



**AMENDED AGENDA
GOVERNANCE & PRIORITIES COMMITTEE
MEETING OF MAY 7, 2015, AT 9:00 A.M.
COUNCIL CHAMBERS
CITY HALL, 1 CENTENNIAL SQUARE**

Page

CALL TO ORDER

APPROVAL OF THE AGENDA

CONSENT AGENDA

ADOPTION OF MINUTES

1. Minutes from the Meeting held April 23, 2015.
- 1A. **Late Item:**
Minutes from the Meeting held April 2, 2015

DELEGATION

2. Mental Health Awareness Week 5 - 40
--*Dr. Miriam Korn, Island Health*
Late Item: PowerPoint Presentation

[Addenda]

PRESENTATION

3. Johnson Street Bridge - Quarterly Update 41 - 58
--*J. Huggett, Project Manager, Johnson Street Bridge Replacement Project*

DECISION REQUESTS

4. Medical Marihuana 59 - 78
--*R. Woodland, Legislative & Regulatory Services*

A report advising Council on medical marihuana related businesses in the City of Victoria and seeking Council direction regarding regulation and enforcement.

5. Parklet Trial Installation - 700 Block Fort Street 79 - 90
--B. Dellebuur, Acting Assistant Director, Transportation and Parking Services

A report seeking Council permission to install a temporary "parklet" in two parking spaces of the 700 Block of Fort Street.

6. Request for Funding for Snowbirds 91 - 112
--J. Jenkyns, General Manager, VCC

A report requesting in-kind support from the City of Victoria for the proposed August 12, 2015, Snowbirds performance benefitting C.H.I.L.D.

NEW BUSINESS

7. Motion - Douglas Street Improvements 113
--Mayor Helps and Councillor Lucas

A motion requesting that Council direct staff to work with the Downtown Victoria Business Association (DVBA) and the Downtown Victoria 2020 (DV2020) Society to design and implement an improvement on Douglas Street in 2015 using the funding of \$180,000 put forward in equal parts by the two organizations and the City.

8. Motion - FCM Election to Board of Directors 115
--Councillors Alto and Thornton-Joe

A motion requesting Council's endorsement of Councillor Coleman to stand for election on the FCM's Board of Directors for the 2015-2016 year and that the City assume all reasonable costs for attendance to the meetings.

9. Conference Attendance Request (FCM) 117 - 121
--Councillors Coleman, Isitt and Loveday

Late Item: Revised Motions

A motion requesting Council's approval for Councillor Coleman, Councillor Isitt and Councillor Loveday to attend the FCM Conference being held in Edmonton, AB, June 5 - 8, 2015.

[Addenda]

MOTION TO CLOSE THE MAY 7, 2015, GOVERNANCE & PRIORITIES COMMITTEE MEETING TO THE PUBLIC

That Governance & Priorities Committee convene a closed meeting that excludes the public under Section 12(6) of the Council Bylaw for the reason that the following agenda items deal with matters specified in Sections 12(3) and/or

(4) of the Council Bylaw, namely:

- Section 12 (3) (c) *Labour Relations or employee relations*
- Section 12(3) (e) *The acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the City.*
- Section 12(3) (i) *The receipt of advice that is subject to the solicitor-client privilege, including communications necessary for that purpose.*

CLOSED MEETING

CONSENT AGENDA - CLOSED MEETING

ADOPTION OF THE CLOSED MINUTES

10. Minutes from the Special Meeting held April 16, 2015
11. Minutes of the Meeting held April 23, 2015.

REPORTS FOR INFORMATION

12. Acquisition / Disposition of Land (Verbal)
--Mayor Helps
13. Legal / Potential Litigation (Verbal)
--J. Huggett, Project Manager, Johnson Street Bridge Replacement Project
14. **Late Item:**
Employee Relations (Verbal)
--J. Jenkyns, General Manager of the Victoria Conference Centre

CONSIDERATION TO RISE & REPORT

ADJOURNMENT

April 27, 2015

To the Governance and Priorities Committee,

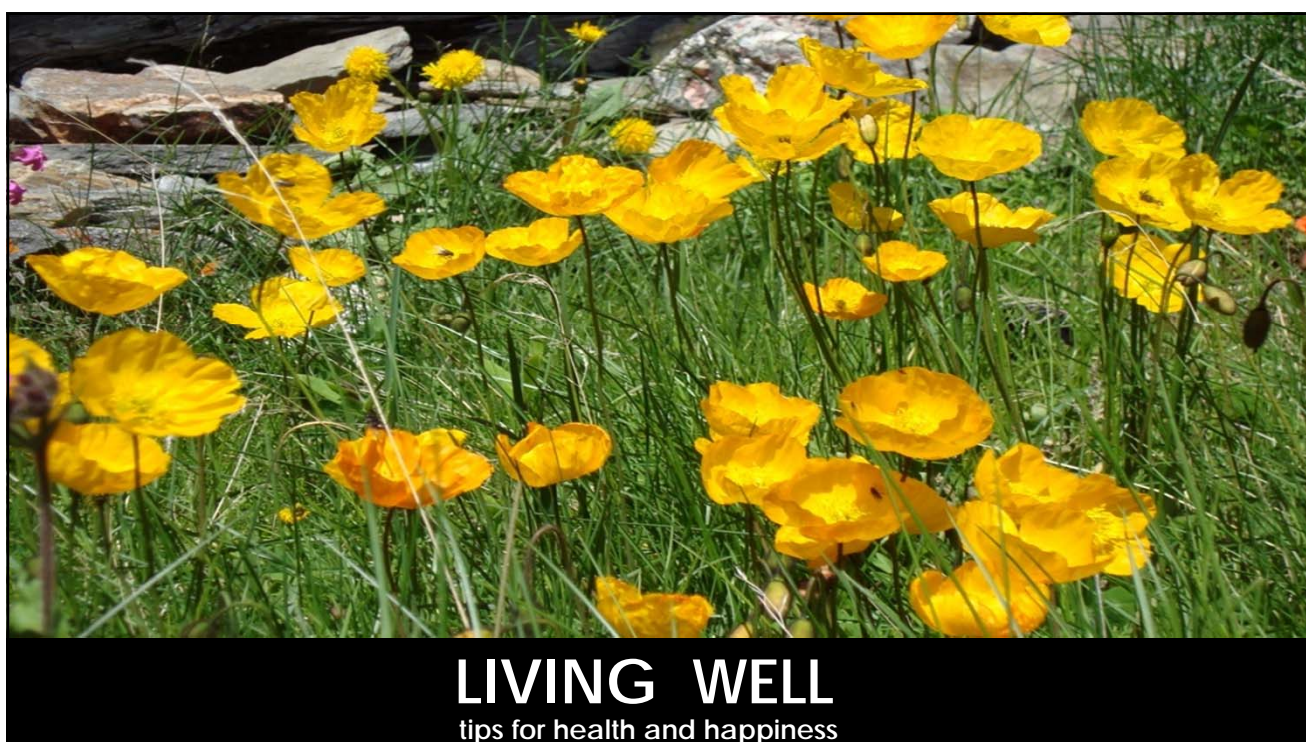
Living Well workbook aims to provide basic, accessible information about healthy lifestyle and have been well-received at various settings in Vancouver Island. Content is based on **health promotion and healthy aging research** as well as my experience working with a wide variety of clients in outpatient and emergency psychiatry settings.

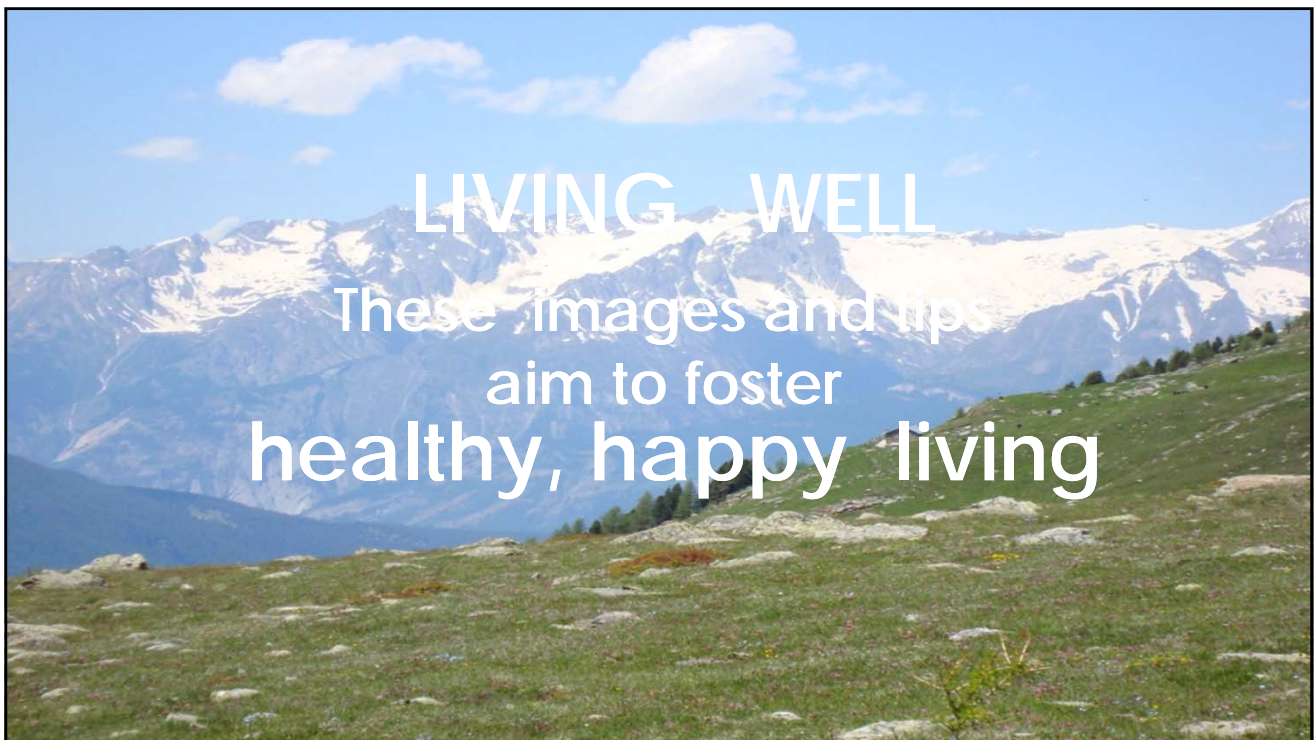
The principles, CONNECT, BE ACTIVE, EAT WELL, SLEEP WELL, RELAX, CALM DOWN, CREATE, EXPLORE, GET CLEAR, GET HELP maybe a basis for supporting events, education and environments that foster a "Healthy City" - for instance, funding playgrounds, festivals and community centers or prioritizing life skills for public school curriculum.

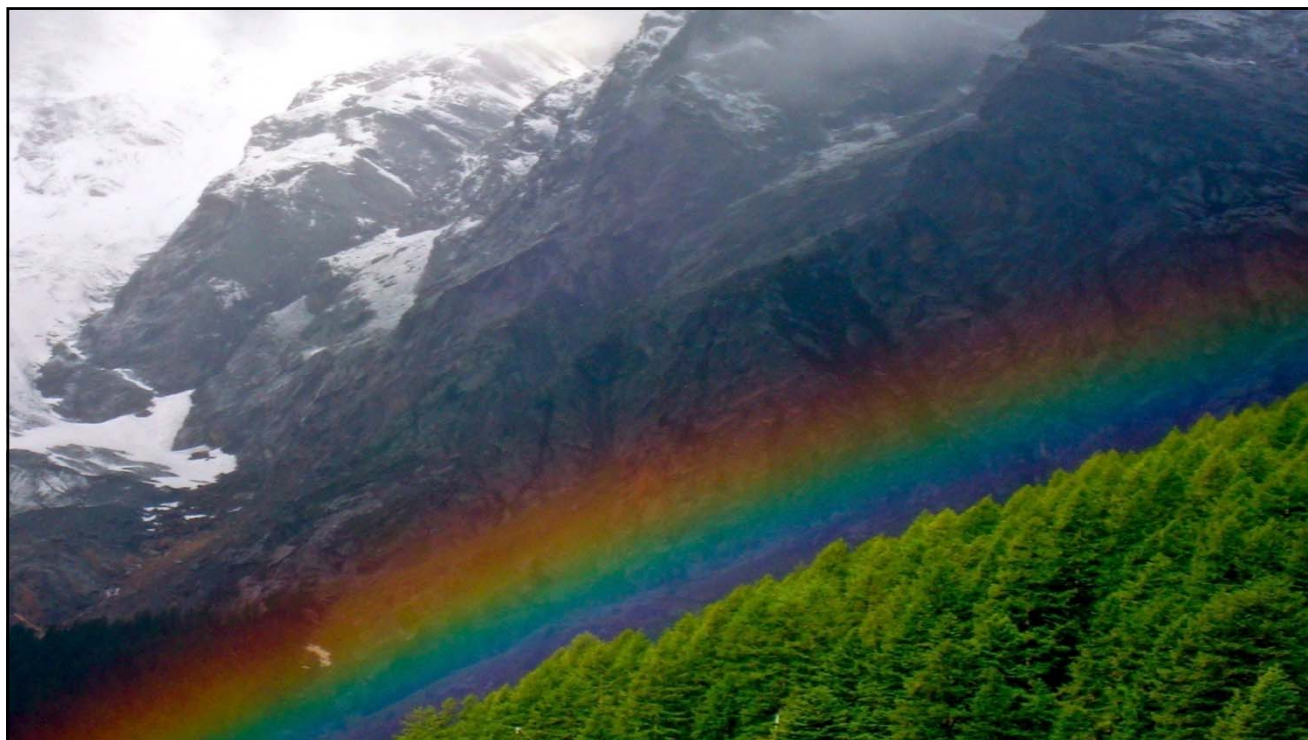
I propose a short presentation to introduce the **Living Well** workbook to the Governance and Priorities Committee staff to spark discussion and creativity regarding optimally cultivating Victoria as a "healthy, happy" place for citizens and visitors.

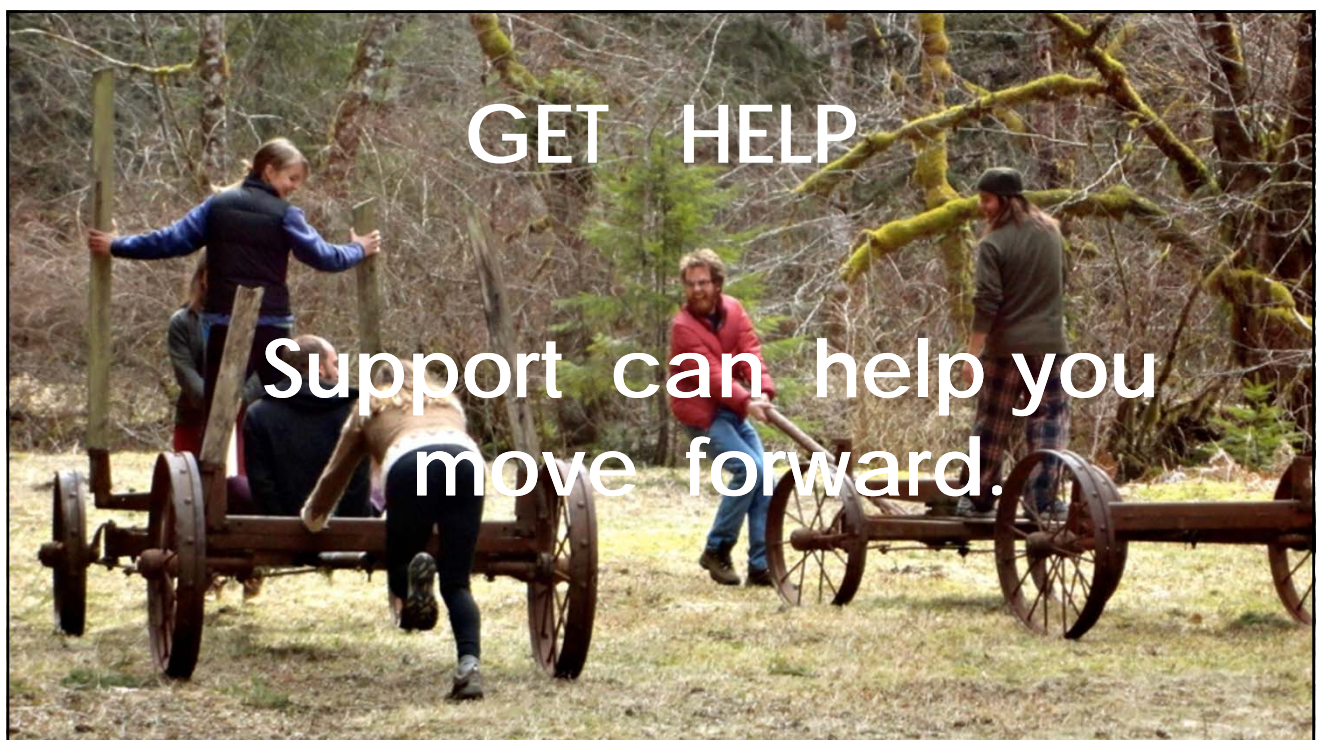
I will be very happy to meet you and receive your feedback.

Sincerely,
Miriam Korn, MD, FRCPC

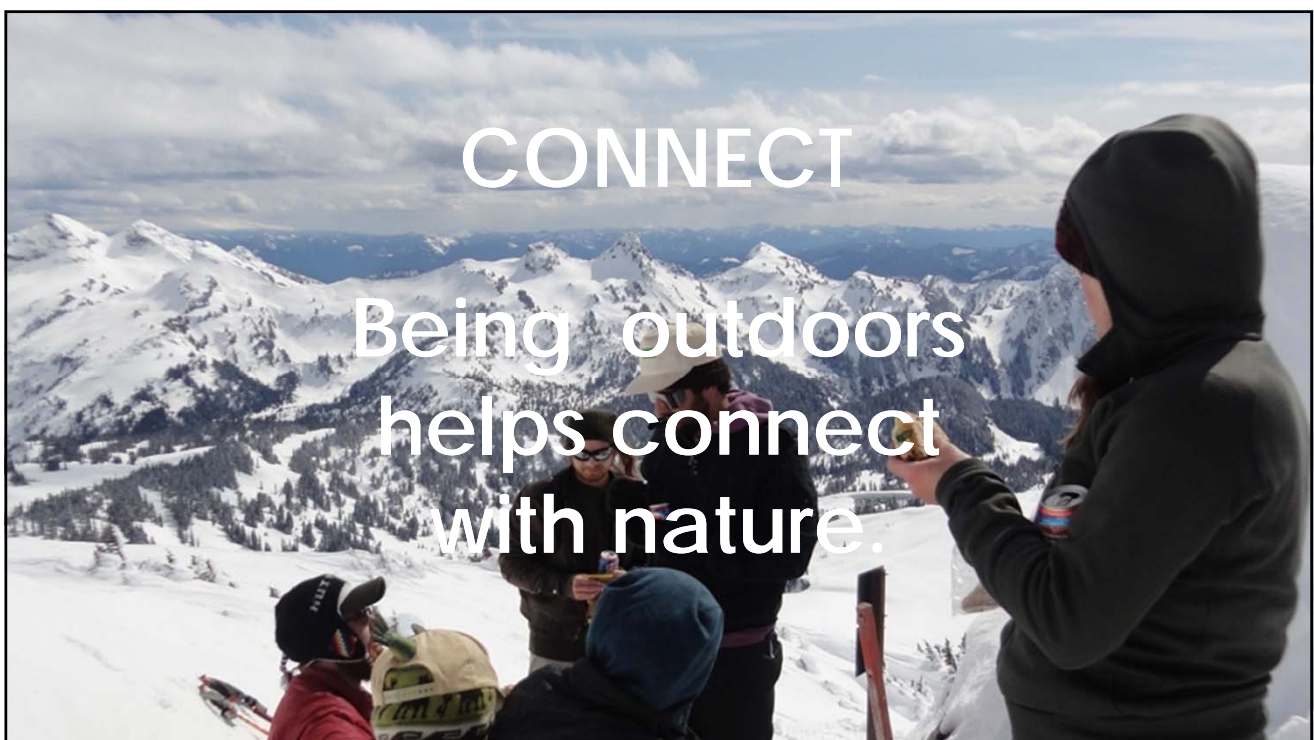
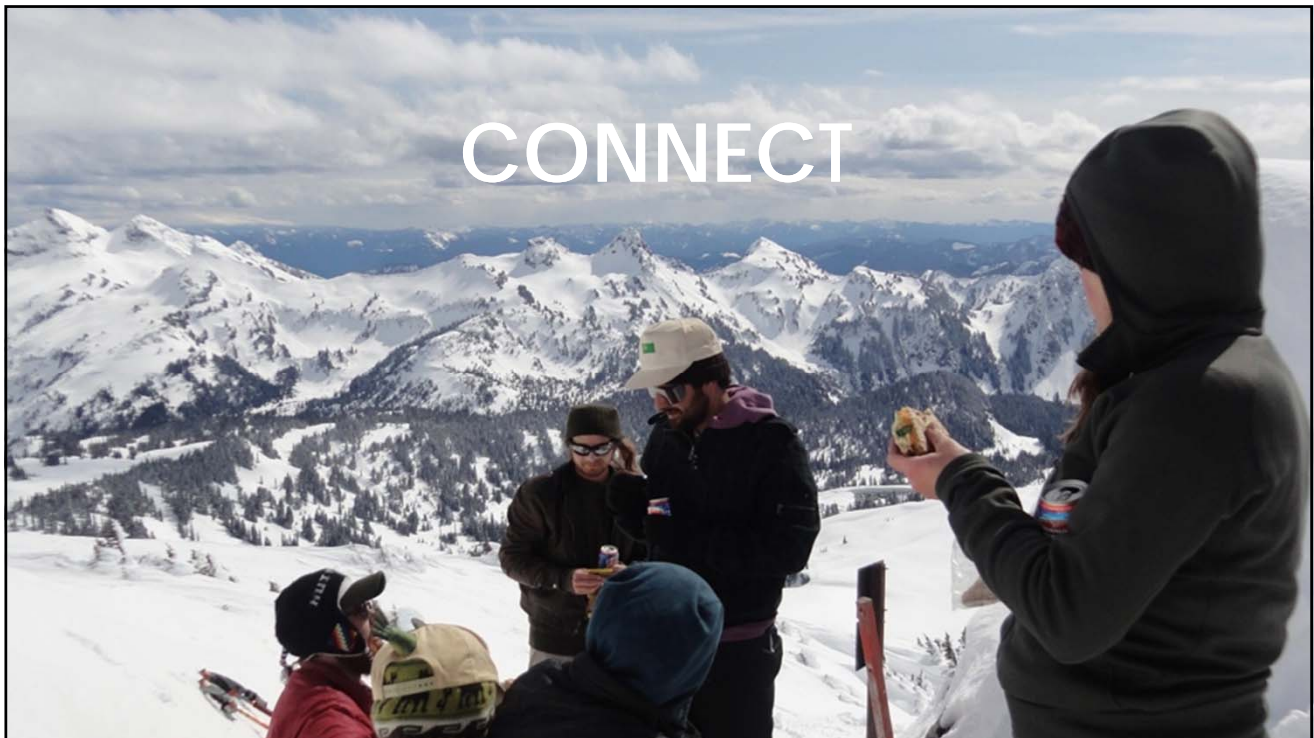








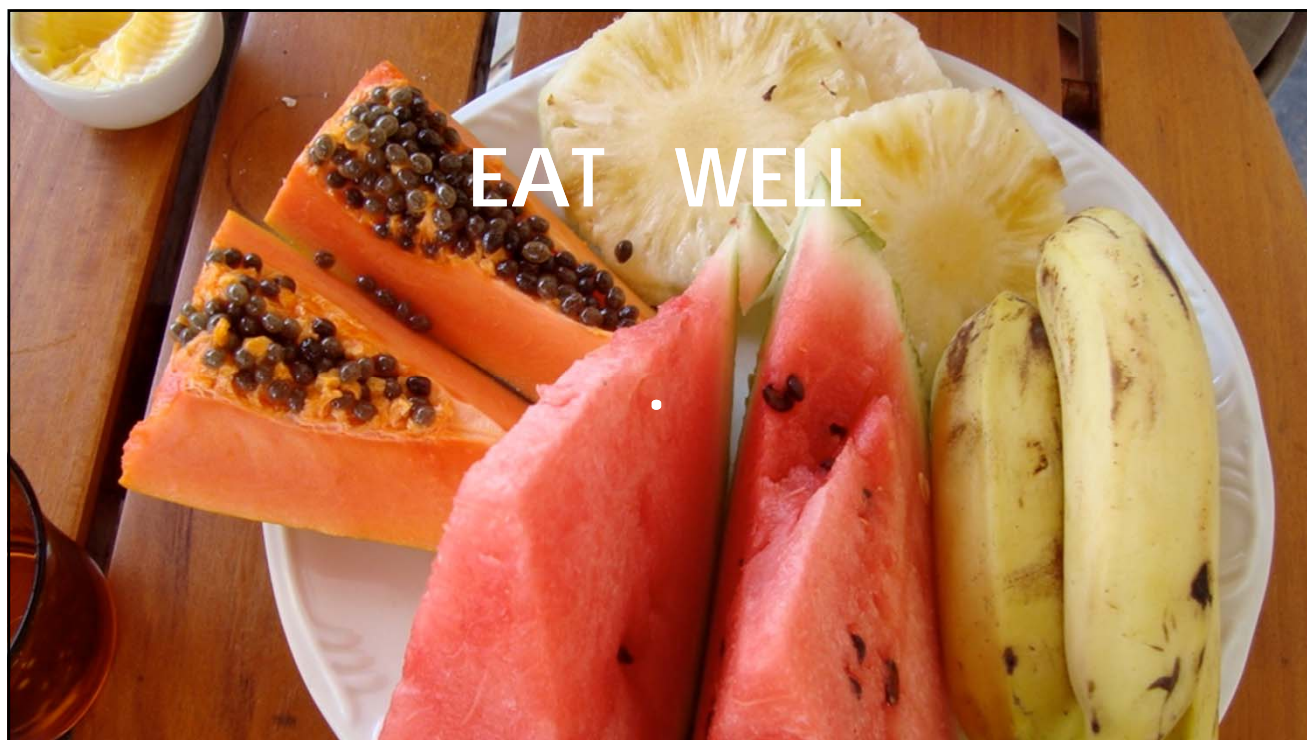






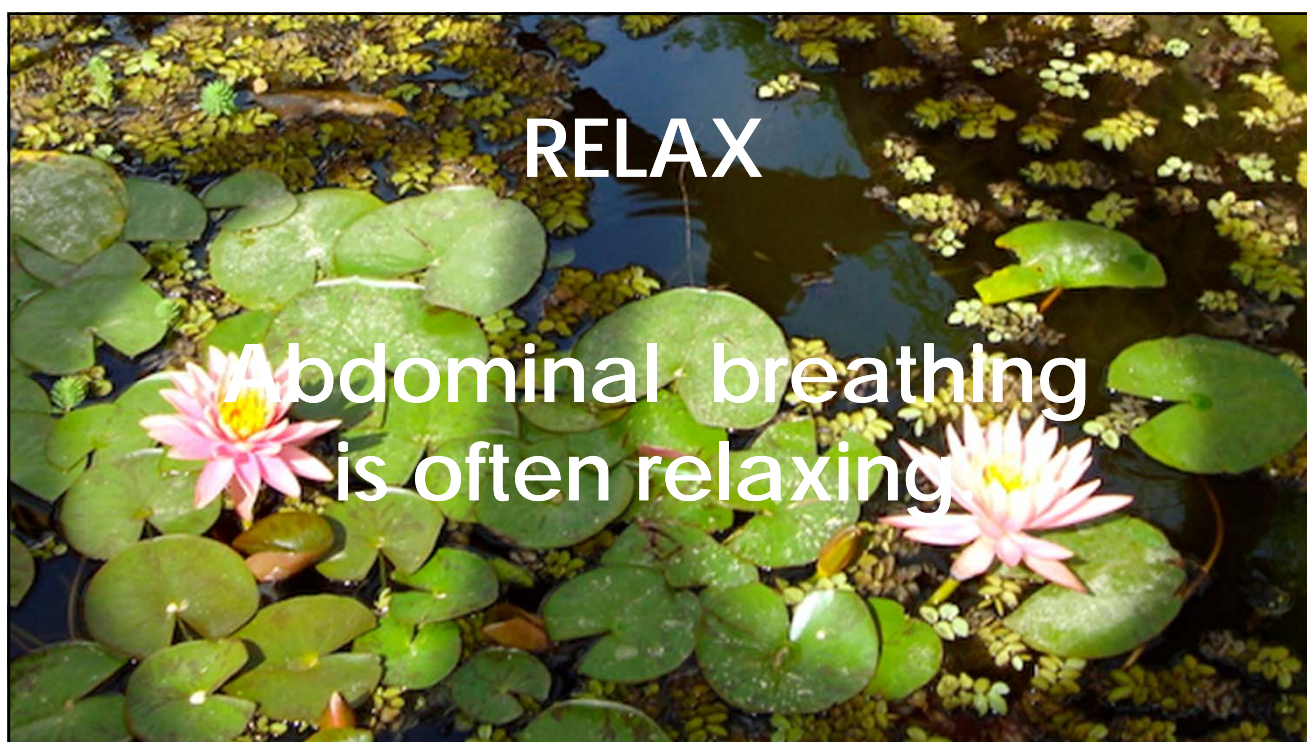
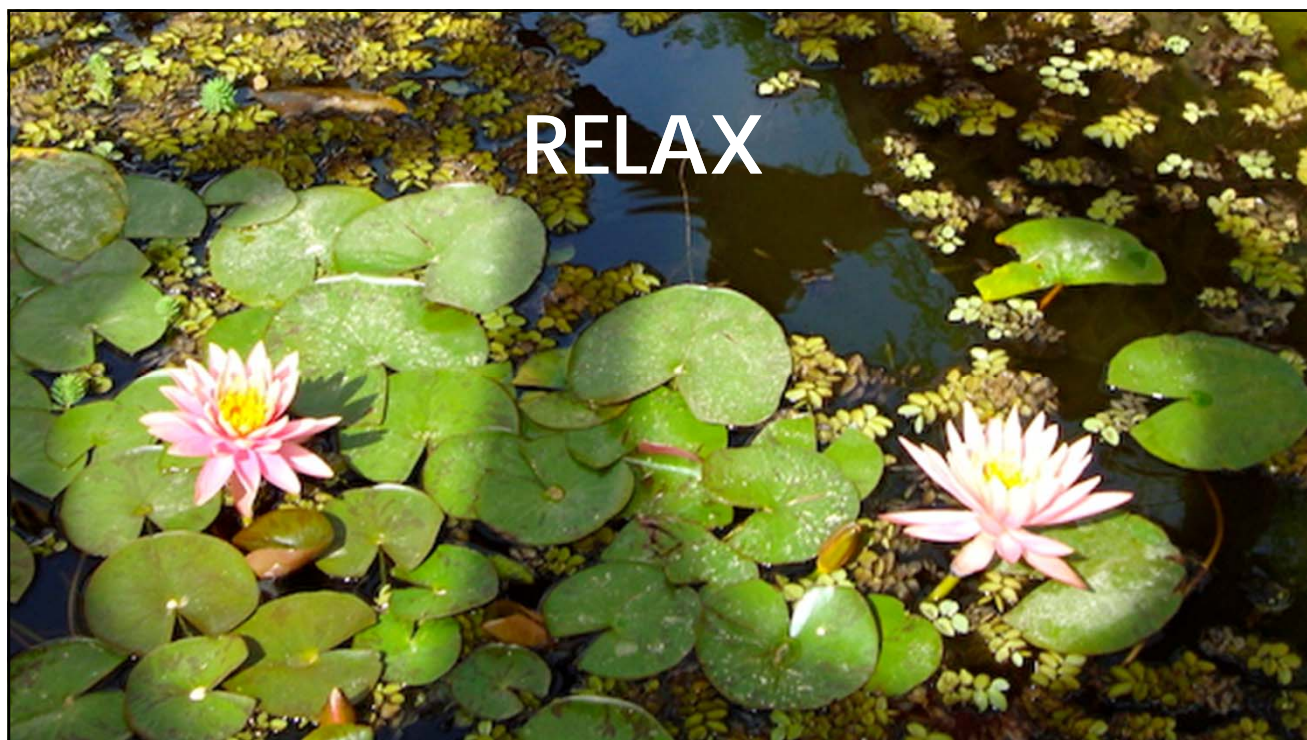
















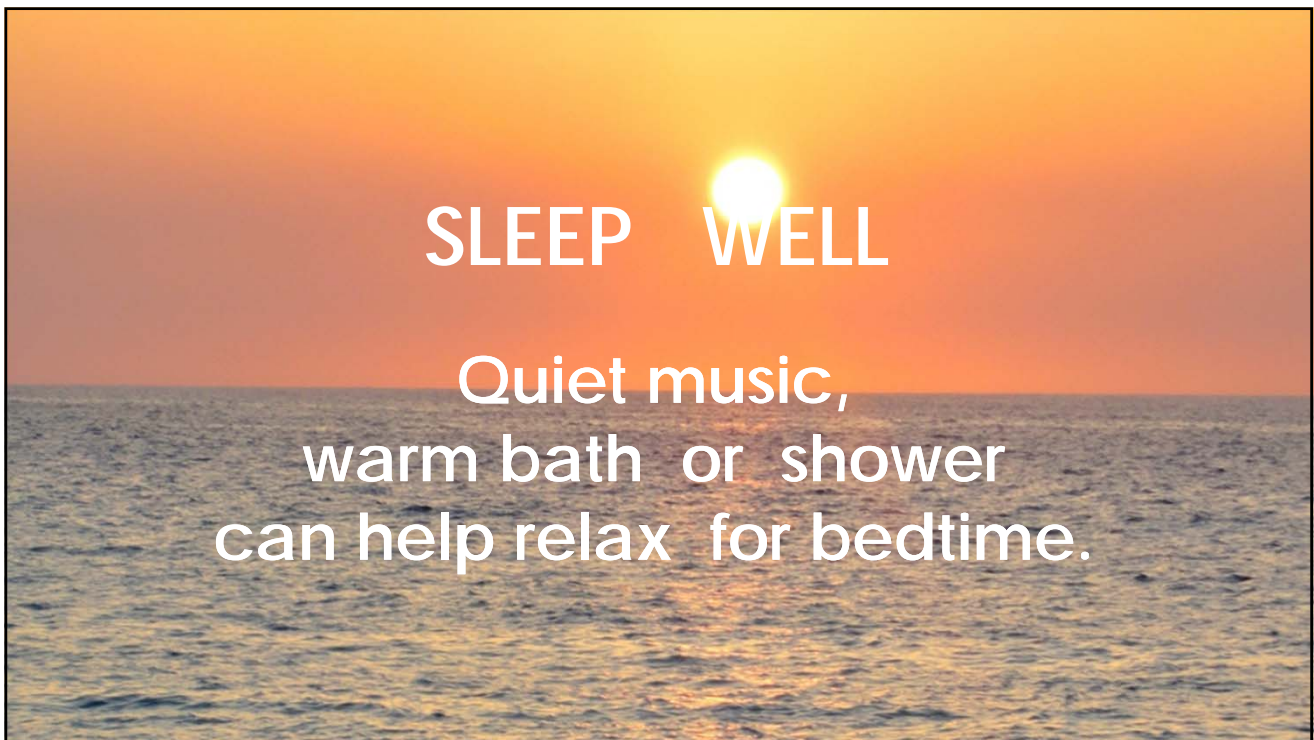
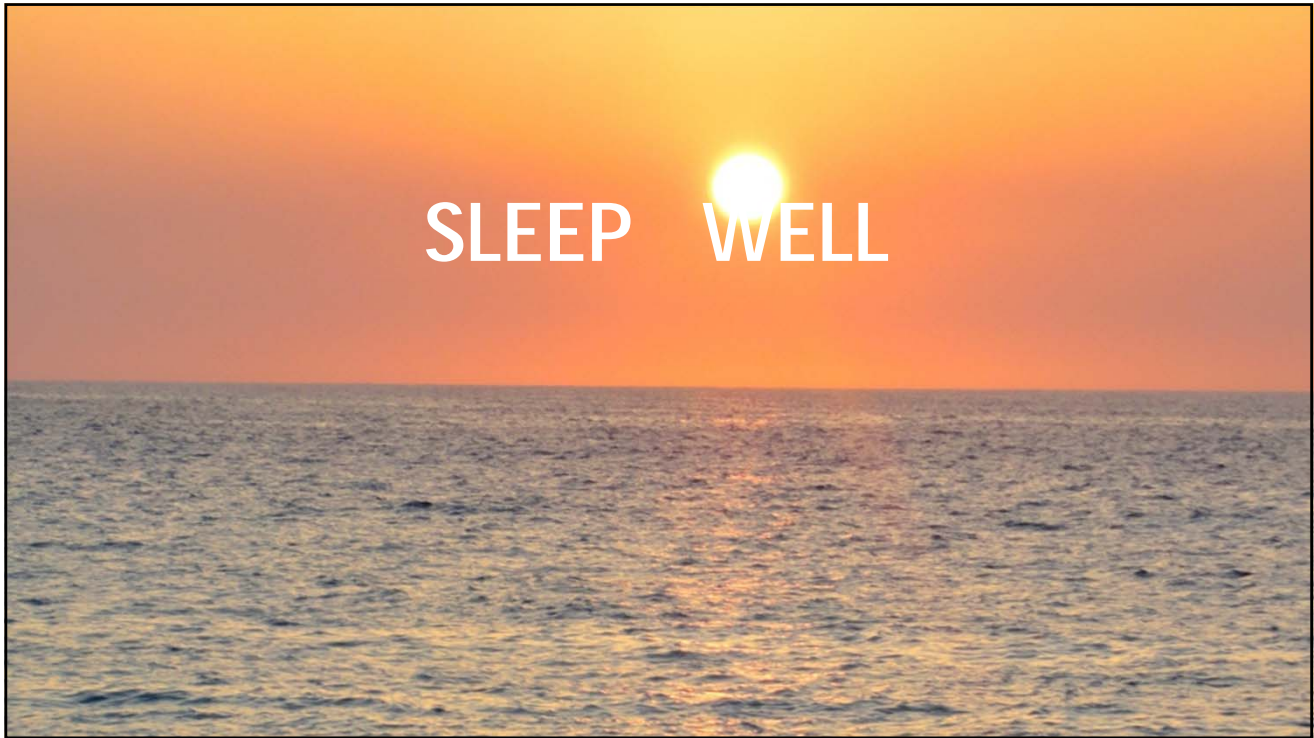
SLEEP WELL



SLEEP WELL

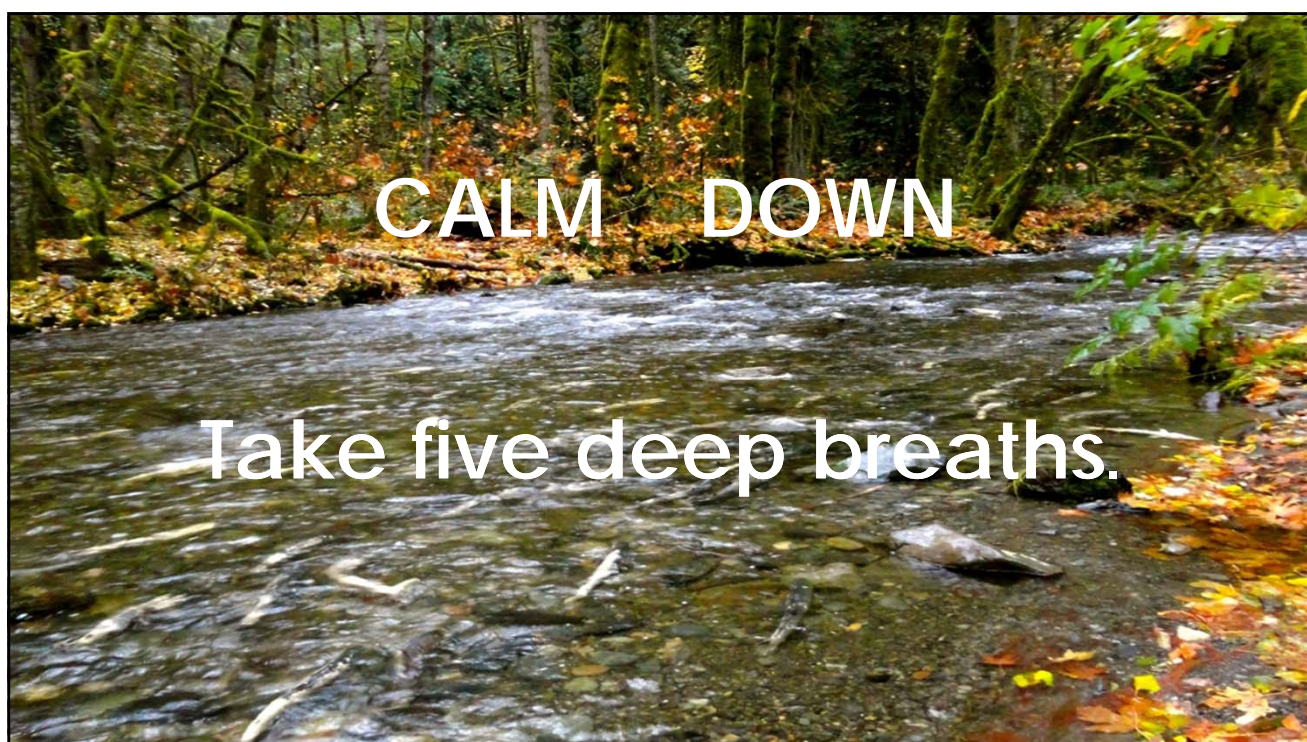
Turn off screens
an hour before
bedtime

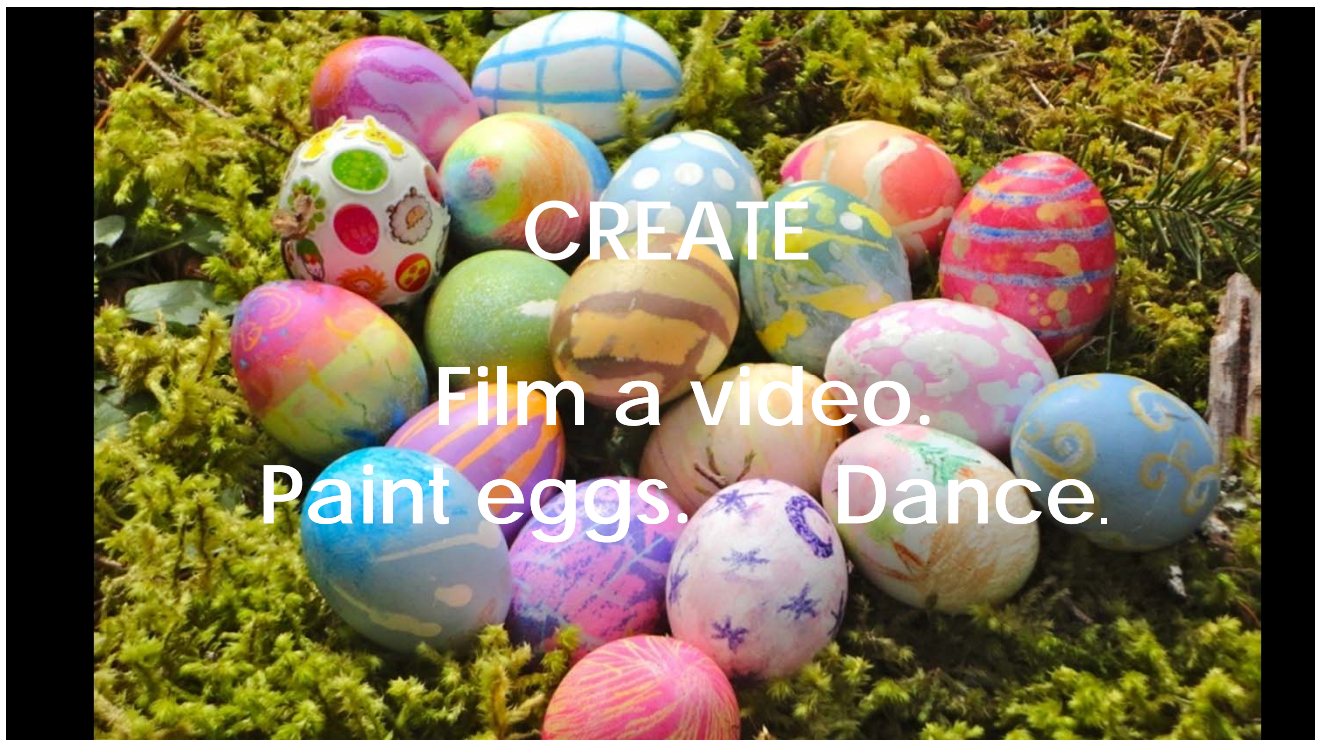
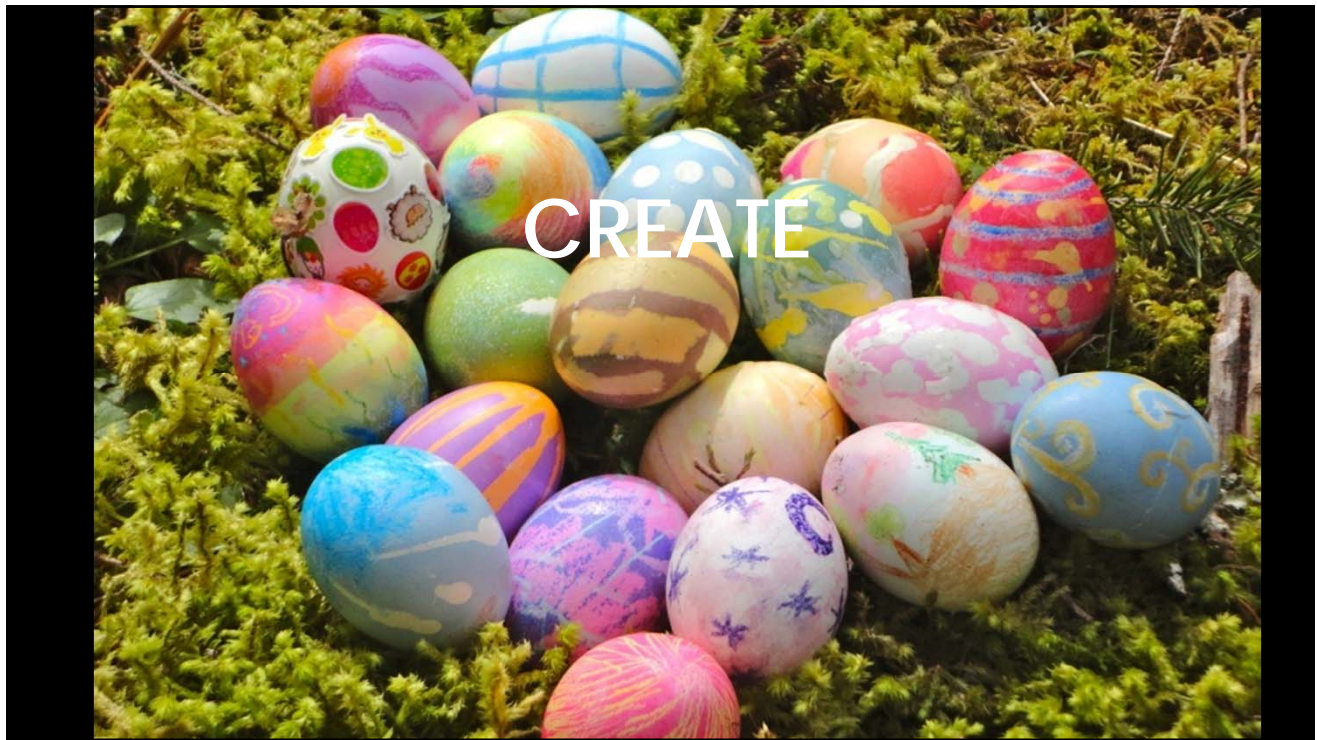


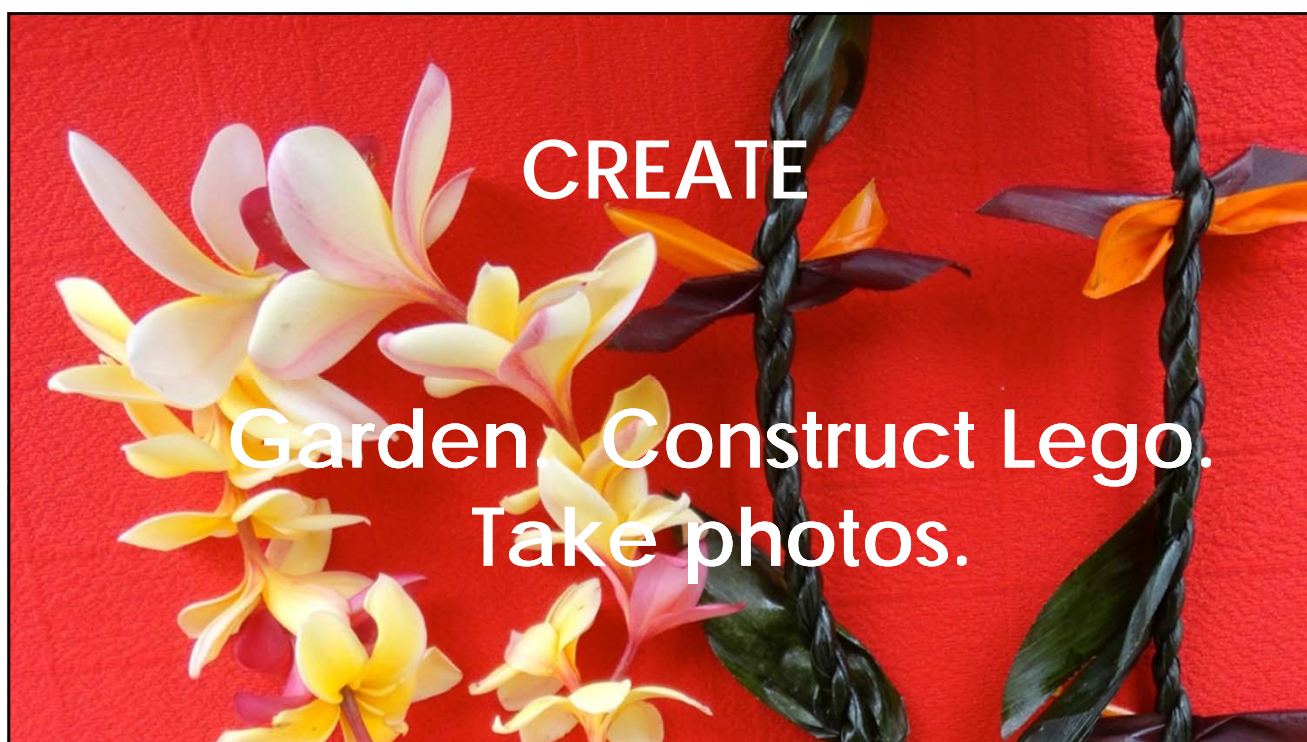
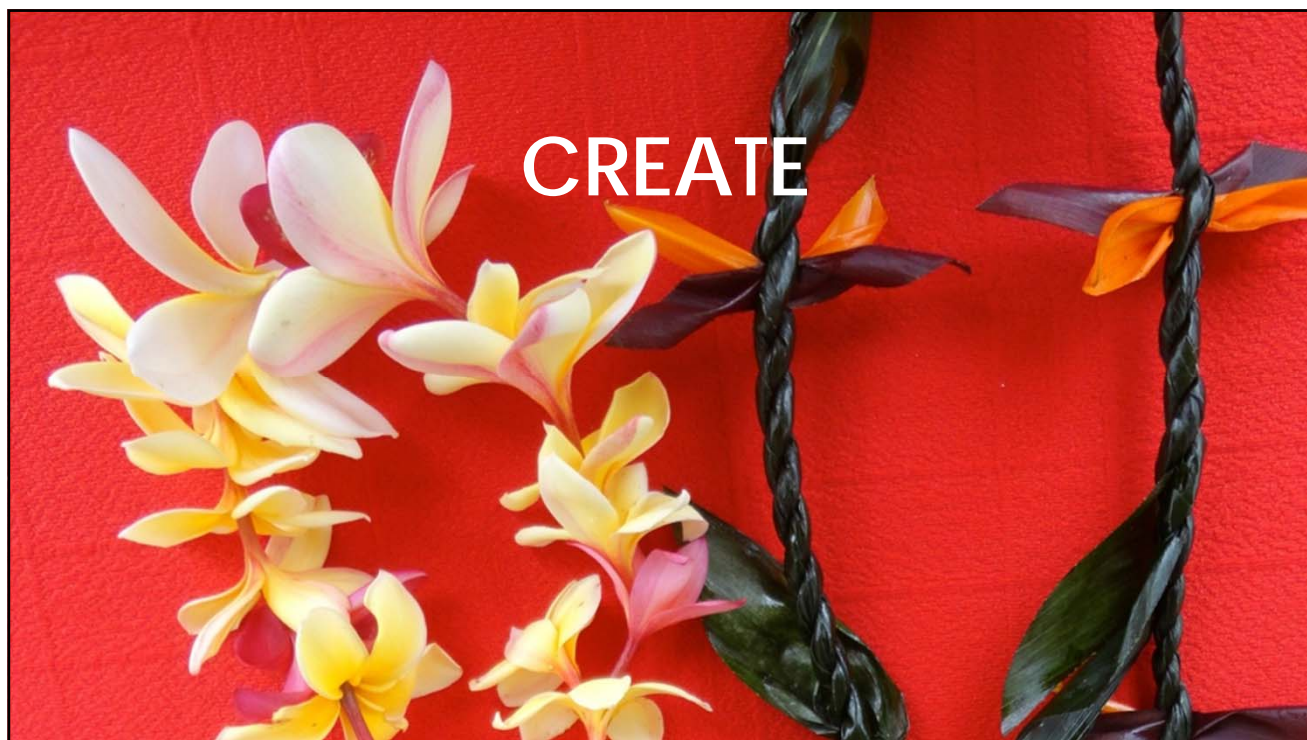














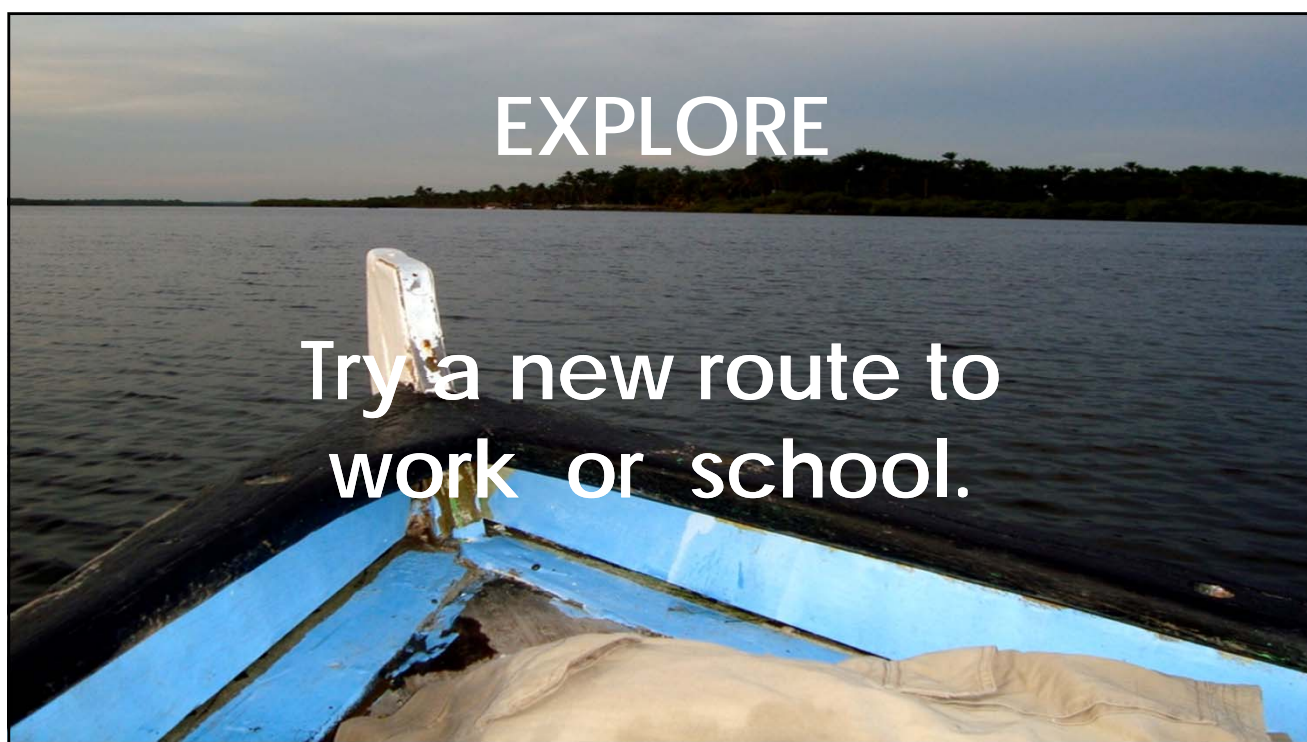


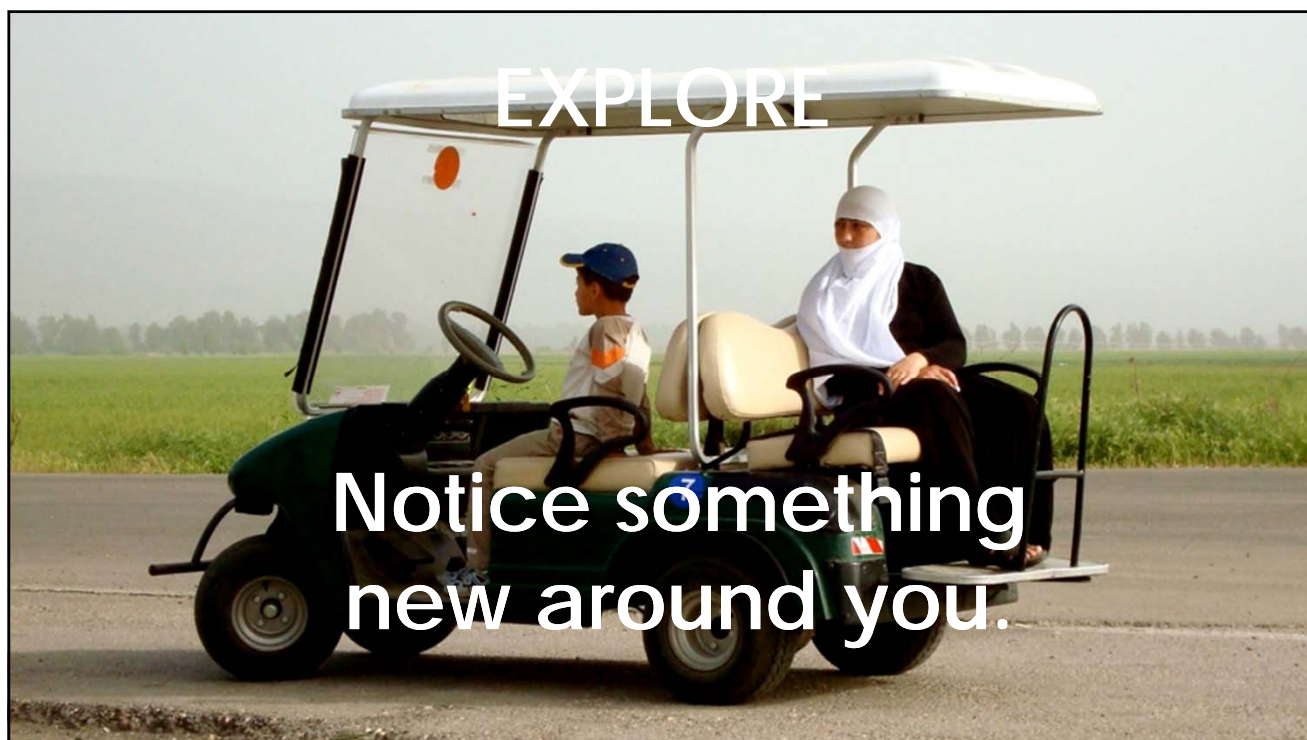
EXPLORE



EXPLORE

A new activity
can be refreshing.













SET GOALS

Set *realistic* goals
that help you grow positively.

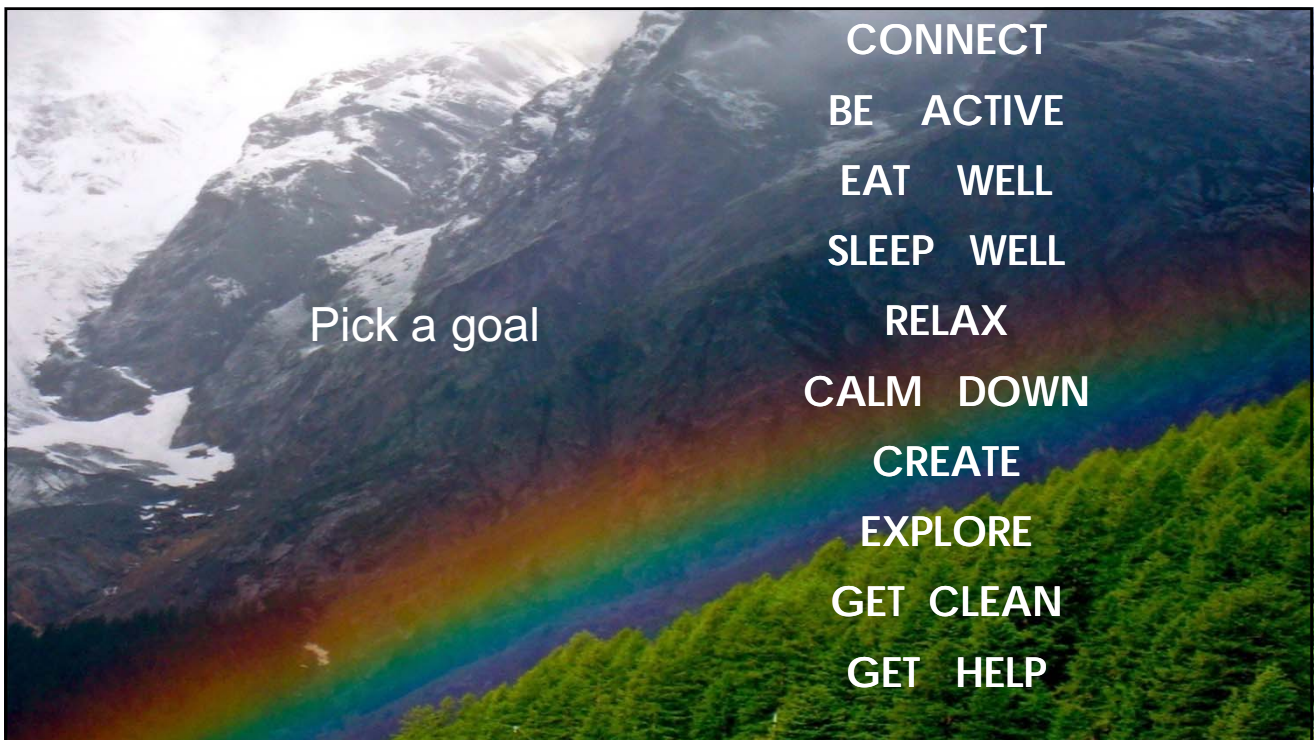


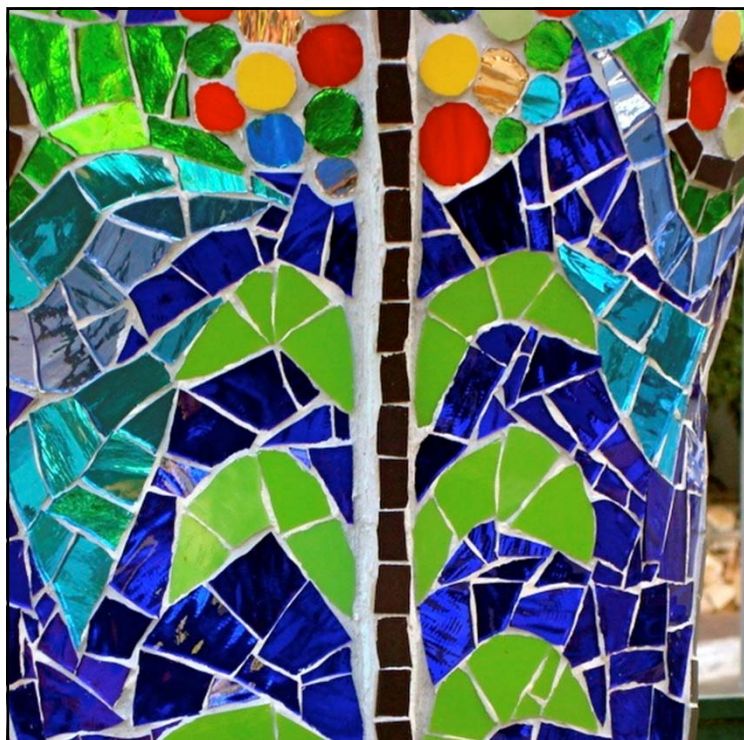
REVIEW GOALS



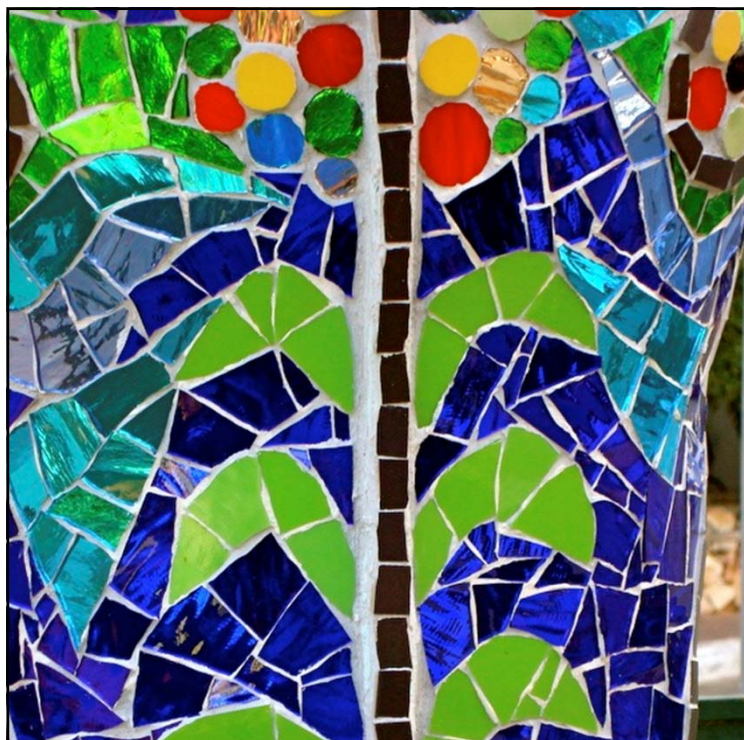
REVIEW GOALS

*Will you maintain
or change goals?*



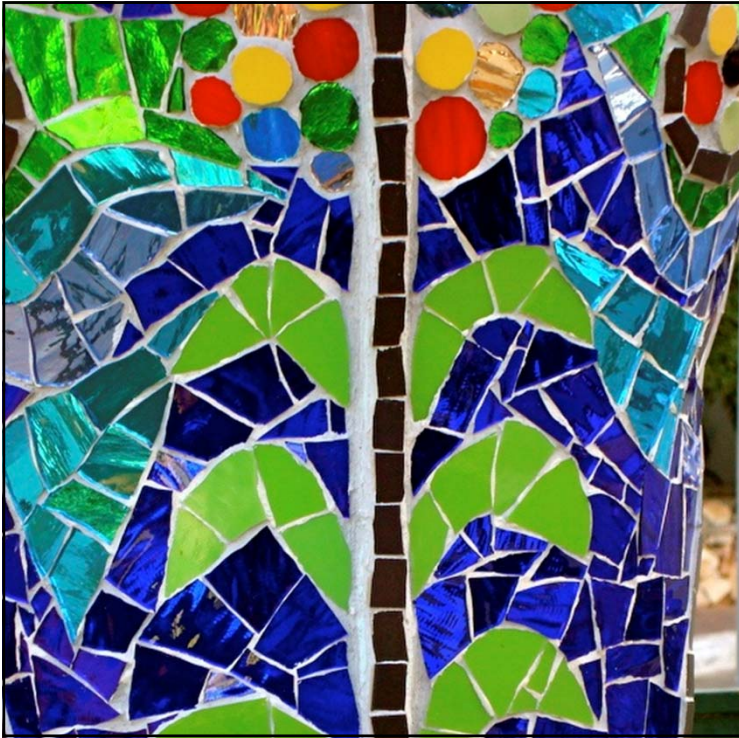


LIVING WELL



LIVING WELL

Miriam Korn, MD
copyright 2013



LIVING WELL

Thank you to
Dallas Davidson, MSW
Wendy McKay, RN
for help with
slideshow



**Governance and Priorities Committee Report
For the May 07, 2015 Meeting**

To: Governance and Priorities Committee **Date:** May 1, 2015
From: Jonathan Huggett, P. Eng.,
Project Director
Subject: Johnson Street Bridge Replacement Project Quarterly Update

Executive Summary

Quarterly reports are prepared on the Johnson Street Bridge Replacement Project throughout the year to keep Council and the community updated on this important Capital Project. This is the second quarterly report for 2015, with the next one scheduled for August.

Since the last update, the project schedule has been revised to reflect delays in the delivery of the structural steel and now identifies January 2017 as the target date the new bridge will open for public use, with a total project completion date of June 2017 allowing for the existing bridge to be demolished. The overall bridge construction continues to see significant progress on the concrete foundation, including the abutments, walls and rest piers. The most significant highlight from this past quarter was the largest single concrete pour in recent Victoria history, which took place on February 13, 2015. This massive concrete pour involved approximately 1100 cubic meters of concrete arriving in 120 concrete truck loads and now forms the foundation of the new bascule pier. Also highlighted in this report is an overview of other significant construction progress, as well as a review of and location identification for the many retaining walls related to the project.

The revised project schedule, resulting in a 15 month delay, has had a financial impact on the project budget, specifically in the areas of insurance, additional City costs, professional consulting services, legal costs for mediation, and the unallocated contingency to completion. These costs were presented to Council on March 26, 2015, where a \$4.8 million budget increase was requested for the project. Council has indicated its intent to require closer oversight of additional expenditures, and as a result a \$1.5 million budget increase was granted by Council. This brings the total budget for the Johnson Street Bridge Project to \$94.3 million.

The City is a recipient of Federal Build Canada Grant funding of \$21 million and UBCM Gas Tax funding of \$16.5 million. Transport Canada has approved an extension to the Federal Funding for the project until March 2018. Additionally, in April the City sent a formal request to the UBCM for an extension to the General Strategic Priorities Fund Grant funding for the JSB Project. It is anticipated that this request will be met with the UBCM's approval in the near future.

Clarity was provided to the public and the media regarding the seismic stability design of the new bridge, which was also provided in both a report to Council and in a technical briefing.

Mediation regarding various claims for additional costs by both PCL and MMM and its sub consultant is on-going with the exchanges of information between the parties taking place in expectation of the first of several formal mediation sessions in the fall.

With steel fabrication restarting in March, the Project Director, along with representatives from MMM and PCL, visited the steel fabrication plant in China from April 27th to May 2nd to review the onsite steel

quality oversight. The City has stated that any steel not meeting the highest quality and safety specifications will not be accepted and the project team wanted to review the new steel quality control plan to ensure it has been implemented properly and is being followed. Relevant steel updates from this trip will be verbally and visually presented at the time of the GPC meeting on May 7th.

Last month, a technical briefing and Q&A session for all interested media outlets was held and was well attended. The briefing outlined the steps in steel fabrication, the new project schedule and budget, an overview of the bridge's seismic design and the technical aspects of building the new bridge. Staff are also in the process of preparing a detailed briefing and update for Council on the public realm to seek further feedback and direction.

Recommendation:

That Council receive this report for information.

Respectfully submitted,



Jonathan Huggett, P.Eng.
Project Director

Report accepted and recommended by the City Manager:



May 1, 2015

Date:

Purpose

As directed by Council, staff provides quarterly reports on the Johnson Street Bridge Replacement Project throughout the year. This is the second report for 2015, with the next update scheduled for August.

Project Schedule

The initial work schedule identified in the PCL contract identified the date of September 30, 2015 as the date to complete the new bridge and total completion of the project, which would include dismantling of the old bridge and completion of all landscaping was to be undertaken no later than March 2016.

However, with the fabrication of steel delayed and re-commencing in March, the Contractor, along with their fabricator ZTSS, have revised the project schedule for the balance of the project and are now identifying the new bridge being available for use in January 2017, with total project completion June 2017.

The following table indicates the updated project schedule as it was presented at the Technical Briefing to the media on April 7, 2015:

Key Milestones	
Steel Fabrication & Shipping	March 1, 2015 – June 5, 2016 (66 weeks)
Bridge Machinery Fabrication	Feb. 23, 2015 – Nov. 23, 2015 (39 weeks)
Bridge Decks – East	June 26, 2015 – Oct. 23, 2015 (17 weeks)
Bridge Decks – West	June 26, 2015 – Sept. 18, 2015 (12 weeks)
Bridge Machinery Installation	Nov. 23, 2015 – Feb 1, 2016 (10 weeks)
Site Shut Down	Feb. 23, 2016 – June 5, 2016 (15 weeks)
Steel Bridge Erection	June 5, 2016 – Sept. 18, 2016 (15 weeks)
Bascule Span (Miscellaneous):	Sept. 18, 2016 – Nov 27, 2016 (10 weeks)
Traffic shift/bridge ready for traffic	Jan. 15, 2017
Demolition	Jan. 15, 2017 – April 16, 2017 (13 weeks)
Project completion	June 25, 2017

Steel Fabrication Status

Steel fabrication resumed in March. An improved Quality Management Plan and Inspection and Testing Plan are now in place at the steel fabrication plant.

Regular inspections by the fabricator and the contractor's quality control consultants are being conducted. This ensures that the bridge is constructed to the highest standard of the design. Any steel not meeting the highest quality and safety specifications will not be accepted.

The Project Director, along with representatives from MMM and PCL, visited the steel fabrication plant in China from April 27th to May 2nd to review the onsite steel quality oversight.

Seismic Design

On March 12, 2015 a presentation was made to Council to explain the performance of the seismic design of the new bridge. It was confirmed in writing by MMM and its subconsultant Hardesty and

Hanover that the final design is based on the most comprehensive, onerous and relevant design requirements for bascule bridges in North America.

The new Johnson Street Bridge has been designed as a "Critical Bridge" – the equivalent definition of "Lifeline Bridge," which is the performance required by the City. The design of the new bridge will allow the bridge to be available to all traffic after a design earthquake of 1/1000 year return period. The bridge is expected to "be usable by emergency vehicles and for security/defense purposes immediately after a large subduction earthquake, e.g. a 2500 year return period event."

Financial Overview

The revised project schedule has had a financial impact on the project budget, specifically in the areas of insurance, additional city costs, professional consulting services, legal costs for mediation, and the unallocated contingency to completion. These costs were presented to Council on March 26, 2015, and a \$4.8 million budget increase was requested for the Project. Council has indicated its intent to require closer oversight of additional expenditures, and as a result Council granted a \$1.5 million budget increase. This brings the total budget for the Johnson Street Bridge Project to \$94.3 million.

As of March 31, 2015, the following has been accounted for:

- MMM has invoiced \$8.463 million from the budget of \$9.362. This reflects the following professional services: project management, design, procurement, administration, geotechnical engineering, and permits.
- MMM has invoiced \$377,475 of the \$611,313 in additional services budgeted from the contingency. These services include: owner's quality control for the steel fabrication, the steel detailing workshop, supplementary services, unforeseen geotechnical engineering, utility mapping, seismic design review, and additional designing.
- PCL has invoiced \$24.384 million, representing 38.74% of the \$62.935 million contract price. PCL has invoiced an additional \$276,734 for cofferdam and hazardous disposal budgeted from the contingency.

The originally approved contingency was \$2.515 million. Value engineering resulted in a \$300,000 savings on the east abutment. Council approved an additional \$1.5 million towards the project contingency March 26, 2015 and to the end of March 2015, \$1,545,792 (including the \$276,734 and \$611,313 from MMM and PCL) has been allocated from the contingency with \$2,769,208 remaining. No additional contingency funds are being requested at this time.

For a detailed account of the current JSB budget and contingency items, please see appendices A and B.

Grant Funding

Building Canada Fund Contribution Agreement

Transport Canada has approved an extension of funding for the Project until March 2018 for the Building Canada Fund Contribution Agreement (see attached letter in Appendix C). The previous deadline for the federal government's contribution was March 2017.

UBCM General Strategic Priorities Fund

On April 23, 2015, the City sent a formal request to the UBCM for an extension to the General Strategic Priorities Fund Grant for the JSB Project. It is anticipated that this request will be met with the UBCM's approval in the near future.

Mediation Update

Mediation continues involving legal counsel and representatives of the City, PCL, MMM and Hardesty and Hanover. The current activities involve exchanges of information between the parties and responses to detailed questions. Sessions involving the mediator will occur once a full exchange of information has occurred. The first mediation session is likely to be in early fall.

It is anticipated that several mediation sessions at various stages in the project will be required. As an example discussions regarding the consequences of the delay in the fabrication of the steel cannot be determined until the steel has been delivered.

Fendering Update

Design of the fendering on the in-channel and south side is complete and construction has been mostly completed. The fendering design on the north side of the bridge is being further investigated. The following activities are anticipated over the next quarter:

- A review of alternate designs for fendering on the north side;
- A meeting with key stakeholders and regulatory agencies including Transport Canada, Harbour Master, Water Lot owners on the north side of the bridge, and water users. The last consultation on this matter was in November 2013;
- Pricing of various options by PCL;
- Selection of the preferred alternate for presentation to Council.

Safety and Environment

As part of the PCL Environmental Management Plan, Hemmera, PCL's environmental consultants, do weekly inspections of the worksite, which are reported to Transport Canada. Additionally, Transport Canada also does monthly inspections of the project. There are no significant environmental impacts to report since the last quarterly update.

Overall site safety remains a priority and no major accidents within the PCL site have been reported. Outside the PCL site, an accident occurred involving a cyclist on March 31, 2015 who was badly injured in a BC Hydro work zone. Police and WCB are investigating this incident on an ongoing basis. No official reports have been released at this time.

Update on Risk Management

Effective Risk Management requires continuous monitoring and updating. The following are the current significant project risks and their mitigation strategy:

Risk	Detail	Mitigation
Delivery of Steelwork being fabricated in China	The quality and timing of the steel is perhaps the most critical issue facing the Project	A meeting at the ZTSS plant in China took place on the 28 and 29 April and updated visuals and a verbal report will be submitted to Council on May 9.
Financial consequences of mediation	The financial consequences of the mediation are not yet known, and may not be known for some time.	City staff are working with legal counsel to ensure a full and accurate exchange of information with the other parties occurs. Any agreement on financial issues requires the approval of Council.
Fendering	There are financial challenges related to the north side fendering.	Re-evaluation of the north side fendering designs together with a stakeholder consultation
Public Realm design	Need to ensure both public acceptance and financial viability of the public realm	Drafting a public consultation and work strategy to ensure that Council's expectation regarding

	issues	the public realm are met. This obviously includes for full and significant input and direction of Council.
Management of Contingency Funding	In the March 2015 report staff identified \$4.8 million in contingency funding requirements. Council approved \$1.5 million and directed that Council wanted detailed updates on major contingency funding items	Project Director is preparing detailed contingency funding reports, and is looking for cost savings opportunities.
Machinery Issues	A critical part of the bridge is the machinery operation. Work is about to commence on production of the machinery.	Regular off site inspections of the machinery fabrication are being carried out. Hardesty and Hanover have engaged a specialist machinery expert familiar with this kind of work.

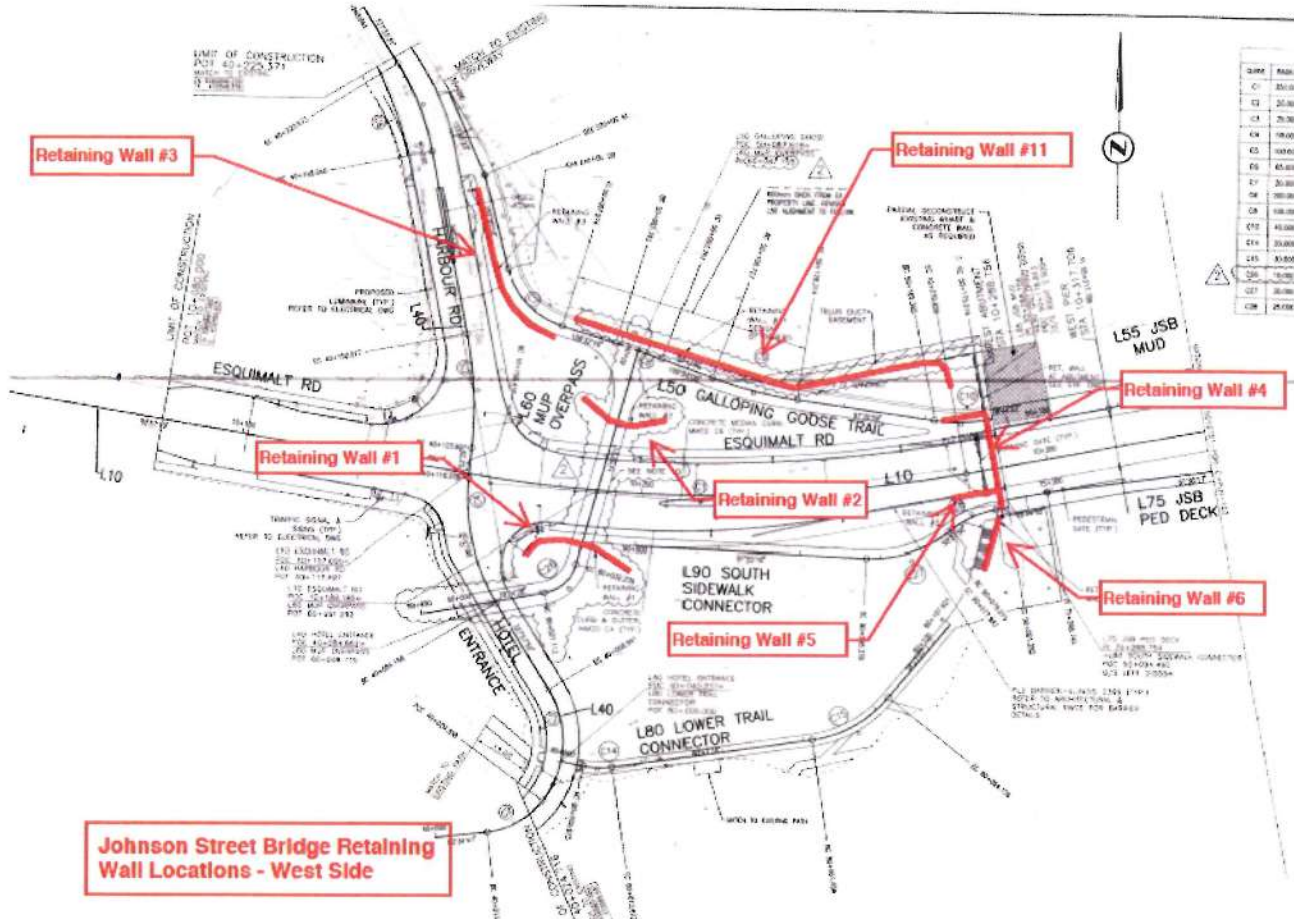
Retaining Walls

In order to provide visual clarity to Council on the retaining walls related to the JSB Project, this report contains on the following pages, diagrams showing the location of all of the relevant retaining walls on the east and west sides of the bridge

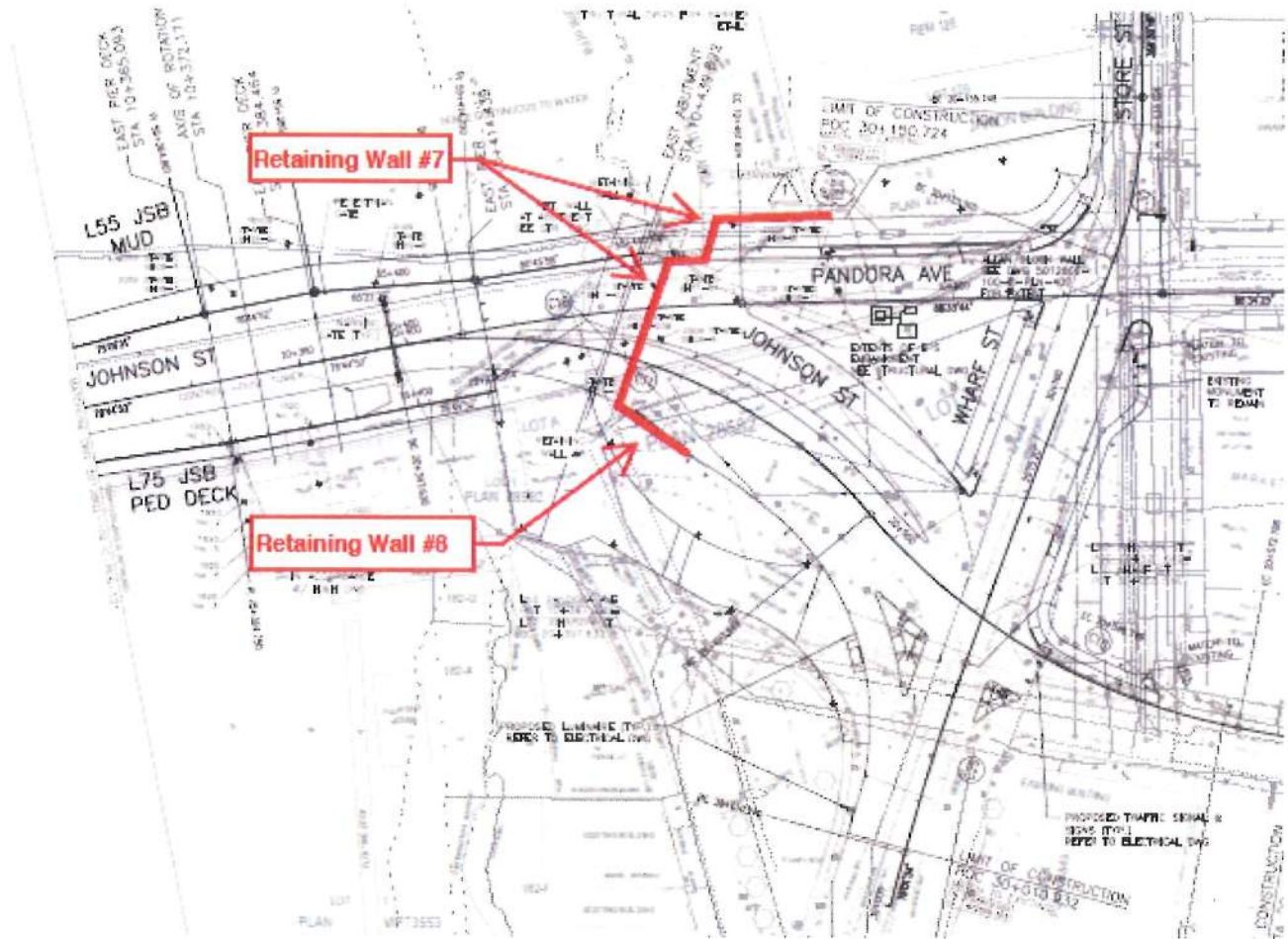
A summary of the progress on the retaining walls is as follows:

- Wall 1 – under design review as it relates the pedestrian overpass;
- Wall 2 – under design review as it relates the pedestrian overpass;
- Wall 3 – constructed;
- Wall 4 – under construction, 75% complete;
- Wall 5 – future work;
- Wall 6 – to be constructed after removal of old JSB;
- Wall 7 – preliminary preparations are underway, construction to commence this summer;
- Wall 8 – to be constructed after removal of old JSB;
- Wall 9 – removed from design;
- Wall 10 – removed from design;
- Wall 11 – construction to commence shortly after completion of Wall 4.

JSB West Side Wall Locations (1, 2, 3, 4, 5, 6, 11)



JSB East Side Wall Locations (7 & 8)



Construction Progress – West Side Approach

Delta Hotel and Harbour Road access

The Delta Hotel saw substantial completion of the access to their hotel from the newly constructed Harbour Road. City staff worked closely with Delta management to ensure a safe and acceptable opening of the roadway. Also under improvement was the E&N trail access, which now has a stop, controlled dedicated crosswalk for users.



View from Harbour Road into the Delta Hotel site



New E&N Trail access to Harbour Road and sidewalk connection to Esquimalt Road

Harbour road at Esquimalt Road

The north east corner of Harbour Road has seen retaining and multi-use trail construction in the past quarter. Focus will now shift to the adjoining Wall 11 and pedestrian overpass.

City staff identified a need where an improved interim bike box was installed to better accommodate the large volumes of cyclist traffic southbound on Harbour Road at Esquimalt Road. This bike box helps to create both a more inviting and functional environment for cyclists.



Harbour Road intersection with improved bike box on Harbour Road/Retaining Wall 3 in background shrouded in protective plastic covering.

West Abutment

The completion of the west abutment up to bridge deck level marks a major milestone. Work from there has shifted to the west on the backfill behind the abutment and the construction of Wall 4. This will allow the area west of the water to now rise up to road level. Relatively soon the new bridge approach will be seen to take shape.

Wall 4, currently under construction, is an engineered wall that assembles much like stacking blocks. Used in concert with a system of “tiebacks” to the soils behind the wall, this wall sits directly behind the west abutment to provide support to the road structure and will tie together with Wall 11 which delineated 203 Harbour Road from the future multi-use trail.



West Abutment (tallest) and Wall 4 (under construction)

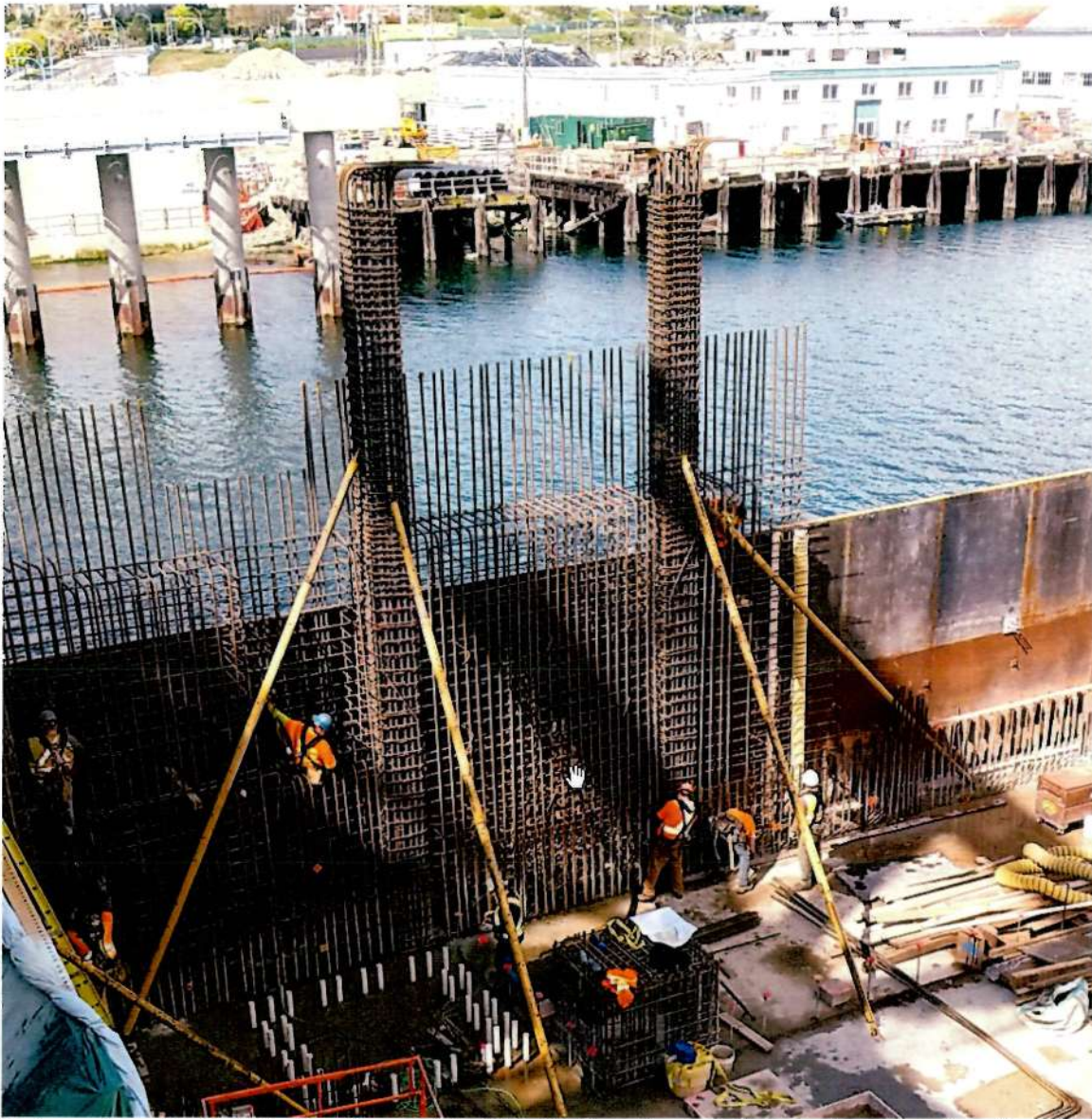
Bridge Crossing Site

Those past few months have also seen significant completions within the water area itself. The west rest pier, east intermediate pier, and abutment pier are all now substantially complete.



Intermediate pier on the east side (between shore and bascule)

The bascule itself continues to make great progress. January saw the “Big Pour” take place. This massive operation required months of planning and preparation and was successfully completed. This is essentially like getting the foundation and concrete floor complete in home construction. Since then, crews have been focused on building walls that will have a major impact to those passing by as the bascule quickly grows up out of the sea.

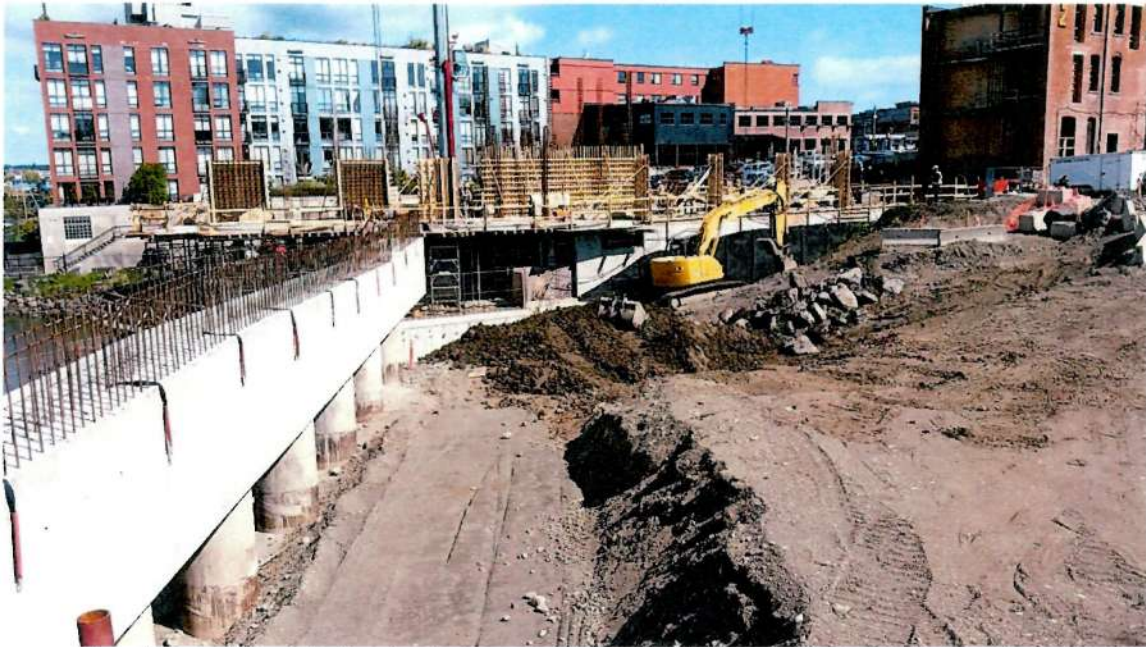


In the bascule, with the "Big Pour" completed for the floor/base, rebar can be seen shooting skyward where concrete walls are soon to be poured.

Construction Progress – East Side Approach

EPS Fill Zone and Abutment

The east side abutment is a specialized piece of engineering work that has started construction. This zone has been commonly referred to as the EPS Zone, or, the foam zone. To accommodate the geotechnical restrictions here, fill material placed when Pandora Avenue was first created are being removed and replaced with a special foam material that can withstand the weight of the road above, while reducing the amount of weight placed behind the abutment wall. These constructions will, over time, help to ensure that there is no ground settlement. This will further ensure proper alignment between bridge and road structures.



An excavator sitting alongside the Janion works within the foam zone. East Abutment pier is seen on the left.

Behind the construction fencing on the north west corner of Pandora and Store, PCL crews have started construction on underground infrastructure such as water supply, drainage, and other items.



Underground water main installation progressing – view looking east up Pandora

Throughout the Project, PCL and the City continue to work proactively with the Janion building to create a seamless integration. Part of that work has been the consideration of the David Foster Way connection between the multi-use path and the Janion Building itself. Forethought has been given to

future design of the connection and some construction measures have been taken to help ease the final construction of that trail connection.



Architecture concept for David Foster Way access on the south face of the Janion

Hydro Service

Scheduled for completion in early May, new BC Hydro infrastructure which supplies power to the bridge has been under construction from the base of Yates Street to the north side of Pandora Avenue. It was necessary to relocate this service to accommodate bridge development projects as well as the sale of Bridgehead Green.



Crews can be seen working at the intersection of Johnson and Wharf.

Community Engagement

Throughout the project, staff have maintained correspondence with stakeholders and media in an effort to keep the public informed about ongoing construction and answer questions about the bridge project.

Last month, a technical briefing and Q&A session for all media and the public was held and was well attended. The briefing outlined the steps in steel fabrication, the new project schedule and budget, an overview of the bridge's seismic design and the technical aspects of building the new bridge.

Recently, Council requested an update and further discussions around the public realm. Staff are currently preparing a briefing presentation, including the history of the public realm, along with an update to seek further feedback and direction regarding certain aspects such as handrails, walkways, lighting and public art that will be presented to Council in a workshop format in the near future.

Previous public engagement sessions specific to the public realm areas of the new Johnson Street Bridge took place in 2012 with a report being created and presented to Council at that time. Recommendations included the addition of new sidewalk and pedestrian crossings, plaza amenities, traffic calming measures, and naturalized landscaping including exposed bedrock. Public realm renderings have also been created in order to demonstrate the pathway connections, plaza furnishings and landscaping as outlined in the contract for the bridge project.

This staff briefing being created will update and inform Council about the feedback the public has already provided, as well as present the additional possibilities for the public realm that exist today.

Recommendation:

That Council receive this report for information.

Attachments

- Appendix A – Budget Update
- Appendix B – Project Completion Contingency
- Appendix C – Building Canada Fund Contribution Agreement Funding Extension Approval

	Budget	Contingency/ Tax allocation	Adjusted Budget	Actuals (Mar 31 2015)
Budget Update				
Project Component				
Professional Services				
Design Management, Design & Contract Administration ¹	10.675	0.209	10.884	9.877
Design consultant optimization	0.250	-	0.250	0.240
Development Costs to end 2010 ¹	1.330	0.003	1.333	1.333
Approvals & Permitting ¹	1.100	0.029	1.129	1.125
Legal/Procurement ²	0.730	0.029	0.759	0.883
Subtotal	14.085	0.269	14.354	13.458
Construction Costs				
Main Bridge Contract ⁷	63.235	(0.294)	62.941	24.384
Project Completion Contingency	2.515	0.300	2.815	1.113
Additional Contingency	-	1.500	1.500	-
Subtotal	65.750	1.506	67.256	25.496
General Construction				
Early Marine Works, Rail Bascule Removal ³	2.400	0.023	2.423	2.428
Insurance ³	1.500	0.017	1.517	1.157
Other Works & TELUS Duct Removal ⁴	2.265	0.271	2.536	1.644
Subtotal	6.165	0.311	6.476	5.229
City Costs (over 5 years)⁵	1.900	(0.305)	1.595	1.034
Property	1.000	-	1.000	0.997
Finance Fees	1.000	-	1.000	0.249
Value Added Tax (HST/PST)⁶	2.900	(0.281)	2.619	-
Total	92.800	1.500	94.300	46.464

Notes:

1. Adjustment for tax allocation from Value Added Tax budget
2. Additional legal work from Denton
3. Rounding of original budget
4. Increase for Public Art; Undefined Scope; Tax allocation and misc additional expenses
5. Reduction in Project Contingency to offset increases to Legal and General Construction
6. Offset tax allocated to Professional Services and Other Works & Telus Duct Removal
7. Two increases to the Main Bridge Contract paid for out of the Project Completion Contingency: Hazardous waste disposal \$34K; West cofferdam soil disposal \$243K.

Appendix B

					Orginal Contract	Known to March 2015 ¹		If Remaining Unknowns Materialize
Project Completion Contingency (as per Schedule C - Schedule of Prices)					\$ 2,515,000.00	\$ 4,015,000.00		\$ 2,769,208.36
Allocated Contingency	Contract line	Budget	Committed	Eliminated costs				Remaining Unknown
A. Archaeological \$250,000	A	\$ 250,000	\$ 100,000					\$ 150,000
B. Unforeseen Geotechnical and Subsurface Conditions \$600,000	B	600,000.00	19,000.00					581,000.00
C. Hazardous Materials \$250,000	C	250,000.00	331,374.01					-
D. Girder Span Depth \$30,000	D	30,000.00	-					30,000.00
E. Structural Steel Overrun (see Article 4.4 of Agreement) \$600,000	E	600,000.00	-	(600,000.00)				-
F. Imported Fill \$80,000	F	80,000.00	-					80,000.00
G. Hydro Relocation and Power Supply \$150,000	G	150,000.00	357,426.00					-
H. City Services \$200,000	H	200,000.00	7,532.71					192,467.29
I. Environmental Permitting and Processing \$25,000	I	25,000.00	2,187.50					22,812.50
J. Multi Use Trail Overpass Bridge (if changed to steel) \$250,000	J	250,000.00	-					250,000.00
K. Additional structural support for Fendering \$462,500	K	462,500.00	-					462,500.00
L. City Quality Assurance for Structural Steel \$75,000	L	75,000.00	168,000.00					-
M. Requirement for additional seabed land \$50,000	M	50,000.00	-					50,000.00
N. Fabrication Shop Drawing , Third Party Detailer \$50,000	N	50,000.00	15,000.00					35,000.00
Add: MMM CO#3 Resolution of China Fabrication QA/QC NCR's \$50,000	O	50,000.00	155,958.24					-
Add: MMM CO #4 Workshop \$53,156	P	53,156.00	53,156.00					-
Add: MMM CO #5 Supplementary Services \$264,600	Q	264,600.00	264,600.00					-
Add: MMM CO #7 Utiltiy Mapping \$4,200	R	4,200.00	4,200.00					-
Add: MMM CO #8 Seismic Design \$13,700	S	13,700.00	13,700.00					-
Add: MMM CO #9 Additional Designing \$53,657	T	53,657.18	53,657.18					-
					\$ 3,511,813.18	\$ 1,545,791.64	\$ (600,000.00)	\$ 1,853,779.79
Value Engineering Savings		Budget	Realized	Savings not achievable				Remaining Unknown
A. Replace Indicative Design with attached configuration including shortening of East end span (see Attachment 1 to this Appendix C) \$900,000		\$ 900,000.00	\$ 300,000.00	\$ (450,000.00)				\$ 150,000.00
B. Replace West Pier with extended pile configuration \$125,000		125,000.00						125,000.00
C. Replace Indicative Design of West Abutment (see Attachment 2 to this Appendix C) \$350,000		350,000.00						350,000.00
D. Reduction of piles under Bascule Pier \$185,000		185,000.00						185,000.00
E. Lighting – optimizing lighting design \$500,000		500,000.00						500,000.00
					\$ 1,160,000.00	\$ 300,000.00	\$ (450,000.00)	\$ 1,310,000.00
Remaining Contingency		\$ 163,186.82	\$ 2,769,208.36					\$ 2,225,428.57

Notes:

1. Includes additional \$1.5 million contingency

Appendix C

Ministre de l'Infrastructure,
des Collectivités et des Affaires intergouvernementales
et ministre de l'Agence de développement
économique du Canada pour les régions du Québec



Minister of Infrastructure,
Communities and Intergovernmental Affairs
and Minister of the Economic Development Agency
of Canada for the Regions of Quebec

Ottawa, Canada K1A 1M8

MAR 2 5 2015

Her Worship Lisa Helps
Mayor
City of Victoria
No. 1 Centennial Square
Victoria, BC V8W 1P6

Dear Mayor Helps:

Thank you for your correspondence of February 2, 2015, regarding the Johnson Street Bridge Replacement Project contribution agreement being funded under the Building Canada Fund Major Infrastructure Component (BCF-MIC). I have noted your request for an extension of the agreement for the project.

