITTEE MEETING TO ORDER:

The Governance and Priorities Committee Meeting was called to order at 1:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 6(a)(1) REIMAGINING Reconciliation and Recreation – Add PowerPoint presentation titled “REIMAGINE Nanaimo – Loving Our City”

3. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee Meeting held electronically on Monday, 2022-JAN-24 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

Introduced by Sheila Gurrie, Director, Legislative Services.

- Reviewed upcoming Governance and Priorities Committee (GPC) Agenda items
- The Special GPC on 2022-FEB-28 will cover the Draft City of Nanaimo (the City) Plan included in Phase 3 of REIMAGINE Nanaimo
- Topics can be added to upcoming meetings if the Committee has new items to bring forward

Committee discussion took place regarding committee structures and neighbourhood associations.

Sheila Gurrie, Director, Legislative Services and Dale Lindsay, General Manager, Development Services/Deputy CAO, advised the Committee that Staff will bring forward a draft policy regarding neighbourhood associations to a future GPC and the mandate and committee structures will be left for the new Council to determine.

6. REPORTS:

(a) REIMAGINE NANAIMO:

1. REIMAGINING Reconciliation and Recreation

Introduced by Dale Lindsay, General Manager, Development Services/Deputy Chief Administrative Officer.

Presentation:

1. Lisa Bhopalsingh, Director, Community Development, and Kirsty MacDonald, Parks and Open Space Planner, provided a PowerPoint presentation. Highlights included:

- Three topics covered in today's workshop include Reconciliation, Recreation and Wellness and Phase 3 timelines

1. Reconciliation

- Truth and Reconciliation first needs to be identified as what it means to the City and how it can be reflected in the City Plan (the Plan)
- The current plan references relations with Snuneymuxw First Nation (SFN) but does not have clearly defined steps for reconciliation

- In 2019 Council provided support of Truth and Reconciliation Call for Action (TRC) #57 which will be embedded in the Plan review process, through REIMAGINE Nanaimo and in the future
- Proposed approach includes continuing to acknowledge the traditional territory, recognize Snaw-Naw-As (Nanoose First Nation) and continue conversations with SFN regarding language in the City Plan (the Plan)
- City Plan directions include incorporating reconciliation elements into the Official Community Plan (OCP) along with policies integrated through the draft plan and text that commits the City to advancing government to government relations
- Reconciliation will be acknowledged in Goal 4 – Empowered, which encourages a fully inclusive community, improved community cohesion and Indigenous belonging
- Within the urban Indigenous community, three distinct groups are recognized by the Canadian Constitution including First Nation, Metis and Inuit
- These three groups require that we address their different needs and ensure an equitable and inclusive approach within the draft Plan
- The Plan will include language that reinforces awareness, education and equity that supports urban indigenous, racialized groups, LGBTQ2+, people with disabilities and people experiencing homelessness
- City Staff will work with First Nation governments to find ways to honour children lost and those impacted by the residential school system
- Additional examples of methods of reconciliation include economic development, tourism, forestry, support for the potential Indigenous Cultural and Healing Centre and a collaboration of use and maintenance 100 Comox Road
- Reviewed the desired outcomes included in the culture section of the draft plan
- Archaeological and heritage sites have many components and language used will ensure these sites are protected and recognized
- Community events and gatherings are specific ways to ensure that First Nations culture is honoured and recognized by the community
- Parkland and park amenity management will ensure effective co-management of parks significant to First Nations, and the City will partner with SFN to co-manage parks identified as mutual priorities
- Through Goal 5 – Prosperous, the City will work with First Nations government on investments in tourism, cultural events, public space design and art

- Through Goal 2 – Healthy, the City will work with First Nations to provide access to recreation, sport and wellness facilities
- Next steps include ongoing conversations and formal referrals to SFN

Committee and Staff discussion took place. Highlights included:

- Building the reconciliation plan
- Consultation with SFN prior to other First Nations governments regarding matters related to the City of Nanaimo
- Equity lens and ensuring representation of marginalized groups
- Ensuring equitable access to recreation, wellness and services in all areas of the City of Nanaimo
- Providing information regarding trails and parks to people of all abilities to ensure community members are educated on which trails and parks are fully accessible and which may pose challenges to those with accessibility needs

Kirsty MacDonald, Parks and Open Space Planner, continued the PowerPoint presentation. Highlights included:

2. Recreation and Wellness

- Updates will include the accessibility plan and recreation and wellness
- In the summer of 2021 the Province initiated the Accessible BC Act
- Staff met with the Accessibility Directorate and it was confirmed that the City Plan will fulfill the legislated requirements
- Reviewed desired outcomes and policies that will be updated through the REIMAGINE Nanaimo process
- Next steps include:
 - Present the draft accessibility plan update to the Advisory Committee on Accessibility and Inclusiveness – 2022-FEB-23
 - Share draft City Plan policies and actions for feedback during the Phase 3 engagement
 - Test approach through Phase 3

Committee and Staff discussion took place. Highlights included:

- Challenges of ensuring all outdoor recreation facilities, parks and trails, are accessible while maintaining protection of the natural habitats
- Communication with other communities regarding the Accessible BC Act

