

**MINUTES OF THE  
SPECIAL COMMITTEE OF THE WHOLE MEETING  
HELD TUESDAY, NOVEMBER 7, 2017, 8:00 A.M.**

**1. THE CHAIR CALLED THE MEETING TO ORDER AT 8:01 A.M.**

**Committee Members Present:** Mayor Helps (Chair); Councillors Coleman, Loveday, Lucas, and Young

**Absent:** Councillors Alto and Madoff

**Absent for a portion of the meeting:** Councillors Isitt and Thornton-Joe

**Staff Present:** J. Jenkyns – Acting City Manager; C. Coates – City Clerk; C. Havelka – Deputy City Clerk; P. Bruce – Fire Chief; T. Zworski – City Solicitor; S. Thompson – Director of Finance; J. Tinney – Director of Sustainable Planning & Community Development; F. Work – Director of Engineering & Public Works; B. Eisenhauer – Head of Engagement; J. Jensen – Head of Human Resources; J. O'Connor – Manager of Financial Planning; A. Meyer – Assistant Director of Development Services; A. Hudson – Assistance Director of Community Planning; R. Morhart – Manager of Permits & Inspections; N. Reddington – Senior Cultural Planner; J. Day – Senior Cultural Planner; S. Villanueva - Manager of Operations and Event Services, Conference Centre; C. Mycroft – Manager of Executive Operations; A.M. Ferguson – Recording Secretary

**Guests:** Ms. M. Sawa – Chief Executive Officer, Greater Victoria Public Library; Mr. P. McKinnon – Chief Financial Officer, Greater Victoria Public Library; Mr. R. Martin – Board Chair, Greater Victoria Public Library

*Councillors Isitt and Thornton-Joe were not present at the time the meeting convened.*

**2. APPROVAL OF THE AGENDA**

**Motion:** It was moved by Councillor Coleman, seconded by Councillor Lucas, that the Agenda of the November 7, 2017, Special Committee of the Whole meeting be approved.

CARRIED UNANIMOUSLY 17/COTW

*Councillor Isitt joined the meeting at 8:02 a.m.*

*Councillor Isitt withdrew from the meeting at 8:03 a.m. and returned at 8:05 a.m.*

### **3. FINANCIAL PLAN PRESENTATIONS**

Ms. Maureen Sawa, Chief Executive Officer; Mr. Paul McKinnon, Chief Financial Officer; and Mr. Rob Martin, Board Chair from the Greater Victoria Public Library presented Committee with the proposed budget for the Greater Victoria Public Library, including an overview of the services provided.

Committee discussed:

- Future improvements to the allocation of library branches.

*Councillor Thornton-Joe joined the meeting at 8:24 a.m.*

*Councillor Isitt withdrew from the meeting at 8:30 a.m.*

Committee discussed:

- Engagement with various interest groups.

*Councillor Lucas withdrew from the meeting at 8:42 a.m.*

*Councillor Isitt returned to the meeting at 8:43 a.m.*

*Councillor Thornton-Joe withdrew from the meeting at 8:44 a.m. and returned at 8:45 a.m.*

*Councillor Lucas returned to the meeting at 8:45 a.m.*

Tom Zworski, City Solicitor, presented Committee with the proposed budget for the Legal Department. The presentation included an overview of services provided by the department, a summary of their operating budget, and their proposed initiatives for 2017.

Jocelyn Jenkyns, Acting City Manager; Nichola Reddington, Senior Cultural Planner; and Jeff Day, Senior Cultural Planner, presented Committee with the proposed budget for the Arts, Culture and Events Department. The presentation included an overview of services provided by this section, a summary of their operating budget, and their proposed initiatives for 2017.

Committee discussed:

- Monitoring the success of events and potential mitigation of noise concerns.

*Councillor Coleman withdrew from the meeting at 9:07 a.m. and returned at 9:09 a.m.*

Jocelyn Jenkyns, Acting City Manager; Kerri Moore, Manager of Strategic Relations and Business Development; and Quinn Anglin, Business Ambassador, presented Committee with the proposed budget for Economic Development Department. The presentation included an overview of services provided by the department, a summary of their operating budget, and their proposed initiatives for 2017.

Committee discussed:

- Potential relocation and expansion of City Studio, including the booking of the space for other groups.

Jocelyn Jenkyns, Acting City Manager and Shelly Villanueva, Manager of Operations and Event Services, presented Committee with the proposed budget for the Victoria Conference Centre. The presentation included an overview of services provided by the department; a summary of their operating budget and their proposed initiatives for 2017.

*Councillor Thornton-Joe withdrew from the meeting at 9:24 a.m. and returned at 9:25 a.m.*

Committee discussed:

- Timelines for negotiations with the Empress Hotel and requirements for building maintenance.

*Committee recessed at 9:34 a.m. and reconvened at 9:41 a.m.*

Johnathan Tinney, Director of Sustainable Planning and Community Development, presented Committee with the proposed budget for the Sustainable Planning and Community Development Department. The presentation included an overview of services provided by the department, a summary of their operating budget, and their proposed initiatives for 2017.

**Motion:** It was moved by Mayor Helps, seconded by Councillor Thornton-Joe, that Council direct staff to report back on the opportunity / implications of funding an additional, full-time, heritage planner.

CARRIED 17/COTW

**For:** Mayor Helps, Councillors Coleman, Isitt, Loveday, Lucas, and Thornton-Joe  
**Against:** Councillor Young

**Motion:** It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council direct staff to include affordability of new housing units as a metric in reporting to Council and the public in annual financial planning and quarterly strategic planning processes.