The Government of Canada agrees that the Johnson Street Bridge Replacement Project is an important initiative that provides critical links between the City of Victoria, Victoria West and surrounding municipalities. Our Government is proud to be contributing to this key investment.

Pending the negotiation of an amendment to the existing Canada-City of Victoria contribution agreement, I am prepared to grant a one-year extension of the agreement term to March 31, 2018. Federal officials will be in contact with their counterparts at the City of Victoria shortly, to prepare this amendment for our joint signature. Under the existing agreement, the Government of Canada is providing up to 33% of the total eligible project costs to a maximum federal contribution of \$21 million.

Although the Government of Canada is prepared to grant the request for an extension, I must emphasize that no additional BCF funding will be granted for this agreement.

Any ineligible costs, cost overruns, costs associated with funding shortfalls or costs related to the ongoing operation and maintenance of the project will remain the sole responsibility of the City of Victoria.

Thank you for your continued collaboration on this matter.

Yours Sincerely,

Denis Lebel, P.C., M.P.

Canada



Governance and Priorities Committee Report

For the Meeting of May 7, 2015

To: Governance and Priorities Committee **Date:** May 1, 2015
From: Robert Woodland, Director, Legislative and Regulatory Services
Subject: Medical Marihuana-related Businesses

Executive Summary

The number of medical marihuana-related businesses has increased significantly over the past year in Victoria. The Victoria Police Department (VicPD) reports there were only four marihuana-related businesses operating in the city on April 1, 2014. As of April 15, 2015, there were 18 known medical marihuana-related businesses operating in the city, which includes businesses that:

- sell drug paraphernalia, and/or
- provide medical advice or consulting relating to the use of medical marihuana.

Many of these businesses are suspected to be selling marihuana in contravention of federal laws. Some are operating without a business licence despite being advised that a licence is required.

Some of these businesses are having a number of community impacts that are resulting in complaints to both the VicPD and the City's Bylaw and Licensing Services Division regarding:

- increased foot traffic surrounding businesses
- nuisances to other nearby businesses, potentially impacting their customers
- odour, food safety and other health issues, and
- exposure of young persons to the sale of marihuana.

VicPD is also concerned about the possible infiltration of organized crime and the lack of effective or reasonable security measures at these businesses for both the protection of employees and robbery prevention.

The current approach towards enforcement of business licensing requirements for this sector does not address many of the concerns currently being raised, with many businesses continuing to operate without a licence. The City has a responsibility to ensure that its regulatory and licensing requirements, including those relating to business licensing, zoning and building construction are applied consistently throughout the city and across all business sectors. Should Council wish to do so, it has the authority to increase its regulatory oversight and control of these types of businesses through a variety of means.

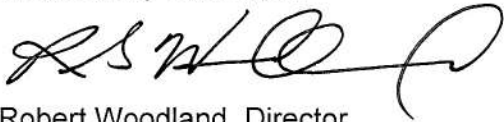
Proceeding with Option 2 (outlined below) provides the most straightforward path toward achieving compliance with the City's bylaws and is consistent with Federal legislation. It is expected that any businesses that supply medical marihuana directly to patients and customers in contravention of the *Controlled Drugs and Substances Act* and the Marihuana for Medical Purposes Regulations would no longer be able to do so.

Recommendation

That Council direct staff to initiate proactive enforcement in relation to medical marihuana-related businesses operating without a business licence or in contravention of a City business licence or City bylaws, which would include:

- proactive investigation of businesses in this sector
- direction to comply with City of Victoria bylaws or cease operation
- ticketing for bylaw offences
- suspending or revoking business licences
- initiating legal proceedings to effect compliance

Respectfully submitted,



Robert Woodland, Director
Legislative and Regulatory Services

Report accepted and recommended by the City Manager:

Date:



May 1, 2015

Purpose

The purpose of this report is to obtain Council direction on the regulation of medical marihuana-related businesses.

Background

On April 1, 2014, the Marihuana for Medical Purposes Regulations ("MMPR") replaced the previous Marihuana Medical Access Regulations ("MMAR") under the *Controlled Drugs and Substances Act* (Canada). Under the old regulatory scheme, authorized patients could obtain licences to grow their own marihuana at home, designate a third party to grow marihuana on their behalf, or purchase it from Health Canada's approved supplier. Now, medical marihuana may only be obtained from a producer licensed by Health Canada, either directly or through a licensed dealer or health care practitioner. A patient registers with a licensed producer by providing a medical document indicating that the patient's physician or nurse practitioner supports the patient's use of marihuana for medical purposes. Under the MMPR, only dried marihuana may be sold and it must be mailed directly to the patient or his or her health care practitioner. Neither the old scheme nor the new scheme permit storefront sales or distribution of medical marihuana.

In order to produce medical marihuana, a company must obtain a licence from Health Canada. Licensed producers are required to notify their local government, local police force and local fire officials of their intention to apply to Health Canada, so that local authorities are aware of their proposed location and activities. The licensing process is extensive - prospective licensees must demonstrate that they meet a number of requirements set out in the MMPR such as strict security measures, good production practices and security clearance for key personnel. There are currently two licensed, authorized producers on Vancouver Island:

- Tilray located in Nanaimo, and
- Thunderbird Biomedical in Central Saanich.

The constitutionality of the MMPR has been challenged under section 7 of the *Charter of Rights and Freedoms* (the Charter). On March 21, 2014, an interim injunction was granted; it allowed certain patients who held valid licences under the old regulations to continue to possess and produce marihuana in accordance with the old scheme until a decision regarding the constitutionality of the new regulations was made at trial. That trial commenced February 23, 2015.

Introduction of the MMPR and the subsequent injunction have triggered an increase in the number of marihuana-related businesses in the city. New marihuana-related business applications and inquiries are received on a weekly basis. The Victoria Police Department (VicPD) reports there were only four marihuana-related businesses operating in the city on April 1, 2014. As of April 15, 2015, there were 18 known marihuana-related businesses operating in the city, including businesses that:

- sell medical marihuana paraphernalia, and/or
- provide medical advice or consulting relating to the use of medical marihuana.

Many of these businesses are suspected to be selling marihuana in contravention of federal laws. There are currently no Health Canada licensed producers operating within Victoria, although several individuals have indicated to the City that they intend to apply for a production licence.

Council has previously considered the issue of medical marihuana. On April 25, 2002, Council expressed "its support for the decriminalization of marijuana (cannabis) use and possession in Canada, for medicinal purposes only." Council has also forwarded resolutions to both UBCM and FCM that advocate for a regulatory approach to medical cannabis control. Copies of these Council resolutions are attached in Appendix B.

Issues & Analysis

1. The operation of medical marihuana-related businesses is having a number of negative community impacts

Some of these businesses are having a number of community impacts that are resulting in complaints to both the VicPD and the City's Bylaw and Licensing Services Division regarding:

- increased foot traffic surrounding businesses
- nuisances to other nearby businesses, potentially impacting their customers
- odour, food safety and other health issues, and
- exposure of young persons to the sale of marihuana.

VicPD is also concerned about the possible infiltration of organized crime and the lack of effective or reasonable security measures at these businesses for both the protection of employees and robbery prevention.

Council has the authority to regulate certain aspects of medical marihuana-related businesses. Generally speaking, City regulations would likely result in fewer potential locations for such businesses and operating requirements that would reduce the impact on the community. Regulatory options to consider would include:

- Council's zoning authority under the *Local Government Act*, to regulate the location, size and siting of medical marihuana-related businesses, and/or
- Council's regulatory authority under the *Community Charter*, to regulate the licensing and operation of medical marihuana-related businesses, such as business licence fees and application requirements, hours of operation, restrictions on the age of clientele, record-keeping requirements, signage and advertising restrictions, security requirements, etc.

The City has used these authorities in the past to regulate specific types of businesses, such as pawn shops and the escort and dating industry. Other BC local governments have used these tools to regulate medical marihuana-related businesses. Several jurisdictions have put in place zoning regulations specific to medical marihuana production businesses. VicPD are supportive of a regulatory approach as it would likely reduce nuisance, the presence of youth, improve safety and security, and reduce the potential for organized crime involvement. However, it is not clear at this time whether this approach would be consistent with Federal legislation.

The City of Vancouver is also experiencing a significant increase in the number of medical marihuana-related businesses and related complaints since introduction of the MMPR. There are now over 80 confirmed marihuana-related businesses in that city operating without a business licence and the total number has grown at a rate of 100 percent per year for the past two years. After conducting a review that included research on best practices from Washington State and Colorado and input from the Vancouver School Board, Vancouver Coastal Health and the Vancouver Police Department, City of Vancouver staff are recommending a number of regulatory changes to address medical marihuana-related businesses. On April 28, 2015, Vancouver City

Council approved sending those proposed changes forward to a public hearing. City of Victoria staff and the VicPD are closely monitoring progress on this issue in Vancouver. Vancouver Council has been granted some unique authorities under the *Vancouver Charter*, which means that some of the proposed regulatory changes may be outside the scope of Victoria Council's regulatory authority.

Recommended changes from the City of Vancouver include:

- creating a new conditional land use and business category for marihuana-related businesses
- mandating development permits and business licences for anyone engaged in a marihuana-related business. Proposed business licensing requirements include a \$30,000 annual licence fee, a Good Neighbour Agreement and an annual Police Information Check for the applicant and all employees.
- allowing marihuana-related businesses in any commercial–retail district, provided that the site is not
 - within 300 metres of a school or community centre,
 - within 300 metres of another Marihuana-Related Use,
 - located in the Downtown Eastside other than on sites located on Hastings Street or Main Street,
 - located in the Granville Entertainment District; or
 - located on a minor street (defined as any street that does not contain a painted center line).
- introducing a variety of operational regulations for licensed businesses, as listed in the table below:

Rationale	Business Licence Regulation
Protect Youth	Disallow minors from entering or working in the Marihuana-Related Use, and post signage to this effect
	Prohibit displays of wares or advertising to minors
Prevent Crime (e.g. discourage gang involvement)	Require a police information check for the applicant and for all staff on an annual basis
	Limit of one Business Licence per person, and disallow corporate ownership
	Prohibit transfers of licences to another party
	Require that Business Licence applications must be made by the property owner or lease holder
	Disallow sharing of space with any other land use (e.g. cheque cashing, massage, liquor, ATM, etc.)
Prevent Crime	Require use of a monitored security and fire alarm system, including video surveillance
	Require removal or storage of valuables in a safe when business is closed

Rationale	Business Licence Regulation
	Require a security plan
	Require provision of a list all staff and 24/7 contact information for a responsible person
	Disallow staff from working alone
	Require a transparent shopfront (e.g. no translucent or opaque window covering, shutters)
Safeguard Health	Disallow sale of food products with the exception of cooking oils (either pre-packaged or freshly-prepared)
Mitigate Nuisance	Limit hours of operation between 8:00 am and 10:00 pm
	Require management of community impacts such as noise, odour, and patron conduct
	Disallow mail or delivery of products
Support Aesthetics	Security bars must be on the interior and set back from the window

Since announcing this proposal, the Federal Health Minister has responded publicly with concerns about the proposed regulations, stating that municipalities do not have the authority to legitimize the commercial sale of marihuana and reiterating that storefronts and dispensaries are illegal. Letters from Federal Ministers to Vancouver City Council are included in Appendix A.

2. Some individuals are suspected to be conducting medical marihuana-related business in contravention of federal laws and/or City bylaws

Although the exact scope and nature of the services provided by many of these businesses is not known, some are suspected to be conducting business in contravention of federal laws and/or City bylaws. Dispensation of medical marihuana via a retail storefront is prohibited under the *Controlled Drugs and Substances Act* ("CDSA"). Enforcement of the current federal law falls within the responsibility of the VicPD, which takes an incremental approach to investigations of medical marihuana-related businesses. Factors such as sales to young persons, involvement of organized crime and level of disruption to the community are considered by the VicPD when setting priorities for investigation.

Separate from Federal enforcement, the City can explore utilizing its business licensing authority to take an enforcement role with respect to these businesses where they have a negative impact on the neighbourhood or otherwise contravene City bylaws. Under the City's Business Licence Bylaw, any business operating within Victoria must hold a valid business licence. Under the authority of both the Business Licence Bylaw and the *Community Charter*, the City currently can:

- refuse to issue a business licence to an individual who plans to dispense medical marihuana or otherwise engage in illegal activity as part of their business
- issue tickets to and/or prosecute individuals conducting business without a valid City business licence

- revoke a business licence if the licensee misrepresented or concealed the nature of the business that would be conducted
- revoke a business licence if the business operations have negative impacts on the community due to mismanagement or other causes, and/or
- initiate civil proceedings to stop an individual from conducting business without a valid City business licence.

Only seven of the known marihuana-related businesses operating in the City hold valid licences, which allow them to provide medical marihuana consulting services and/or sell medical marihuana paraphernalia. Several have applications in the review stage, while others have not applied for a business licence. Four have had their licence applications rejected, and may be operating without a business licence. The City will not issue business licences to individuals who indicate that they plan to operate in violation of federal laws at this time.

The City's current approach to regulating the conduct of a business licensee is primarily complaint based (reactive). Where a complaint is received regarding the conduct of a business the Business Licence Inspector will investigate the complaint and take appropriate action, such as verbal or written direction, and ticketing. Bylaw Officers also conduct an annual business licence canvass following the business licence renewal deadline in March (proactive). Businesses operating without a licence are given direction to obtain a licence and ticketed where compliance with the licensing requirement is not obtained.

Complaints have been received from licensed businesses who are concerned about the perceived unfairness that certain businesses operate in the City without a business licence. Although there is no Council-approved policy or strategy for responding to unlicensed businesses operating in the City, current practice is for bylaw enforcement staff to proceed with an investigation upon learning of a suspected unlicensed business operating in the City. The City generally becomes aware of these operators through receipt of a written complaint, or through advertising conducted by the business.

Where the investigation reveals that an individual is operating a business without a licence, staff attempt to obtain voluntary compliance before proceeding with ticketing or other enforcement action. Where an individual does not obtain a business licence voluntarily, ticketing can be effective at achieving compliance, as individuals may be subject to a fine of \$250 per day. To date, staff have issued tickets to two businesses that were operating without a licence.

A business that continues to operate without a business licence, despite warnings and tickets requires a different enforcement approach. Further enforcement action through such measures as an injunction, bylaw prosecution, or licence suspension or revocation will be needed to effect compliance. These enforcement measures require Council direction to initiate, and a business licence hearing before the Council is available to a licensee whose business licence is suspended or revoked.

Options & Impacts

Moving forward, there are a variety of options available to Council, depending upon:

- Council's level of concern with the growing presence of medical marihuana-related businesses in the community, and
- the level of regulatory oversight and control Council wishes to exercise in relation to

medical-marihuana related businesses.

Staff have identified three possible options for Council consideration.

Under each option, the VicPD will continue to take an independent and incremental approach to investigations of medical marihuana-related businesses. Factors such as sales to young persons, involvement of organized crime and level of disruption to the community are considered by the VicPD when setting priorities for investigation. Council may wish to request that VicPD prioritize its investigation and enforcement against businesses who are conducting the retail sale of marihuana contravention of the *CDSA* and the *MMPR*.

Option 1 – Status Quo (reactive enforcement stance)

If Council is satisfied with the current level of regulatory oversight and control, the City can continue with the status quo. This means that:

- medical marihuana-related businesses operating without a business licence will be treated similarly to other businesses operating in the City without a licence, and
- there will be no specific zoning or business licensing requirements applicable to medical marihuana-related businesses.

A business that sells medical marihuana paraphernalia would be considered as a retail store and need only meet the zoning and business licensing requirements applicable to that general business category. Similarly, individuals who provide advice or consultation services on the use of medical marihuana would need only meet any zoning or business licensing requirements that are generally applicable to professional or business offices.

Impacts

- complaints from licensed businesses and members of the public will likely continue and may increase if the number of medical-marihuana related businesses continues to grow
- ineffective enforcement of the City's business licensing program for this business sector may reduce overall compliance with the City's business licensing program
- the number of medical marihuana-related businesses in the city will likely continue to increase, especially if other jurisdictions enact more restrictive regulations

If Council chooses this option, a suggested motion would be:

"That Council receive this report for information."

Option 2 – Stricter enforcement of current bylaws (proactive enforcement stance)

If the City wishes to take a proactive enforcement approach towards medical marihuana-related businesses, Council direction is required. The proactive approach would be targeted toward medical marihuana-related businesses operating without a business licence or in contravention of a business licence or City bylaw. The proposed compliance and enforcement strategy would involve such actions as:

- proactive investigation of businesses in this sector
- direction to comply with the Business Licence Bylaw or cease operation
- ticketing for bylaw offences
- suspending or revoking business licences

- initiating legal proceedings to effect compliance

Impacts

- will respond to complaints regarding unlicensed businesses but may not be effective in addressing complaints regarding impacts of these businesses on the surrounding community
- businesses that supply medical marihuana directly to patients and customers in contravention of the MMPR would no longer be able to do so
- public communication of the City's compliance and enforcement strategy may be useful in deterring potential violators

If Council chooses this option, a suggested motion would be:

"That Council direct staff to initiate proactive enforcement in relation to medical marihuana-related businesses operating without a business licence or in contravention of a City business licence or bylaw."

Option 3 – New business and zoning regulations for this business sector

If Council wishes to significantly increase the City's level of regulatory oversight and control of these businesses, then Council may consider directing staff to develop:

- bylaw amendments aimed at mitigating community impacts and concerns associated with the operation of medical marihuana-related businesses; and.
- a compliance and enforcement strategy that is consistent with the proposed regulations.

Bylaw amendments could potentially impose additional business licensing and/or operating requirements on medical-marihuana related businesses such as:

- business licence fees specific to this business type
- regulations regarding the display of signage, advertising and/or merchandise
- regulations regarding minors on the premises
- record-keeping requirements
- security requirements
- limits on hours of operation, and/or
- noise, loitering and other nuisance-control requirements.

Staff would also explore amending the *Zoning Regulation Bylaw* to enact land use regulations for this type of business. Such regulations might define this specific type of use (medical marihuana business), specify the zones (locations) where this type of use may occur and regulate the size of the business or location on a parcel where the use may occur.

Any proposed changes to the business or zoning regulations enacted by bylaw will involve formal opportunities for public and business input as part of Council's review and approval process. The constitutional validity of such regulations may be subject to challenge in light of the Federal government's position vis a vis the *CDSA* and *MMPR*.

Impacts:

- will respond to complaints from licensed businesses and members of the public
- public communication of the City's compliance and enforcement strategy may be useful in

- deterring potential violators
- may control or reduce the number of medical marihuana-related businesses in the City

If Council chooses this option, a suggested motion would be:

"That Council direct staff to bring forward for Council's consideration:

1. Proposed bylaw amendments aimed at mitigating community impacts and concerns associated with the operation of medical marihuana-related businesses; and
2. A proposed compliance and enforcement strategy consistent with the proposed new regulations"

Conclusions

The number of medical marihuana-related businesses has increased significantly over the past year in Victoria. The increase in the number of these businesses and the retail sale of marihuana contrary to the Marihuana for Medical Purposes Regulations is causing community impacts and concerns. Many of these businesses are suspected to be operating without a business licence, and the ticketing of some of these businesses has not been effective in achieving compliance.

The City has the ability to increase its regulatory oversight and control of these types of businesses through a variety of means. Three options have been presented for Council's consideration, which reflect three increasing levels of regulatory oversight and control. Council direction is needed, especially if Council wishes to proceed with Option 2 or Option 3.

If Council wishes to take an approach similar to the City of Vancouver for this business sector, then staff will proceed with further examination of approaches in other jurisdictions and engage in consultation with affected businesses and other interested stakeholders. A further report to Council will be prepared for consideration in September 2015.

If Council directs staff to proceed with Option 2, the City will adjust its enforcement stance for this business sector and commence action to achieve compliance. Additional resources may be required to support any Court actions necessary to achieve compliance.

Although the status quo has been presented as an option, the current approach towards enforcement of business licensing requirements for this sector does not address many of the concerns currently being raised, and many businesses are continuing to operate without a licence. The City has a responsibility to ensure that its regulatory and licensing requirements, including those relating to business licensing, zoning and building construction are applied consistently throughout the city and across all business sectors.

Proceeding with Option 2 provides the most straightforward path toward achieving compliance with the City's bylaws and is consistent with Federal legislation. It is expected that any businesses that supply medical marihuana directly to patients and customers in contravention of the MMPR would no longer be able to do so.

Recommendation

That Council direct staff to initiate proactive enforcement in relation to medical marihuana-related businesses operating without a business licence or in contravention of a City business licence or City bylaws, which would include:

- proactive investigation of businesses in this sector
- direction to comply with City of Victoria bylaws or cease operation
- ticketing for bylaw offences
- suspending or revoking business licences
- initiating legal proceedings to effect compliance

Appendix A – Letters from Federal Ministers to Vancouver City Council

Minister of Health



Ministre de la Santé

Ottawa, Canada K1A 0K9

His Worship Gregor Robertson
Mayor of the City of Vancouver
3rd Floor, City Hall
453 West 12th Avenue
Vancouver, British Columbia V5Y 1V4

Dear Mr. Mayor:

I am deeply concerned by reports that the City of Vancouver intends to discuss a proposal to regulate illegal drug dispensaries at an upcoming Council meeting.

Marijuana is not an approved drug or medicine, and Health Canada does not endorse its use. There are serious health risks associated with smoking marijuana, especially for youth. That is why the Government of Canada wants to stop youth from smoking marijuana. The evidence is clear that when youth smoke marijuana they have increased risks of developing mental health issues, including psychosis and schizophrenia. We also know that regular, long-term marijuana use in youth can harm concentration, memory, and the ability to think and to make decisions, and it can also produce paranoia and anxiety or nervousness.

Legitimizing and normalizing the use and sale of marijuana can have only one effect: increasing marijuana use and addiction. Indeed, according to the Canadian Drug Use Monitoring Survey, although youth marijuana use has dropped by almost 45 percent since 2004, 20 percent of youth smoked marijuana in 2012 compared to 70 percent who drank alcohol. Legitimizing and normalizing marijuana could mean more than tripling its use by youth.

While Canadian courts have required the government to allow access to marijuana when authorized by a physician, the law is clear that this must be done in a controlled fashion to protect public health and safety. In response to

.../2

Canada

- 2 -

the courts, the government implemented the *Marihuana for Medical Purposes Regulations* (MMPR) in June 2013, with the aim of treating dried marijuana as much as possible like other narcotics used for medical purposes. Additional information regarding the MMPR is available on Health Canada's website at <http://www.healthcanada.gc.ca/mma>.

These Regulations are clear and do not provide municipalities with the authority to legitimize the commercial sale of marijuana, which remains an illegal substance. Storefronts and dispensaries do not operate within a "grey zone," and the law is clear: they are illegal.

Yours sincerely,

A handwritten signature in cursive script that reads "Rona Ambrose".

The Hon. Rona Ambrose, P.C., M.P.



AVR 28 2015
APR 28 2015

Vancouver City Council
3rd Floor, City Hall
453 12th Avenue West
Vancouver, British Columbia V5Y 1V4

Dear Councillors:

We are deeply concerned about upcoming council discussions on a proposal to 'regulate' illegal drug dispensaries.

Marijuana is neither an approved drug nor medicine in Canada and Health Canada does not endorse its use. Marijuana is illegal for a reason: there are serious and lasting health effects associated with smoking marijuana, especially for youth.

The medical evidence is irrefutable that when youth smoke marijuana they have increased risks of developing mental health issues, including psychosis and schizophrenia. The Canadian Drug Use Monitoring Survey reports that while 20 percent of youth smoked marijuana in 2012 (dropping by almost 45 percent since 2004), 70 percent drank alcohol—a fully regulated substance. Legitimizing and normalizing marijuana could mean more than tripling its use by youth. The Government of Canada wants to prevent youth from smoking marijuana.

While Canadian courts have required the Government to allow access to marijuana when authorized by a physician, the law is clear that this must be done in a controlled fashion to protect public health and safety. Further information on this program is available at <http://www.healthcanada.gc.ca/mma>.

This court dictated program provides access to marijuana through highly secure industrial distributors which have undergone extensive criminal background checks by the RCMP to ensure public health and safety. Storefront sales are illegal.

.../2

Canada

- 2 -

Storefront sales of marijuana legitimize and normalize the use of marijuana and can have only one effect: increasing marijuana use and addiction.

While some in Canada seek to make marijuana available in stores, just like alcohol and cigarettes, this irresponsible approach sends a terrible message to our youth and would make it easier for them to buy and smoke marijuana.

Storefront sales of marijuana are illegal and under our government, will remain illegal.

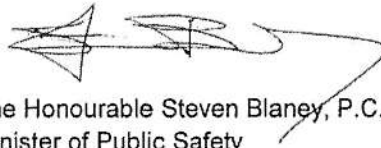
Like the vast majority of Canadians, the Government expects that police will enforce the laws of Canada as written.

Thank you for your attention to this very important matter. We hope to build on the strong record of co-operation between our respective orders of government in building safe and healthy communities for Canadian families.