Kirsty MacDonald, Parks and Open Space Planner, continued the PowerPoint presentation. Highlights included:

- Recreation and wellness through partnerships and integration is vital to meet the mutual needs and interest of the community
- Policies in the draft plan encourage partnerships for new infrastructure and services
- Land use section contain policies that all urban centres integrate outdoor recreation space for community use
- Draft plan includes visuals and graphics not normally included in policy or bylaw documents to ensure the information is accessible to everyone

Lisa Bhopalsingh, Director, Community Development, continued the presentation. Highlights included:

3. Phase 3 Engagement

- Key points in Phase 3 include feedback from Phase 1 and 2 reflected in the Plan, seek confirmation that the draft plan reflects community and Council directions and ensuring engagement is accessible to all despite COVID-19 restrictions
- Reviewed the key strengths and challenges identified through engagement in Phases 1 and 2
- Engagement methods that will be used in Phase 3 are similar to Phase 1 and 2
- Reviewed Phase 3 Council timeline

(b) GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. Governance Update

Presentation:

Sheila Gurrie, Director, Legislative Services, provided a PowerPoint presentation. Highlights included:

1. Governance Excellence

- Overview will include: Committees and Committees Structure, Electronic Meeting Management and the 2022 General Election
- Ensuing a solid foundation of the governance continuum creates a seamless progression from one pillar to the next
- Reviewed the aspects of governance excellence including the Bylaw and Policy Renewal project, budgeting sessions and Human Resources
- Staff are currently updating the Council Spending and Amenities Policy and the Council Code of Conduct Policy

2. Committee and Committee Operating Guidelines

- Reviewed the strategic alignment of the current Committees/Task Forces as they apply to this term of Council
- The City has been progressive in the accessibility component with some mandates already implemented within the City
- Reviewed of the purpose of GPC meetings and advised that Committees should be established based on a need or goal of Council while furthering the business of Council
- Reviewed current and completed Committees/Task Forces and legislative bodies
- Reviewed Committee history from October 2018 until current

Committee discussion took place. Highlights included:

- Flexible structure of the GPC
- Creating a committee based on each pillar of strategic plan

Sheila Gurrie, Director, Legislative Services, continued the presentation. Highlights included:

- Committee operating guidelines have been reviewed and refreshed to reflect current best practices
- Examples of updates included in the new Committee Operating Guidelines include:
 - Updated language to be more inclusive and less gender specific
 - Reflect that each Committee has a Chair and Co-Chair
 - Streamlining the process for reporting to Council
 - Highlighting a desire for diverse representation to ensure a broad range of individuals

Committee and Staff discussion took place. Highlights included:

- Reimbursement for participating in Committees applied to child or elder care while attending a meeting
- Addressing items such as reimbursement through the Council remuneration process which was paused due to COVID-19
- Reimbursement discussed during the budget process and through Human Resource documents
- Ensuring language is equitable and inclusive
- Revising the Terms of Reference for each Committee to include more specific criteria of applicants
- Regulating reimbursements and potential for abuse of the system
- Types of expenses approved for reimbursement by the Staff liaison
- Cost, implications and Council approval of implementing a policy for reimbursement of expenses
- Ensuring that applicants are applying due to an interest in the Committee and Council and a desire to meet the goals/mandates of the Committee

- Promote, find and encourage members of the public to apply to Committees and Task Forces while ensuring equity
- Acknowledging that skills, experience and ability are important in choosing committee members
- The City of Vancouver’s proactive approach in hiring an Equity Officer and inviting them to speak at a future GPC meeting

It was moved and seconded that the Governance and Priorities Committee recommend that Council approve the updated Committee Operating Guidelines as presented in Attachment B of the February 14, 2022 report titled “Committee Operating Guidelines”. The motion carried unanimously.

3. Electronic Meeting Management

- Since COVID-19 changes in legislation have allowed for electronic meetings, but these meeting must ensure that members of the pubic see the same quality meetings as if in person
- Guidelines include updates to motions, procedural matters, attendance and exiting a meeting
- Staff have expanded the methods for the public to take part in meetings such as the call in number for Public Hearings
- Electronic agendas and closed captioning ensure that meetings are accessible to all members of the public

4. General Election

- The next General Election will be held on 2022-OCT-15
- General election accountability for election officials includes a fiduciary duty to their employer and officers of the city have a duty, first and foremost, to the council and organization
- Staff have a duty to be neutral to candidates, topics and election issues
- Questions during the election should be directed to the Legislative Services Department
- Reviewed election milestones
- Nomination packages will be ready in July 2022, which will enable Staff to plan the candidate sessions and current Council members are encouraged to attend if running again
- Recruitment of staff for the election has begun as there may be staffing issues due to COVID-19
- Ensuring voting machines are accessible
- Projecting that mail ballots will increase this year due to COVID-19
- Inaugural meeting will be 2022-NOV-07 and will be followed by new council orientation
- Reviewed map of voting locations and key dates
- Reviewed references including links to documents and website where members can locate information referenced in the presentation

7. QUESTION PERIOD:

No one was in attendance to ask questions.

8. ADJOURNMENT:

It was moved and seconded at 3:14 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER