



REVISED AGENDA - COMMITTEE OF THE WHOLE

Thursday, November 14, 2019, 9:00 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

Pages

A. APPROVAL OF AGENDA

*B. CONSENT AGENDA

Proposals for Consent Agenda:

- C.1 - Minutes from the special meeting held October 21, 2019
- C.2 - Minutes from the meeting held October 24, 2019
- C.3 - Minutes from the special meeting held October 31, 2019
- E.1 - 1702 Fernwood Road - Heritage Alteration Permit with Variances Application No. 00017 (Fernwood)
- E.2 - 1017-1023 Cook Street - Development Permit with Variance Application No. 00119 (Fairfield)
- E.4 - 323 Skinner Street - Development Variance Permit No. 00232 (Vic West)
- F.5 - Recreation Fees Bylaw Update
- F.7 - UBCM Housing Needs Grant Program Report
- H.1 - Council Member Motion - A New Coastal Strategy and Law for British Columbia
- H.2 - Council Member Motion - Funding for Sanctuary Youth Centre

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D. UNFINISHED BUSINESS

E. LAND USE MATTERS

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No. 00017 (Fernwood)

A report presenting Council with an application for the conversion of an existing heritage-designated single family dwelling into three dwelling units, with variances for a reduced rear yard landscaping, a parking reduction of one space, an increased roof eaves projection, a reduction in the width of the proposed rear yard landscape screen, and to retroactively permit the existing height, side and rear yard setbacks of the 1940s-era one-storey garage on the property. The report recommends moving forward to an opportunity for public comment.

E.2	<u>1017-1023 Cook Street - Development Permit with Variance Application No. 00119 (Fairfield)</u>	49
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A report presenting Council with an application to convert existing ground floor warehouse space into two rental residential units, requiring a parking variance. The report recommends moving forward to an opportunity for public comment.

E.3	<u>733, 737, 741 Fisgard Street & 1620 Blanshard Street - Temporary Use Permit Application No. 0012 (Downtown)</u>	64
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A report presenting Council with an application to demolish an existing building and create a surface parking lot for up to 61 stalls with associated landscaping for a period of up to 3 years. The report recommends the application be declined.

E.4	<u>323 Skinner Street - Development Variance Permit No. 00232 (Vic West)</u>	80
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A report presenting Council with a Development Variance Permit Application which would seek to increase the height of the fence in the front yard of the property located on 323 Skinner Street from 1.22m as per the Fence Bylaw, to 1.83m. The report recommends the application be forwarded to an opportunity for public comment.

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A report sharing the directions of the draft Sustainable Mobility Strategy and to obtain Council's approval to complete more detailed engagement before finalizing the strategy as well as highlighting emerging priority actions that could be initiated in 2020.

F.2	<u>Application and Integration of the Climate Lens</u>	118
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A report presenting a series of information and recommendations related to the application of the "Climate Lens" across City planning and decision making.

F.3	<u>2019 Climate Action Strategy - Proposed Programs and Initiatives</u>	131
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A report providing Council with recommendations that the City allocate dedicated resources in 2020 to advance the planning and program development work in several priority program areas needed to support community GHG reductions.

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A report providing Council with an update on the public realm projects along the waterfront area, associated with the replacement of the Johnson Street Bridge focusing on key activities and progress since the last update to Council in June 2019.

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A report seeking Council consideration of proposed changes to the Recreation Fees Bylaw effective January 1, 2020.

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A report providing Council with an overview of how the operators of 11 community and seniors' centres utilized the one-time operating grant increase allocated to each in 2019.

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A report seeking a resolution from Council to allow the City to partner with the CRD to apply for grant funding to support the fulfillment of a newly legislated housing needs report.

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A report regarding the proclamation for Think Local Week.

G. NOTICE OF MOTIONS

H. NEW BUSINESS

H.1 Council Member Motion - A New Coastal Strategy and Law for British Columbia 213

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A Council Member Motion seeking Council support to provide financial support to the Sanctuary Youth Centre to extend drop in hours and provide for a day

shelter in extreme weather conditions.

I. ADJOURNMENT OF COMMITTEE OF THE WHOLE



MINUTES – SPECIAL COMMITTEE OF THE WHOLE

October 21, 2019, 8:02 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

PRESENT: Mayor Helps in the Chair, Councillor Isitt, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe,

ABSENT: Councillor Alto, Councillor Young

ABSENT FOR A PORTION OF THE MEETING: Councillor Dubow

ON LEAVE Councillor Collins

STAFF PRESENT: J. Jenkyns - City Manager, C. Coates - City Clerk , P. Bruce - Fire Chief, S. Thompson - Deputy City Manager / Director of Finance, F. Work - Director of Engineering & Public Works, B. Eisenhauer - Head of Engagement, J. Jensen - Head of Human Resources, C. Havelka - Deputy City Clerk, A. Hudson - Acting Director of Sustainable Planning & Community Development, C. Mycroft - Manager of Executive Operations, T. Zworski - City Solicitor, M. Sandhu - Head of Service Innovation & Improvement, S. Webb - Manager of Transportation, N. Sidhu - Assistant Director of Parks, Recreation & Facilities, J. O'Connor - Deputy Director of Finance, C. Royle - Deputy Fire Chief, AK Ferguson - Committee Secretary

A. **APPROVAL OF AGENDA**

Mayor Helps outlined the process for the budget meetings.

Committee recessed at 8:06 a.m. and returned at 8:07 a.m.

Moved By Councillor Loveday

Seconded By Councillor Isitt

That the agenda be approved.

CARRIED UNANIMOUSLY

F. STAFF REPORTS

F.1 2020 Draft Financial Plan

Committee received a report from the Deputy City Manager and Chief Financial Officer dated October 3, 2019 regarding the 2020-2024 Draft Financial Plan.

Councillor Dubow joined the meeting at 8:13 a.m.

Committee discussed the following departmental budgets:

Council

The Deputy City Manager and Chief Financial Officer provided an outline of the 2020 Budget for Council.

Council discussed:

- *Exploring remuneration for Council being equivalent to City Staff remuneration.*

Moved By Councillor Isitt

Seconded By Councillor Loveday

That Council direct staff to report back on financial implications of adjusting salary and benefit line items for 2020 to account for remuneration rates for councillor's equivalent to the median income of a city employee excluding police and fire.

Amendment:

Moved By Councillor Isitt

Seconded By Councillor Loveday

And include this information as part of public engagement on the 2020 draft financial plan.

CARRIED UNANIMOUSLY

On the Main Motion as amended:

That Council direct staff to report back on financial implications of adjusting salary and benefit line items for 2020 to account for remuneration rates for councillors equivalent to the median income of a city employee excluding police and fire and include this information as part of public engagement on the 2020 draft financial plan

CARRIED UNANIMOUSLY

Finance

The Deputy City Manager and Chief Financial Officer provided an outline of the 2020 Budget for the Finance Department.

Council discussed:

- *Ensuring safety in parkades.*
- *The amount of parking revenue put into reserve for parkade upgrades.*

Information technology

The Chief Information Officer presented to Committee the Information and technology portion of the 2020 Budget.

Council discussed:

- *Whether the City has a program for technology that is being replaced.*

Real Estate

The Head of Strategic Real Estate outlined for Committee the 2020 budget for the Real Estate department.

Council discussed:

- *The possibility of phasing out natural gas in city owned rental spaces as units become available.*
- *The reasoning for the budget for public washrooms being lower than in previous years.*

Legislative Services

The City Clerk outlined for Committee the 2020 budget for the Legislative Services Department.

Committee discussed:

- *Ensuring that an accessible voting machine is incorporated within the 2020 budget.*
- *Administrative support for working groups and task forces.*

Moved By Councillor Isitt

Seconded By Councillor Loveday

That staff be directed to report on the financial implications of providing staff support to the Seniors Task Force and the Community Wellness Task force.

Moved By Councillor Isitt

Seconded By Councillor Thornton-Joe

That this motion be referred to the December 5, 2019 Budget meeting.

CARRIED UNANIMOUSLY

Committee discussed:

- *Whether the potential for a by-election is included within the Legislative Services budget.*
- *Exploring other opportunities to make public notifications.*
- *The possibility of putting microphones in the Esquimalt Room.*

Committee recessed at 9:45 a.m. and returned at 9:52 a.m.

The Mayor noted that the Parks, Recreations and Facilities budget presentation will take place after Bylaw on October 31, 2019.

Corporate Initiatives

The Head of Service Innovation and Improvement outlined the 2020 Budget for the Corporate Initiatives Department.

Committee discussed:

- *How open government is affecting the frequency of Freedom Of Information requests.*

City Manager

The City Manager outlined the 2020 Budget for the City Manager's office.

Committee discussed:

- *Whether the protocol budget is adequate.*

Moved By Mayor Helps
Seconded By Councillor Potts

Direct staff to report back as part of the 2021 budget on the protocol activities and budget of other capital cities in Canada and how this compares to Victoria

Amendment:

Moved By Mayor Helps
Seconded By Councillor Loveday

On the implications of reviewing the protocol activities

CARRIED UNANIMOUSLY

On the main motion as amended:

Direct staff to report back as part of the 2021 budget on the implications of reviewing the protocol activities and budgets of other capital cities in Canada and how this compares to Victoria.

CARRIED UNANIMOUSLY

Human Resources

The Head of Human Resources provided an outline of the 2020 Budget for the Human Resources Department.

Committee discussed:

- *Whether the budget includes monies for bargaining.*

Victoria Fire Department

The Fire Chief outlined the 2020 budget for the Victoria Fire Department.

Committee discussed:

- *Whether the fire department has any electric vehicles.*
- *Possibilities for cost recovery from Transport Canada when fire attends emergencies in the inner harbour.*
- *The number of oil tanks in the City and what oil burner permits are used for.*

I. ADJOURNMENT OF COMMITTEE OF THE WHOLE

Moved By Councillor Potts

Seconded By Councillor Loveday

That the Committee of the Whole Meeting be adjourned at 11:26 a.m.

CARRIED UNANIMOUSLY

CITY CLERK

MAYOR



MINUTES - COMMITTEE OF THE WHOLE

October 24, 2019, 9:00 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

PRESENT: Mayor Helps in the Chair, Councillor Alto, Councillor Isitt, Councillor Potts, Councillor Thornton-Joe, Councillor Dubow, Councillor Young

**PRESENT VIA
ELECTRONIC
PARTICIPATION:** Councillor Loveday

ON LEAVE: Councillor Collins

STAFF PRESENT: J. Jenkyns - City Manager, C. Coates - City Clerk, P. Bruce - Fire Chief, S. Thompson - Deputy City Manager / Director of Finance, L. Westinghouse – Manager of Accounting, F. Work - Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, J. Jensen - Head of Human Resources, C. Havelka - Deputy City Clerk, A. Hudson - Acting Director of Sustainable Planning & Community Development, C. Mycroft - Manager of Executive Operations, T. Zworski - City Solicitor, A. Johnston - Planner, J. Karakas - Senior Urban Designer, M. Cittone - Senior Planner, P. Angelblazer - Committee Secretary

GUESTS: B. Cox – Partner, BDO Canada.

A. APPROVAL OF AGENDA

Moved By Councillor Dubow
Seconded By Councillor Potts

That the agenda be approved.

CARRIED UNANIMOUSLY

C. READING OF MINUTES

C.1 Minutes from the meeting held October 10, 2019

Moved By Councillor Alto
Seconded By Councillor Dubow

That the minutes from the meeting held October 10, 2019 be adopted.

CARRIED UNANIMOUSLY

E. PRESENTATIONS

E.1 2019 External Audit Plan

Council received a report dated October 10, 2019 from the Deputy City Manager, Chief Financial Officer, and the Manager of Accounting, providing Council with the audit plan from the City's external auditor (BDO Canada LLP) for the 2019 financial statement audit.

Councillor Isitt entered the meeting at 9:09 a.m.

Moved By Councillor Isitt
Seconded By Councillor Dubow

That Council receive this report for information.

CARRIED UNANIMOUSLY

F. LAND USE MATTERS

F.1 913-929 Burdett Avenue and 914-924 McClure Street - Update on Rezoning Application No. 00466 and Heritage Alteration Permit Application No. 00214 (Fairfield)

Council received a report dated October 24, 2019 from the Acting Director of Sustainable Planning and Community Development providing Council with new information, analysis, and recommendations regarding a Rezoning Application and a Heritage Alteration Permit Application that would allow for the construction of a 106-unit senior's residence to the rear and side of a heritage-designated building while incorporating two existing heritage-designated houses into the project.

Committee discussed:

- *Proposed density*
- *Importance of heritage preservation and associated costs*
- *Assisted living aspect of the project*
- *Affordability of the project*

Moved By Councillor Young
Seconded By Councillor Thornton-Joe

Rezoning Application No. 00466

1. That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in

Rezoning Application No. 00466 for 913-929 Burdett Avenue and 914-924 McClure Street; and that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council subject to the following conditions:

- a. Preparation of a Housing Agreement Bylaw for the following:
 - i. to secure 50% of the total units as market rental for a minimum of 20 years;
 - ii. to secure a minimum of 26 units be used as assisted living for a minimum of 20 years;
 - iii. to secure a minimum of five affordable rental units for a minimum of 20 years;
 - iv. to ensure that future strata bylaws cannot prohibit strata owners from renting residential strata units; and
 - v. to repeal the formerly adopted Housing Agreement from a past development proposal.
 - b. Preparation of a Section 219 Covenant to secure the sustainability features and construction achieving a minimum BUILT GREEN® Bronze Certification level.
2. That Council give authorization for the following, if the Housing Agreement and Rezoning Bylaws are adopted:
- a. Mayor and City Clerk to execute the documents required in order to discharge or terminate the following legal documents related to a past development proposal, which are not applicable to the current development proposal:
 - i. S.219 Covenant relating to the provision of full frontage works along the Burdett Avenue and McClure Street frontages;
 - ii. Statutory Right-of-Way for the provision of a 1.2m public walkway along the east of the property; and
 - iii. Heritage Revitalization Agreement dated February 14, 2008.
 - b. Introduction of a bylaw to repeal the February 14, 2008 Heritage Revitalization Agreement, as required.

Heritage Alteration Permit No. 00214

Following consideration of Rezoning Application No. 00466, staff recommend that Council consider this updated motion with respect to Heritage Alteration Permit with Variances No. 00214:

"That Council authorize the issuance of the Heritage Alteration Permit No. 00214 for 913-929 Burdett Avenue and 914-924 McClure Street in accordance with:

1. Plans date stamped October 7, 2019.

2. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:
 - a. increasing the building height from 16.5m to 20.55m;
 - b. reducing the front yard setback from 10.6m to 8.75m;
 - c. reducing the rear yard setback from 5.4m to 4.7m;
 - d. reducing the west yard setback from 3.6m to 3.2m for the principal building and from 3.6m to 3.05m for the Cartreff Residence; and
 - e. reducing the vehicle parking requirement from 59 stalls to 56 stalls.
3. Final plans to be generally in accordance with the plans identified above to the satisfaction of City staff.
4. The Heritage Alteration Permit is subject to the conditions for Mount St. Angela (917-923 Burdett Avenue), the Cartreff Residence (913 Burdett Avenue), and the Temple Residence (924 McClure Street), detailed in Appendix A, Appendix B, and Appendix C attached to this report.
5. The Heritage Alteration Permit lapsing two years from the date of this resolution."

Amendment:

Moved By Councillor Loveday

Seconded By Councillor Isitt

That Council request the applicant change the protection of rentals to 60 years instead of 20 years.

CARRIED UNANIMOUSLY

On the motion as amended:

FOR (6): Mayor Helps, Councillor Alto, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe, and Councillor Young

OPPOSED (2): Councillor Isitt, and Councillor Dubow

CARRIED (6 to 2)

Committee recessed at 10:26 a.m. and returned at 10:33 a.m.

F.2 844 Johnson Street - Development Permit with Variance Application No. 00056 (Harris-Green)

Council received a report dated October 10, 2019 from the Acting Director of Sustainable Planning and Community Development providing Council with information, analysis, and recommendations for a Development Permit with

Variance Application which would permit an existing 2.40m fence located at the front. The report recommends the application be denied.

Committee discussed:

- *Management of the facility*
- *Environmental design aspects of the fencing*
- *Costs on BC Housing to replace fencing*

Moved By Councillor Isitt

Seconded By Councillor Potts

That Council decline Development Permit with Variance Application No. 00056 for the property located at 844 Johnson Street.

Motion to refer:

Moved By Councillor Isitt

Seconded By Councillor Dubow

That the item be referred to staff to engage the applicant on time limitations related to the fence and that staff report back to Council by November 14, including closed meeting advice if necessary

CARRIED UNANIMOUSLY

F.3 Local Area Planning - Next Phases

Council received a report dated October 9, 2019 from the Acting Director of Sustainable Planning and Community Development presenting a proposed approach for the next phase of local area planning, as well as a terms of reference for administering grant funding to neighbourhood associations to support local area planning.

Committee discussed:

- *Merit of the local area planning process*
- *Neighbourhood engagement*
- *Representation of City demographics in the local area planning process.*
- *Proposed deployment of funds to neighbourhood associations*
- *Roll-out timelines*

Moved By Councillor Isitt

Seconded By Mayor Helps

That Council direct staff to:

1. Undertake local area planning with a focus on integrated planning for land use, transportation, urban design and public realm, and limiting the scope to

urban villages, town centres, frequent transit and mobility corridors in three phases as follows:

- a. Phase 1: Villages and corridors within Hillside-Quadra, North Park and Fernwood neighbourhoods
 - b. Phase 2: Villages and corridors within Rockland, Fernwood, North and South Jubilee neighbourhoods (in particular, the Fort Street Corridor and Oak Bay Avenue).
 - c. Phase 3: Town Centres, villages and corridors within Oaklands and James Bay neighbourhoods;
2. Initiate work with Neighbourhood Associations on community-led planning components to support local area planning in accordance with the Terms of Reference attached to this report;
 3. Reallocate previously approved funding for pre-work and community-led planning based on revised timing of neighbourhood plans, as follows:
 - a. \$10,000 each for Phase 1 and 2 neighbourhoods: Hillside-Quadra, North Park, Fernwood, Rockland and North/South Jubilee;
 - b. \$20,000 each for Phase 3 neighbourhoods: Oaklands and James Bay;
 4. Use transportation planning funds previously allocated to local area planning, totalling \$180,000, for data collection, corridor planning or neighbourhood transportation management planning for the three phases.

Amendment:

Moved By Councillor Isitt

Seconded By Mayor Helps

5. Complete an update of the Neighbourhood Plan for each of these neighbourhoods by the end of this phased approach.

CARRIED UNANIMOUSLY

Amendment:

Moved By Mayor Helps

Seconded By Councillor Dubow

That the split of renters and owners on the working groups reflect the split of renters and owners in the most recent census profile of the neighbourhood.

Amendment to the amendment:

Moved By Mayor Helps

Seconded By Councillor Isitt

That the working groups for all phases aim to represent the percentage of renters and owners in the City of Victoria according to the most recent census.

CARRIED UNANIMOUSLY

On the amendment:

FOR (7): Mayor Helps, Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe, and Councillor Dubow

OPPOSED (1): Councillor Young

CARRIED (7 to 1)

Amendment:

Moved By Councillor Isitt
Seconded By Mayor Helps

Staff bring the proposed composition of each working group to closed meetings for final approval.

CARRIED UNANIMOUSLY

Amendment:

Moved By Councillor Young
Seconded By Councillor Thornton-Joe

3. Reallocate previously approved funding for pre-work and community-led planning based on revised timing of neighbourhood plans, as follows:
 - a. \$10,000 each for Phase 1 and 2 neighbourhoods: Hillside-Quadra, North Park, Fernwood, Rockland, North/South Jubilee, **Fairfield/Gonzales**;

Amendment to the amendment:

Moved By Councillor Isitt
Seconded By Councillor Thornton-Joe

- a. \$10,000 each for Phase 1 and 2 neighbourhoods: Hillside-Quadra, North Park, Fernwood, Rockland, North/South Jubilee, ~~Fairfield~~/Gonzales;

CARRIED UNANIMOUSLY

On the amendment:

FOR (7): Mayor Helps, Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe, and Councillor Dubow

OPPOSED (1): Councillor Young

CARRIED (7 to 1)

On the motion as amended:

That Council direct staff to:

1. Undertake local area planning with a focus on integrated planning for land use, transportation, urban design and public realm, and limiting the scope to urban villages, town centres, frequent transit and mobility corridors in three phases as follows:

Phase 1: Villages and corridors within Hillside-Quadra, North Park and Fernwood neighbourhoods

Phase 2: Villages and corridors within Rockland, Fernwood, North and South Jubilee neighbourhoods (in particular, the Fort Street Corridor and Oak Bay Avenue).

Phase 3: Town Centres, villages and corridors within Oaklands and James Bay neighbourhoods;

2. Initiate work with Neighbourhood Associations on community-led planning components to support local area planning in accordance with the Terms of Reference attached to this report;
3. Reallocate previously approved funding for pre-work and community-led planning based on revised timing of neighbourhood plans, as follows:

\$10,000 each for Phase 1 and 2 neighbourhoods: Hillside-Quadra, North Park, Fernwood, Rockland, North/South Jubilee, Gonzales;

\$20,000 each for Phase 3 neighbourhoods: Oaklands and James Bay;

4. Use transportation planning funds previously allocated to local area planning, totalling \$180,000, for data collection, corridor planning or neighbourhood transportation management planning for the three phases.
5. Complete an update of the Neighbourhood Plan for each of these neighbourhoods by the end of this phased approach.

Amendment to the Terms of Reference in Attachment A:

That the working groups for all phases aim to represent the percentage of renters and owners in the City of Victoria according to the most recent census.

Staff bring the proposed composition of each working group to closed meetings for final approval by Council.

CARRIED UNANIMOUSLY

F.4 Recommendation for Pineapple Express at 608 Esquimalt Road

Council received a report dated October 10, 2019 from the City Clerk seeking a Council resolution in accordance with the Cannabis Control and Licensing Act regarding an application by Pineapple Express at 608 Esquimalt Road to obtain a provincial cannabis retail store license. The report recommends the application not be supported.

Mayor Helps withdrew from the meeting at 12:06 a.m., after which Councillor Alto assumed the Chair in her absence.

Mayor Helps returned to the meeting at 12:07 and assumed the Chair.

Committee discussed:

- *Compliance issues*
- *Review of factors relating to the application*
- *Planning considerations*
- *Closure of cannabis retailers*
- *Questions of fairness*

Moved By Mayor Helps

Seconded By Councillor Thornton-Joe

1. That Council direct staff to advise the Liquor and Cannabis Regulation Branch:

Council does not support the application of Pineapple Express at 608 Esquimalt Road to receive a provincial cannabis retail store license with following comments on the prescribed considerations:

- a. The Council recommends that the LCRB does not issue a license to Pineapple Express at 608 Esquimalt Road.
- b. Pineapple Express at 608 Esquimalt Road has not been compliant with the City of Victoria business licensing requirements regarding the following issues:
 - i. The applicant has not obtained required building permits.
 - ii. The business never obtained a municipal business license and continued to operate without until July 9, 2019.
- c. City staff did not raise any concerns about this application in terms of community impacts.
- d. The views of residents were solicited through a mail-out to neighboring property owners and occupiers within 100 meters of this address and to the relevant neighborhood association.

The City sent 645 notices and received 94 letters in response. 51 letters were from residents or businesses within 100 metres of the property, while 12 were from other Victoria residents, 21 were from residents of

another municipality, and 10 did not specify an address. The City did not receive correspondence from the Vic West Community Association.

Of the 94 letters received, 63 support issuing a license and 29 oppose issuing a license. However, of the 51 respondents within 100 metres of the proposed cannabis retail store that provided written comments, 22 support issuing a license, 27 oppose issuing a license, and 1 did not provide comments about a license.

Respondents raised concerns about increased traffic, insufficient parking resulting in use of residential parking, hours of operation, and proximity spaces used by children such as Vic West Elementary School, Vic West Park and Vic West Skate Park, and residential areas, and residential areas.

FOR (1): Councillor Thornton-Joe

OPPOSED (7): Mayor Helps, Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Potts, Councillor Dubow, and Councillor Young

DEFEATED (1 to 7)

Moved By Councillor Isitt

Seconded By Councillor Thornton-Joe

That the rules be suspended to permit the applicant to answer questions

CARRIED UNANIMOUSLY

Moved By Councillor Isitt

Seconded By Councillor Loveday

1. That Council direct staff to advise the Liquor and Cannabis Regulation Branch:

Council supports the application of Pineapple Express located at 608 Esquimalt Road to receive a provincial cannabis retail store license with following comments on the prescribed considerations:

- a. The Council recommends that the LCRB issue a license to Pineapple Express located at 608 Esquimalt Road, subject to the condition that a license not be issued until after the applicant obtains a Development Permit for any proposed alterations to the building exterior that are required to operate the business, if required.
- b. Bylaw Services and Sustainable Planning and Community Development reviewed the applicant and did not raise any concerns in terms of impacts on the community. The Victoria Police Department did not provide any comments.
- c. The views of residents were solicited through a mail-out to neighboring property owners and occupiers within 100 meters of this address and to the relevant neighborhood association.

The City sent 645 notices and received 94 letters in response. 51 letters were from residents or businesses within 100 metres of the property, while 12 were from other Victoria residents, 21 were from residents of another municipality, and 10 did not specify an address. The City did not receive correspondence from the Vic West Community Association.

Of the 94 letters received, 63 support issuing a license and 29 oppose issuing a license. However, of the 51 respondents within 100 metres of the proposed cannabis retail store that provided written comments, 22 support issuing a license, 27 oppose issuing a license, and 1 did not provide comments about a license.

Respondents raised concerns about increased traffic, insufficient parking for clients resulting in use of residential only parking, proximity spaces where there are children such as Vic West Elementary School, Vic West Park and skate park, and residential areas, and early hours of operation (e.g. 7:30 a.m.).

- d. A Development Permit may be required to ensure alterations to the building exterior do not diminish the pedestrian experience and create safety concerns by obstructing the view from the sidewalk or street into the store.
- 2. That Council direct staff to advise the LCRB of Council's recommendation subject to the applicant's compliance with City bylaws and permits.

Amendment:

Moved By Councillor Thornton-Joe
Seconded By Mayor Helps

- e. That Council wishes the province to make its own deliberations about the fact that this operation remained in operation following 10 months following legalization.

FOR (6): Mayor Helps, Councillor Alto, Councillor Potts, Councillor Thornton-Joe, Councillor Dubow, and Councillor Young

OPPOSED (2): Councillor Isitt, and Councillor Loveday

CARRIED (6 to 2)

On the motion as amended:

- 1. That Council direct staff to advise the Liquor and Cannabis Regulation Branch:

Council supports the application of Pineapple Express located at 608 Esquimalt Road to receive a provincial cannabis retail store license with following comments on the prescribed considerations:

- a. The Council recommends that the LCRB issue a license to Pineapple Express located at 608 Esquimalt Road, subject to the condition that a license not be issued until after the applicant obtains a Development

Permit for any proposed alterations to the building exterior that are required to operate the business, if required.

- b. Bylaw Services and Sustainable Planning and Community Development reviewed the applicant and did not raise any concerns in terms of impacts on the community. The Victoria Police Department did not provide any comments.
- c. The views of residents were solicited through a mail-out to neighboring property owners and occupiers within 100 meters of this address and to the relevant neighborhood association.

The City sent 645 notices and received 94 letters in response. 51 letters were from residents or businesses within 100 metres of the property, while 12 were from other Victoria residents, 21 were from residents of another municipality, and 10 did not specify an address. The City did not receive correspondence from the Vic West Community Association.

Of the 94 letters received, 63 support issuing a license and 29 oppose issuing a license. However, of the 51 respondents within 100 metres of the proposed cannabis retail store that provided written comments, 22 support issuing a license, 27 oppose issuing a license, and 1 did not provide comments about a license.

Respondents raised concerns about increased traffic, insufficient parking for clients resulting in use of residential only parking, proximity spaces where there are children such as Vic West Elementary School, Vic West Park and skate park, and residential areas, and early hours of operation (e.g. 7:30 a.m.).

- d. A Development Permit may be required to ensure alterations to the building exterior do not diminish the pedestrian experience and create safety concerns by obstructing the view from the sidewalk or street into the store.
 - e. That Council wishes the province to make its own deliberations about the fact that this operation remained in operation following 10 months following legalization.
2. That Council direct staff to advise the LCRB of Council's recommendation subject to the applicant's compliance with City bylaws and permits.

CARRIED UNANIMOUSLY

F.5 Recommendation for High 5 Retail at 732 Tyee Road

Council received a report dated October 10, 2019 from the City Clerk seeking a Council resolution in accordance with the Cannabis Control and Licensing Act regarding an application by High 5 Retail at 732 Tyee Road to obtain a provincial cannabis retail store license. The report recommends the application be supported.

Moved By Councillor Isitt
Seconded By Councillor Dubow

1. That Council direct staff to advise the Liquor and Cannabis Regulation Branch:

Council supports the application of High 5 Retail at 732 Tyee Road to receive a provincial cannabis retail store license with the following comments on the prescribed considerations:

- a. The Council recommends that the LCRB issue a license to High 5 Retail at 732 Tyee Road, subject to the condition that this license not be issued until after the applicant obtains a Development Permit for any proposed alterations to the building exterior.
- b. City staff did not raise any concerns about this application in terms of community impacts.
- c. The views of residents were solicited through a mail-out to neighbouring property owners and occupiers within 100 meters of this address and to the relevant neighbourhood association.

The City sent 610 notices and received 15 letters in response. 12 letters were from respondents within 100 metres of the property, while 2 were from other Victoria residents, and 1 did not specify an address. The City did not receive correspondence from the Vic West Community Association.

Of the 15 letters received, 6 support issuing a license, 7 oppose issuing a license, and 2 do not provide a clear position on the application. However, of the 12 respondents within 100 metres of the proposed cannabis retail store that provided written comments, 5 support issuing a license, and 6 oppose issuing a license.

Respondents raised concerns about insufficient parking resulting in use of limited street parking, hours of operation near a residential area, increased nuisances such as loitering, consumption, and waste in the area, proximity to a residential area, and increased traffic.

- d. A Development Permit is required to ensure alterations to the building exterior do not diminish the experience and create safety concerns by obstructing the view from the sidewalk or street into the store.
 - e. The property currently permits cannabis retail use under a Temporary Use Permit that expires on October 12, 2020. The applicant must either obtain Council approval to renew the Temporary Use Permit or complete a successful rezoning process in order to operate a cannabis retail store at 732 Tyee Road after October 12, 2020. The City will notify the LCRB if cannabis retail use at 732 Tyee Road is approved or not.
2. That Council direct staff to advise the LCRB of Council's recommendation subject to the applicant's compliance with City bylaws and permits.

CARRIED UNANIMOUSLY

G. STAFF REPORTS

G.1 Certification as a Living Wage Employer

Council received a report dated October 10, 2019 from the Head of Human Resources which provides a Living Wage Policy for Council's consideration, as a step toward becoming a certified Living Wage Employer.

Committee discussed:

- *Example set by adopting a Living Wage*

Moved By Councillor Isitt

Seconded By Councillor Alto

That Council adopt the proposed Living Wage policy and direct staff to develop an implementation plan and apply for certification as a Living Wage Employer no later than January 31, 2020.

FOR (7): Mayor Helps, Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe, and Councillor Dubow

OPPOSED (1): Councillor Young

CARRIED (7 to 1)

G.2 Commercial Loading Zone Permits

Council received a report dated October 16, 2019 from the Deputy City Manager and Chief Financial Officer as well as the Director of Engineering and Public Works providing Council with recommendations on creating interim commercial loading zone permits due to the end of the UBCM-run Commercial Vehicle Licensing Program.

Moved By Councillor Young

Seconded By Mayor Helps

That Council direct staff to bring forward amendments to the Streets and Traffic Bylaw to:

2. Authorize the use of loading zones and 20-minute meters when a valid City of Victoria commercial loading permit is displayed.
3. Establish an interim fee structure for City of Victoria commercial loading permits as follows:
 - a. Vehicles 6 metres or less in length - \$100 per year
 - b. Vehicles greater than 6 metres in length - \$300 per year

CARRIED UNANIMOUSLY

J. **ADJOURNMENT OF COMMITTEE OF THE WHOLE**

Moved By Councillor Dubow

Seconded By Councillor Potts

That the Committee of the Whole Meeting be adjourned at 1:17 p.m.

CARRIED UNANIMOUSLY

CITY CLERK

MAYOR



MINUTES – SPECIAL COMMITTEE OF THE WHOLE

October 31, 2019, 9:01 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

PRESENT: Mayor Helps in the Chair, Councillor Potts, Councillor Isitt, Councillor Loveday, Councillor Dubow, Councillor Thornton-Joe, Councillor Young

ABSENT: Councillor Alto

ON LEAVE Councillor Collins

STAFF PRESENT: J. Jenkyns - City Manager, C. Coates - City Clerk , P. Bruce - Fire Chief, S. Thompson – Deputy City Manager / Director of Finance, F. Work - Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, J. Jensen - Head of Human Resources, C. Havelka - Deputy City Clerk, A. Meyer - Assistant Director of Development Services, A. Hudson - Assistant Director of Community Planning, C. Mycroft - Manager of Executive Operations, T. Zworski - City Solicitor
AK Ferguson - Committee Secretary

A. APPROVAL OF AGENDA

Moved By Councillor Loveday
Seconded By Councillor Potts

That the agenda be approved.

CARRIED UNANIMOUSLY

F. STAFF REPORTS

F.1 2020 Draft Financial Plan

F.1.1 Sustainable Planning and Community Development

The Acting Director of Sustainable Planning and Community Development outlined the 2020 Budget for the Sustainable Planning and Community Development Department.

Committee discussed:

- *Ways Council can direct more money into the Housing Reserve Fund.*

Moved By Councillor Loveday
Seconded By Councillor Isitt

That staff report back on the implications of including an additional \$750,000 into the Housing Reserve Fund with \$500,000 restricted for shelter rates.

FOR (6): Mayor Helps, Councillor Dubow, Councillor Isitt, Councillor Loveday, Councillor Potts and Councillor Thornton-Joe

OPPOSED (1): Councillor Young

CARRIED (6 to 1)

Committee discussed:

- *Ensuring that staffing levels are adequate in order to maintain high levels of customer service.*

Moved By Mayor Helps
Seconded By Councillor Isitt

Direct staff to report back on the appropriate budgeted revenue for rezoning applications in 2020 and the corresponding reduction in the property tax levy.

Committee discussed:

- *Concerns with changing the revenue projections.*

Amendment:

Moved By Councillor Isitt
Seconded By Mayor Helps

Direct staff to report back on the appropriate budgeted revenue for rezoning applications, **and permit and inspection fees**, in 2020 and the corresponding reduction in the property tax levy.

FOR (6): Mayor Helps, Councillor Dubow, Councillor Isitt, Councillor Loveday, Councillor Potts and Councillor Thornton-Joe

OPPOSED (1): Councillor Young

CARRIED (6 to 1)

Amendment:

Moved By Councillor Isitt
Seconded By Mayor Helps

Direct staff to **review revenue projections** ~~report back on the appropriate budgeted revenue~~ for rezoning applications, and permit and inspection fees, **and report back to Council in 2020 and the corresponding reduction in the property tax levy.**

CARRIED UNANIMOUSLY

Main motion as amended:

Direct staff to review revenue projections for rezoning applications, and permit and inspection fees, and report back to Council.

FOR (6): Mayor Helps, Councillor Dubow, Councillor Isitt, Councillor Loveday, Councillor Potts and Councillor Thornton-Joe

OPPOSED (1): Councillor Young

CARRIED (6 to 1)

Committee recessed at 10:22 a.m. and returned at 10:28 a.m.

F.1.2 Business and Community Relations

The Head of Business & Community Relations outlined the 2020 Budget for the Business and Community Relations Department.

Moved By Councillor Isitt
Seconded By Councillor Loveday

That Council direct staff to report back on implications to provide funding for City Studio in 2020

CARRIED UNANIMOUSLY

Moved By Councillor Isitt
Seconded By Councillor Dubow

That Council directs staff to report back on the implications of integrating the Victoria Conference Centre parkade with the operations of other city parkades in light of the City's application for certification as a living wage employer.

CARRIED UNANIMOUSLY

Moved By Mayor Helps
Seconded By Councillor Dubow

That Council direct staff to report back on the implications of funding car free day in 2020.

Committee discussed:

- *reasoning for car free day not being included in the Festival Investment Grant*

Moved By Councillor Isitt
Seconded By Councillor Dubow

That this be referred to November 4, 2019 to be considered following the supplementary items relating to arts and culture.

CARRIED UNANIMOUSLY

Committee discussed:

- *Utilizing wraps to combat graffiti.*

Moved By Councillor Thornton-Joe
Seconded By Councillor Loveday

That Council direct staff to report back on the implications and opportunities to fund an Arts Creation Project to fund wraps on electric kiosks similar to our banner, bus shelter and mural project.

CARRIED UNANIMOUSLY

Committee discussed:

- *possibility of having a signage on the Centennial Square stage to identify current and upcoming performers.*

F.1.3 Legal Services

The City Solicitor provided Committee with the 2020 Budget for the Legal Services Department.

Committee discussed:

- *Whether the City can charge back legal costs to projects.*

F.1.4 Engagement

The Head of Engagement provided Committee with the 2020 budget for the engagement department.

Committee discussed:

- *Ensuring that news releases are uploaded to the City Twitter page in a timely manner.*

F.1.5 Bylaw Services

The Manager of Bylaw Services provided Committee with the 2020 Budget for the Bylaw Services Department.

Councillor Thornton-Joe withdrew from the meeting at 11:50 a.m. and joined the meeting by electronic participation at 11:54 a.m.

Committee discussed:

- *Whether Bylaw oversees enforcement of panhandling.*
- *How short-term rental compliance level affects the budget.*
- *How the city stores chattel collected.*

Committee recessed at 12:16 a.m. and returned at 12:30 a.m.

Sustainable Planning and Community Development Motion:

Moved By Councillor Isitt

Seconded By Councillor Dubow

That Council direct staff to report back on the implications of augmenting the City's social planning function.

CARRIED UNANIMOUSLY

F.1.6 Parks, Recreation and Facilities

The Director of Parks, Recreation and Facilities outlined the 2020 Budget for the Parks, Recreation and Facilities department.

Committee discussed:

- *The upgrading of the soccer pitch at Topaz Park.*
- *The possibility of adding a washroom down town.*
- *Possibility of adding a larger canopy of trees to downtown.*
- *Reasoning for the proposed dog park at Reeson Park not being enclosed.*

Councillor Thornton-Joe withdrew from electronic participation at 12:56 p.m.

Committee discussed:

- *The projected amount for Childcare in 2020.*
- *The possible education of citizens on the native plant species in City garden beds.*
- *Ensuring the public is aware of the childminding for Council and Committee meetings.*
- *Installing other docks along the Gorge Waterway.*

Moved By Councillor Loveday
Seconded By Councillor Isitt

That Council direct staff to report back with implication of adding a bigger swimming dock at Banfield Park.

CARRIED UNANIMOUSLY

Committee discussed:

- *Secure bicycle parking for the public*

Moved By Mayor Helps
Seconded By Councillor Isitt

That Council direct staff to report back on the implications of adding secure bike parking for the public in city parkades in the 2020 budget.

CARRIED UNANIMOUSLY

Moved By Councillor Isitt
Seconded By Councillor Potts

That Council direct staff report back on the implications and options for pursuing alternate locations for an off-leash dog park downtown

CARRIED UNANIMOUSLY

Committee discussed:

- *Possibility of a Beacon Hill masterplan*

Moved By Councillor Isitt
Seconded By Councillor Loveday

That Council direct staff to report back on the implications of undertaking an integrated parks planning process oriented toward restoration of shoreline areas and responsible public access at the following parks:

1. Banfield
2. Burleith
3. Arm
4. Arbutus, and
5. At the end of Harriet Street

Motion to refer:

Moved By Councillor Isitt
Seconded By Councillor Loveday

That this be referred to the November 15th budget meeting:

"That Council direct staff to report back on the implications of undertaking an integrated parks planning process oriented toward restoration of shoreline areas and responsible public access at the following parks:

1. Banfield
2. Burleith
3. Arm
4. Arbutus, and
5. At the end of Harriet street"

CARRIED UNANIMOUSLY

Moved By Councillor Isitt
Seconded By Mayor Helps

That Council direct staff to report in a closed meeting on the City's agreement for the Victoria Conference Centre including operating and capital components.

CARRIED UNANIMOUSLY

F.1.7 Engineering and Public Works

The Director of Engineering and Public Works outlined the 2020 Budget for the Engineering and Public Works Department.

Moved By Councillor Dubow
Seconded By Councillor Isitt

That Council direct staff to report back on the implications and options for implementing traffic calming on Chambers Street and surrounding streets between Cook and Chambers Streets and projected increases in traffic volume in this part of Fernwood neighbourhood.

CARRIED UNANIMOUSLY

Moved By Councillor Isitt
Seconded By Councillor Dubow

That Council direct staff to report back on the implications of increasing the lift fee for the Johnson Street Bridge with a more streamlined approach.

FOR (1): Councillor Isitt

OPPOSED (5): Mayor Helps, Councillor Potts, Councillor Loveday, Councillor Dubow, and Councillor Young

DEFEATED (1 to 5)

Moved By Councillor Isitt
Seconded By Councillor Loveday

That Council direct staff to report back on implications of allocating additional funds towards the capital costs of traffic calming.

CARRIED UNANIMOUSLY

I. ADJOURNMENT OF COMMITTEE OF THE WHOLE

Moved By Councillor Potts
Seconded By Councillor Loveday

That the Committee of the Whole Meeting be adjourned at 2:58 p.m.

CARRIED UNANIMOUSLY

CITY CLERK

MAYOR



Committee of the Whole Report For the Meeting of November 14, 2019

To: Committee of the Whole **Date:** November 7, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Heritage Alteration Permit with Variances Application No. 00017 for 1702 Fernwood Road

RECOMMENDATION

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Heritage Alteration Permit with Variances Application No. 00017 for 1702 Fernwood Road, in accordance with:

1. Plans, date stamped September 30, 2019.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. Reduce the number of required parking stalls from 4 to 3
 - ii. Increase the maximum height of accessory building (existing garage) from 3.5m to 3.7m
 - iii. Reduce the minimum (north) rear and (west) side yard setbacks of accessory building (existing garage) from 0.6m to 0.4m
 - iv. Permit the addition of unenclosed floor space for a pre-1931 single family dwelling
 - v. Reduce the minimum of landscaped area in rear yard from 33% to 24%
 - vi. Permit exterior changes to a pre-1931 single family dwelling
 - vii. Reduce the required width of rear yard landscape strip from 1.5m to 1.0m.
3. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Director, Sustainable Planning and Community Development.
4. Heritage Alteration Permit lapsing two years from the date of this resolution."

LEGISLATIVE AUTHORITY

In accordance with Sections 617 and 618 of the *Local Government Act*, Council may issue a Heritage Alteration Permit which may be subject to terms consistent with the purpose of the heritage protection of the property, including: (i) conditions respecting the sequencing and timing of construction, (ii) conditions respecting the character of the alteration or action to be authorized, including landscaping and the siting, form, exterior design and finish of buildings and structures and (iii) security. Council may refuse to issue a Heritage Alteration Permit for an action that, in the opinion of Council, would not be consistent with the purpose of the heritage protection of the property.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information, analysis and recommendations for a Heritage Alteration Permit with Variances Application for the property located at 1702 Fernwood Road. The proposal is for the conversion of an existing heritage-designated single family dwelling into three dwelling units, with minimal alterations to the heritage-designated house. Variances are requested for reduced rear yard landscaping, a parking reduction of one space, an increased roof eaves projection, a reduction in the width of the proposed rear yard landscape screen, and to retroactively permit the existing height, side and rear yard setbacks of the 1940s-era one-storey garage on the property. Alterations are proposed to the rear (west) elevation of the heritage-designated house. A variance is also required for Schedule G of the conversion regulations which prohibits exterior changes following a conversion.

The application is consistent with the urban design guidelines and heritage policies in the *Official Community Plan* (OCP), which supports zoning variances that help enable and support heritage conservation. The application is consistent with the policies in the *Fernwood Neighbourhood Plan*, which encourages future housing development to maintain the integrity, look and character of the single family stock. The proposed minimal intervention approach, which limits the alterations to the back of the house, is consistent with the *Standards and Guidelines for the Conservation of Historic Places in Canada* (Standards and Guidelines).

The application was reviewed by the Heritage Advisory Panel at its August 20, 2019 meeting and was recommended for approval. Minutes are included as Attachment F.

BACKGROUND

Description of Proposal

Proposed are renovations to the existing heritage-designated house to accommodate three dwelling units. Minor alterations to the rear elevation are proposed and the applicant intends to widen the driveway at the back of the site to accommodate an additional parking space. The proposal includes the following major design components:

- alterations to the west elevation to relocate a door on the ground floor
- convert a second storey window into a door to access a new exterior balcony
- enlarge a stair landing on the rear elevation at the ground floor
- replace the existing brick chimneys with plywood replicas featuring a brick veneer cladding to match the appearance of the originals
- expand the width of the driveway to include one additional parking space.

Affordable Housing Impacts

The applicant proposes to convert a single detached house into three new dwelling units, increasing the overall supply of housing in the area.

Sustainability Features

Conversion of the existing building will conserve the embodied energy of the existing building materials and make more intensive use of the site.

Active Transportation Impacts

The applicant is proposing to construct four weather-protected, secure bicycle parking spaces in the existing garage, which would be available to residents.

Public Realm Improvements

There are no public realm improvements proposed as part of this application.

Data Table

The following data table compares the proposal with the R1-B Zone, Single Family Dwelling District. An asterisk is used to identify where the proposal is less stringent than the existing zone. Two asterisks indicate an existing nonconformity.

Zoning Criteria	Proposal	Zone Standard R1-B
Site area (m ²) - minimum	653.00	460.00
Density (Floor Space Ratio) - maximum	N/A	N/A
Total floor area (m ²) - maximum	367.60**	300.00
Height (m) - maximum	8.72 (existing)**	7.60
Storeys - maximum	2	2
Site coverage (%) - maximum	32	40
Setbacks - minimum		
Front (Fernwood Road)	8.40	7.50
Rear (west)	10.90	9.32
Side (north)	1.20 (existing)**	1.77
Side (south)	4.80	3.50
Vehicle parking - minimum	3*	4
Visitor vehicle parking included in the overall units - minimum	0	0
Schedule F - Accessory Building Regulations		
Location	Rear Yard	Rear Yard
Rear yard site coverage (%) - maximum	19.26%	25%
Combined floor area of all floor levels (m ²) - maximum	34	37
Height (m) - maximum	3.7 (+0.2m)**	3.5
Setbacks (m) - minimum		

Zoning Criteria	Proposal	Zone Standard R1-B
Setbacks (m) - minimum		
Rear	0.4 (-0.2m)**	0.6
Side	0.4 (-0.2m)**	0.6
Separation from single family dwelling (m) - minimum	4.1	2.4
Schedule G - House Conversion Regulations		
Date of construction	1907 SFD	Pre 1931 SFD
Addition of unenclosed space	Yes*	Not permitted
Landscaped area - rear yard	24.4% (-5.6%)*	33%
Exterior changes (not including cladding, windows or doors)	Yes* (Porch)	Not permitted
Rear yard landscape strip	1.0m (-0.5m)*	1.5m
Landscaping - total for lot	54.6%	30%
Rear yard landscape screen	1.8m	1.8m

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on June 20, 2019 the application was referred for a 30-day comment period to the Fernwood CALUC. At the time of writing this report, a letter from the CALUC had not been received.

This application proposes variances; therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variances.

ANALYSIS

Official Community Plan

The proposal is consistent with the following policies of the *Official Community Plan* (2012):

- 8 (j) That heritage property is conserved as resources with value for present and future generations.
- 8.52 Continue to enable and support heritage conservation through incentives and allowances including, but not limited to: property tax reductions; grants; bonus density provision; and, zoning variances.

21.8.7 Retain neighbourhood heritage character, buildings and streetscapes of significance.

Fernwood Neighbourhood Plan

The proposal is consistent with the following policies in the *Fernwood Neighbourhood Plan* (1994):

- 2.1 To encourage future Neighbourhood housing development in Fernwood which maintains the integrity, look and character of the single family and duplex housing stock.
- 3.1 To encourage the conservation of heritage buildings and associated streetscapes, views, trees of special merit and other elements of the natural heritage in Fernwood, with a view to maintaining them for future generations.

Standards and Guidelines for the Conservation of Historic Places in Canada

The primary treatment for the building is considered to be "Rehabilitation" in the Standards and Guidelines as the following aspects are relevant:

- (a) repair or replacement of deteriorated features is necessary
- (b) alterations or additions to the historic place are planned for a new or continued use.

The following is recommended policy under the heading, "Additions or Alterations to Entrances, Porches and Balconies":

- modifying, replacing, or designing a new entrance, porch or balcony required by a new use or applicable codes and regulations, in a manner that is compatible with the building's style, era or character.

The proposed enlargement of the entry landing at the back of the house will extend the existing balustrade detailing and use the same materials in line with the recommendations for modifying a new entrance, porch or balcony.

Regulatory Considerations

Staff have reviewed the proposed variances and recommend that they be supported and approved. The property has a small rear yard area and a protected stone wall along the perimeter of the lot that limits the possible width of a driveway. Staff consider the requested parking variance for a one-space reduction to be minor in nature and necessary for the conservation of the stone wall. The requested variance to the Zoning Bylaw's house conversion regulations under Schedule G would permit minor changes to the exterior of the house that improve the livability of the units without seriously detracting from the building's heritage character. The applicant has applied for three variances for the accessory garage to permit a reduced rear and side yard setback and slight increase in permitted building height to retroactively approve existing non-conforming conditions. Unlike the house, the detached garage was constructed without a building permit in the 1940s and cannot be considered legal non-conforming. Staff recommend that the variances are supportable since they recognize conditions that have existed for many decades. The accessory building is also designed to match the exterior materials and roof cresting of the existing house and fits well into its context.

Tree Preservation Bylaw and Urban Forest Master Plan

There are no Tree Preservation Bylaw impacts with this application.

Heritage Advisory Panel

The application was reviewed by the Heritage Advisory Panel at its August 20, 2019 meeting and was recommended for approval. Minutes of the meeting are attached as Attachment F.


CONCLUSIONS

Staff recommend that the proposed alterations to the porch on the west elevation and the addition of a new balcony on the second floor be supported since they comply with heritage standards and guidelines. Staff also recommend that the proposed minor variances be supported considering the site constraints in the rear yard and the protected stone wall.

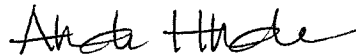
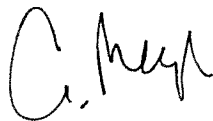
ALTERNATE MOTION

That Council decline Heritage Alteration Permit with Variances Application No. 00017 for the property located at 1702 Fernwood Road.

Respectfully submitted,

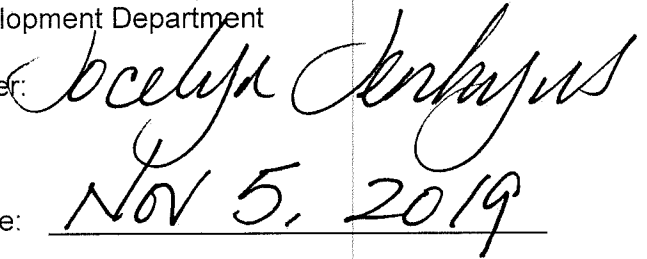


John O'Reilly
Senior Heritage Planner
Development Services



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:

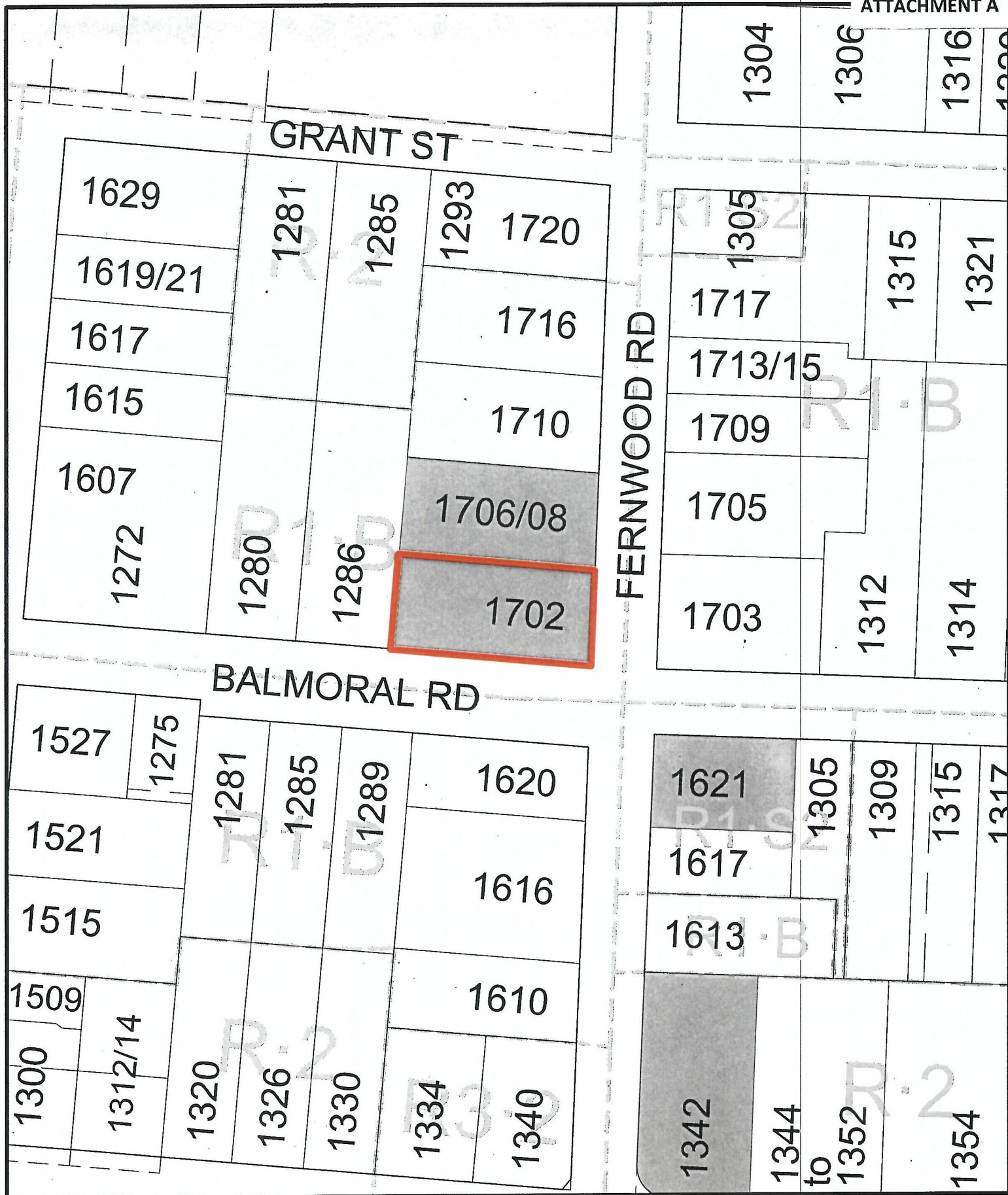


Date:

Nov 5, 2019

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Photographs
- Attachment D: Plans, date stamped September 30, 2019
- Attachment E: Applicant's letter, dated June 10, 2019.
- Attachment F: Minutes of the August 20, 2019 Heritage Advisory Panel Meeting
- Attachment G: Statement of Significance.



1702 Fernwood Street

Heritage Alteration Permit with Variances #00017



Designated

Registered



CITY OF PH



1702 Fernwood Street

Heritage Alteration Permit with Variances #00017



Designated

Registered



CITY OF SEATTLE

1702 Fernwood Road



West Elevation



Garage



West Elevation



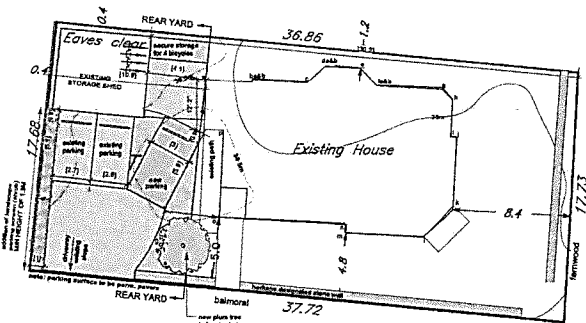
South Elevation



East Elevation (Fernwood Road)



North Elevation



1 SITE PLAN
Scale: 1:150

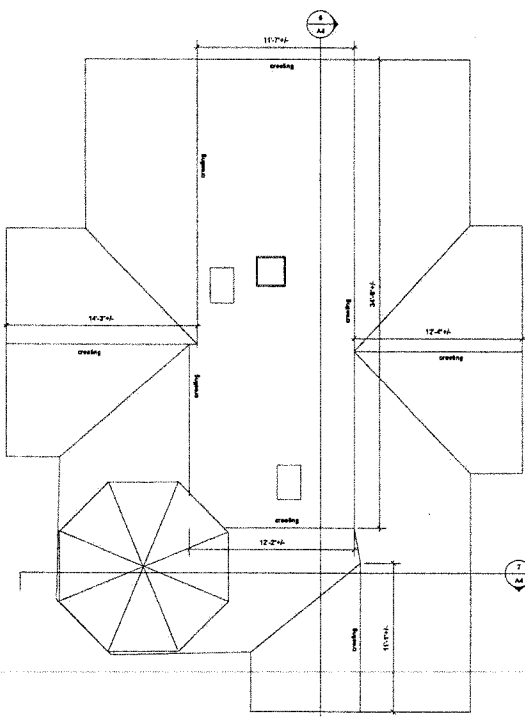
LEGAL: LOT 33 PLAN V182 LAND
DISTRICT 57 SPRING RIDGE
PID: 006-450-373
CIVIC: 1702 FERNWOOD ROAD, VICTORIA



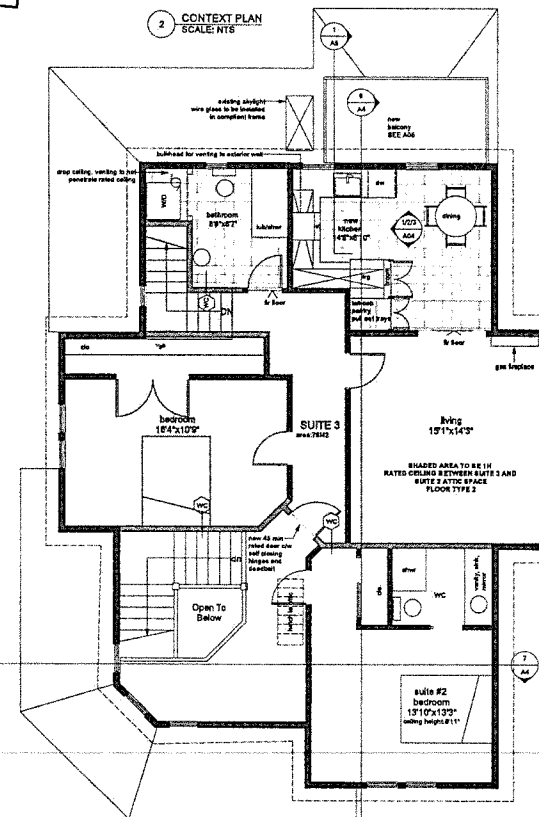
2 CONTEXT PLAN
Scale: NTS



3 1908 PHOTO, TAKEN TWO YEARS AFTER COMPLETION



4 roof plan
Scale: 1/4" = 1'-0"



5 second floor
Scale: 1/4" = 1'-0"

DATA TABLE		
CIVIC ADDRESS: 1702 FERNWOOD ROAD		
LEGAL DESCRIPTION: LOT 33, SPRING RIDGE, VICTORIA, PLAN V182		
PID: 006-450-373		
LOT INFORMATION		
EXISTING	PROPOSED	
ZONE	R1-B	UNCHANGED
LOT AREA	833M ²	UNCHANGED
FLOOR AREA BAYD (EX. ACC. & BAYD)	3711	UNCHANGED
LOT COVERAGE	35.4%	34.5%
OPEN SPACE %	64.6%	65.5%
REAR AREA	182.9M ²	UNCHANGED
OPEN SPACE % REAR YARD	28.4%	28.4%
PARKING	3	3
BIKE PARKING	0 - min C 3.2	4
RETRACTOR DWELLING		
FRONT LOT LINE	8.6M	UNCHANGED
REAR LOT LINE	4.8M	UNCHANGED
INTERIOR SIDE LOT LINE	1.2M	UNCHANGED
TOTAL SIDE LOT LINE	6M	UNCHANGED
REAR LOT LINE	10.8M	UNCHANGED
RETRACTOR ACCESSORY BUILDING		
FRONT LOT LINE	2.4M	UNCHANGED
REAR LOT LINE	2.4M	UNCHANGED
INTERIOR SIDE LOT LINE	2.4M	UNCHANGED
TOTAL SIDE LOT LINE	4.8M	UNCHANGED
NUMBER OF STOREYS	2	UNCHANGED
NUMBER OF ACCESSORY BUILDINGS	2	UNCHANGED
AVERAGE GRADE	27.96M	UNCHANGED
CRUISE FLOOR AREA	387.9M ²	UNCHANGED
MAIN FLOOR	136M ²	UNCHANGED
SECOND FLOOR	104.8M ²	UNCHANGED
ACCESSORY BUILDINGS (NOT INC. IN GROSS FLOOR AREA)	128.8M ²	UNCHANGED
TOTAL NUMBER OF UNITS	3	
UNIT TYPE: 1X2 BEDROOM, 2X1 BEDROOM		
GROSS CREATED UNITS	1	
BURTS AREAS: 1. 83M ² 2. 18M ² 3. 78M ²		
MINIMUM UNIT FLOOR AREA	78M ²	
TOTAL RESIDENTIAL FLOOR AREA	333M ²	UNCHANGED

NOTE:
1. REFER TO THE SPECIFICATIONS WHICH ACCOMPANY THESE DRAWINGS
2. REFER TO THE SCOPE OF WORK AS PREPARED BY GUARDIAN MANAGEMENT
3. VENTILATION TO COMPLY WITH CODE REQUIREMENTS
4. UNITS TO BE AS SPECIFIED BY THE OWNER
5. TOP AND BOTTOM BUTTER TO HAVE PASSIVE SWITCHES THAT COMPLY WITH 8.02.1.3
6. CARBON MONOXIDE DETECTION TO BE IN ACCORDANCE WITH CODE
7. REFER TO ELECTRICAL DRAWINGS

Second Floor Scope of Work

1. floor separating unit 263 is rated as shown on A01
2. level portion see detail
3. all walls painted to owners spec
4. new kitchen millwork to owners spec
5. install original finishes and repair minor damage, refresh to match existing in kitchen
6. install new rated door between new suite 263
7. lighting fixtures to be cleaned and installed
8. see electrical
9. fresh air intake in bedroom and living room of unit 3, bedroom fan to run continuously
10. carbon monoxide detection to be installed

LEGEND	
[Symbol]	existing roof wall
[Symbol]	existing wall

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SEP 30 2019
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2nd Floor, 1124 Port Street, Victoria, BC, V8W 2K8
P: 250-262-3923 E: info@keyarchitecture.com

COMMENTS

No.	Description	Date	By
1	ISSUED FOR REVIEW	2019/08/16	JA
2	ISSUED FOR CHAIR	2019/08/16	JA
3	ISSUED FOR PERMIT/ALTERATION/CONVERSION	2019/08/16	JA
4	ISSUED FOR MAP	2019/08/16	JA
5	REV 1	2019/08/16	JA

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PROJECT
1702 FERNWOOD ROAD
EXTERIOR ALTERATIONS
TRIPLEX CONVERSION
HAP

SHEET TITLE
CONTEXT PHOTO
SITE PLAN
FLOOR PLAN
DATA TABLE

SCALE AS SHOWN	FOR INFO 1803
DATE PLOTTED SEPT 26, 2019	
DRAWN BY JGJA	A01

key architecture ltd.

2nd Floor, 1124 Park Street, Victoria, BC V8V 2G8
250-562-3822 k@keyarchitecture.com

COMMENTS

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR REVIEW	20170116 JA	
2	ISSUED FOR DMAP	20170116 JA	
3	ISSUED FOR PERMIT/ALTERATION/CONVERSION	20170116 JA	
4	ISSUED FOR VAP	20170116 JA	
5	REV 1	18/10/18 JA	

GENERAL NOTES

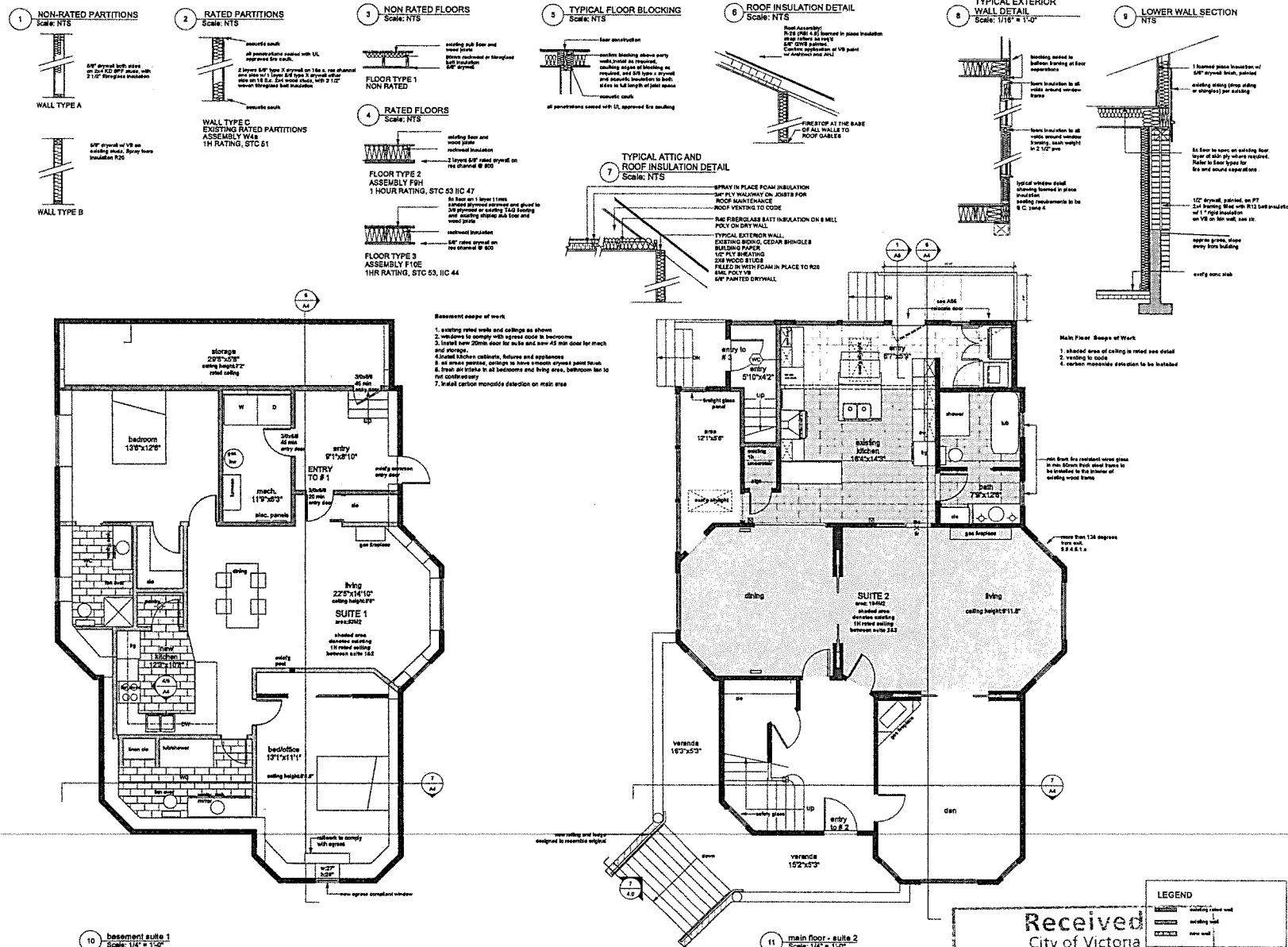
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PROJECT
1702 FERNWOOD ROAD
EXTERIOR ALTERATIONS
TRIPLEX CONVERSION
HAP

SHEET TITLE
BASEMENT AND MAIN
FLOOR PLANS
& DETAILS

SCALE
AS SHOWN
DATE PLOTTED
SEP 12, 2019
DRAWN BY
AJL/JA

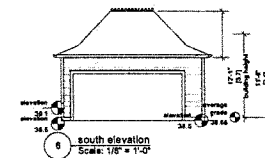
A02



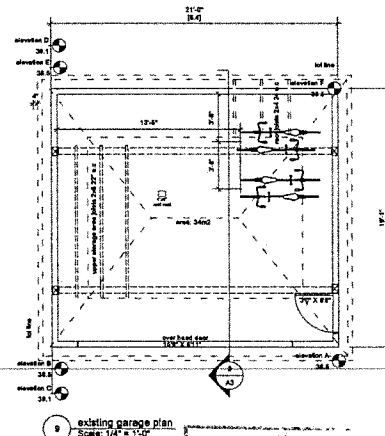
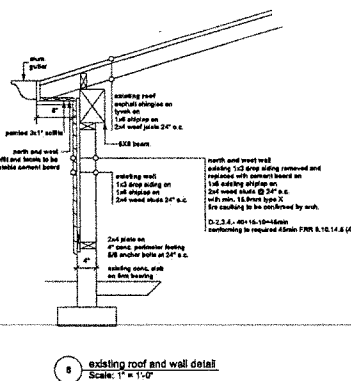
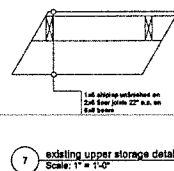
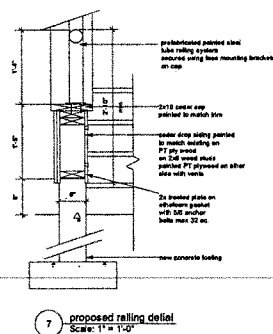
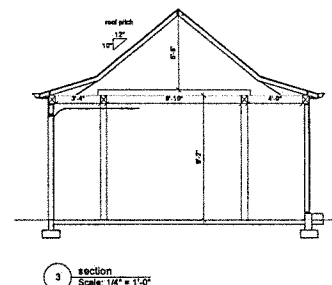
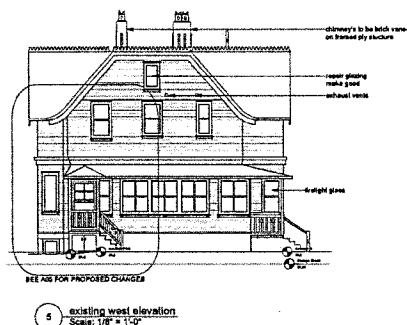
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City of Victoria

SEP 30 2019

Planning & Development Department
Development Services Division



garage average
3' x 6'
A-B=248.4
B-C=222.8
C-D=222.8
D-E=222.8
E-F=248.4
F-A=222.7
888 4475 5 - 38.81



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architecture ltd.

2nd floor, 1124 Fort Street, Victoria, BC V8W 3M8
p. 250-382-3823 e. info@keyarchitecture.com

COMMENTS		
no.	description	date
1	ISSUED FOR REVIEW	20/01/18 JA
2	ISSUED FOR SHAP	21/01/18 JA
3	ISSUED FOR PERMIT (Detailed/Completed)	12/01/18 JA
4	ISSUED FOR SHAP	08/06/18 JA
5	REV 1	16/01/18 JA

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PROJECT

1702 FERNWOOD ROAD
EXTERIOR ALTERATIONS
TRIPLEX CONVERSION
HAP

SHEET TITLE

ELEVATIONS
EXISTING
STORAGE SHED

SCALE
AS SHOWN
DATE PLOTTED
SEPT 26, 2019
DRAWN BY
JG/JJA

JOB NO.
1803
A03

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City of Victoria

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Development Services Division

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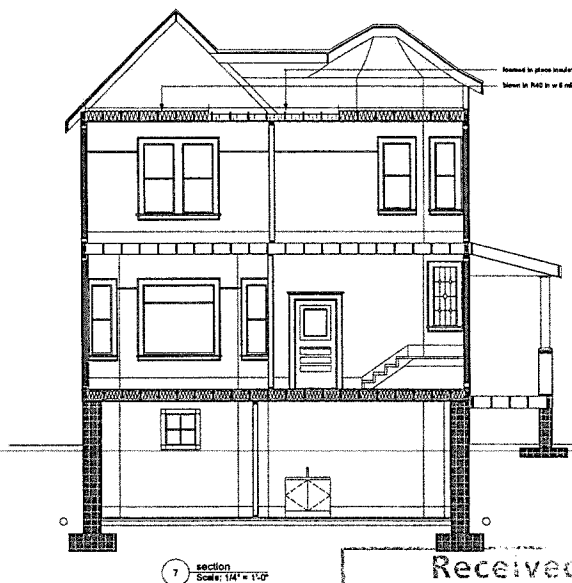
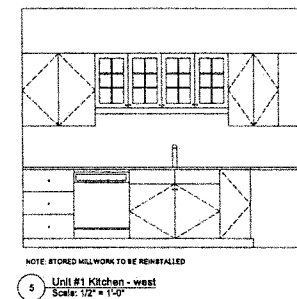
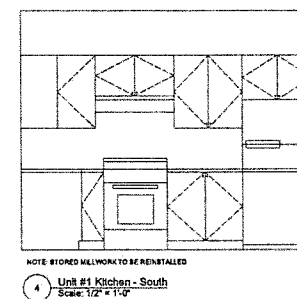
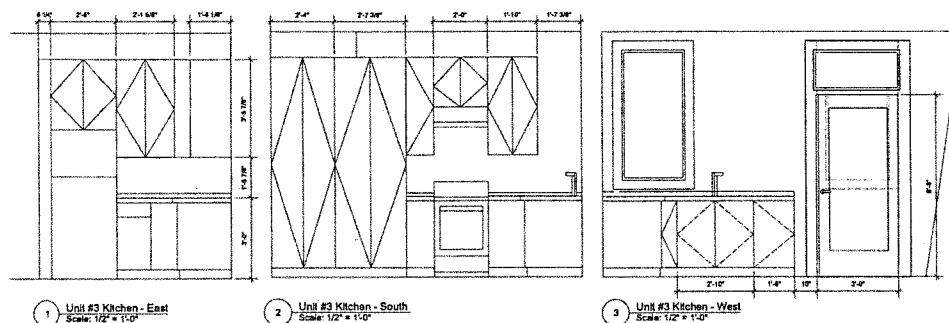
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+ 250-362-3423 • info@keyarchitecture.com

COMMENTS

NO.	DESCRIPTION	DATE	BY
1.	ISSUED FOR REVIEW	22/07/19	JA
2.	ISSUED FOR CHAP	21/07/19	JA
3.	ISSUED FOR PERMIT/ENDORSEMENT	17/07/19	JA
4.	ISSUED FOR HAP	06/08/19	JA
5.	REV 1	16/08/19	JA

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PROJECT
1702 FERNWOOD ROAD
EXTERIOR ALTERATIONS
TRIPLEX CONVERSION
HAP

SHEET TITLE
INTERIOR ELEVATIONS
SECTIONS

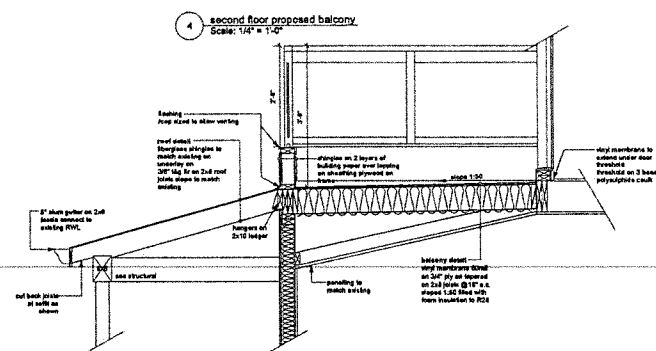
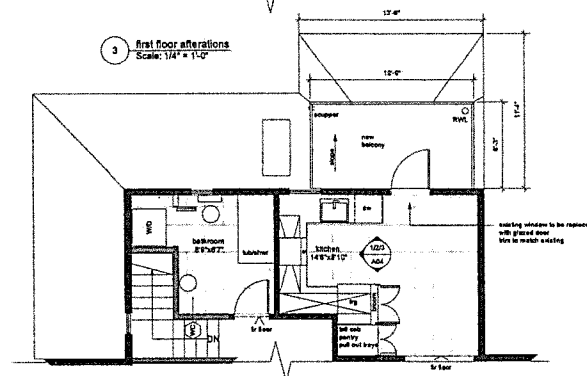
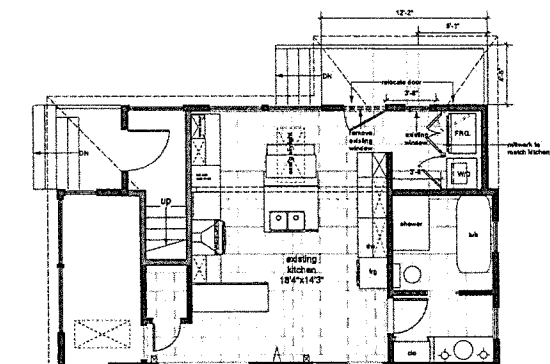
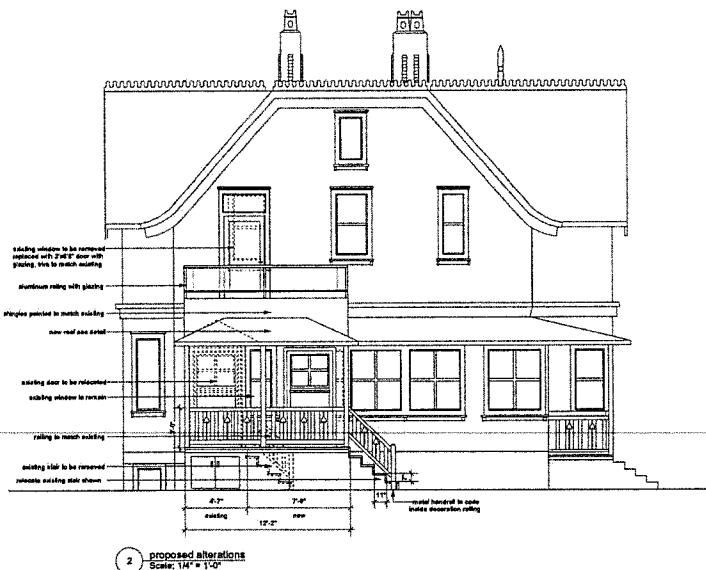
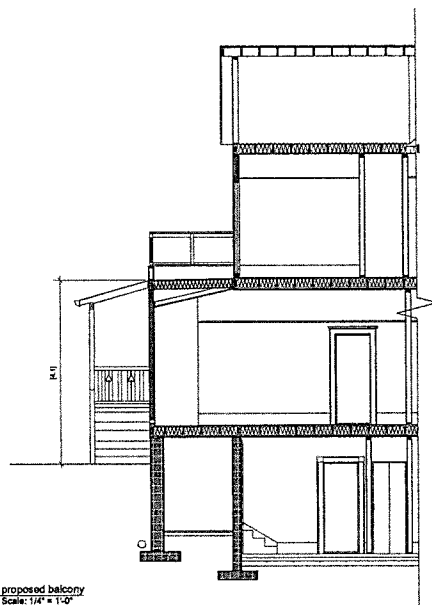
SCALE AS SHOWN	DATE 1803
DATE PLOTTED SEPT 26, 2019	DRAWN BY JGJA

A04

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City of Victoria

SEP 30 2019

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architecture ltd.

2nd Floor, 1124 Port Street, Victoria, BC V8W 3A8
t. 250-362-5813 e. info@keyarchitecture.com

COMMENTS

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR REVIEW	23/04/18	JA
2	ISSUED FOR SHAP	23/05/18	JA
3	ISSUED FOR PERMIT/transfer conversion	12/07/18	JA
4	ISSUED FOR SHAP	16/08/18	JA
5	REV 1	16/08/18	JA

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PROJECT

1702 FERNWOOD ROAD
EXTERIOR ALTERATIONS
TRIPLEX CONVERSION
HAP

SHEET TITLE

EXTERIOR ALTERATIONS
FLOOR PLANS
ELEVATIONS

SCALE AS SHOWN FOR PERMITS

DATE REVISION
SEPT 26, 2019
DRAWN BY JGJJA

A05

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City of Victoria

SEP 30 2019

Planning & Development Department

keay architecture ltd.

John Keay, Architect, AIBC

Nicole Parker, Architectural Technologist, AIBC

2nd Floor, 1124 Fort Street
Victoria, BC, V8V 3K8

o. 250-382-3823
e. info@keayarchitecture.com

June 10, 2019

To: Mayor and Council
City of Victoria
Planning Department
1 Centennial Square
Victoria, B.C.

Re: Rationale for 1702 Fernwood Heritage Alteration Permit

Dear Mayor and Council,

We are submitting a Heritage Alteration Permit for 1702 Fernwood to allow for the single family dwelling to be converted into three rental suites. The residence was built in 1907 for the Westcott family, and is considered one of Victoria's finest examples of the Queen Anne style. A copy of the house's history has been attached to this letter. The front turret of the property caught fire in late January 2017, there was major fire damage to the roof and upper floor, and water damage throughout the home.

The home previously functioned as a duplex, however, this use was never approved by the city. At some point the garage was constructed without permit (pre 1950). Part of this application is to bring these two issues into conformity and then to allow a third suite within the home.

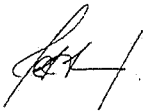
A new roof has been constructed and a building permit for the SFD has been applied for. We are proposing to convert the SFD to a triplex with the following variances.

- i. 1 Parking Stall - Because of the heritage designated stone wall along Balmoral Road we are unable to widen the driveway to satisfy the parking requirement of 4 stalls, therefore we are requesting a variance of one stall. Please note that schedule C 3.2(d) exempts the need for bike parking.
- ii. 8.6% of required rear yard green space - Although Balmoral is the widest of the two streets, Fernwood Road has been designated by Planning as the frontage. We are requesting a relaxation of the 33% required rear yard soft landscaping by 8.6% as we are providing 24.4%.
- iii. .5m of the required rear yard parking screen - We are requesting a variance for the required 1.5m rear yard parking screen, we are able to provide 1m.

- iv. 2 setback variances and height variance for the existing garage – As noted existing garage was built without a permit in the 1940's. We are asking for two setback variances as the garage's setback to both the side and rear lot lines is .4m. The required setback for an accessory building is .6m, therefore a variances of .2m for the rear yard and .2m for the side yard are required. The accessory building is also over height at 3.7m, we require a variance to allow the structure to be .2m over the maximum 3.5m height.
- v. Schedule G section 6, exterior changes - Schedule G requires that no exterior changes that result in the addition of space be preformed 5 years prior or after a new use is created as a result of a house conversion. We are proposing to construct a small deck along the north west facade at the second floor, elongate the existing west porch, and relocating the rear entrance door along the west façade. The proposed changes along the west can be seen on A05. Preliminary meetings with Heritage indicated the alterations are supportable.

The proposed use is utilizing the requirements of the fire remediation to provide current standards of thermal and fire prevention. As well, the additional units will assist in the current rebuilding and ongoing maintenance of this prominent heritage structure. At the same time, the proposed alterations are at the rear of the building and provide a useful outdoor space with minimal impact on the home. We trust this is the information you require at this time.

Sincerely,



John Keay, Architect

Jessica Allerton, Junior Technologist

3. **1702 Fernwood Road**
Heritage Alteration Permit with Variances Application No. 00017

Attendees: Nicole Parker and Jessica Allerton (Keay Architecture Ltd.)

Steve Barber provided a brief introduction. Nicole Parker presented.

Panel Questions and Comments

- Why does the railing at the front need to be changed? Nicole Parker: Due to building code requirements, an aluminum tube handrail will be installed on the recreated wood railing. The existing handrail is not the original.
- What is the proposed rezoning? Steve Barber: There are two existing units and the proposal is for an additional unit. Council will review the Rezoning Application and HAV Application concurrently.
- The provision of more rental housing and an additional parking stall is good. The variances are supportable. The addition to the rear wall is in keeping with the original house. The view from the street is not impacted.
- The fire provided an opportunity for adaptive reuse and the applicant has done that successfully.

Moved

Seconded

That the Heritage Advisory Panel recommend to Council that Heritage Alteration Permit with Variances No. 00017 for 1702 Fernwood Road be approved as presented.

Carried (unanimous)

Statement of Significance**1702 Fernwood Road****Description of Historic Place**

1702 Fernwood Road is a one-and-one-half storey, wood-frame house situated on the north-west corner of the intersection of Fernwood Road and Balmoral Road behind a low wall. It is located near the centre of the Fernwood neighbourhood, approximately one and one half kilometers from the downtown core of Victoria.

Heritage Value

1702 Fernwood Road, built in 1907-08, is valued as an excellent example of a Queen Anne house built during the Edwardian era, when the style was declining from its earlier popularity in Victoria and was showing signs of transition to other fashions. The building is located on a corner lot with two façades, each viewable from a different street. Each of these façades presents the impression of an asymmetrical Queen Anne house; however, when viewed obliquely from the corner, the house is perceived as symmetrical, congruent with the contemporary trend to Classical Revival houses.

1702 Fernwood Road is also valued for epitomizing the homes of a large number of residents of the Fernwood neighbourhood, many of whom were skilled workers or small business owners, and who frequently were related to each other.

Sources: City of Victoria Planning & Development Department; Victoria Heritage Foundation

Character-Defining Elements

The character of 1702 Fernwood Road is defined by:

- the Queen Anne elements of the design, such as the cutaway bay windows with their coloured glass transoms, the beveled siding on the first-floor level separated by a pent roof from the shingles on the second-floor level, the wraparound porch, the pinnacles and cresting on the roof, and the cross gables and the corner tower with its eaves brackets
- the Classical Revival elements, such as the Tuscan columns on the porch
- the artificial stone wall and piers and metal gate between the house and the street



Committee of the Whole Report

For the Meeting of November 14, 2019

To: Committee of the Whole **Date:** October 31, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Development Permit with Variance Application No. 00119 for 1017-1023 Cook Street

RECOMMENDATION

That, subject to the preparation and execution of legal agreements to secure the rental of all dwelling units for the life of the building, to the satisfaction of the Director of Sustainable Planning and Community Development, that Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of Development Permit with Variance Application No. 00119 for 1017-1023 Cook Street, in accordance with:

1. Receipt of final plans generally in accordance with the plans date stamped October 25, 2019, to revise the siting of the proposed bicycle parking rack located on the public right-of-way to the satisfaction of the Director of Engineering and Public Works.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variances:
 - i. reduce the minimum vehicle parking from 34 stalls to 0 stalls.
3. Council authorizing the street-level projecting canopies over the City Right-of-Way on Cook Street, provided that the applicant enters into an Encroachment Agreement in a form satisfactory to the City Solicitor and the Director of Engineering and Public Works.
4. Final plans generally in accordance with plans date stamped October 25, 2019.
5. The Development Permit lapsing two years from the date of this resolution."

LEGISLATIVE AUTHORITY

In accordance with Section 489 of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *Official Community Plan*. A Development Permit may vary or supplement the *Zoning Regulation Bylaw* but may not vary the use or density of the land from that specified in the Bylaw.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Permit with Variance Application for the property located at 1017-1023 Cook

Street. The proposal is to convert existing ground floor warehouse space into two rental residential units. The proposed change of use triggers a parking variance. Although the variance needs to be identified as a reduction in parking from 34 to 0 stalls to account for the entire building, which is currently legally non-conforming with regards to parking, the new additional parking requirement is only for two new stalls associated with the two new residential units being proposed. The following points were considered in assessing this application:

- the proposed exterior changes to provide ground-oriented entrances to the units are consistent with the Design Guidelines for Development Permit Area 16: General Form and Character
- the proposal is consistent with the Fairfield Neighbourhood Plan which encourages opportunities for more people to live close to downtown with access to jobs, amenities and transit
- the voluntary housing agreement to secure all the dwelling units as rental for the life of the building advances the housing objectives of the *Official Community Plan* (2012)
- an existing driveway access on Meares Street would be removed with this proposal, providing space for on-street parking and additional boulevard space for future tree planting
- to help off-set the impact of the parking variance, the applicant proposes additional long-term bike parking within a secure bike room, as well as, off-street bike parking located at the corner of Cook Street and Meares Street.

BACKGROUND

Description of Proposal

The proposal is to convert existing ground floor warehouse space into two rental residential units. The proposed change of use triggers a parking variance for the entire building, which is currently legally non-conforming with regards to parking.

Specific details include:

- originally constructed in 1912, the building extends to the property lines and has never provided any off-street parking for the ground floor commercial uses and 20 apartments above
- the new unit entries and windows would replace the existing warehouse entry and windows to limit the changes to the exterior of the building.

New exterior materials include:

- glazed unit entry doors with black anodized aluminium door and window frames
- entry lighting
- steel access door, wood framing and black stucco finish for the electrical room entrance.

The proposed variances are related to:

- reducing the required off-street parking from 34 stalls to 0 stalls
- the proposed new residential use has the same parking requirement (two stalls) as the existing warehouse use; however, with a change of use, the entire building loses its legal non-conforming status with regards to parking and must be brought into compliance with the current *Zoning Regulation Bylaw* requirements.

Affordable Housing Impacts

The applicant proposes the creation of two new residential units, which would increase the overall supply of housing in the area. A Housing Agreement is also being proposed which would ensure that future Strata Bylaws could not prohibit the rental of units. A Housing Agreement is also being proposed to secure all the units in the building as rental for the life of the building.

Sustainability Features

The applicant has not identified any sustainability features associated with this proposal.

Active Transportation Impacts

The application proposes a six-stall bike rack at the corner of Cook Street and Meares Street, as well as seven long term bicycle parking stalls which support active transportation.

Public Realm Improvements

No public realm improvements are proposed in association with this Development Permit Application.

Accessibility Impact Statement

The British Columbia Building Code regulates accessibility as it pertains to buildings.

Existing Site Development and Development Potential

The site is presently occupied by a three-storey mixed use building. There are two ground floor commercial units fronting Cook Street and a ground floor warehouse space fronting Meares Street. Twenty rental apartments are located above the ground floor.

Data Table

The property is split zoned with the west half zoned C-1, Limited Commercial District, and the east half zoned R3-A1, Low Profile Multiple Dwelling District. The following data table compares the proposal with these zones. An asterisk is used to identify where the proposal is less stringent than the existing zone. A double asterisk is used to identify existing legal non-conformities.

Zoning Criteria	Proposal	R3-A1 Zone	C-1 Zone
Site area (m ²) – minimum	669.1 **	920.00	-
Density (Floor Space Ratio) – maximum	2.71 **	1.00	1.40
Height (m) – maximum	11.46 **	10.70	12.00
Storeys – maximum	3	3	-

Zoning Criteria	Proposal	R3-A1 Zone	C-1 Zone
Site coverage (%) – maximum	100 **	33	-
Open site space (%) – minimum	0 **	30	-
Setbacks (m) – minimum			
Front (Cook)	0 **	7.50	6.00
Rear	0 **	10.50	6.00
Side (South)	0 **	5.73	2.87
Flanking Street (Meares)	0 **	5.73	2.40
Parking – minimum	0 *	34	
Bicycle parking stalls – minimums			
Long term – minimum	7	0	
Short term – minimum	6	0	

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, on June 17, 2019, the application was referred for a 30-day comment period to the Fairfield Gonzales CALUC. At the time of writing this report, a letter from the CALUC had not been received.

This application proposes variances; therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variances.

ANALYSIS

Development Permit Area and Design Guidelines

The *Official Community Plan (OCP)* identifies this property within Development Permit Area (DPA) 16: General Form and Character. This DPA seeks to integrate new multi-unit residential development in a manner that is complementary to the place character of the neighbourhood and enhances the streetscape. The proposed conversion of existing warehouse space to residential dwellings with ground-oriented units facing the street is considered by staff to be consistent with this objective.

The OCP identifies the site within Development Permit Area (DPA) 16: General Form and Character where the key design guidelines are the *Design Guidelines for Multi-Unit Residential*,

Commercial and Industrial (2012). The proposal complies with the Guidelines by utilizing existing openings within the building and adding complimentary windows and doors to create ground-oriented dwelling units that preserve and enhance the streetscape character. Staff also consider replacing the driveway access with grassed boulevard to be consistent with the Guidelines, which encourage additional greenspace that contributes to the place character of the neighbourhood.

Fairfield Neighbourhood Plan

The Fairfield Neighbourhood Plan identifies this property within the Northwest Area and Fort Street Corridor. Staff consider the proposal to be consistent with the Fairfield Neighbourhood Plan which encourages opportunities for more people to live close to downtown with access to jobs, amenities and transit within this Area.

Tree Preservation Bylaw and Urban Forest Master Plan

There are no impacts to bylaw-protected or public trees with this application.

Regulatory Considerations

The proposed new residential use has the same parking requirement (two stalls) as the existing warehouse use under Schedule C of the *Zoning Regulation Bylaw*. However, with a change of use, the entire building loses its legal non-conforming status with regards to parking and must be brought into compliance with the current parking requirements resulting in the parking variance to reduce the parking from 34 stalls to 0 stalls. Staff consider the variance as supportable given the siting of the building cannot accommodate vehicle parking in accordance with Schedule C, the site is in a walkable location with access to transit along both Cook Street and Fort Street, and the applicant is proposing to add bicycle parking to offset the impact of reduced vehicle parking.

Encroachment Agreement

Existing street-level canopies along Cook Street project above the City Right-of-Way. These are encouraged in the Guidelines to provide pedestrian weather protection and welcoming streetscapes. In order to facilitate these building features, the applicant is required to enter into an Encroachment Agreement with the City. Appropriate wording is included in the recommendation for Council's consideration.

CONCLUSIONS


The proposal to create two new residential dwelling units utilizing existing warehouse space and associated parking variance is consistent with the Design Guidelines for Development Permit Area 16: General Form and Character. The housing agreement to secure all of the dwelling units as rental for the life of the building also furthers the housing goals of the *Official Community Plan*. Therefore, staff recommend that Council consider forwarding the application to an opportunity for public comment.

ALTERNATE MOTION

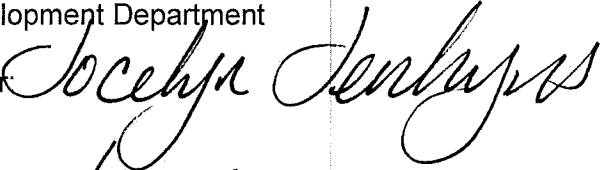
That Council decline Development Permit with Variance Application No. 00119 for the property located at 1017-1023 Cook Street.

Respectfully submitted,


Alec Johnston
Senior Planner
Development Services Division

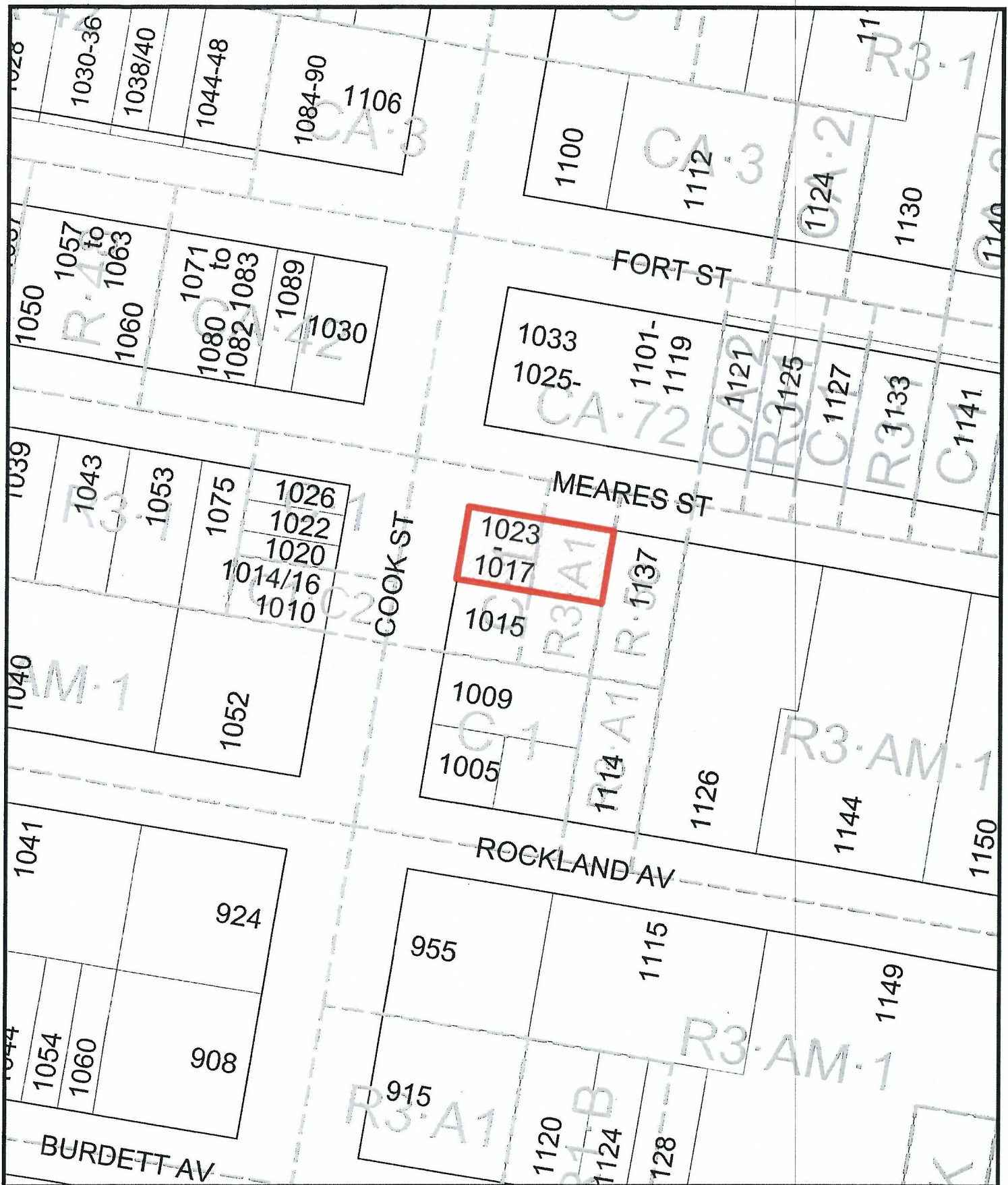

Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:


Date: Nov 5, 2019

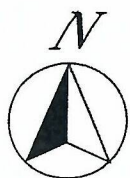
List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans date stamped October 25, 2019
- Attachment D: Letter from applicant to Mayor and Council dated July 24, 2019.



1017-1023 Cook Street
Development Permit with Variance #00119





CITY OF
VICTORIA

Explorer Land Surveying Inc

B. C. Land Surveyor's Certificate of Location for:

**THE NORTHERLY 1/2 OF LOTS 1592
AND 1593, VICTORIA CITY**

ZONING : C-1

SCALE:



All distances are in METERS and decimals thereof.

Parcel Identifier: 009-396-772 and 009-396-781
in the CITY OF VICTORIA

Prepared specifically for: GMC Projects Inc.

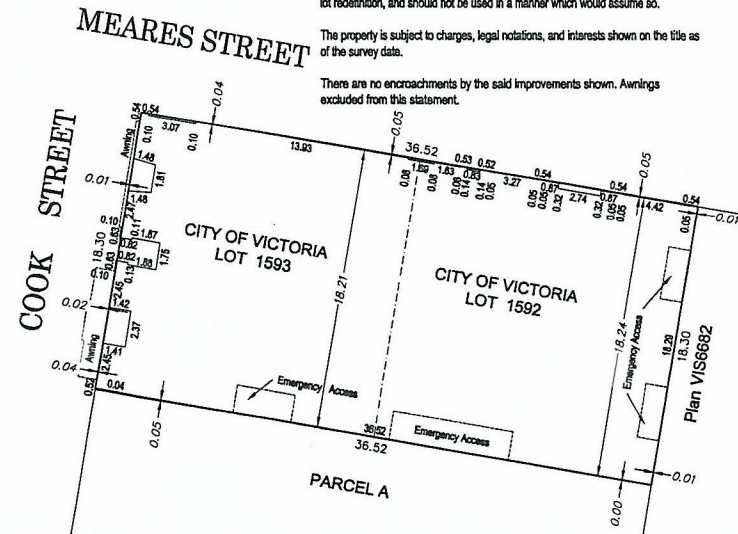
133-1335 Bear Mountain Pike
Victoria, B. C. V8S 6T9
Tel: (250) 381-2257
Email: Vonneth@explorersurvey.com
File: 11520

I have inspected the Commercial premises shown at 1021 Cook Street and hereby certify that the said structure is situate with respect to nearby boundaries as shown on this sketch.

This document is prepared for the use of the stated party and their interests, and is for inspection purposes only. This document does not represent any form of boundary or lot redefinition, and should not be used in a manner which would assume so.

The property is subject to charges, legal notations, and interests shown on the title as of the survey date.

There are no encroachments by the said improvements shown. Awings excluded from this statement.



Kenneth Ng, BCLS

Field Survey - 3 October, 2017.

Dated this 4th of October, 2017.

This document is not valid unless originally signed and sealed.
This document is copyrighted and may not be copied, transmitted, or altered in whole or part without the consent of the signatory.

The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or action taken based on this document.

OCT 25 2018

Site Survey

metric scale 1:150
[Survey Information provided by
Explorer Land Surveying Inc dated 04 October 2017]

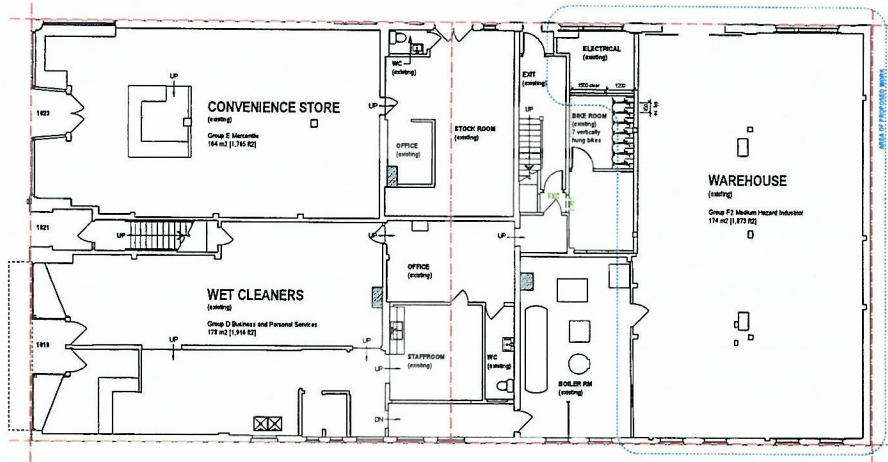
1021 Cook Street Suite Conversion

1021 Cook Street Victoria BC

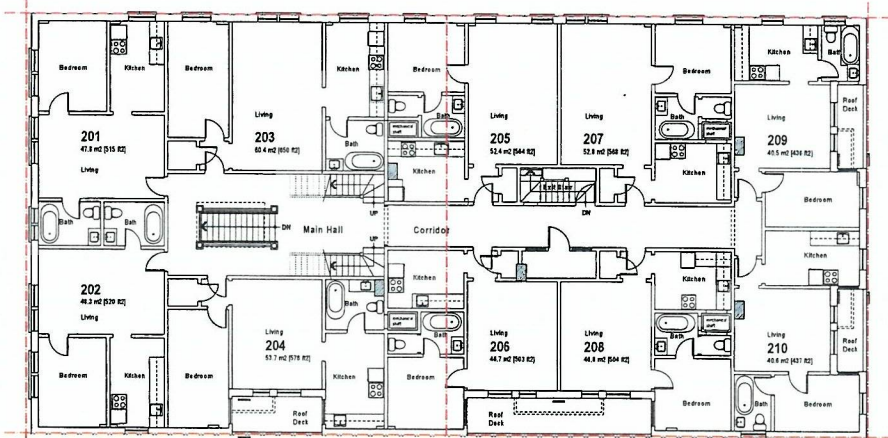
Miller Architects Inc

Existing Site Survey

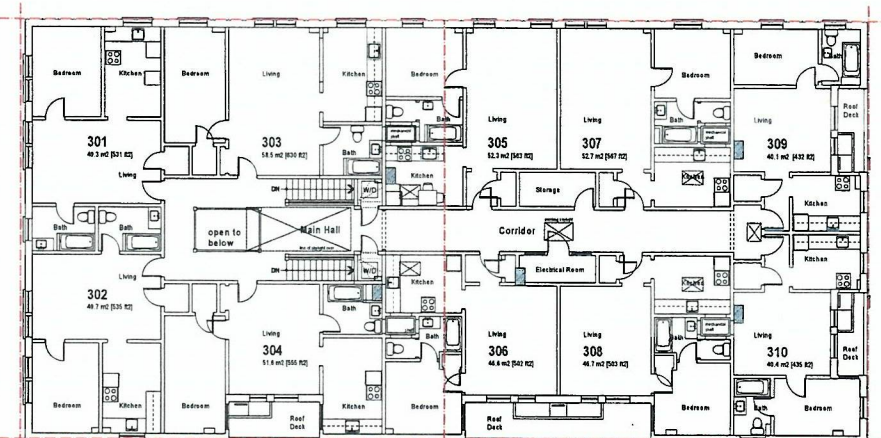
A1.2



Existing Ground Floor Plan
metric scale 1 : 100



Existing Second Floor Plan
metric scale 1 : 100

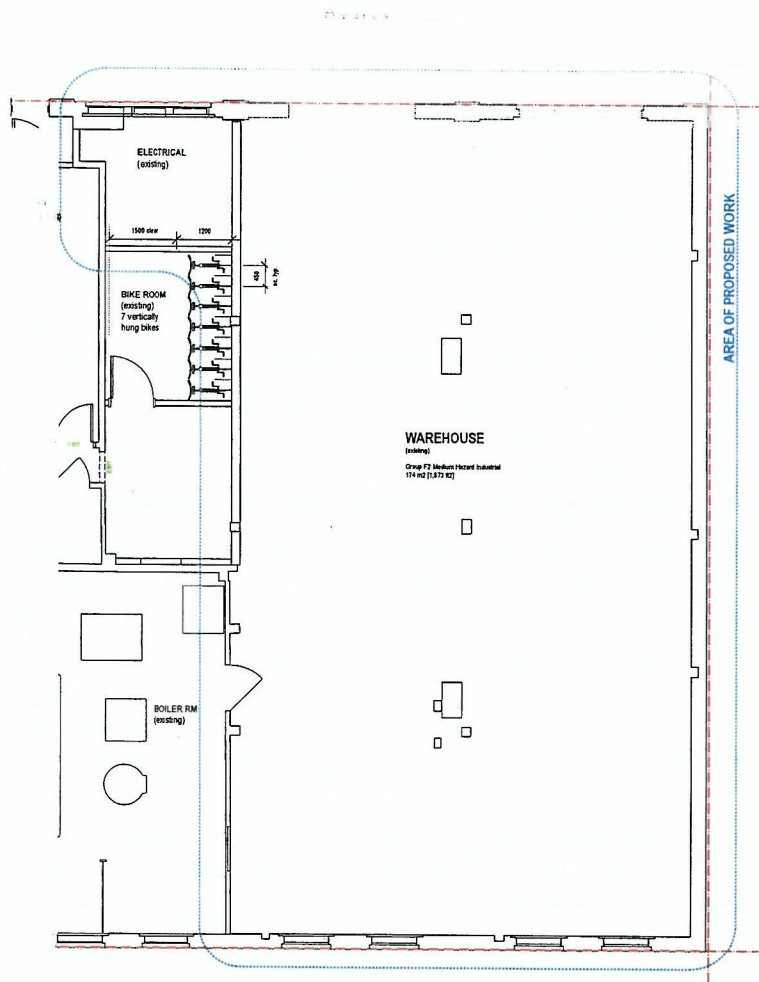


Existing Third Floor Plan
metric scale 1 : 100

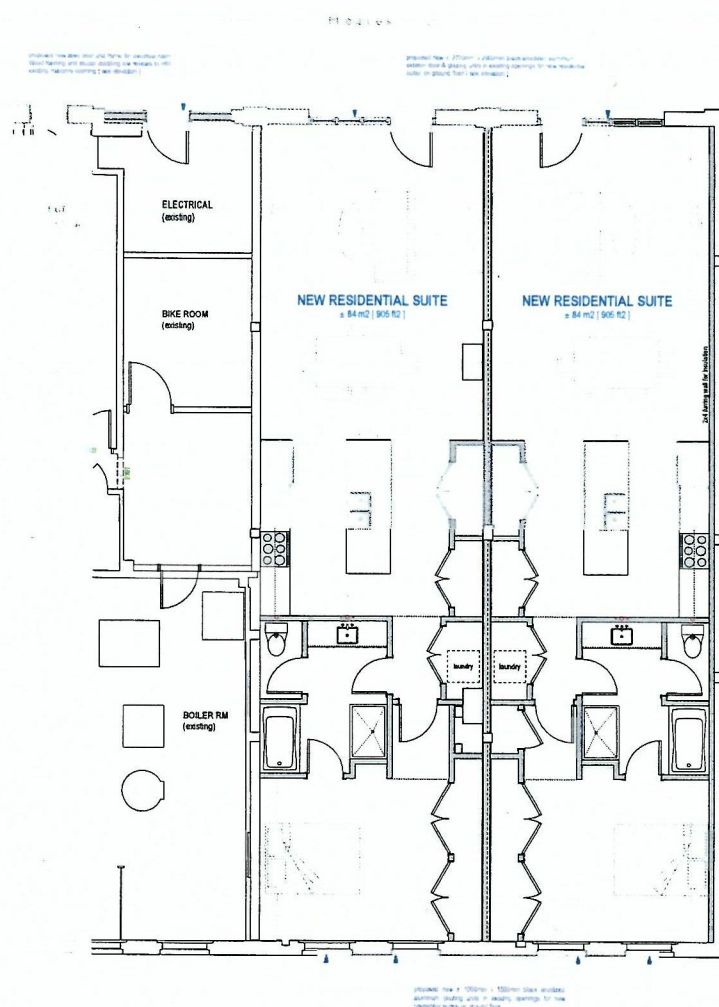
1021 Cook Street Suite Conversion

1021 Cook Street, Victoria BC

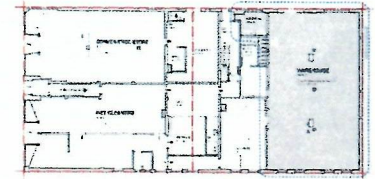




Existing Ground Floor Plan
metric scale 1 : 50



Proposed Ground Floor Plan
metric scale 1 : 50



Building Key Plan
metric scale NTS

OCT 25 2019

Handwritten signature: #

1021 Cook Street Suite Conversion

1021 Cook Street, Victoria, B.C.

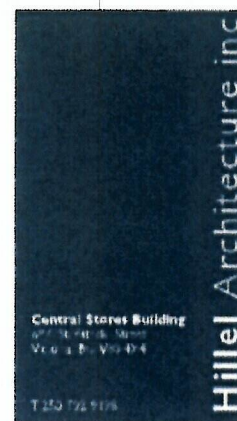
Client: Hillegard Building	Project: 1021 Cook Street Suite Conversion	Drawn by: Hillegard Building	Checked by: Hillegard Building
Project No: 1021	Project Name: 1021 Cook Street Suite Conversion	Project Date: 2019	Project Status: In Progress
Project Location: 1021 Cook Street, Victoria, B.C.	Project Description: Suite Conversion	Project Budget: \$100,000	Project Completion: 2020
Project Manager: Hillegard Building	Project Engineer: Hillegard Building	Project Architect: Hillegard Building	Project Designer: Hillegard Building
Project Contractor: Hillegard Building	Project Subcontractor: Hillegard Building	Project Supplier: Hillegard Building	Project Installer: Hillegard Building
Project Maintainer: Hillegard Building	Project Operator: Hillegard Building	Project User: Hillegard Building	Project Owner: Hillegard Building

24 JULY 2019

Mayor and Council
CITY OF VICTORIA
1 Centennial Square
Victoria BC V8W 1P6

RE: **WAREHOUSE CONVERSION TO RESIDENTIAL**
1021 Cook Street, Victoria BC

Development Permit Application with Variances



Mayor and Council,

We hereby submit, on behalf of GMC Projects, a development permit application with variances to permit the conversion of existing warehouse space into two residential suites in a three-storey building rich in original character, located at the corner of Cook Street and Meares Street.

The first two storeys of the Bell Building were built in 1912 and included 3,955 sq.ft. of commercial space and 2,450 sq.ft. of warehouse space on the ground floor, and 10 one bedroom apartments on the second floor. In 1944, a third floor was added to provide 10 more one bedroom apartments. Following a fire in 2017, which saw the building vacated, the prior owners decided to sell and GMC Projects acquired the property in 2018 with the goal of rehabilitating the building as rental housing while keeping history in mind.

The warehouse space, accessible from Meares Street, is no longer relevant nor the right use given the surrounding context of residential and live/work space and its inclusion in a building like this would not be permitted today in its current configuration as it does not comply with current building codes. In consultation with the code consultant who participated on the upgrades to the building and life safety aspects of the building following the fire, it was determined that the most appropriate use [and safest] for the space, given its location in the building would be residential in keeping with residential above. Given the ongoing need for rental housing units in our community and the owners' recognition of warehouse use not being as compatible with the neighbourhood today as it was when the building was first built, the owners would like to convert the existing space within the building into two new unique residential units. In doing so, GMC projects is offering to secure the tenure of the 2 new proposed units and 20 existing units as rental housing through a housing agreement. The timeframe for the covenant would apply for the remainder of the life of the existing structure which has just seen a substantial upgrade and investment by GMC Projects.

GMC Projects proposes to create two ground-oriented units overlooking Meares Street. Exterior modifications are modest with existing masonry openings being re-used to provide new entrances and glazing to the residential suites along with a new required exterior entrance to an expanded Hydro Room approved under a separate permit. Black anodized aluminum framing is proposed to complement the recently completed bold paint scheme and to respect the light industrial nature of the warehouse space. New wall-mounted light fixtures are proposed adjacent to the suite entrance doors for identification, wayfinding and safety. The existing windows at the rear of the proposed suites will also be replaced with new black anodized aluminum windows to match the new ones at the front, complete with internal fire rated shutters.

OFF-STREET PARKING REQUIREMENTS

When the building was first built and then expanded, the property was not required to provide off-street parking and therefore does not have any. As the building is built to zero lot line on all sides, there has never been any space for off-street parking.

The change in use from warehouse to residential triggers a parking variance for the entire building. If the use of any portion of a building changes, as in this case from warehouse to residential, where the new use requires parking which is an increase from what the bylaw required for the previous use when the previous use was put in place, in this case 1912, then the whole building loses lawful non-conforming protection under the Local Government Act.

The only actual increase in parking demand comes from the creation of two additional residential suites [2 parking spaces] and the visitor parking requirement of 2 parking spaces based on the new Schedule C Off-Street parking Regulations. The existing warehouse space would require 2 parking spaces based on the current Schedule C so in reality, there is no net increase to the parking demand if the existing warehouse use was to continue.

If, as required, we apply the current Schedule C requirements to the entire building, a parking variance to reduce the parking requirement from 32 stalls to 0 is required.

A parking variance given the above context is supportable. Of significant note is that the building is located within the core and walking distance of an increasingly vibrant commercial area, which provides residents with vital and easy access to a wide range of amenities, goods and services, public transit and cycling corridors. In addition, the true net increase in parking demand based on current Schedule C requirements is zero given that the existing warehouse space requires the same amount of parking as the two new residential suites. GMC projects is removing a use that no longer fits within the neighbourhood context and improves the life safety of the tenants and is replacing it with new rental stock without adding any floor area and without increasing the parking demand, effecting positive change for the surrounding neighbourhood.

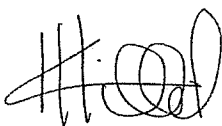
To offset the existing parking shortfall, a portion of the existing warehouse space has already been converted into a secure bike storage room, a change that was made following the base building upgrades post fire. Exterior bicycle parking will also be provided to municipal standards within the City boulevard on Meares Street.

With regards to a car share program, a car share program forms part of a development proposal by GMC Projects for the adjacent property at 1015 Cook Street, which, should it be approved, will provide residents of both 1015 and 1021 Cook Street with access to car share vehicles.

The existing driveway crossing within the boulevard on Meares Street that serves the warehouse space will be removed, and replaced with a new curb and sod to municipal standards.

We trust that the foregoing provides you with enough information to proceed with your review process. Should you require additional information or clarification, please do not hesitate to contact us.

Regards,



Karen Hillel Architect AIBC



Committee of the Whole Report

For the Meeting of November 14, 2019

To: Committee of the Whole **Date:** October 31, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Temporary Use Permit Application No. 00012 for 733, 737 and 741 Fisgard Street and 1620 Blanshard Street

RECOMMENDATION

That Council decline Temporary Use Permit Application No. 00012 for the property located at 733, 737 and 741 Fisgard Street and 1620 Blanshard Street.

LEGISLATIVE AUTHORITY

In accordance with section 493 of the Local Government Act, Council may issue a Temporary Use Permit. A Temporary Use Permit may allow a use not permitted by zoning, may specify conditions under which the temporary use may be carried on, and may allow and regulate construction of buildings and structures in respect of the use of which the permit is issued.

Pursuant to Section 491 of the *Local Government Act*, where the purpose of the designation is the revitalization of an area in which a commercial use is permitted, a Temporary use Permit may include requirements respecting the character of the development, including landscaping, and the siting, form, exterior design and finish of buildings and other structures.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Temporary use Permit Application for the property located at 733, 737 and 741 Fisgard Street and 1620 Blanshard Street. The proposal is to demolish the existing building and create a surface parking lot for up to 61 stalls with associated landscaping to be utilized as the primary use on the lot for a period of up to 3 years. A Temporary Use Permit (TUP) is required because the zoning does not allow a surface parking lot as a primary use. Also required is an amendment to the Master Development Agreement currently registered on the property titles, related to a previous development application.

The following points were considered in assessing this application:

- the *Official Community Plan* (OCP, 2012) identifies the property within the Core Business Urban Place Designation, which does not support surface parking lots; however, TUPs are permitted in the OCP throughout the whole City

- the *Downtown Core Area Plan* (DCAP) designates the subject property in the Central Business District, which supports a concentration of commercial employment uses and complementary uses such as multi-residential, hotels, public institutions as well as a pedestrian-oriented streetscape through active commercial uses such as restaurants, personal services and retail businesses. The Commercial Business District does not support surface parking lots, although it does support the provision of short-term publicly accessible parking
- the landscaping is generally consistent with the DCAP guidelines and Crime Prevention Through Environmental Design (CPTED) principles which includes well-designed landscaping that demarcates public and private areas without obstructing sightlines
- a variance would be required for surface parking that is not located within a building
- the proposal is not consistent with the Master Development Agreement associated with the site and previously approved by Council.

In staff's opinion, the application is not supportable given that it is inconsistent with the policy as summarized above. However, the proposal is for the temporary use of a site where the existing building has neared the end of its useful life and is slated to be demolished. Given this, compared to an empty lot, the temporary parking use would marginally improve the streetscape experience with the introduction of soft landscaping. In light of these factors, an alternate motion is provided should Council wish to advance consideration of this Temporary Use Permit, particularly given present concerns regarding a shortage of parking downtown.

BACKGROUND

Description of Proposal

The proposal is for a Temporary Use Permit Application for the property located at 733, 737 and 741 Fisgard Street and 1620 Blanshard Street to allow as a primary use a surface parking lot for up to 61 stalls with associated landscaping for a period of up to three years. The Temporary Use Permit does not supersede the Master Development Agreement registered on the properties. Accordingly, the proposal also includes an amendment to the Master Development Agreement to allow for this temporary use. The proposal involves the removal of two driveway crossings near the corner of Blanshard Street and Fisgard Street. Specific details include:

- removal of the existing commercial building
- 61 new temporary surface parking stalls
- landscaping along Blanshard and Fisgard Streets, as well as lighting throughout the property
- a variance would be accommodated through the TUP process if Council would like to approve it, in order to allow surface parking stalls not contained within a building
- amendment of the Master Development Agreement is also required to allow the temporary use.

Sustainability Features

The applicant has not identified any sustainability features associated with this proposal.

Active Transportation Impacts

The proposal is for a surface parking lot for vehicles; therefore, the applicant has not identified any active transportation impacts associated with this application.

Public Realm Improvements

No public realm improvements are proposed in association with this Temporary Use Permit Application.

Accessibility Impact Statement

The proposed surface parking lot will be accessible as there are no changes to the grades between the sidewalk and the subject property. One driveway crossing would be removed, which would be an improvement to accessibility by providing fewer grade changes along the sidewalk.

Existing Site Development and Development Potential

The three lots that comprise the site include a two-storey commercial building and associated front-yard surface parking as well as a legal non-conforming surface commercial parking lot at the rear. The applicant has stated that the building has reached the end of its useful life and would require upgrades to remain operational. Under the current Central Business District 2 (CBD-2) Zone, the property could be developed at a density of 3:1 Floor Space Ratio (FSR) up to 58m in height. An additional bonus density of up to 7.6:1 is permitted in exchange for the provision of a number of on-site and financial amenities. The CBD-2 zone permits a range of uses including commercial and residential. There is currently a Master Development Agreement registered on the properties, which is outlined in the Relevant History section below.

Relevant History

In 2007, Council approved a site-specific Rezoning and Development Permit Application to permit a new commercial building on the subject properties. Two subsequent development permits were issued in 2010 and 2012. These permits proposed the same design approved in the 2007 application and were required after both the first and second development permits expired. As part of the 2007 application, a Master Development Agreement was created and registered on the property titles. It was through these processes that the potential bonus density was established. While the site-specific requirements for the MDA still apply to the lots, the Development Permits have expired. A new Development Permit would be required for any future proposals. Further, the MDA agreement did not anticipate a temporary surface parking lot, and as such, must be amended to allow for this temporary use.

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variances Applications*, on October 11, 2018 the application was referred for a 30-day comment period to the Downtown Residents Association CALUC. A letter dated October 9, 2019 is attached to this report.

This application proposes a variance; therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variance.

ANALYSIS

The *Official Community Plan* (OCP) identifies the property within the Core Business Urban Place Designation, which does not support surface parking lots; however, TUPs are permitted in the OCP throughout the whole City. A TUP would allow a surface parking lot for a period of up to three years, with the ability to extend the permit for another three years subject to Council approval.

The Master Development Agreement was for the specific development proposal last approved in 2012. It did not anticipate a temporary surface parking lot, and thus an amendment to the MDA is required.

Downtown Core Area Plan

The *Downtown Core Area Plan* (DCAP) designates the subject property in the Central Business District, which supports a concentration of commercial employment uses and complementary uses such as multi-residential, hotels and public institutions as well as active commercial uses such as restaurants, personal services and retail businesses. New developments in the Central Business District are encouraged to locate vehicle parking at the rear or the building or below grade.

The proposal is located along Blanshard Street, which is identified in the OCP and the DCAP as a frequent transit corridor. The DCAP supports active commercial uses along frequent transit corridors along these corridors.

While the proposal does not meet the above objectives laid out in the OCP and DCAP, it is worth noting that the existing parking configuration also does not meet many of the same objectives in relation to surface parking and pedestrian-oriented built form. The proposal would add some landscaping along Blanshard and Fisgard Streets and would result in the removal of the two driveway crossings closest to the corner, which would improve the operation of the intersection. Council may therefore wish to consider the alternate motion in this instance.

Crime Prevention Through Environmental Design (CPTED)

The proposed changes to the landscaping are consistent with the DCAP guidelines and Crime Prevention Through Environmental Design (CPTED) principles, which includes lighting throughout the site as well as landscaping that demarcates public and private areas and does not obstruct sightlines.

Regulatory Considerations

The applicant is financially responsible for the removal and replacement of the driveway crossings as indicated on their plans, with a full height curb and sidewalk to City of Victoria standard.

CONCLUSIONS

The proposal to allow a temporary surface parking lot for a period of up to three years at the property located at 733, 737 and 741 Fisgard Street and 1620 Blanshard Street is generally inconsistent with the OCP and DCAP. Staff recommend for Council's consideration that the application be declined; however, the alternate motion provided below would be appropriate if Council wishes to consider it.

ALTERNATE MOTION

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That, subject to the amendment of the existing Master Development Agreement to allow for a temporary surface parking lot, Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, authorize the issuance of Temporary Use Permit Application No. 00012 for 733, 737 and 741 Fisgard Street and 1620 Blanshard Street to allow for a temporary surface parking lot, in accordance with:

1. Plans date stamped June 20, 2019.
2. Development meeting all *Zoning Regulation Bylaw* requirements, except for the following variance:
 - i. Allow surface parking stalls.
3. The applicant providing a landscape cost estimate for the entire cost of the onsite landscaping in accordance with the Landscape Plan prepared by LADR Landscape Architects dated October 2, 2018 and a landscape security deposit in the amount of 120% of the Landscape Cost Estimate is payable to the City prior to the issuance of the building permit.
4. Council authorizing the amendment of the existing Master Development Agreement to allow for the temporary surface parking lot and clarify that the lands cannot continue this use once the Temporary Use Permit has expired, and to further provide a landscape plan for the site once the use has discontinued, provided that the applicant amends this agreement in a form satisfactory to the City Solicitor and the Director of Sustainable Planning and Community Development.
5. The Temporary Use Permit lapsing three years from the date of this resolution."