CARRIED UNANIMOUSLY 17/COTW

**Motion:** It was moved by Mayor Helps, seconded by Councillor Loveday, that the vote on the following motion be recalled:

That Council direct staff to report back on the opportunity / implications of funding an additional, full-time, heritage planner.

CARRIED UNANIMOUSLY 17/COTW

**Amendment:** It was moved by Councillor Young, seconded by Mayor Helps, that the motion be amended as follows:

That Council direct staff to report back on the opportunity / implications of funding an additional, full-time, heritage planner **to develop new approaches to heritage planning.**

On the amendment:

CARRIED UNANIMOUSLY 17/COTW

**Main motion as amended:**

That Council direct staff to report back on the opportunity / implications of funding an additional, full-time, heritage planner to develop new approaches to heritage planning.

On the main motion as amended:

CARRIED UNANIMOUSLY 17/COTW

Jocelyn Jenkyns, Acting City Manager, presented Committee with the proposed budget for Corporate. The presentation included an overview of services provided by the section, a summary of their operating budget and their proposed initiatives for 2017.

**Motion:** It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council direct staff to report back on the implications of providing an inflationary increase to community garden volunteer management program.

CARRIED 17/COTW

For: Mayor Helps, Councillors Coleman, Isitt, Loveday, Lucas, and Thornton-Joe  
Against: Councillor Young

**Motion:** It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council direct staff to report back on the advisability and implications of reviewing the *Council Remuneration Bylaw*.

**Amendment:** It was moved by Councillor Loveday, seconded by Councillor Isitt, that the motion be amended as follows:

That Council direct staff to report back on the ~~advisability and~~ implications of reviewing the *Council Remuneration Bylaw*.

On the amendment:

CARRIED UNANIMOUSLY 17/COTW

**Amendment:** It was moved by Councillor Loveday, seconded by Councillor Isitt, that the motion be amended as follows:  
That Council direct staff to report back on the implications **and options** of reviewing the *Council Remuneration Bylaw*.

On the amendment:  
CARRIED UNANIMOUSLY 17/COTW

**Main motion as amended:**

That Council direct staff to report back on the implications and options of reviewing the *Council Remuneration Bylaw*.

On the amendment:  
CARRIED UNANIMOUSLY 17/COTW

**Motion:** It was moved by Councillor Thornton-Joe, seconded by Councillor Loveday, that Council direct staff to report back on the opportunities and funds available to implement requests from the Accessibility Working Group.

CARRIED UNANIMOUSLY 17/COTW

**Motion:** It was moved by Councillor Thornton-Joe, seconded by Councillor Isitt, that Council direct staff to report back on the possibility of a pathway through Kings Park.

**Amendment:** It was moved by Councillor Isitt, seconded by Mayor Helps, that the motion be amended as follows:  
That Council direct staff to report back on the possibility of a pathway through Kings Park. **Possibility of installing the Cameron Street and Kings park connection.**

On the amendment:  
CARRIED UNANIMOUSLY 17/COTW

**Main motion as amended:**

That Council direct staff to report back on the possibility of installing the Cameron Street and Kings park connection.

On the main motion as amended:  
CARRIED UNANIMOUSLY 17/COTW

Susanne Thompson, Director of Finance, presented Committee with the proposed budget for the City Manager as requested by Committee.

**Motion:** It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council direct staff to report back on the implications of increasing the allocation to community garden capital improvements.

*Mayor Helps withdrew from the meeting at 10:53 a.m. to attend a meeting with a Minister. Councillor Isitt assumed the Chair in her absence.*

CARRIED UNANIMOUSLY 17/COTW

- Motion:** It was moved by Councillor Lucas, seconded by Councillor Coleman:  
That Council:
1. Direct staff to bring forward the Five-year Financial Plan Bylaw, 2018 to the November 9 Council meeting for consideration of first reading prior to commencing public consultation
  2. Direct staff to bring forward bylaws outlining solid waste, stormwater and water utility user fee increases to the November 9 Council meeting for consideration of first, second and third readings
  3. Approve the following allocations of assessment growth (non-market change) property tax revenue:
    - a. \$500,000 to the Buildings and Infrastructure Reserve as per the Financial Sustainability Policy
    - b. \$87,000 to maintain the correspondence coordinator position (as directed by Council during 2017 financial planning process)
    - c. Direct staff to bring forward options for the use of the remainder upon completion of public consultation
  4. Direct staff to bring forward options for the use of 2017 surplus upon completion of public consultation
  5. Direct staff to bring forward options for funding supplementary budget requests upon completion of public consultation
  6. Allocate \$2,450,000 of the annual gas tax funding to the Storm Drain Brick Main project and direct staff to bring forward options for the allocation of the remainder upon completion of public consultation
  7. Create a direct-award grant for seniors outreach funded by a reallocation of \$30,000 from the Strategic Plan Grant program
  8. Approve the direct-award grants as outlined in this report
  9. Direct staff to bring forward options for funding increased grant requests upon completion of public consultation
  10. Approve adding 1.0 FTE carpenter currently managed through auxiliary staffing and funded through existing budgets

Committee discussed:

- Value of services provided and the cost to taxpayers.
- Concerns about increases to the police budget and various other areas.

**For:** Councillors Coleman, Loveday, Lucas, and Thornton-Joe  
**Against:** Councillors Isitt and Young

#### **4. ADJOURNMENT**

**Motion:** It was moved by Councillor Coleman, seconded by Councillor Lucas, that the Special Committee of the Whole meeting of November 7, 2017, be adjourned at 11:04 a.m.

CARRIED UNANIMOUSLY 17/COTW

CERTIFIED CORRECT:

---

CITY CLERK

---

MAYOR