Yours sincerely,



The Hon. Rona Ambrose, P.C., M.P.
Minister of Health



The Honourable Steven Blaney, P.C., M.P.
Minister of Public Safety

c.c. Vancouver Police Department

Appendix B – Council Resolutions

Supporting a Regulatory Approach to Cannabis Control

That Council direct staff to forward the following resolution to the Federation of Canadian Municipalities for their consideration:

WHEREAS, Cannabis prohibition efforts have failed to effectively limit the availability of cannabis, especially to our youth; and

WHEREAS, Cannabis prohibition has created a large financial opportunity that has fuelled an increasingly violent illegal market with expanding organized crime involvement; and

WHEREAS, Academic, law enforcement, and health experts believe that a strictly controlled public health oriented regulatory framework for cannabis control has the potential to reduce rates of cannabis use, raise substantial tax revenue, undermine organized crime and save law enforcement time and expenditures; and

WHEREAS, Many municipalities are increasingly affected by the harms of cannabis prohibition (e.g. grow-ops, etc.) which negatively impacts community health and safety; and

WHEREAS, Municipalities are increasingly bearing the financial burden of failed policy approaches that emphasize enforcement of marijuana prohibition over evidence-based policies, consuming significant portions of municipal budgets and diverting law enforcement attention away from criminal activities where police involvement can better improve community safety; therefore be it

RESOLVED, That the Federation of Canadian Municipalities lobbies the Federal Government to investigate the regulation and taxation of cannabis.

Carried Unanimously

REPORTS OF THE COMMITTEE

3. Governance and Priorities Committee – March 15, 2012

3. Motion – Supporting a Regulatory Approach to Cannabis Control

It was moved by Councillor Alto, seconded by Councillor Coleman, that Council endorse the following motion:

WHEREAS cannabis prohibition efforts have failed to effectively limit the availability of cannabis, especially to our youth;

WHEREAS cannabis prohibition has created a large financial opportunity that has fuelled an increasingly violent illegal market with expanding organized crime involvement;

WHEREAS academic, law enforcement and health experts, including the Health Officer's Council of BC, believe that a strictly controlled public health oriented regulatory framework for cannabis control has the potential to reduce rates of cannabis use, raise substantial tax revenue, undermine organized crime and save law enforcement time and expenditures;

WHEREAS many BC municipalities are increasingly affected by the harms of cannabis prohibition (e.g. grow-ops, etc.), which negatively impacts community health and safety;

WHEREAS BC municipalities are increasingly bearing the financial burden of failed policy approaches that emphasize enforcement of marijuana prohibition over evidence-based policies, consuming significant portions of municipal budgets and diverting law enforcement attention away from criminal activities where police involvement can better improve community safety;

THEREFORE BE IT RESOLVED that the City of Victoria supports the taxation and regulation of cannabis to address the ineffectiveness and harm of cannabis prohibition, and agrees to write to municipalities in the Capital Regional District, the Union of BC Municipalities, the Federation of Canadian Municipalities, and Provincial and Federal Ministers in the Justice and Health departments to inform them of our support.

Carried Unanimously

Medical Cannabis

WHEREAS the federal medical cannabis program administered through Health Canada's Marihuana Medical Access Division does not satisfy the constitutional rights of critically and chronically ill patients to access marihuana for medicinal use;

WHEREAS the use of cannabis by legitimate cannabis patients is a health issue, and as such should be under the legislative purview of Provincial governments;

THEREFORE BE IT RESOLVED that UBCM lobby the Provincial Government to work with the federal government toward the goal of decentralizing the administration and oversight of legitimate medical cannabis use and production from federal authority to Provincial health ministries as part of their public and personal health mandate.

Carried

OPEN MEETING

It was moved by Councillor Hughes, seconded by Councillor Coleman that the Mayor be requested to immediately discuss with the Minister of Health and the Minister of Justice of the Government of Canada, a suitable method to allow the distribution of cannabis for medicinal purposes. Carried

6. **DECRIMINALIZATION OF MARIJUANA.** It was moved by Councillor Madoff, seconded by Councillor McLean, that Victoria City Council express its support for the decriminalization of marijuana (cannabis) use and possession in Canada, for medicinal purposes only. Carried



Governance and Priorities Committee Report

For the May 7, 2015 Meeting

To: Governance and Priorities Committee **Date:** April 23, 2015
From: Brad Dellebuur, Acting Assistant Director, Transportation and Parking Services
Subject: 'Parklet' Trial Installation – 700 block Fort Street

Executive Summary

Businesses on the 700 block of Fort Street (Fort Street Business Association) have requested permission from the City to install a temporary "parklet" in two parking spaces on their block. A parklet is an enclosed deck provided as a space for the general public to sit and relax. The project is also supported by the Downtown Victoria Business Association, who will assume legal responsibilities for the pilot project. The collaborative, holistic approach taken by the applicants, consistent with identified outcomes in the City's 2015 Strategic Plan, included consulting with fellow business and property owners on the block, and City staff. Identified safety, access and liability concerns were mitigated through modifications to the design, protocol for maintenance, and a feedback and evaluation process to address any emerging issues at the parklet.

As the installation is for use by the general public, and not a specific business, staff recommend exempting the project from street occupancy fees.

The trial will be for one year, after which time an evaluation will be conducted to determine if the parklet should remain.

Recommendation:

1. That Council endorse the Fabulous Fort Pilot Parklet project proposed by the 700 block Fort Street Business Association and the Downtown Victoria Business Association.
2. That Council waive street occupancy fees for this trial.
3. That Council direct staff to report back to Council in one year's time on the pilot project, no later than July 2016.

Respectfully submitted,

Michael Hill, Downtown
Coordinator

Brad Dellebuur, A/Assistant
Director, Transportation and
Parking Services

Report accepted and recommended by the City Manager:

Date:

April 23, 2015

Purpose

The purpose of this report is to request Council endorse the Fabulous Fort Pilot Parklet project, proposed by the Fort Street Business Association (FSBA) and the Downtown Victoria Business Association (DVBA).

Background

The FSBA applied for and received a grant in the summer of 2014 from the Coastal Communities Credit Union (CCCU) to fund a "parklet" downtown. Semi-permanent parklets are small enclosed decks built over 1-2 street parking spots, enabling the general public to sit, relax and socialize. Parklets are seen as good examples of place making, and can enhance public space and contribute to downtown vibrancy.

Other cities, including Vancouver, have programs to encourage parklets. San Francisco has permitted approximately 50 parklets, with similar parameters considered for this application. The City has a process to accommodate requests for short-term parklets (1-3 days), however Council approval is required for a long term installation. This project would be the first semi-permanent parklet installed in the City.

To test the concept of a parklet, the FSBA hosted a block event in September 2014, where temporary parklets were installed along the block for a single day (as part of their "Eat on the Street" event). The installations were favourably received by the public, with no operational issues identified. Once the CCCU grant was received, the FSBA began to review possible sites for a more permanent installation, and consulted with the neighbourhood.

Taking a proactive and comprehensive approach on this place making project, the FSBA enlisted design assistance from Cascadia Architects to develop a conceptual plan of the parklet. In the fall of 2014, written communication, along with a preliminary rendering of the parklet, was circulated to all business and property owners on the block, and to City staff (Engineering, Parks, and Development Services). An open house was subsequently held in February 2015. Feedback at the open house indicated adjacent tenants and property owners were supportive, but some had reservations about noise emanating from the parklet later in the evenings. After reviewing the feedback received, and identifying several measures to address concerns, support for the proposed site was secured from all business and property owners. Documentation (see attached project overview and proposed evaluation methodology) were then formally submitted to the City.

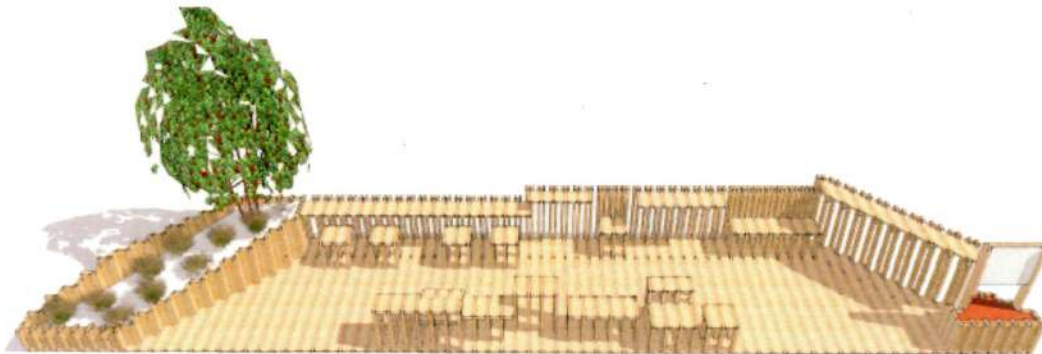
Issues & Analysis

Construction details/Configuration

The proposed parklet is approximately 12m long, and would occupy two on-street spaces, in front of 718 and 724 Fort Street.



The parklet is wood-frame construction, with individual and bench seating for the public, table space, as well as a small landscaped area at the either end of the parklet. The parklet is 2.5m wide, and does not conflict with motor vehicles in the adjacent traffic lane. The parklet is tapered at both ends, to allow people parking vehicles to easily enter and exit the spaces at either end of the parklet.



The applicants have advised Abstract Developments will contribute labour to construct the parklet, and Home Lumber has committed to provide framing materials at cost.

Development Services, Engineering, and Parks staff reviewed the proposed drawings, and noted the following:

- The parklet does not block access to any fire department connections outside adjacent buildings
- Setbacks to light posts, electrical kiosks, and other public or third-party utility infrastructure are sufficient to avoid conflicts
- The majority of the construction of the parklet will be constructed off-site, to minimize installation impacts to the block.
- The parklet is not to be permanently fastened to any public infrastructure.
- Galvanized transition plates at the entry/exit points are provided, to ensure wheelchair/stroller access from the public sidewalk.
- The wood deck surface will be finished with a non-slip coating.
- The City reserves the right to remove the parklet, if the Director of Engineering and Public Works considers removal of all or part of the deck necessary (i.e. emergency repairs to City infrastructure).

Maintenance

To address concerns about possible graffiti, vandalism or other forms of damage at the parklet, the proponents have engaged the DVBA clean team to keep the parklet in clean condition. If damage occurs that is beyond the scope of the DVBA, the fabricator of the parklet will be engaged to make the necessary repairs. FSBA members will also arrange for maintenance and watering of the parklet landscaping.

Ownership and Risk

The FSBA will be facilitating the parklet trial project under the auspices of the DVBA. The DVBA will be the legal entity responsible for the parklet, and will provide the required general liability insurance and standard indemnity provision, to the satisfaction of the City. Any expenses required for the operation of the parklet (including removal) will be funded by the DVBA.

Evaluation/Monitoring

Some tenants on the block expressed concerns about possible noise and behaviour issues at the parklet, particularly in the evening. Signage advising the parklet is open to all users, and

encouraging appropriate behaviour will be posted on the parklet, and to advise smoking is not permitted in the parklet. All signage text will be reviewed and approved by the City.

The proponents have recruited the support of adjacent tenants in monitoring the site and reporting any issues to VicPD. Private security working for businesses and others will also monitor the area, and report issues to VicPD.

Feedback and evaluation sessions with the stakeholders on the block will also be held at the first, third, and sixth month periods, and at the end of the trial, to address any emerging issues regarding use of the parklet.

The duration of the pilot is not specified in the application; however, a one year trial period should be sufficient to determine whether the parklet should remain in place. At that time, the proponent will assess costs and benefits of the parklet, as outlined in the Evaluation Methodology included in the proposal. Staff will review this information as well as any other information relevant to the operation of the parklet, and report back to Council in July 2016, with the findings of the review and recommendations.

Permitting/Revenue Impacts

As noted earlier, short-term occupation of the street for this type of installation is typically administered by staff through the Special Events permitting process. For this project, a street occupancy permit will have to be issued by Engineering and Public Works Department staff. Street rental fees are typically required when public space is reserved, however, as the parklet is for use by the general public, and not for customers/clients of a specific business, staff recommend Council exempt the project from street occupancy fees (\$40/day) for the trial period.

An on-street parking space in the 700 block Fort Street has been estimated to generate \$25/day in parking revenue. With two parking spaces occupied for a 12 month period, parking revenue could be reduced by approximately \$15,000.

Conclusions

The 700 block Fort Street parklet is a positive initiative for enhancing public space in this area and engaging downtown businesses to make improvements to downtown vibrancy. An empowered group of applicants have taken a proactive and comprehensive approach on this place making project, through neighbourhood consultation, design refinement of the parklet, and the stated commitments to manage operational issues. Staff recommend Council support this pilot project, and that Council waive the street occupancy fees.

Recommendations

1. That Council endorse the Fabulous Fort Pilot Parklet project proposed by the 700 block Fort Street Business Association and the Downtown Victoria Business Association.
2. That Council waive street occupancy fees for this trial.
3. That Council direct staff to report back to Council in one year's time on the pilot project, no later than July 2016.

Attachments: Fabulous Fort Pilot Parklet Project Proposal
Evaluation Methodology

w:\admin\word\committee reports\2015\gpc fort street parklet.doc

FABULOUS FORT PILOT PARKLET PROJECT

PROPOSAL

To install in the spring of 2015 a permanent parklet in front of 718 and 724 Fort Street, (The Dutch Bakery and Dots Clothing).

This is intended to be a pilot project, called the **Fabulous Fort Pilot Parklet Project**, with the Fort St Business Association (FSBA), the Downtown Victoria Business Association (DVBA) and the City of Victoria.

Please see the attached Evaluation Methodology (dated March 2, 2015 and totalling six pages), and Cascadia Architects' drawings (dated March 11, 2015, totalling two pages for the drawing set, and with five copies provided).

INITIATIVE'S GOAL

To enhance the streetscape on a busy downtown street by providing a public space where people can sit in a park-like setting, to slow people down as they move along Fort Street, and to increase economic activity along the block and Fort Street.

INITIATIVE BACKGROUND

In the summer of 2014, the FSBA was awarded \$10,000 from Coastal Community Credit Union's "*Building Healthy Communities Grant Fund*" to bring Victoria's first parklet to Fort Street.

To test the concept of a parklet, in September of 2014, the FSBA, with assistance from the DVBA and the City of Victoria, hosted the "Eat On The Street" – Fort Street's Parklet Day. The event was held as a way to test and monitor the business community's support

of a permanent parklet on the street. The event was a huge success and rallied the business community around the concept of a parklet in our block. The success of this event has given us the confidence and assurances that we need to move forward with this pilot project.

With the grant funds from Coastal Community Credit Union, architectural design and building assistance from Cascadia Architects, and in partnership with the DVBA, we hope to bring this initiative to the 700 block of Fort Street.

PUBLIC CONSULTATION

In the fall of 2014, all the businesses at street level were delivered a letter outlining the proposal for the parklet along with a copy of the rendering. Additionally, an email was sent out to all the businesses on the FSBA's mailing list. Many of the property owners along the street were also notified by email. We have received no opposition to the parklet in its proposed location of 718 and 724 Fort Street. Both of the businesses and the property owners of the proposed location support the parklet. An open house, in which all the business owners/managers and property owners were invited to, was held on February 11, 2015. This open house was an opportunity for those on the street to see the rendering and to discuss the parklet.

IDENTIFIED ISSUES

During our open house, the manager of the Ritz Hotel expressed concerns over the possible noise in the parklet at night. We have worked closely with the management of the Ritz Hotel to address their concerns in the design and signage of the parklet, along with contacting the Victoria Police Department (VPD) Community Liaison Officer and Themis Security. We plan to monitor the parklet closely to deter any inappropriate behaviour. The management of the Ritz Hotel has also agreed to help us monitor the parklet during the evening/night hours.

PROJECT CONSIDERATIONS

The parklet will be officially insured and owned by the DVBA. The DVBA's Clean Team services the 700 block of Fort Street daily and will oversee general maintenance. The business owners and residential building manager, who live and work adjacent to the proposed location, have also committed to keeping the parklet clean and attractive to users. Those responsibilities aside, the FSBA will oversee general management of the parklet, trouble-shoot problems, and collect information to allow for the systematic evaluation of the parklet's success. The FSBA plans to hold feedback and evaluation sessions with stakeholders on the block at the first month, third month, sixth month, and one year timeframes.

GENERAL USE

The parklet should be considered an extension of the pedestrian sidewalk space, and as such is subject to the same bylaws as our public sidewalks. There will be signage on the parklet introducing the parklet concept and outlining general terms of use: **Relax. Enjoy. Respect.** The parklet will be uncovered and positioned to be well-lit by a neighbouring street lamp. The proposed parklet is located deliberately on the sunny side of Fort Street, adjacent to multiple cafés, restaurants, and shops: Dutch Bakery, Crust Bakery, Street Level Espresso, Russell Books, etc.

Based on Fabulous Fort's experimental Parklet Day in September 2014, it is hoped that this location is the best choice to facilitate appropriate, respectful and enjoyable use. During nights, Ken Cooper of the Ritz, as well as Themis Security (Oscar and Libby's security) will be the "eyes on the street" and will communicate with Fort Street's VPD Community Liaison Officer, Dan O'Connor, as well as the VPD's non-emergency line. Dan O'Connor is supportive of the parklet project and will be assisting in the evaluation process. The FSBA plans to negotiate a maintenance contract for any significant physical damage to the parklet with the contractor responsible for its construction.

MARKETING AND PROFILE

The Fabulous Fort Pilot Parklet Project has already generated a high level of interest from both media and the community and has already been the subject of a CBC Radio interview, magazine articles, and television reports.

Marketing efforts will include but not be limited to the aforementioned media channels. Special attention will be paid to acknowledging the project partners, including Coastal Community Credit Union, the DVBA, Cascadia Architects, and the City of Victoria, if so desired.

Progress on the project will be reported in Fabulous Fort's social media, with links to the social media of the surrounding businesses. Finally, the FSBA plans to create an education piece to distribute to all businesses, property owners, and residents on the block to outline the facilitation of appropriate parklet use, and to outline steps to take if the space is being used inappropriately.

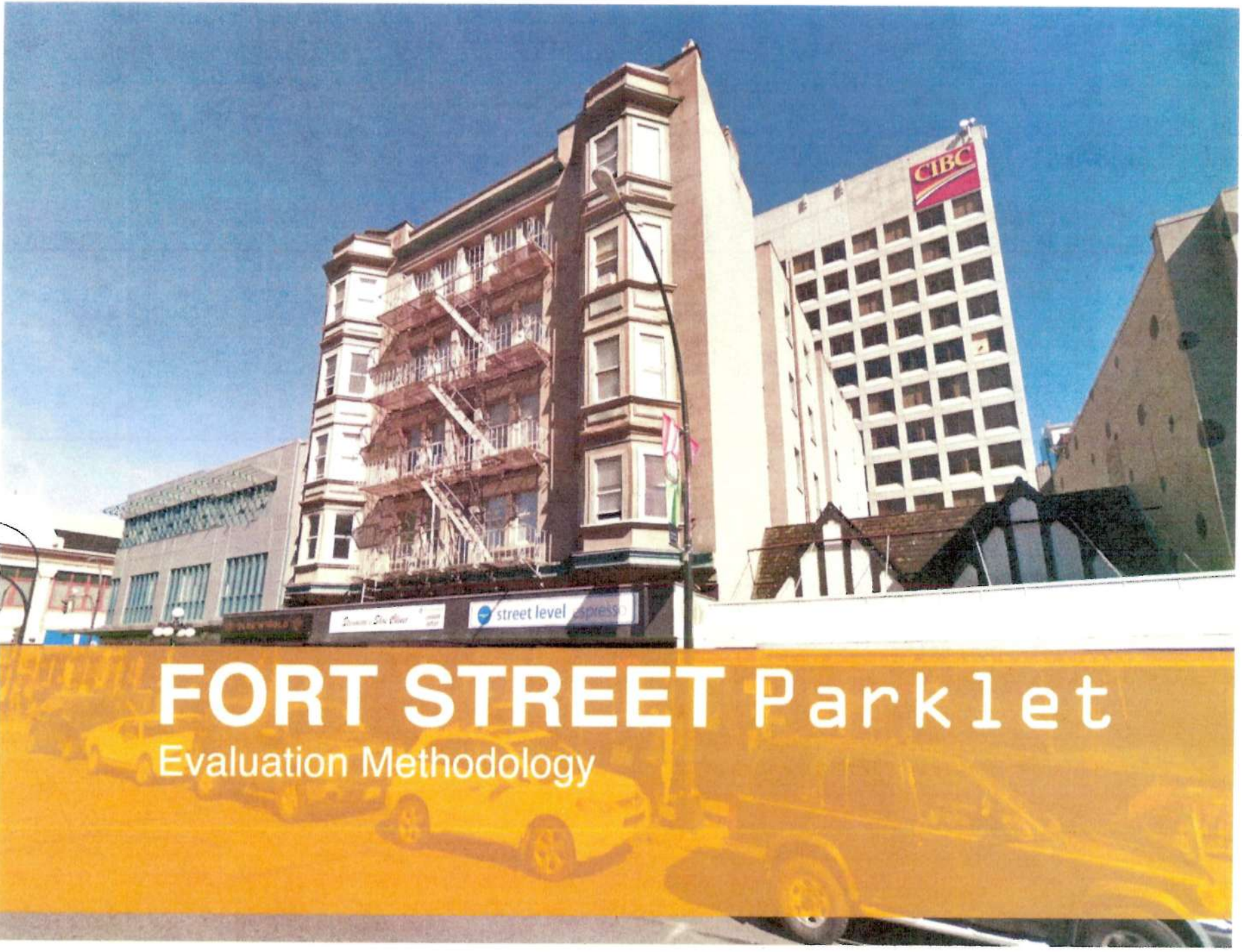


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FORT ST. PARKLET EVALUATION

PARKLET EVALUATION METHODOLOGY

This report presents the methodology for evaluating the Fort Street Parklet. Parklets are tiny, temporary open spaces meant to make the streetscape more socially and economically vibrant. They add crucial seating and green space to neighborhoods, and encourage livable streets. With the help of a Coastal Community Credit Union grant and in conjunction with the City of Victoria, the Fort Street Business Association is planning to host a parklet on Fort St., the summer of 2015.

The evaluation methodology comprises activity mapping, two qualitative surveys, business metrics and police reports. The intent of the parklet evaluation is to gain an understanding of the changes in streetscape ambiance, public response to these new types of spaces, how the parklet is serving the needs of users who visit it, and if this space is positively contributing toward the economic and social vibrancy of the area. The overall evaluation serves to assess both positive and negative aspects of the parklet as perceived by users of the street and adjacent businesses.

I. ACTIVITY MAPPING

A structured user observational study can establish relative usage patterns, changes in usage, and can add a level of qualitative data to complement quantitative metrics. The user observation analysis will aim to observe the parklet area before and after its installation. The before observations will take place during the month of April, 2015 prior to the installation of the parklet. Ideally, the before observations should occur over the same time period that the parklet will be in operation, however, this is not possible given the current timeframes for the project. If the opportunity presents itself, post observation studies when/ if the parklet is removed will complement this evaluation.

Activity Mapping is the primary technique by which the use of street space and parklet will be recorded and characterized. Activity mapping records the range, location, times, and volumes of behaviors, activities, and uses in the public realm. Human behaviors such as posture; activities such as eating, drinking, or cell phone use; and uses such as waiting for transit are noted. For this study, parking occupancy of the spaces on the block will also be recorded. Activity scans will also assess perceived nuisances and maintenance issues.

The mapping will be conducted in two hour shifts for peak afternoon (12-2 pm) and evening (5-7 pm) hours and will be complemented with photos. Assessments will take place on Tuesdays, Wednesdays and Saturdays. "Before" surveys will take place over two weeks at the beginning and end of April, and the "During" surveys will be every week for June, July and August.

Observation recording may continue after the summer, once per month. The frequency of activity mapping is in line with similar parklet evaluation studies but may be adjusted to better capture actual usage of the parklet and the surrounding area and the availability of volunteers.

II. BUSINESS SURVEY (BEFORE AND AFTER)

This study will include business operator interviews with the intent of capturing individual attitudes and perceptions of the Fort Street Parklet from the part of the business owners on the block. These interviews additionally describe the perceived strengths and weaknesses of the Parklet as an economic generator for business. Most importantly, business operator interviews will gauge attitudes toward the neighborhood and business patterns before and after the parklet installation.

These surveys will be both on-line and in person depending on how best to reach particular business operators. Likewise this survey instrument may occur at the beginning, middle and end of the summer to evaluate changes in perception.

III. PEDESTRIAN & USER INTERCEPT SURVEY (BEFORE AND AFTER)

Pedestrian Intercept Surveys will aim to capture prevailing attitudes and perceptions of pedestrians along Fort Street and parklet users. The survey instrument will be comprised of closed and open-ended questions. Participants will be asked to rate factors such as cleanliness, safety, and accessibility. Additional questions will assess attitudes about the parklet and its design. Participants will also be asked to provide demographic details, travel mode (means of travel), and information about spending habits.

Intercept surveys will occur over varying periods and days to evaluate the diversity of potential perceptions and experiences.

IV. BUSINESS SALES METRICS (BEFORE AND AFTER)

A number of businesses are located immediately adjacent to the proposed parklet. A chief aim of the parklet evaluation is to assess economic effects for these adjacent business. Sales data will be compared from previous years over the same period of time that the parklet is in use. While a number of factors contribute to an economic climate, these sales data, coupled with surveys and user observations can provide a robust evaluation.

The availability of sales data will depend on the businesses willingness to participate.

V. POLICE REPORTS (BEFORE AND AFTER)

As with any strategy to increase public usage of an area, concerns related to increased nuisance will be assessed through police reports for the area, compared to previous years. Similar to economic vibrancy, many factors can contribute to swings in nuisance levels. However, pairing police reports with the other forms of evaluation, again provides a structured form of evaluating for potential negative outcomes.

VI. CONCLUSION

All five forms of assessment strategies reflect parklet evaluations undertaken in different cities. Similarly, it is noted that the City of Victoria will be conducting independent assessments which will complement these data. This structured analysis provides opportunities for data comparison and can add to the growing body of literature for successful parklet strategies.

VII. REFERENCES

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**Governance and Priorities Committee Report
For the Meeting of May 7, 2015**

To: Governance and Priorities Committee

Date: April 21, 2015

From: Jocelyn Jenkyns, General Manager, VCC

Subject: C.H.I.L.D. /Snowbirds request for in kind support for August 12, 2015 show

Executive Summary

On April 16, 2015 Randy Wright of Harbour Air presented to Council regarding to seek in kind support from the City for the proposed August 12, 2015 Snowbirds performance benefitting C.H.I.L.D.

Based on previous shows, staff has estimated the costs of the in kind support at approximately \$12,000. A detailed breakdown of these costs as well as the neighbourhood considerations is contained in Appendix A. There is one 2015 Festival Investment Grant which will not be expended as the group "Creatively United for the Planet" has moved to Esquimalt. The value of this grant is \$6,000.