Respectfully submitted,

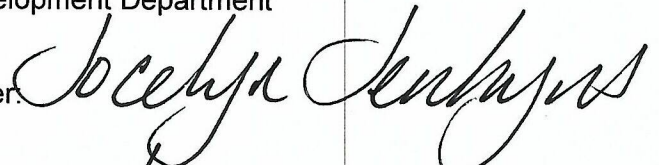


Chloe Tunis
Planner
Development Services Division



Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:

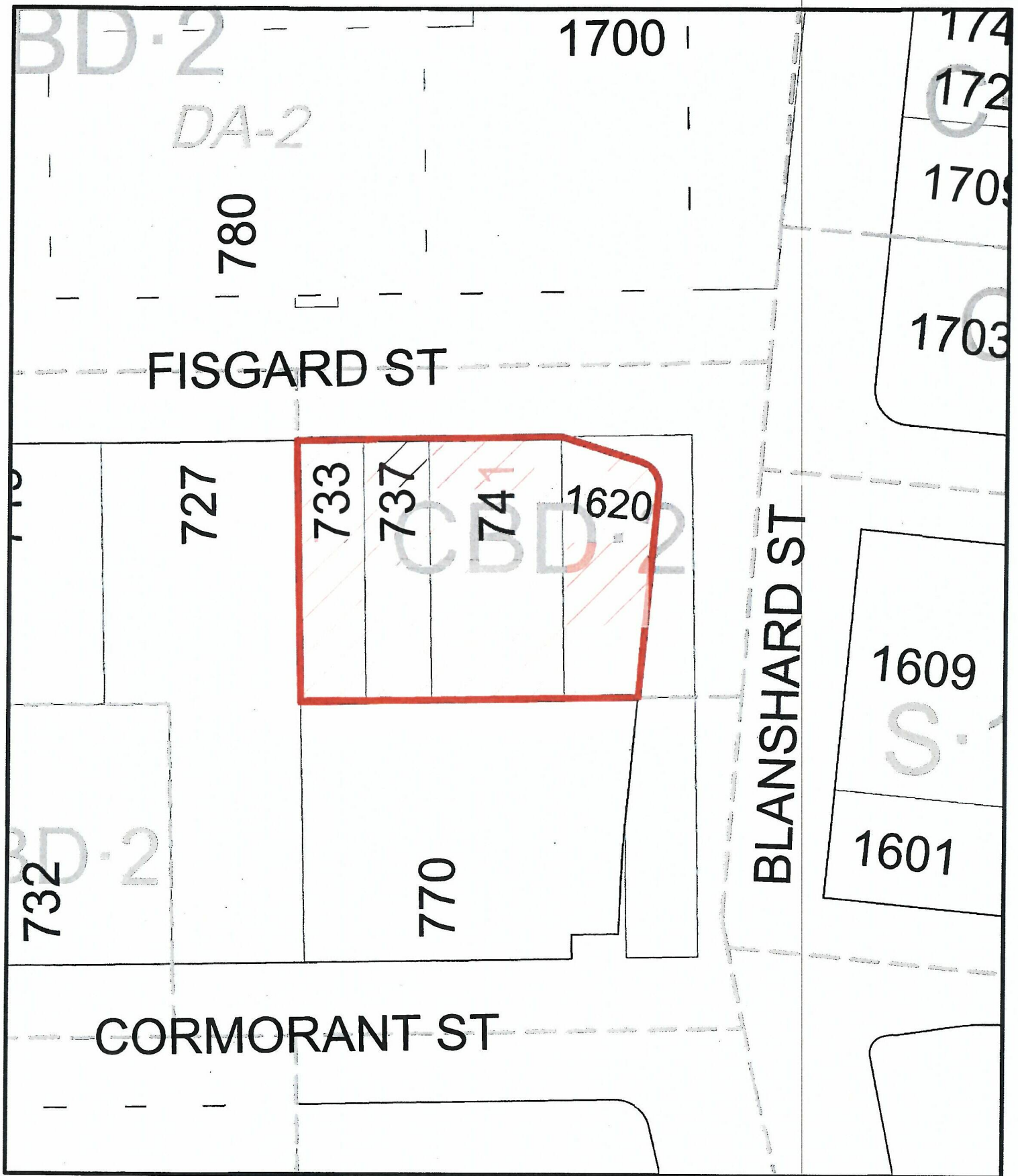


Date:

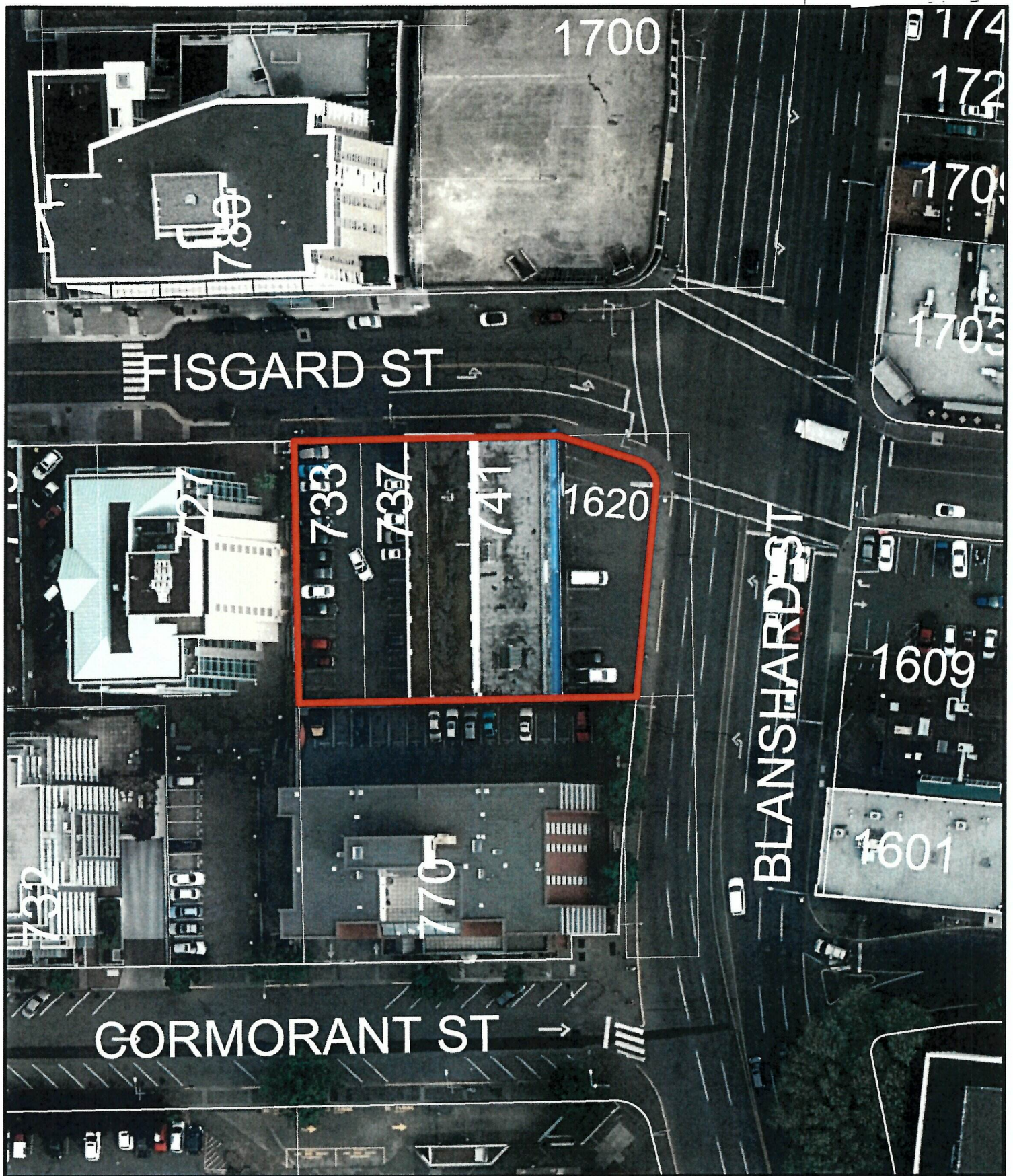
Nov 5, 2019

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Letter from applicant, date stamped October 9, 2019
- Attachment D: Plans date stamped June 20, 2019
- Attachment E: Community Association Land Use Committee comments, dated October 10, 2019.

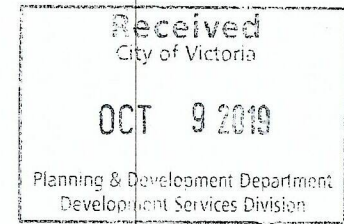


733, 737 & 741 Fisgard Street and
1620 Blanshard Street
Temporary Use Permit No. 00012



733, 737 & 741 Fisgard Street
and 1620 Blanshard Street
Temporary Use Permit No. 00012





October 9, 2019

Mayor Helps and Council
City of Victoria
1 Centennial Square
Victoria, BC
V8W 1P6

Re: Gateway Green (1620 Blanshard) Update

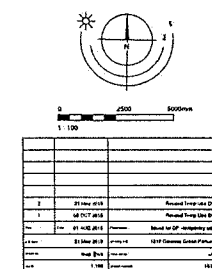
Dear Mayor Helps and Council,

On behalf of the property owners, Tri-Eagle Developments and Jawl Residential, I would like to update Council on this project. For many years our team has been working on a plan to move this building forward. The approved plan is for a Class "A" Office Building of approximately 145,000 square feet. We are committed to this project however the market demand for this amount of office space is currently well supplied by other projects. In the short term we now have a challenge with our current building being at the end of its useful life. We are therefore applying to The City for a Temporary Use Permit to remove the building and provide 61 surface parking stalls. From our point of view we see this as a Phase 1 step forward to completing the project once the office market is ready for our building. As well we believe this is a benefit to the Community as we can provide short term parking solutions while adjacent properties are built out.

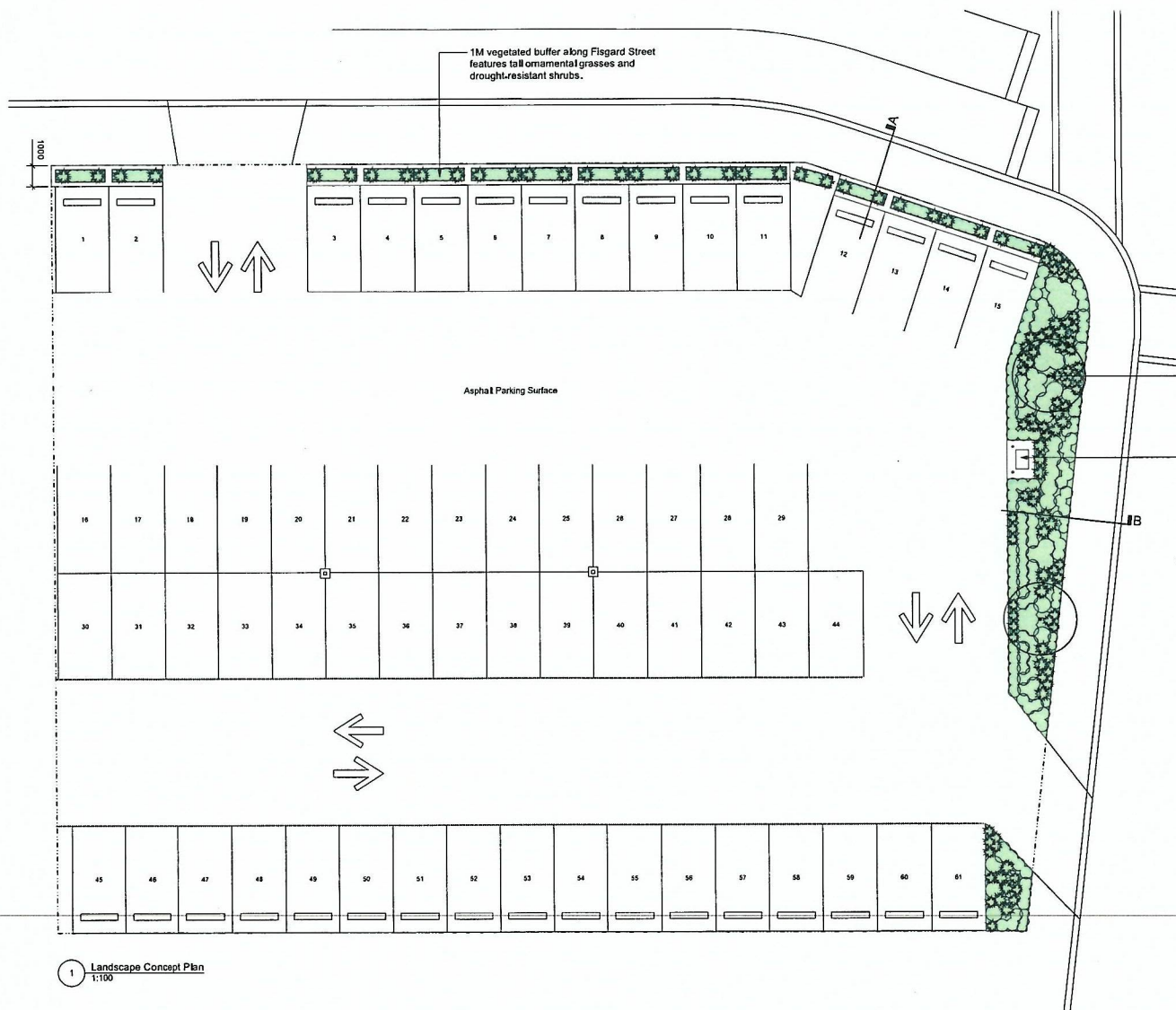
Thank you for your consideration.

Yours truly,

Travis Lee



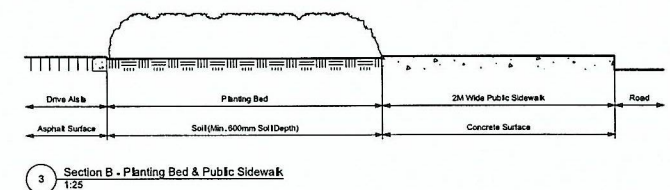
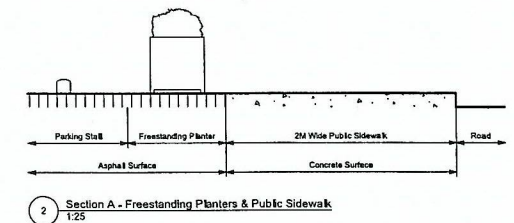
 <p>de Hoog & Kleru architects</p> <p>VORMGEVERING 1401 East Street Victoria BC V8W 2S5 Tel: 253-2222</p>	<p>PLANNING AND DESIGN 1401 East Street Victoria BC V8W 2S5 Tel: 253-2222</p>
<p>Gateway Green 1620 B Barnhart Street Victoria, BC</p>	
<p>Proposed Site Plan</p>	
<p><small>Architectural drawings, including site plan, floor plan, section, elevation, and detail, are shown on the right. The drawings are the property of de Hoog & Kleru architects and are not to be used for any other purpose without the written consent of de Hoog & Kleru architects.</small></p>	<p>A102</p>
<p><small>Architectural drawings, including site plan, floor plan, section, elevation, and detail, are shown on the right. The drawings are the property of de Hoog & Kleru architects and are not to be used for any other purpose without the written consent of de Hoog & Kleru architects.</small></p>	<p>2</p>



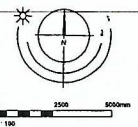
Recommended Nursery Stock

Trees			
Total 2	Botanical Name	Common Name	Size
	<i>Acer rubrum</i> 'Karpick'	Karpick Maple	6cm cal.
Medium Shrubs			
Total 24	Botanical Name	Common Name	Size
	<i>Nandina domestica</i> 'Gulf Stream'	Gulf Stream Heavenly Bamboo	#5 pot
Small Shrubs			
Total 187	Botanical Name	Common Name	Size
	<i>Berberis thunbergii</i> f. <i>atropurpurea</i> 'Bagatelle'	Dark Purple/Red Japanese Barberry	#1 pot
	<i>Bonus</i> 'Green Velvet'	Green Velvet Bonwood	#1 pot
	<i>Hebe</i> 'Emerald Gem'	Emerald Gem Hebe	#1 pot
	<i>Helioscythion sempervirens</i>	Blue Oak Grass	#1 pot
	<i>Malva</i> <i>nervosa</i>	Low Oregon Grape	#1 pot
Perennials, Annuals and Ferns			
Total 120	Botanical Name	Common Name	Size
	<i>Bonus</i> 'Green Velvet'	Green Velvet Bonwood	#1 pot
	<i>Calluna vulgaris</i> x <i>acutifolia</i> 'Karl Foerster'	Karl Foerster Feather Reed Grass	#1 pot
	<i>Helioscythion sempervirens</i>	Blue Oak Grass	#1 pot

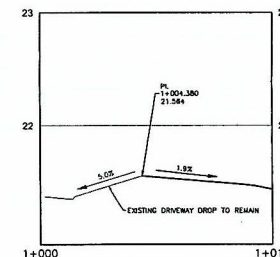
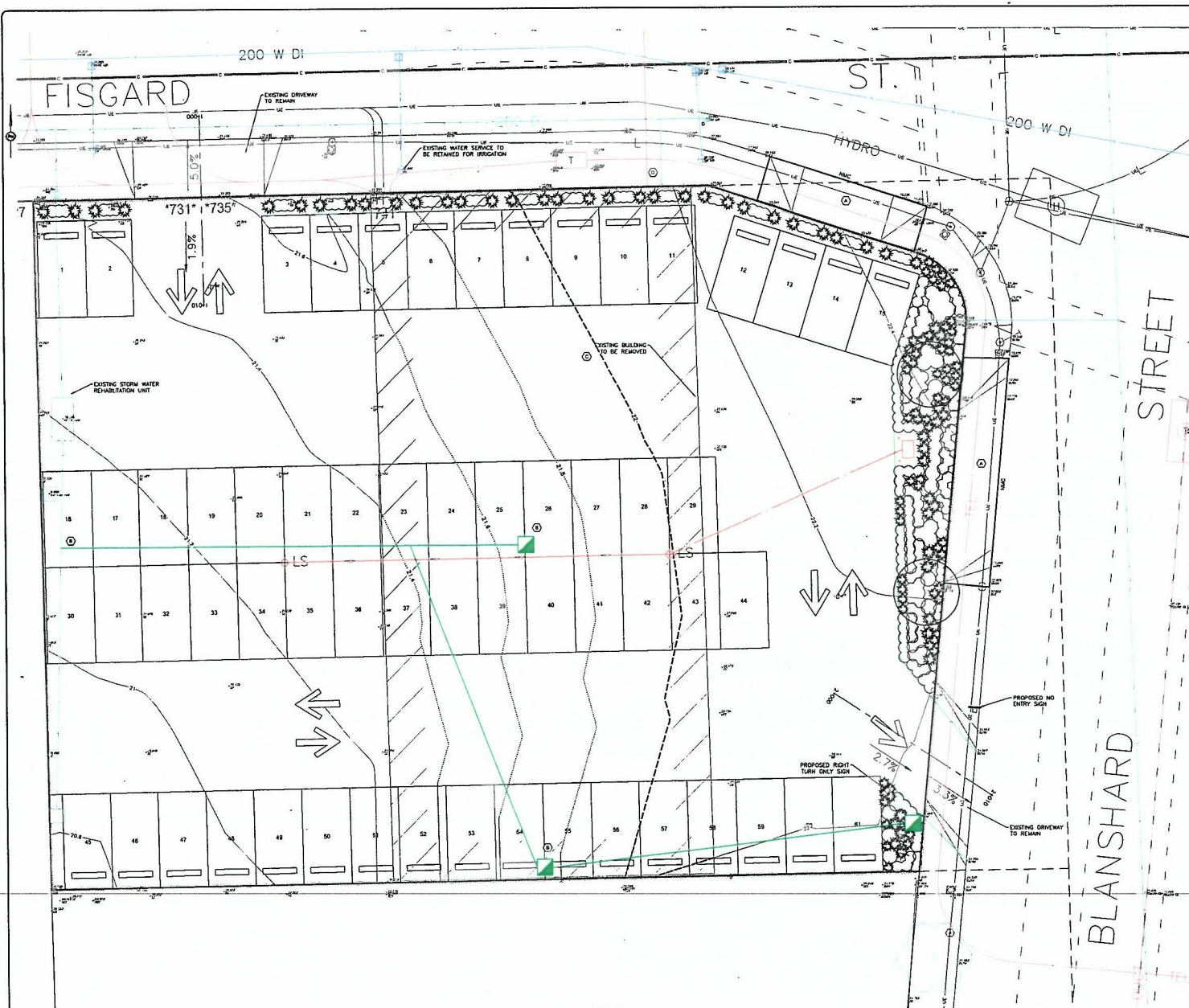
Notes:
 1. All work to be completed to current BCSLA Landscape Standards.
 2. All new landscaping to be irrigated with an automatic drip irrigation system.
 3. All areas of exposed soil to be topped with a 50mm thick layer of approved mulch.



