

## Governance Subcommittee

**Date:** January 15, 2021

**Time:** 1:07 PM

**Location:** Online Video Conference

**Members Present**

Councillor Pat Saito  
Councillor Karen Ras  
Councillor Carolyn Parrish  
Mayor Bonnie Crombie  
Sandy Milakovic  
John Magill

Ward 9  
Ward 2  
Ward 5  
Ex-Officio  
Citizen Member  
Citizen Member

**Staff Present**

Paul Mitcham, City Manager and Chief Administrative Officer  
Diana Rusnov, Director, Legislative Services and City Clerk  
Sacha Smith, Manager, Legislative Services and Deputy Clerk  
Jason Bevan, Director, City Planning Strategies  
Angie Melo, Legislative Coordinator, Legislative Services

1. CALL TO ORDER – 1:07 PM

1.1 Appointment of Governance Subcommittee Chair

Councillor Ras nominated John Magill as Chair of the Governance Subcommittee. Mr. Magill accepted the nomination.

RECOMMENDATION

Moved By Councillor K. Ras

That John Magill, Citizen Member, be appointed Chair of the Governance Subcommittee for the term ending November 14, 2022 or until a successor is appointed.

Carried

2. APPROVAL OF AGENDA

Moved By Councillor K. Ras

3. DECLARATION OF CONFLICT OF INTEREST - Nil

4. MINUTES OF PREVIOUS MEETING - Nil

5. MATTERS CONSIDERED

5.1 Terms of Reference for Governance Subcommittee - Elections

In response to John Magill and Councillor Saito's request for clarity on the subcommittee's operations, Diana Rusnov, Director, Legislative Services and City Clerk advised that the Governance Subcommittee can start discussions on the processes in the absence of the Terms of Reference. She further advised that she would seek confirmation that the Governance Committee would recommend approval of the Terms of Reference.

Diana provided background on the Governance Subcommittee's mandate highlighting ward boundaries, election signs and membership as topics of importance to focus on.

Diana Rusnov, Director, Legislative Services and City Clerk, spoke to the role of the Governance Subcommittee in relation to the work staff have undertaken with respect to ward boundaries.

In response to Councillor Saito's inquiry regarding additional City Council representation at the Region, Diana Rusnov, Director, Legislative Services and City Clerk advised that the ward boundary review is not to add an additional Councillor but rather a boundary line redistribution. Councillor Saito noted that the reference to the ward boundary review should explicitly note that the review is for ward redistribution and not to add another ward.

In response to Sandy Milakovic's inquiry regarding Council's approval timelines, Ms. Rusnov, Director, Legislative Services and City Clerk advised that Council must approve the bylaw which must contain the ward boundaries by December 31, 2021.

Councillor Parrish noted that the idea of creating a new boundary and bringing in a new Councillor should not be dismissed and suggested that the review be open to that scenario.

Jason Bevan, Director, City Planning Strategies provided background and options of ward boundary scenarios and timelines.

Diana Rusnov, Director, Legislative Services and City Clerk noted that the Governance Subcommittee would be inviting members of the public to participate as citizen members for public outreach on different approaches and feedback on ward boundaries prior to staff proceeding with their process, but noted concern that Council's direction and approval to go forward is necessary before public input.

Subcommittee Members engaged in discussion regarding informing Council of the review being undertaken by the Governance Subcommittee in parallel to the review of staff, and receiving Council's direction; establishing timelines and criteria, and Citizen Member selection process and participation.

Diana Rusnov, Director, Legislative Services and City Clerk advised that she would wordsmith the Terms of Reference based on the Governance Subcommittee's discussion and will include workplan timelines as appendices, to be brought to the Governance Committee on January 25, 2021.

6. OTHER BUSINESS

The matter relating to elections signs is to be discussed at a future Governance Subcommittee meeting.

7. DATE OF NEXT MEETING - To Be Determined

8. ADJOURNMENT – 1:56 PM (Councillor K. Ras)