Recommendation:

That Council receive this report for information and provide direction to staff on whether to redirect the excess 2015 FIG funds to support this event.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jocelyn Jenkyns", followed by a horizontal line.

Jocelyn Jenkyns
General Manager, VCC

Report accepted and recommended by the City Manager:

Date:

A handwritten signature in blue ink, appearing to be a stylized "M", followed by a horizontal line.

Apr. 28, 2015

“Spirit in the Sky” - Snowbirds 2008

The previous Snowbirds Air show took place off Clover Point on Sunday, September 21, 2008 from 1:50pm to 2:30pm. Seaside festival activities along Dallas Road started at noon. Approximately 25,000 spectators attended.

Dallas Road was closed to vehicular traffic from Cook Street east to Memorial Crescent from noon until 3:30pm. Traffic was controlled on Dallas from Mile Zero to Cook Street. Transit ran a continuous bus loop (2 busses) along Cook, May, Memorial and Fairfield. A marine “show box” of 1 nautical mile X .5 nautical mile was enforced off the shore of Clover Point, extending west. The Canadian Coast Guard Auxiliary (Units 33 and 35) were on scene and placed buoys to mark the perimeter, which was secured by VCP MRU, along with boats from the RCMP. The “Fire Brand” and the Victoria Fire vessel were on scene to sit on the center line and provide the aircraft with orientation points inside the show box.

Background

This event was held at this location in 2003 and was hosted in Oak Bay in 2005. It has drawn tens of thousands of viewers to these areas. The exclusionary zone employed in 2003 was duplicated in 2008 as it worked to mitigate the traffic gridlock experienced at this same location in 2002.

The Spirit Committee, in cooperation with a contract event organizer (Alice Bacon – Spirit Coordinator COV), collaborated with Community Living (and their contract event liaison Heidi Barlow-Lee) to manage event related site infrastructure (tents, toilets and sound etc) raised funds mainly through concession sales, and coordinated roving performers, hands-on activities for kids, face painting and a musical simulcast.

Snowbirds show coordinator Capt. Steve Thompson, Bruce Carter, John Miller (was instrumental in organizing the Snowbirds / DND end of things) worked closely with Jeff Day, Alice Bacon and Heidi Barlow-Lee to plan and execute the event. The show was one of a series of events celebrating the provincial capital's 150th.

City Service Impacts

2015

Estimated \$12,000 - \$14,000 for an event of similar scope at this venue. Includes Police, Public Works, Traffic Control for the exclusionary zone and the fire boat. This estimate does **not** include event related infrastructure, sound, coordination, volunteers, waste, toilets, VIP area infrastructure and coordination, transit, ambulance, communications and admin. City Services required to facilitate this event were not anticipated in the 2015 City Services business unit (BU5270).

2008

\$10,035 – 4 call out MRU members (not available for 2015), 8 Police, 16 Reserves (no charge) and 20 Volunteers (provided through Spirit Committee and Community Living) - \$1,800 covered by Police Board, balance covered by City Services budget (BU5270) included Fireboat, Traffic Control, Public Works, Parks staff and sign shop charges.

2003 (evening show)

\$8,432 17 police officers and 26 reserves – \$3,500 in City Services and \$4,932 police. Policing cost covered by Police Board.

2002 (evening show)

"Fraught with issues – traffic plan poorly executed" – police costs covered by Police Board.

Issues:

Environmental impact, Noise, widespread traffic delays and parking impacts for Fairfield residents, handicapped parking, BHP impact and cleanup, budget impacts for City and BC Transit

Additional logistics and costs to be considered:

Power, water, tents, toilets, sound, garbage, vending, animal control issues, volunteer recruitment and management, VIP area secured at Clover Point, Special Occasion License if required, towing where needed, additional parking at BHP all-weather field, BC Ambulance placement and bike patrols, media placements, Transit extra buses, City communications and community engagement / notification.

Child Victoria 2015 Service Request:

There were a few things listed in Child's letter of request that we don't have or services we don't do.

- Power & cable at show center for AV (they will need to rent their own whisper generator – we don't have sufficient power on site)
- Porta-potties (we don't have any – they will need to rent. We can advise on placement, numbers etc)
- AV set up and tear-down (not available through the City)
- EHS related infrastructure required for the mandatory safe and secure show "box" area. (the show-box on water side of the event is out of our jurisdiction)

If directed by Council, we could provide:

- Equipment could be made available through our festival equipment program. We could also arrange for set up of tents and stage units where necessary. Underwriting the equipment costs is not currently factored into the cost estimate.
- Special Event Permitting
- Noise bylaw exemption
- City services related to traffic control, Public Works signage and traffic control equipment, VicPD and Parks labour where available

Site Plan



Show Box:





January 22, 2015

The Honourable Mayor Lisa Helps of Victoria and
City Council
City of Victoria
Victoria, B.C.

letter hand delivered

RE: Snowbirds fly for CHILD in Victoria 2015

We wish to formally ask the City of Victoria for integral support items, permission for the show, and permission to fly below 1,000 ft AGL required for the Snowbird's air demonstration performance scheduled for August 12th, 2015 over Victoria's waterfront.

As expressed this show is unique. It is one of only two shows that the Snowbirds perform for charity. In the west the Snowbirds are Ambassadors for the CHILD Foundation.

The free event is for the residents and tourists of Victoria to enjoy and will be a huge draw for tourists, and residents and families to visit Victoria and assist the CHILD Foundation's quest to capture and revitalize a new audience that will appreciate the Foundation's mission to raise funds for medical research into Crohn's Disease, ulcerative colitis, and liver disorders in children with a goal to find a cure for these disorders.

We are excited to be flying in Victoria again, however there are some minor operational requirements we need for this event;

- Tables (x2) at show centre
- Tent (12x12) and stage at show centre
- Power & cable at show centre for AV – as the entire show is orchestrated to music.
- Substantial porta-potties in the park area
- Parking for Snowbird narrators cars
- City supplies AV set-up and tear-down
- Police/Fire/water /EHS related infrastructure required for the mandatory safe and secure show "box" area and related emergency / safety support team.

Thank you in advance for your support.

Sincerely,

Scott M. Harrold
Civil Snowbird Coordinator
VP Operations CHILD Foundation
604.818.9904
sharrold@landmarkaviation.com

cc: Randy Wright - EVP Harbour Air Group



Feb 6, 2013

Mr. Scott Harrold
Landmark Aviation
4360 Agar Drive, Richmond BC
V7B 1A3
sharrold@landmarkaviation.com

Re: Invitation to the Snowbirds Fly for C.H.I.L.D – Nanaimo 2013

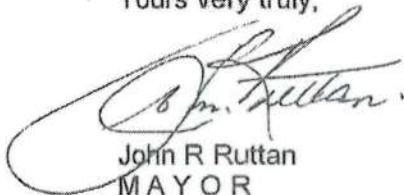
Dear Mr. Harrold,

On behalf of Council and the citizens of Nanaimo, I would like to extend a warm invitation to the Snowbirds 431 Air Demonstration Squadron to perform their most breathtaking and memorable aerial display "Snowbirds Fly for C.H.I.L.D. in Nanaimo on Wednesday, July 31, 2013.

Nanaimo is very honored and excited to have the opportunity to host this famous Canadian aerobatic team in support of the C.H.I.L.D. Foundation once again.

We look forward to another spectacular show for the residents of Nanaimo to enjoy. Please continue planning and organizing this great event with local organizations and our City of Nanaimo staff.

Yours very truly,



John R Ruttan
MAYOR

JR/ms
L:CORR130206Snowbirds.doc

CITY HALL, 455 WALLACE STREET, NANAIMO, BRITISH COLUMBIA, CANADA V9R 5J6
TELEPHONE (250) 755-4400 • WEBSITE: WWW.NANAIMO.CA • FAX (250) 754-8263



Feb 6, 2013

Scott Harrold
Landmark Aviation
4360 Agar Drive, Richmond BC
V7B 1A3
sharrold@landmarkaviation.com

Re: Fly for C.H.I.L.D - Nanaimo 2013

Dear Mr. Harrold,

I would like to take this opportunity to invite the Snowbirds 431 Air Demonstration Squadron to carry out a flying demonstration during the July 31, 2013, Snowbirds Fly for CHILD event in Nanaimo.

As Mayor, I approve this demonstration with the understanding that segments of the show may be performed below 1,000 feet AGL.

Yours very truly,



John R Rutan
MAYOR

JR/dj
L:\drafts\CORR090504Snowbirdsadoc

CITY HALL, 455 WALLACE STREET, NANAIMO, BRITISH COLUMBIA, CANADA V9R 5J6
TELEPHONE (250) 755-4400 • WEBSITE: WWW.NANAIMO.CA • FAX (250) 754-8263

<https://www.facebook.com/pages/The-CHILD-Foundation/1414072748840373?ref=hl>[Donate \(http://www.child.ca/how-to-help/donate/\)](http://www.child.ca/how-to-help/donate/)[Contact \(http://www.child.ca/about-us/contact-us/\)](http://www.child.ca/about-us/contact-us/)[\(home\)](#)

MENU

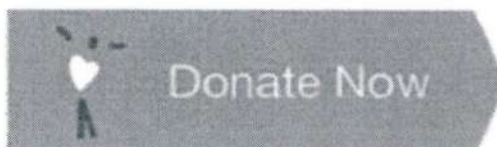
About Us

The CH.I.L.D. Foundation was established in 1995 to fund research for children who are stricken with Crohn's Disease, Ulcerative Colitis, and liver disorders. We are a federally registered organization, and our charitable tax number is BN 89897 4951 RR0001. We are fuelled by dedicated volunteers and have created an unprecedented public awareness, due in large part by donated support from the media and the business community. The CH.I.L.D. Foundation has taken this severely under-funded health issue in children and raised the profile to such an extent that health providers and hospital leaders, as well as the general public, are much more attentive to the needs of these children.

It has been eighteen years since Grace McCarthy, OC, OBC, Lindsay Gordon, and Mary Parsons founded The CH.I.L.D. Foundation. The Foundation has established the very first Endowed Chair in Canada for Pediatric Gastroenterology Research at the University of British Columbia and the first Endowed Program at BC Children's Hospital.

We have built BC's first research lab on the site of BC Children's Hospital. It now has twenty researchers and investigative staff and they are receiving National recognition for their work. We will launch a new initiative this year which employs all the latest technologies such as the Internet and Bio-informatics. A grant from the Government of British Columbia will allow us to initiate a Collaborative Approach to finding a cure for I.B.D. This will be a Canada-wide program. Imagine! All those in clinical and research centres all working together to focus on finding the cure! A first in Canada, this is the way of the future of research.

A total coordinated approach for care from bench research to bedside is envisioned, where young patients have the benefit of a coordinated approach from knowledgeable health care professionals and dedicated research scientists.

[\(http://www.child.ca/how-to-help/donate/\)](http://www.child.ca/how-to-help/donate/)[About Us \(/about-us\)](#)[About Intestinal and Liver Disorders \(/about-intestinal-and-liver-disorders\)](#)



(<https://www.facebook.com/pages/The-CHILD-Foundation/1414072748840373?ref=hl>)

Donate (<http://www.child.ca/how-to-help/donate/>)

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(home)

MENU

Board of Directors



Grace M. McCarthy, O.C., O.B.C., LL.D., D. TECH, F.R.A.I.C. (Hon.)
Chairman of the Board

Grace McCarthy served the Province of British Columbia as an elected member of the Legislative Assembly for over 22 years. When she was Deputy Premier of the Province, she was instrumental in bringing the world fair, Expo '86 to Vancouver. As Minister of Tourism, she spearheaded the building of the Vancouver Trade and Convention Centre at Canada Harbour Place.

Serving as Minister of Social Services, Grace established Canada's first Hot Line to respond to abused children, and brought the most comprehensive legislation to stop child abuse in the country. As Minister of Economic Development, she began the Asia Pacific Initiative and the Enterprise Centre, precursor to the Internet and oversaw the building of Vancouver's first rapid transit system "The Skytrain." Grace lobbied successfully for home-ownership for women. Prior to her efforts, a woman could not be considered for a mortgage without a male guarantor.

Her many honours include the Order of Canada, and the Order of British Columbia as well as Honorary Doctor of Laws from Simon Fraser University, and the University of British Columbia, Order of Distinguished Service Worldwide from the Salvation Army, Honorary Fellow, Royal Architectural Institute of Canada, and Variety International's Golden Heart Award.

Grace serves on the Board of Directors of BCB Corporate Services and appointed to the Council for the Segal Centre for Graduate Management Studies at Simon Fraser University.

When her granddaughter was diagnosed with Crohn's Disease, she, along with Lindsay Gordon and Mary Parsons, established the CH.I.L.D. Foundation in 1995 to raise funds for research for children suffering from Crohn's Disease, Ulcerative Colitis and liver disorders. Grace presently serves as volunteer Chairman of the Board.

**Mary Parsons****President & Chief Executive Officer**

Mary Parsons is a co-founder and President & Chief Executive Officer of the CH.I.L.D. Foundation. She is a former school teacher and administrative assistant, earning degrees from Notre Dame University and Simon Fraser University. Mary is presently a director of two commercial development companies as well as being an accomplished commissioned artist. She has been married for 41 years and has three adult children, one of whom has Crohn's Disease, and four granddaughters.

**Greg Ancil****Secretary-Treasurer**

Greg is a lawyer with Charron Favell Ancil LLP in Victoria and Vancouver. He practices law both in Vancouver and throughout Vancouver Island. He represents both unionized and non-union clients, and has significant experience in collective bargaining, grievance arbitration and strike planning. The majority of his practice is in employment related planning and litigation.

Greg is a longtime member of the BC Human Resources Management Association and served on its Vancouver Island Advisory Council from 2003 through 2006. He is also a member of the Canadian Association of Counsel to Employers, the Canadian Labour Law Association, and the BC Food Processors Association.

**Gary Collins****Director**

Gary Collins is President of Coastal Contacts. He served as Senior Vice-President of Belcorp Industries Inc. and President and CEO of Harmony Airways and prior to that served 14 years in the BC Provincial Government as Minister of Finance and Government House Leader among other portfolios. Having Crohn's Disease in his family, Gary knows first-hand how important the mission of the CH.I.L.D. Foundation is – to find a cure.



Teresa Evans

Director

After 35 years as publisher and editor of magazines devoted to the hospitality industry, Teresa is President of Evans Consulting and has won many awards over the years for her dedication to the hospitality industry.

Teresa has been presented with the Sandy Sanderson Media of the Year Award, with six different awards from the Sales & Marketing Executives of Vancouver; Sales & Marketing Executives International; a Citation for Service Award from the Food Service Executives Association, along with the Leadership Award for Outstanding Achievement in the Food and Hospitality Industry, and was presented with three awards from the BC Chef's Association. On her retirement in 2000, she was made an Honourary Life Member of the BC Restaurant & Foodservices Association.



Scott Harrold

Director

Scott Harrold is Director of Business Development and Acquisitions, Canada, Asia Pacific and Pacific USA for Landmark Aviation and is a licensed pilot.

He served as Chairman of the Board for the BC Aviation in 2000 – 2002, Chairman of Canadian Business Aviation Association convention in Vancouver and presently serves on the Board of Directors of the Canadian Business Aviation Association.

Scott is proud to work with Canadian Forces Snowbirds air demonstration team as show Liaison for the CH.I.L.D. Foundation. Other endeavours have included working with BC Children's Hospital, BCNF Foundation and the Richmond Christmas Fund.



Ferzana Jamal, BSc., MBA, CIM

Director

Ferzana is President of Mayfair Capital Inc. in Vancouver providing consulting services to high net worth individuals and corporations. Prior to joining Mayfair Capital, Ferzana was an Investment Advisor, Associate Portfolio Manager at Macquarie Private Wealth and Odium Brown and Investment Team Member at ScotiaMcLeod.

She was a presenter and participant at the Pan American Partnership Program – NAFTA Focus in New York.

Ferzana has been a volunteer for the CH.I.L.D. Foundation since 2003.



George C. Magnus, O.B.E., BBS, MS

Director

George C. Magnus is chairman of Hongkong Electric. George is also Deputy Chairman and Non-Executive Director, Cheung Kong Limited; and Non-Executive Director, Hutchison Whampoa Limited, an international corporation whose activities are focused on five core businesses: ports and related services; property and hotels; retail; energy, infrastructure, finance and investments and others, and telecommunications.



Carol Moldowan

Director

A volunteer with the CH.I.L.D. Foundation for many years, Carol Moldowan was appointed a Director in 2012. Carol divides her time between Vancouver and Palm Springs and has two adult daughters and three grandchildren. Her husband, Steve, was a Founding Director of the CH.I.L.D. Foundation.

**Shannon Parsons, RN BSN****Director**

Volunteering with the CH.I.L.D. Foundation since its inception in 1995, Shannon was appointed a Director in 2012. Currently employed by Providence Hospitals as a Clinical Nurse Leader, Shannon's experience working in ICU and Emergency is extensive. Shannon has had Crohn's Disease since a child and, along with Andrew Gordon, was the impetus in beginning the CH.I.L.D. Foundation.

**Red Robinson, D.Litt.****Director**

Red Robinson has been in the entertainment business since 1953 as the first deejay in Canada to play Rock & Roll on a regular basis on radio. In 1957 he was Emcee for the Elvis Presley show at Empire Stadium in Vancouver, BC. From 1962-1997 Red was program director at C-Fun Radio and served as the main host of CBC TV's "Timmy's Christmas Telethon" from 1976 to 2000 and has hosted numerous television shows.

Red has also been in the advertising business, forming two advertising agencies in 1969 and 1987. He is the author of "Rockbound" a history of Rock & Roll in Canada and during the Expo '86 festivities was promoter of The Legends of Rock & Roll concert series. In 1995 he was inducted into the Rock & Roll Hall of Fame in Cleveland, Ohio and the BC Entertainment Hall of Fame that same year. In 1997 he was elected into the Canadian Association of Broadcasters Hall of Fame and in 2000 elected to the Rockabilly Hall of Fame in Memphis, Tennessee. In his honour, Great Canadian Gaming Corporation opened the 1100 seat Red Robinson Show Theatre in Coquitlam, BC.

Both Red and his wife Carole are dedicated supporters of the CH.I.L.D. Foundation with Red emceeding many fund-raising events. After enduring countless surgeries, their son Jeff sadly passed away from complications of Crohn's Disease at the age of 33.

**Yosef Wosk, Ph.D., Litt.D., Th.M., OBC****Director**



(<https://www.facebook.com/pages/The-CHILD-Foundation/1414072748840373?ref=hl>)

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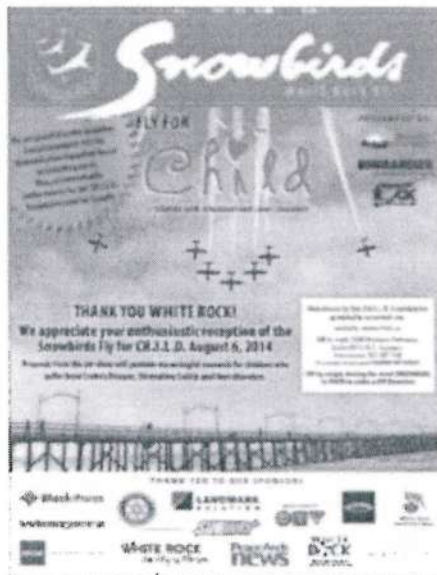
MENU

Snowbirds Fly for CH.I.L.D.

The Canadian Forces Snowbirds (431 Squadron) are Ambassadors to the CH.I.L.D. Foundation, the only charity so designated in Canada. Each year they perform an amazing aerial show at this free family event in different cities throughout British Columbia.

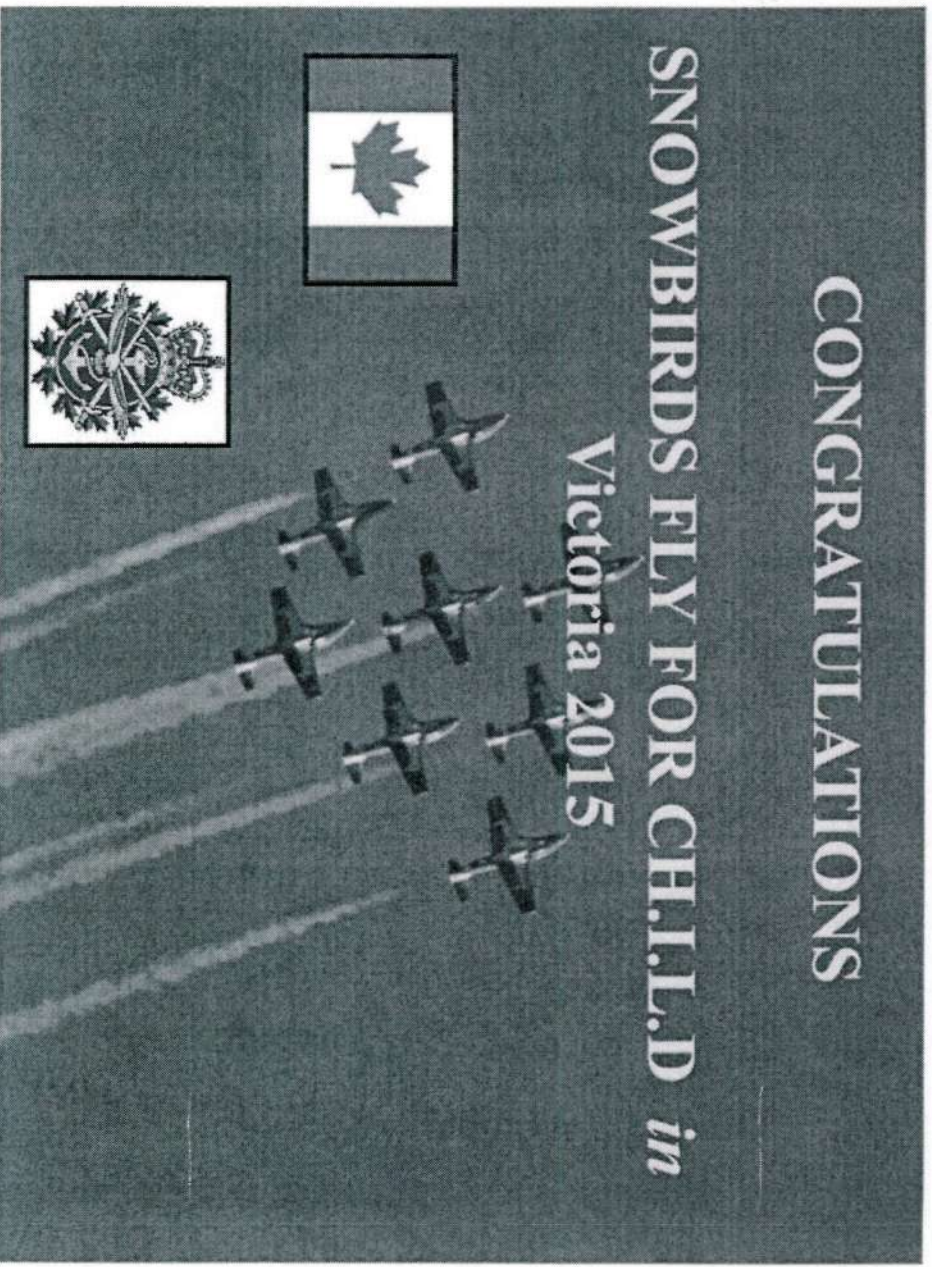
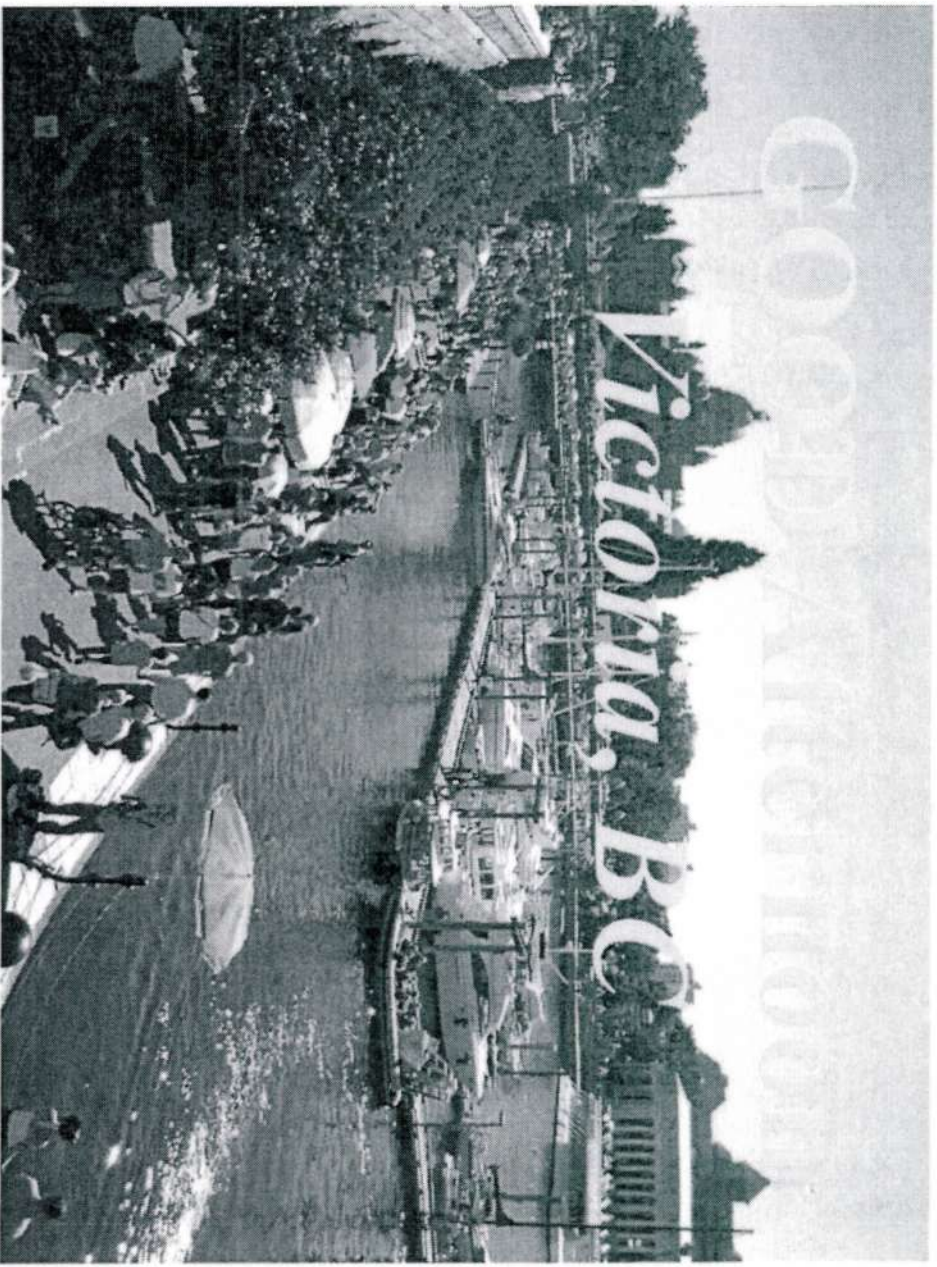
This year 'Snowbirds Fly for CH.I.L.D.' will be taking place over White Rock Beach on August 6, 2014 @ 530 P.M. To show your appreciation for this free family show, please 'Text-to-Donate' by simply texting the word SNOWBIRD to 41010 to make an automatic \$10 donation to The CH.I.L.D. Foundation. This donation will automatically appear on your next phone bill, it's as easy as that!


In conjunction with the aerial demonstration, the Snowbirds' pilots and crew graciously meet local children with Inflammatory Bowel Disease and their parents the day prior to the airshow. Families must be registered for this event due to airport security. Please call Matt Hunt at 604.736.0645 for details.



([http://www.child.ca/wp-content/uploads/2013/07/thank-you-](http://www.child.ca/wp-content/uploads/2013/07/thank-you-ad.jpg)


[ad.jpg](#))






WELCOME
TO
LANDMARK
AVIATION

Day One:




MEET & GREET
Children from Hospital
and thier families


YYJ
Airport
At
VIH
Shell
Aerocentre





WELCOME
TO
PIEDMONT
HAWTHORNE

It's for the Children

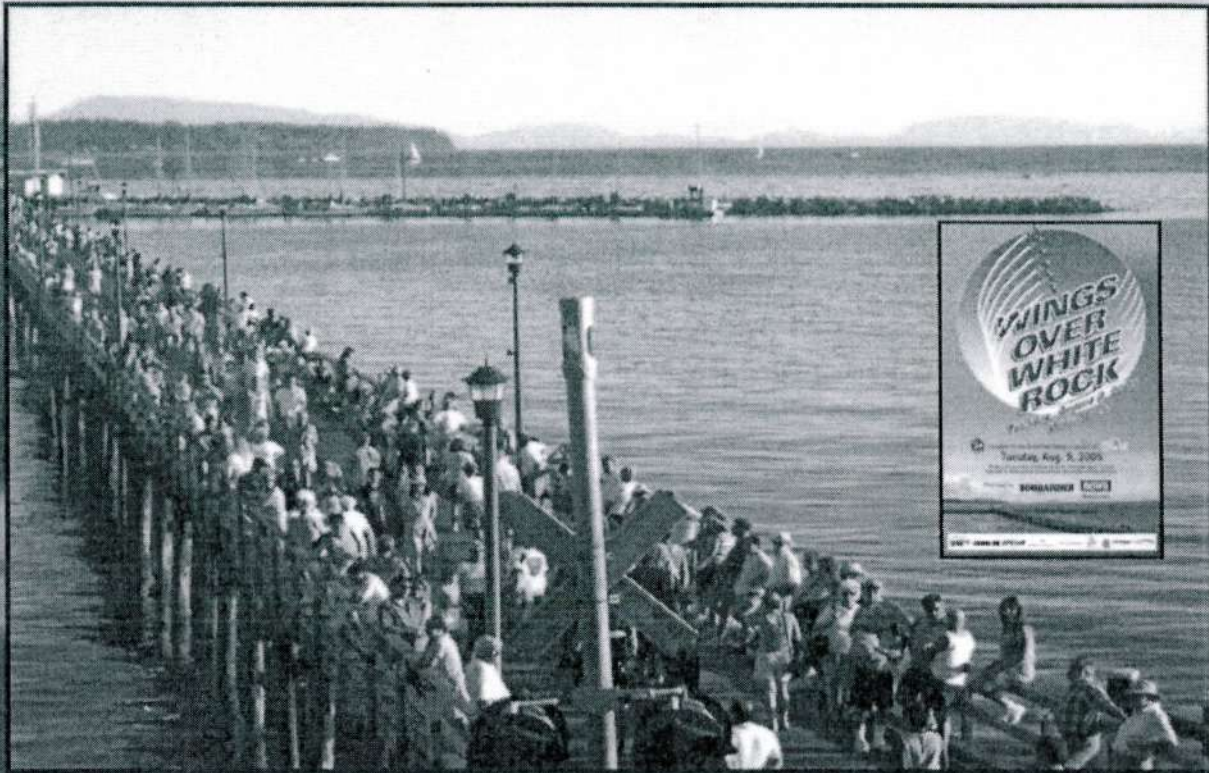








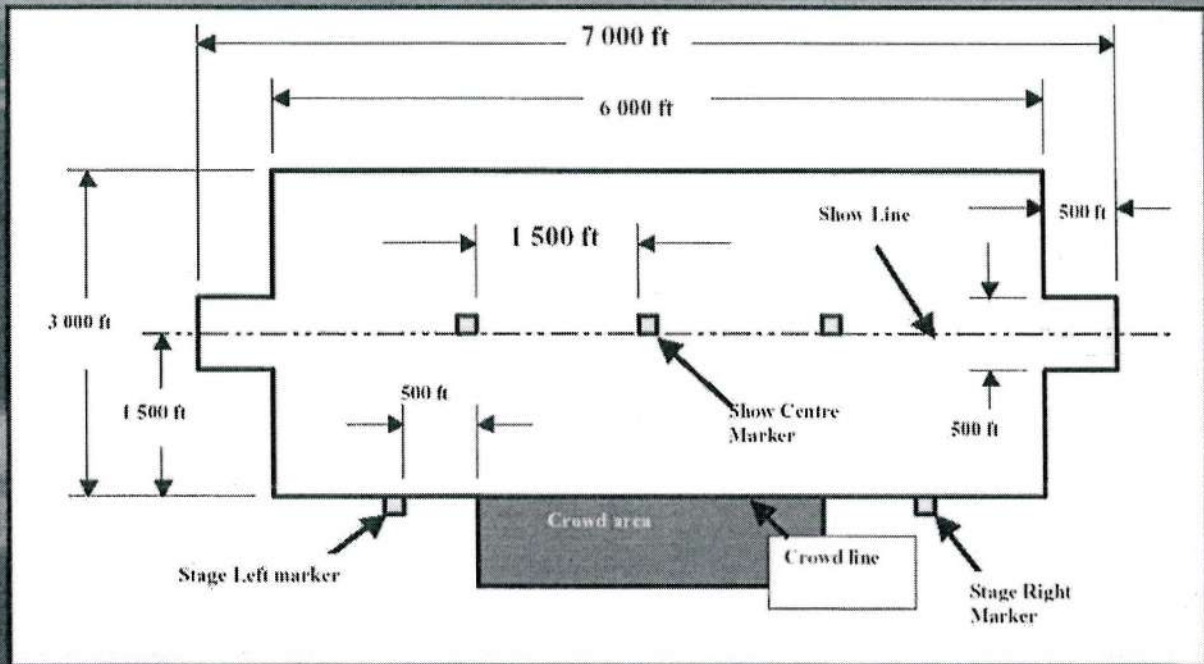
Day 2 –The Show est (18:00 – 18:45)



- Power (mixing board/music/AV)
- x2 tables
- Tent
- x3 chairs
- rope off

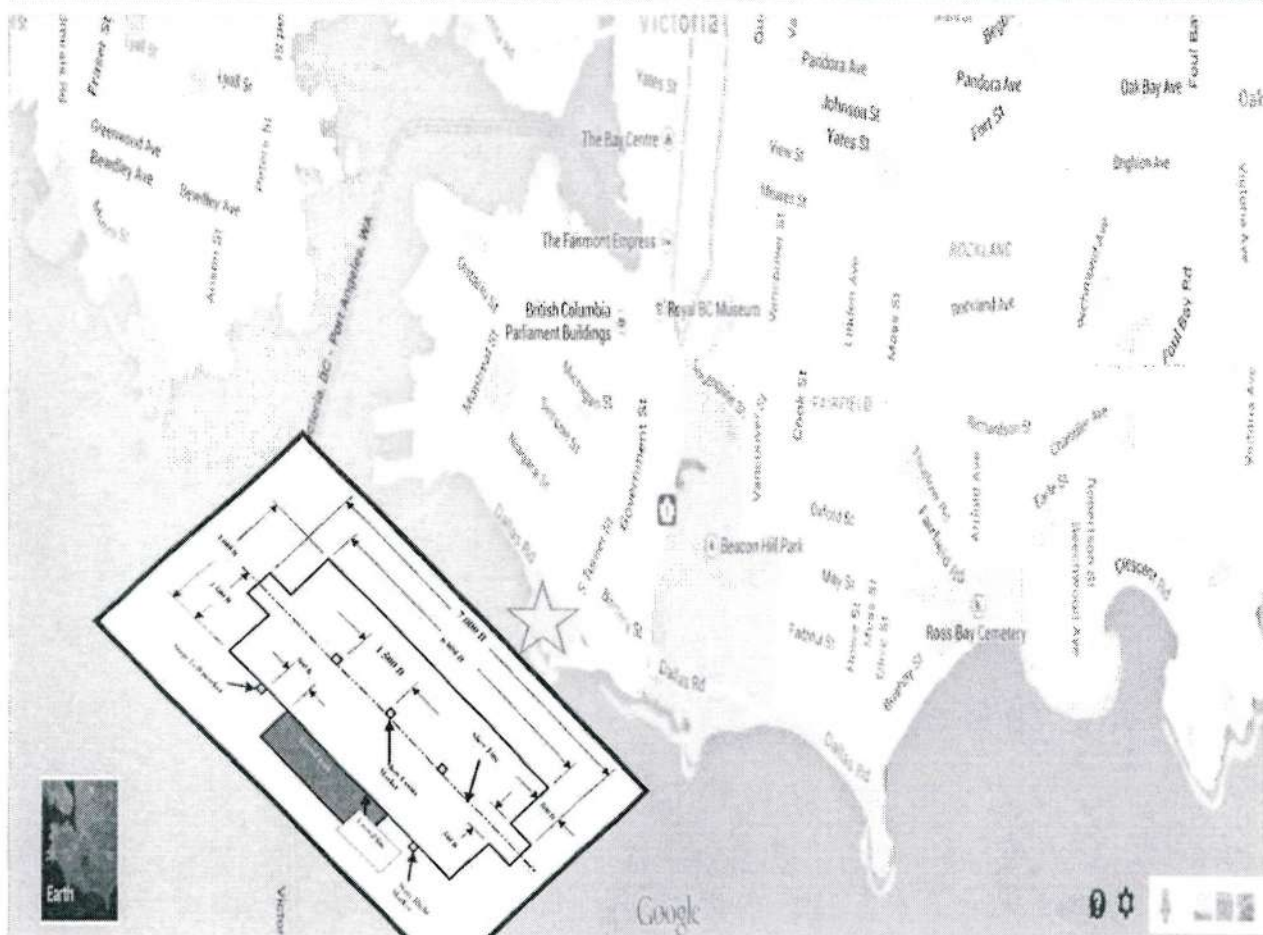
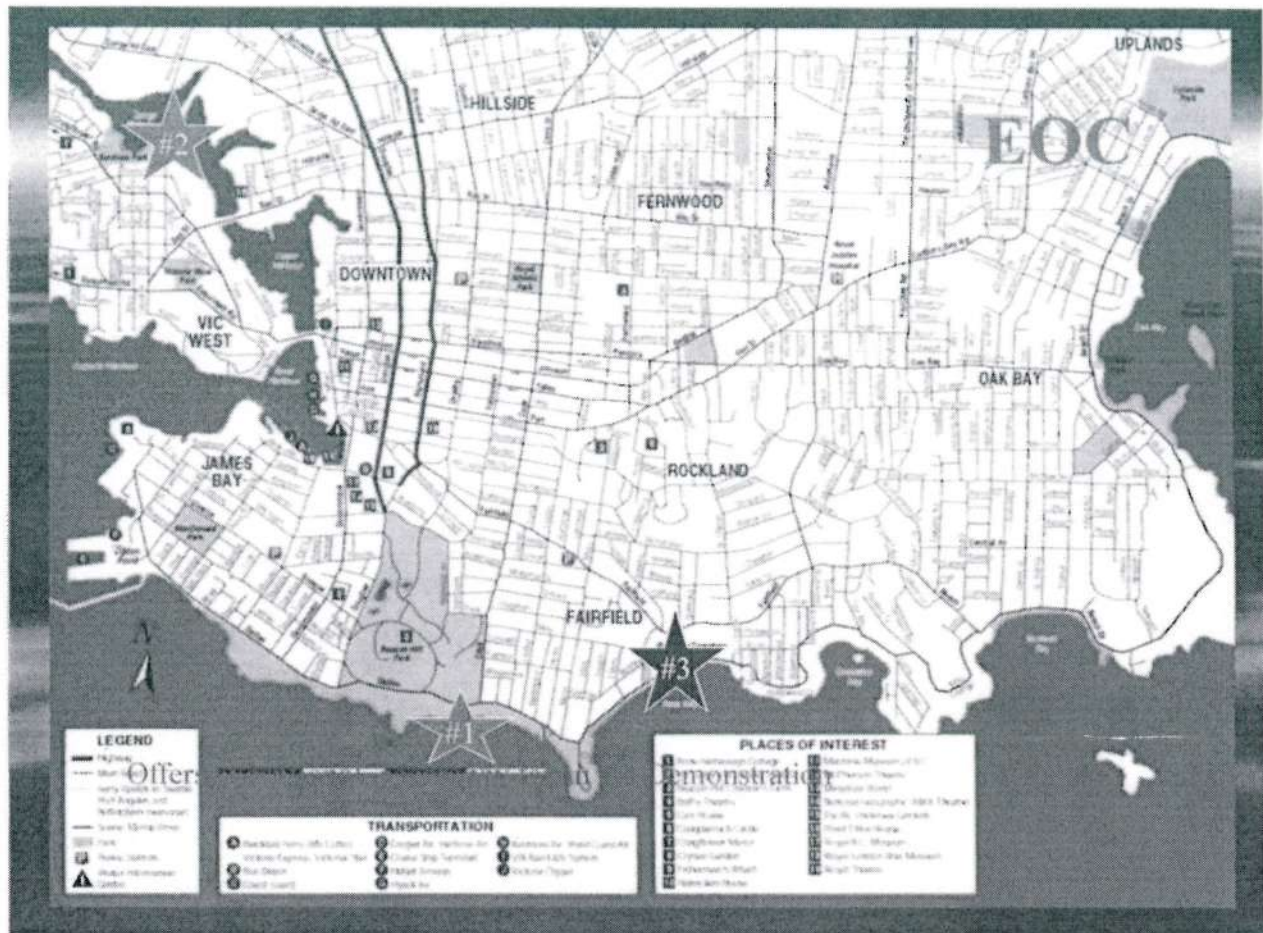


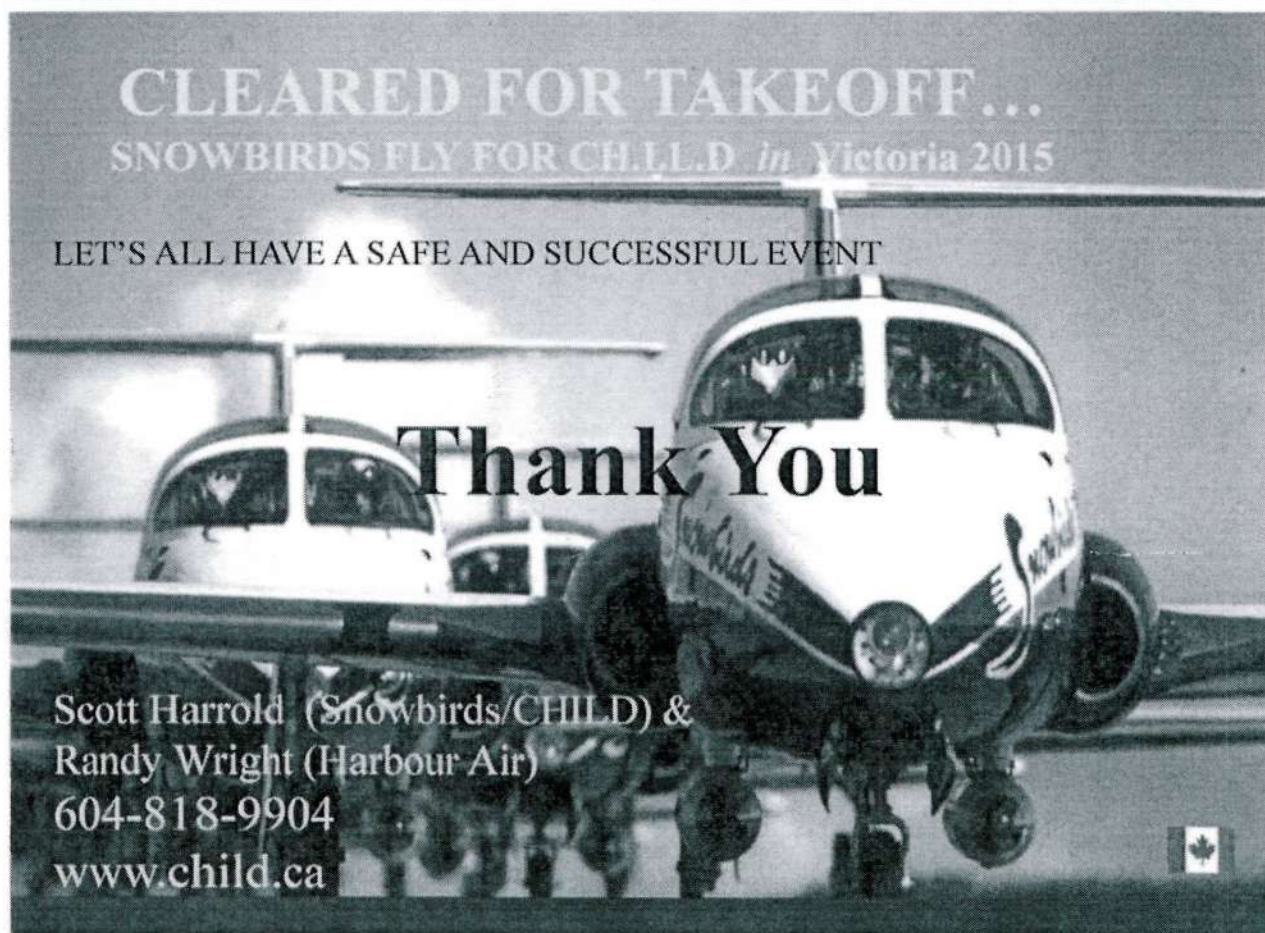
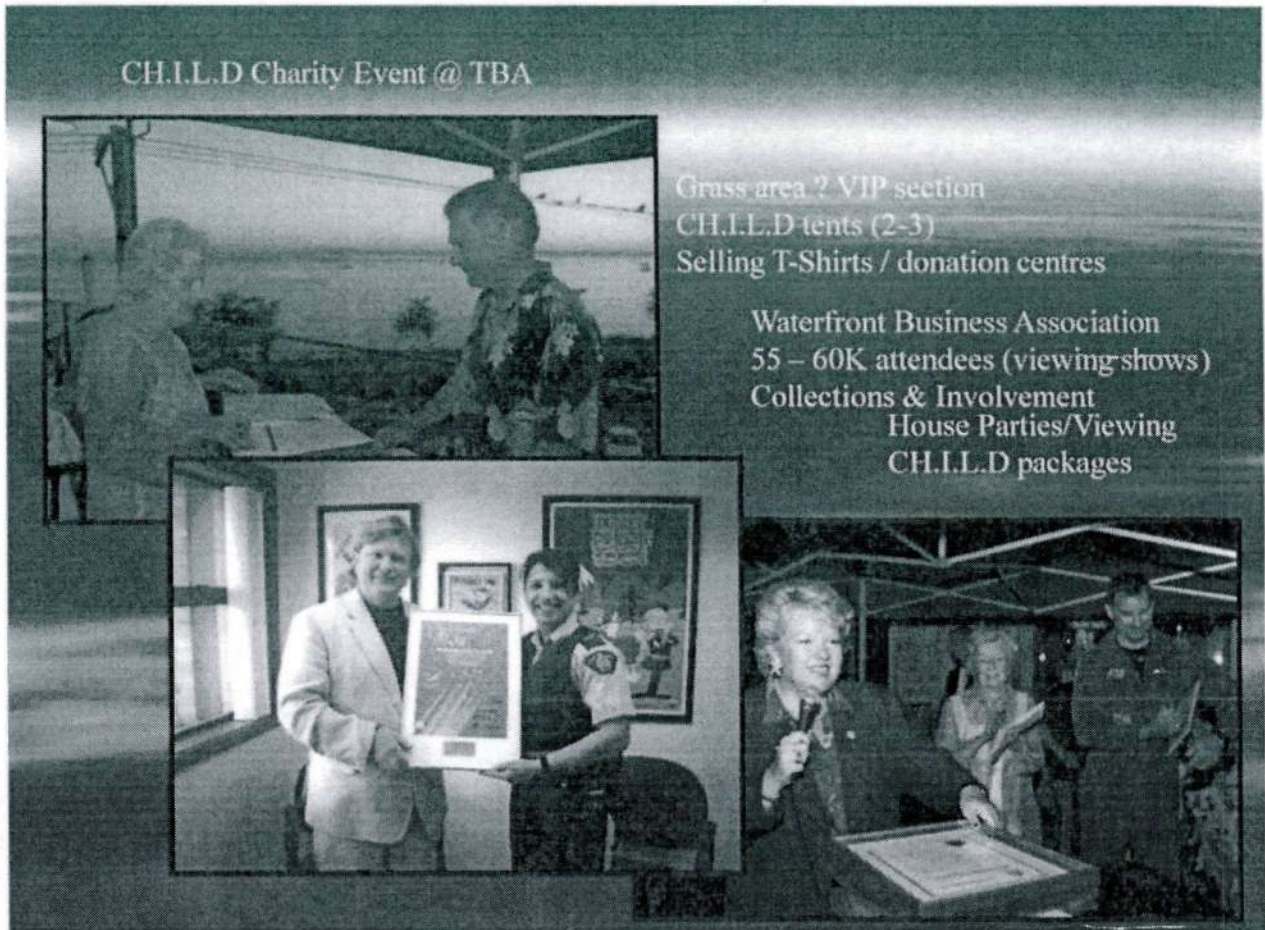
The BOX (critical)



SAR's

RCMP – Lead (Cpl Sapinder Mund)
BC Ambulance
Fire Department - Command Centre
RCMP marine
DFO
CBSA
US Customs & Border Protection
VPD Marine
CG Aux.







Council Member Motion

For the Governance and Priorities Committee meeting of May 7 2015

Date: May 1 2015

From: Mayor Helps and Councillor Lucas

Subject: Douglas Street Improvements

Recommendation

That Council direct staff to work with the Downtown Victoria Business Association (DVBA) and the Downtown Victoria 2020 (DV2020) Society to design and implement an improvement on Douglas Street in 2015 using the funding of \$180,000 put forward in equal parts by the two organizations and the City.

Summary

In the capital budget Council designated \$60,000 to be matched by \$60,000 from the DVBA and DV2020, respectively. In its Douglas Street Plan the DVBA has identified a number of short-term improvements that could be made this year. These improvements are operational in nature and with this motion from Council, staff can be empowered to design and implement, in partnership with DVBA and DV2020.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "M. Helps".

Mayor Helps

A handwritten signature in cursive script, appearing to read "M. Lucas".

Councillor Lucas



Governance and Priorities Committee Report

Date: April 14, 2015 **From:** Councillor Chris Coleman
Subject: Decision request to Council – Councillor Coleman’s attendance at the FCM Annual Conference from June 5th to 8th in Edmonton, AB

Executive Summary:

Approve the attendance and associated costs for Councillor Chris Coleman to attend the FCM Annual Conference.

The approximate costs for doing so are as follows:

Registration	\$799.00
Transportation	\$650.00
Hotel	\$900.00

Approximate Total: **\$2349.00**

Recommendation:

That Council approves the attendance of Councillor Coleman and the associated travel and accommodation costs.

That Council approves funding of approximately \$2349.00 to cover related expenses.

Respectfully submitted,


Councillor

April 15, 2015
Date



Governance and Priorities Committee Report

For the Meeting of May 7, 2015

To: Governance and Priorities Committee **Date:** May 6, 2015
From: Pam Delaney, Executive Secretary
Subject: Federation of Canadian Municipalities conference to be held in Edmonton, AB on June 5-8, 2015

Recommendation: That Committee recommends that Council

- Authorize the attendance and associated costs for Councillor Isitt to the FCM Conference to be held in Edmonton, AB June 5 to 8, 2015

The approximate cost for attending is:

Registration	\$314.00
Travel	\$650.00
Accommodation	\$ 700.00
Incidentals	\$ 60.00
Cost per person	\$1524.00


- Forward the motion to the May 14th, 2015 Council meeting.

Respectfully submitted

Pam Delaney
Executive Secretary

Report accepted and recommended by the Councillor Ben Isitt:

Date:


 MAY 5 2015



Governance and Priorities Committee Report

For the Meeting of May 7, 2015

To: Governance and Priorities Committee **Date:** May 6, 2015
From: Pam Delaney, Executive Secretary
Subject: Federation of Canadian Municipalities conference to be held in Edmonton, AB on June 5-8, 2015

Recommendation: That Committee recommends that Council

- Authorize the attendance and associated costs for Loveday to the FCM Conference to be held in Edmonton, AB June 5 to 8, 2015

The approximate cost for attending is:

Registration	\$939.00
Travel	\$650.00
Accommodation	\$ 700.00
Incidentals	\$ 60.00
Cost per person	\$2349.00

- Forward the motion to the May 14th, 2015 Council meeting.

Respectfully submitted

Pam Delaney
Executive Secretary

Report accepted and recommended by the Councillor Jeremy Loveday:

A handwritten signature in black ink, appearing to read "Jeremy Loveday".

Date: May 6, 2015