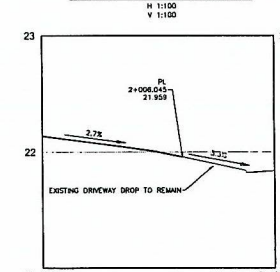
1 Landscape Concept Plan
1:100



1620 Blanshard St. | Landscape Concept Plan



FISGARD DRIVEWAY ENTRANCE



BLANCHARD DRIVEWAY ENTRANCE

DETAILED CONSTRUCTION NOTES:

- ① CONTRACTOR TO REMOVE EXISTING CURB AND DRIVEWAY DROP AND REPLACE WITH NEW NON-MOUNTABLE CURB AND SIDEWALK TO CITY OF VICTORIA STANDARDS.
- ② CONTRACTOR TO CONNECT TO EXISTING ON-SITE STORM LINE AND INSTALL CATCHBASINS AND LEADS AS SHOWN.
- ③ CONTRACTOR TO EXTEND PAVING ON GEO-TECH APPROVED SUBBASE.
- ④ CONTRACTOR TO CAP EXISTING SANITARY AND STORM SERVICES AT PROPERTY LINE (RUPHIA R/R) WITH REVOLUTION.



KEY PLAN

BENCHMARK: MONUMENT 18-53
ELEV. 22.285m

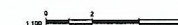
**GATEWAY GREEN
PARKING LOT
CONCEPTUAL SITE
SERVICING PLAN**

Scale: 1:100

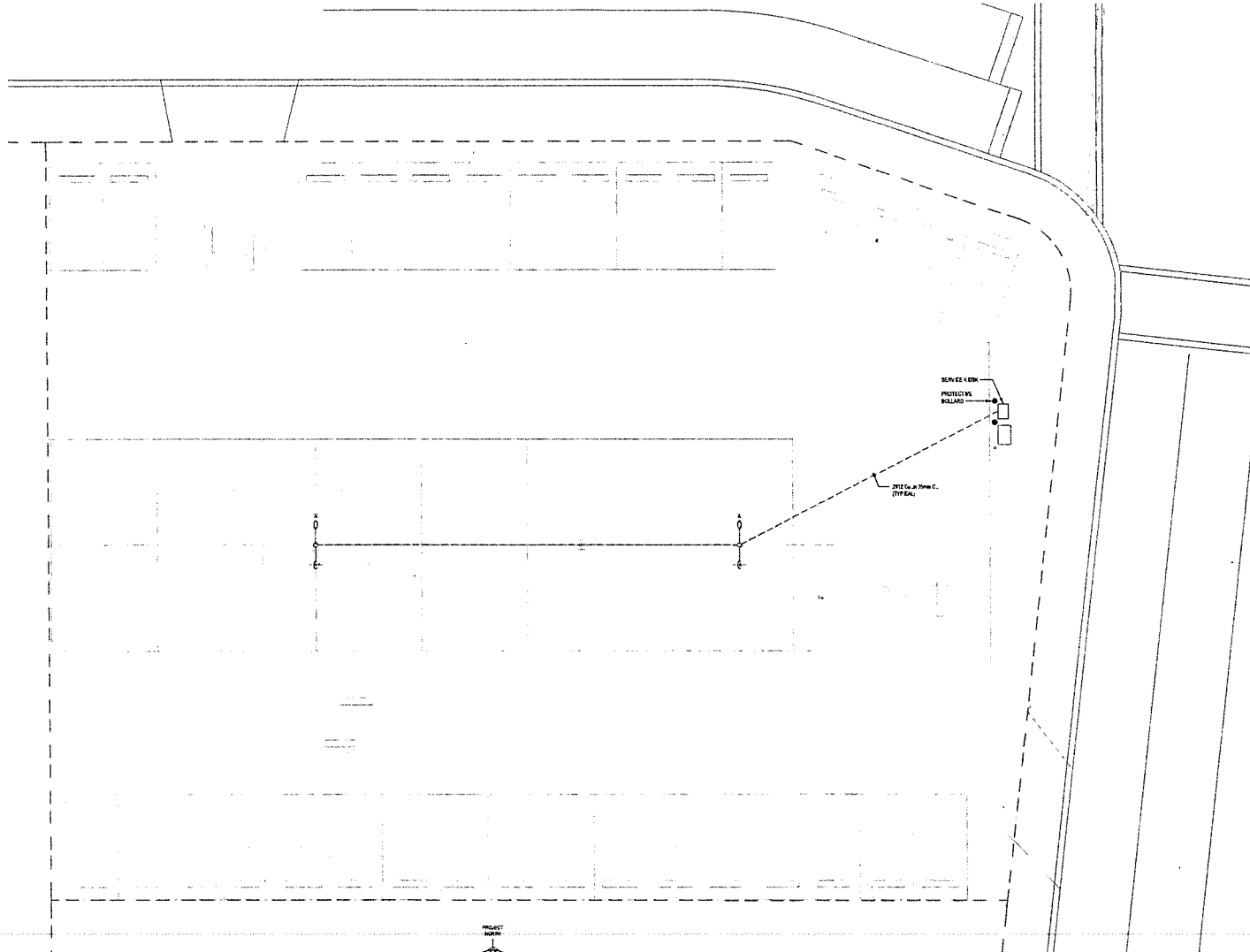
Sheet 1 of 1

Eng. Project No.: 31555

**JE ANDERSON &
ASSOCIATES**
SURVEYORS - ENGINEERS
VICTORIA NANAIMO PARKSVILLE
PHONE: 250.727.2214 FAX: 250.727.3385



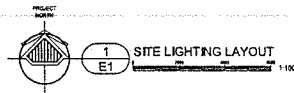
SITE PLAN
H 1:100



ELECTRICAL SYMBOL LEGEND	
	POLE MOUNTED LUMINAIRE
	UNDERGROUND CONDUIT AS NOTED



REV	DATE	DESCRIPTION
2	SEPT. 18, 2018	REVIEW
1	JAN. 19, 2018	REVIEW
0	JUNE 2017	ISSUED
DESIGNED BY	BAH	DATE
CHECKED BY	BAH	DATE
DATE OF PREPARATION	2018-06-01	



LUMINAIRE SCHEDULE					
TYPE	MANUFACTURER	CAT. NO.	LAMPS	DRIVER	REMARKS
A	PHILIPS CANCO	EST-28186-4-60L-225-WW-LV-BL-P-80	2x 150 WATT LED	ITECHNA	DOUBLE HEAD POLE MOUNTED LUMINAIRE ON 8'80" SETBACK, POLE TO BE 40' MIN. TALL POLE TO BE MOUNTED ON CONCRETE BASE WITH 4"

de Haag & Kierulff architects

1815 E. Main Street
Victoria, BC V8T 6A6
250.261.8221
info@dehaagkierulff.com

Gateway Green
1815 E. Main Street
Victoria, BC

DESIGNED BY
CHECKED BY
DATE OF PREPARATION

E100 REV

1. Provide a license, training equipment and manual required to complete the work or operations mentioned herein or indicated on the drawings.
2. Pay for all associated fees such as a licence fee, and inspection services by the Province Inspection Branch.

7. Carex, if anyone is hired and specifications delivery is not correct and visit site is determine if factory affecting soon and include in contract sum. Mostly improve if microprocessor or other thing information about swimming pool. Facing such situation, the contractor has the right to shut measurements without extra cost to the owner.

1. Consult with a Broker before to verify location of equipment, underground utility and SC Hydrant and about structures and exposure with a Broker to insure progress of sales Broker without L&E. In case of difference of opinion, refer the matter to the Engineer for final decision.

1. A British subject in accordance with the current edition of the Canadian (Solemn) Code as amended and adopted by the Province of British Columbia. (Obtain a British passport and license and pay a fee in connection with the work.)

1. All School personnel and staff must bear evidence of C 3 A approval for person transactions accepted by the Chief of Police Inspector. Unapproved items are the immediate returned to the supplier in exchange for approved items.

1. A *Streptococcus* that has a beta hemolytic pattern on blood agar is most likely *S. pyogenes*.

19017 • INTERRUPTIONS

10118 • J. Neurosci., September 24, 2008 • 28(39):10111–10118

18019-AS-BU-ET DRAWING 08

7. Only if the shareholder requires the director to prepare the written report or red disk, the cost will be \$275 per year, unless otherwise stated. Any fees for extra copies, reproduction, or other charges will be added to the above cost.

1. Carry out tests of both floors as if progressive floor by floor tests were at one expense.

2. Whenever possible, avoid bending the cable at sharp angles over 90° corners and take other care to avoid the rated length for permanent life.

§ 5a - arrest not subject to review by police

4. EC Hydro service entrance could be Box T (see Detail) stub beyond project boundaries the Box S (see

1. The grounded ground (residual) shall exceed 10 mm, by connection to surface grounding electrodes. Grounding connections, if signed, shall be located in the service area. Grounding shall be achieved by the use of a single 10mm or 3000mm ground rod, a plate electrode or other method approved by the authority having jurisdiction.

7. Sheath stress is not to exceed a release drop of 5% over the length of the run.

MSL 1000 - for laptop & net
MSL 1000 - for net only

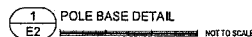
Conductors are also sized in accordance with the largest and running loads, as large draw of the, and anticipated future estimates of circuit loads.

1. Each borrower who is protected by a 14 and 15 USC law with HEC assigned has no fees. Lenders receive the hard bill of each bill. Consumer bill is a bill for the last bill to be removed from the bill for insurance.

4. Underground junction boxes shall not be used with open flame solder by the Municipality Employee and those authorized by the Fireman Electric District Director. Soldered junction boxes shall be made in a special enclosure with a built in cooling device and marked "ELECTRIC" with permanent lettering.

5. Phosphor-bisphenol-A-Epoxy-Resin (Bisphenol-A-Epoxy-Resin) wird mit einem Härter (Härter) vermischt und in einer Schmelze (Schmelze) erhitzt. Die Schmelze wird in einer Schmelze (Schmelze) erhitzt.

5. The life in a CEMA 3 enclosure The service panel first houses a service breaker, spring connector, or motor switch (MOS). The service enclosure was built with three standard configurations: 1) a service breaker, 2) a spring connector, or 3) a motor switch. The service enclosure is built with three standard configurations: 1) a service breaker, 2) a spring connector, or 3) a motor switch. The service enclosure is built with three standard configurations: 1) a service breaker, 2) a spring connector, or 3) a motor switch.





Mayor Helps and Council
City of Victoria
No. 1 Centennial Square
Victoria, BC, V8W 1P6

October 10th, 2019

Re: Gateway Green – Temporary Use Permit for 1620 Blanshard Street

Dear Mayor Helps and Council,

The DRA LUC reviewed the proposal for a Temporary Use Permit (TUP) at 1620 Blanshard Street. Based on the information provided by City Staff, our enquiries, and historical records, we understand the following:

Overview of the proposal:

- The two-storey commercial building occupied by the 1620 Gallery and Frank White's Dive Store on the ground floor will be demolished and replaced with 62 parking spaces and some landscaping.
- Travis Lee, Tri-Eagle's president, states in an interview published online August 16, 2018, "The building is at its life's end and with the demand for parking in downtown Victoria as high as it is, we're pursuing a temporary use permit ahead of a future redevelopment of the site".
- The Dive Store has confirmed with us that they were given adequate notice about the plan to demolish the building and have found a new location. A representative from the 1620 Gallery confirmed that notice was provided and discussions continue in the context of the uncertainty regarding the future of the building.

Some history on this property and other considerations:

- The rezoning and initial development permit (DP) were approved in 2007 for a 15-storey, 145,000 sqft office tower, "Gateway Green".
- Two subsequent DPs were issued in 2010 and 2012. These permits proposed the same design approved in the 2007 application but were required after both the first and second DPs expired.
- Nothing has happened with the site over the past 12 years.
- With the initial rezoning, a Master Development Agreement (MDA) was created and registered on the property titles. The MDA lays out the terms of what can be built there and is specific to the development permit. This agreement did not anticipate a temporary surface parking lot and therefore must also be amended to allow for this temporary use.
- Travis Lee said in the above referenced interview published online August 16, 2018, "He anticipates demand for the tower to materialize within several years at which point the upcoming surface parking lot will make way for construction".
- With the approval of Council, a TUP is valid for 3 years.
- The Local Government Act allows an applicant to apply for one extension of the TUP for an additional 3 years, with the approval of Council. At the end of the 6 years, the temporary use must cease.
- It is unknown what would happen at the end of the 6 years if the development does not take place.

Comments and concerns raised by Land Use Committee members are as follows:

- Surface parking lots are not an approved use in the downtown.
- Demolishing a building in order to facilitate the development of a surface parking lot, even on a temporary basis, should not be considered.
- The proposal to demolish an existing commercial building, which already provides surface parking, to create a parking lot, does not constitute any public benefit to the downtown community.
- Recent and proposed development in the downtown is replacing auto oriented properties, such as the parking lots on Johnson that served the funeral home, the proposed redevelopments of the car dealerships on Cook, the transformation of the north end of downtown from parking lots, car repair and other motor vehicle oriented uses to residential mixed use. Any proposal that seeks a return to surface parking lots is not progress but a regression.
- Since it was first approved in 2007, the proposed development has not been initiated in any way during the past 12 years. If the TUP is approved, what certainty does the community have that this project won't sit idle for another 6 years? And once the 6 years have passed, what becomes of the property?
- Mr. Lee's comment from the letter to Mayor and Council, dated July 23, 2018 "From our point of view we see this as a Phase 1 step forward to the completing the project once the office market is ready for our building" is problematic. It seems that the developer is looking to side step their commitments under the Master Development Agreement. There are simply no provisions for altering the use outside those specified in the MDA. The MDA is not a trivial document and

constituents a contract; is Mr. Lee suggesting that the MDA be opened for re-negotiation?

- The presence of an MDA enshrines the commitments associated with a proposal approved by Council and provides protection not only to the City, but also to the community.

Based on the input provided by LUC members, this application appears to lack a compelling rationale for approval.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ian Sutherland', with a stylized, cursive script.

Ian Sutherland
Chair Land Use Committee
Downtown Residents Association

cc COV Planning



Committee of the Whole Report For the Meeting of November 14, 2019

To: Committee of the Whole **Date:** October 31, 2019

From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development

Subject: Development Variance Permit No. 00232 for 323 Skinner Street

RECOMMENDATION

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:

"That Council authorize the issuance of the Development Variance Permit Application No. 00232 for 323 Skinner Street, in accordance with:

1. Plans date stamped October 10, 2019.
2. Development meeting all *Fence Bylaw* requirements, except for the following variance:
 - increase the height of a fence from 1.22m to 1.83m in a front yard.
3. The Development Variance Permit lapsing two years from the date of this resolution."

LEGISLATIVE AUTHORITY

In accordance with section 4(2) of the City's *Fence Bylaw*, the owner of a property that is in the same residential zone as property containing a fence that is higher than is allowed under section 4(1) of the *Fence Bylaw* may apply to Council for a permit to construct a fence higher than is allowed.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Variance Permit Application for the property located at 323 Skinner Street. The proposal is to increase the height of a fence in a front yard from 1.22m, as permitted under the City's *Fence Bylaw*, to 1.83m. The fence has already been installed and encloses an outdoor play space associated with an existing daycare facility.

The following points were considered in assessing this application:

- the proposal is consistent with policies in the *Official Community Plan* (OCP, 2012), that support the development of quality daycare facilities throughout the City
- the proposal is consistent with the policies in the *Victoria West Neighbourhood Plan*, 2018, that support the creation of more childcare options to support families with children

- living in Vic West
- the application is not consistent with *Guidelines for Fences, Gates and Shutters*
- the applicant indicates the increased fence height is required for the safety of the children attending the daycare.

BACKGROUND

Description of Proposal

The proposal is for a 1.83m tall closeboard fence around the front yard of the property. The proposed variance is related to increasing the height of a fence from 1.22m to 1.83m in a front yard.

Sustainability Features

The applicant has not identified any sustainability features associated with this proposal.

Active Transportation Impacts

The applicant has not identified any active transportation impacts associated with this application.

Public Realm Improvements

No public realm improvements are proposed in association with this Development Variance Permit Application.

Accessibility Impact Statement

There are no accessibility issues associated with this application which relates to the height of a fence.

Existing Site Development and Development Potential

The site is presently occupied by a daycare that can accommodate up to 32 children. Under the current R1-46 Zone, a single-family dwelling with a secondary suite or garden suite could be accommodated at the subject site.

Relevant History

On March 22, 2018, Council approved a Rezoning Application and Development Permit with Variances Application to allow a daycare for up to 32 children at the subject site. During construction the applicant subsequently erected a 1.83m tall closeboard fence around the front yard of the property. This was not indicated on the approved Development Permit plans and is inconsistent with the City's *Fence Bylaw*, which limits the height of such a fence to 1.22m. Staff raised the issue with the property owner who has responded with this Development Variance Permit Application seeking a relaxation for the height of the fence.

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, on October 25, 2019, the application was

referred for a 30-day comment period to the Victoria West CALUC. At the time of writing this report, a letter from the CALUC had not been received.

This application proposes a variance; therefore, in accordance with the City's *Land Use Procedures Bylaw*, it requires notice, sign posting and a meeting of Council to consider the variance.

ANALYSIS

Official Community Plan

The proposal is consistent with policies in the OCP that support the development of quality daycare facilities throughout the City.

Local Area Plans

The proposal is consistent with the policies in the *Victoria West Neighbourhood Plan*, 2018, that support the creation of more childcare options to support families with children living in the Victoria West neighbourhood.

Design Guidelines

The subject site is located within Development Permit Area (DPA) 15F: Intensive Residential – Attached Residential Development. The *Guidelines for Fences, Gates and Shutters* are applicable to this DPA. These Guidelines seek to ensure that new fences have a positive impact on the character of the street and avoid a “fortress” like appearance. The design of fences is also encouraged to respond to Crime Prevention Through Environmental Design (CPTED) principles and, as such, should maintain transparency and avoid opaque surfaces in order that the passing public, police and security services can see into the space. The proposed fence has already been constructed, is visually prominent from Skinner Street, and the closeboard design prevents views into the front yard.

In light of the above, the proposed 1.83m tall fence that has been constructed is not considered to be consistent with the aforementioned City Design Guidelines for fences. However, the applicant has provided a written justification for the fence height in their letter to Mayor and Council (attached). As part of their rationale, the applicant cites the *Community Care and Assisted Living Act, Child Care Licensing Regulation* which states that a healthy and safe environment must be provided at all times and that the entire outdoor play area must be enclosed in a manner that is suitable for the age and development of children, ensuring that children are free from harm. The applicant contends that a 1.22m tall fence would be too low for the safety of children when playing outside and the 1.83m is an appropriate height for a fence in this instance.

In light of the above, while the proposal is not consistent with the aforementioned Design Guidelines, it does support a daycare use consistent with policies outlined in the OCP and Neighbourhood Plan and is intended to keep children safe. On balance, staff recommend that Council support the application to permit a 0.61m fence height increase in this instance. An alternative recommendation is provided should Council wish to decline the application.

Tree Preservation Bylaw and Urban Forest Master Plan

There are no Tree Preservation Bylaw impacts with this application.

Regulatory Considerations

The City's *Fence Bylaw* states that a fence constructed on a parcel of land that is zoned for residential use must not exceed a height of 1.22m if the fence is located in the parcel's front yard. The remainder of the boundary fence (i.e. to the side and rear of the property) may be up to 1.83m tall. The site is considered to be "zoned for residential use," as the current site zoning is a residential zone that permits a single-family dwelling.

The *Fence Bylaw* also states that the owner of property may apply to Council for a permit to construct a fence higher than is specified in the Bylaw. In this instance, the applicant has constructed a 1.83m tall fence around the front yard of the property (i.e. 0.61m taller than the permitted fence height) and is seeking Council's approval of this variance.

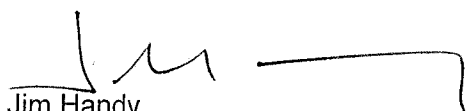
CONCLUSIONS

While the proposal is not consistent with the aforementioned Design Guidelines, it does support a daycare use consistent with policies outlined in the OCP and Neighbourhood Plan, and, on balance, staff recommend that Council support the application to permit the proposed increased fence height.

ALTERNATE MOTION

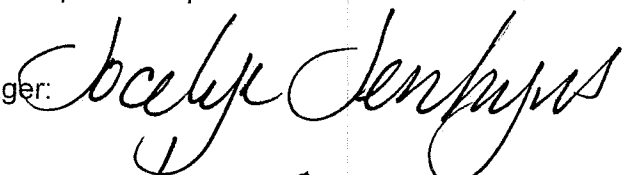
That Council decline Development Variance Permit Application No. 00232 for the property located at 323 Skinner Street.

Respectfully submitted,


Jim Handy
Senior Planner – Development Agreements
Development Services Division

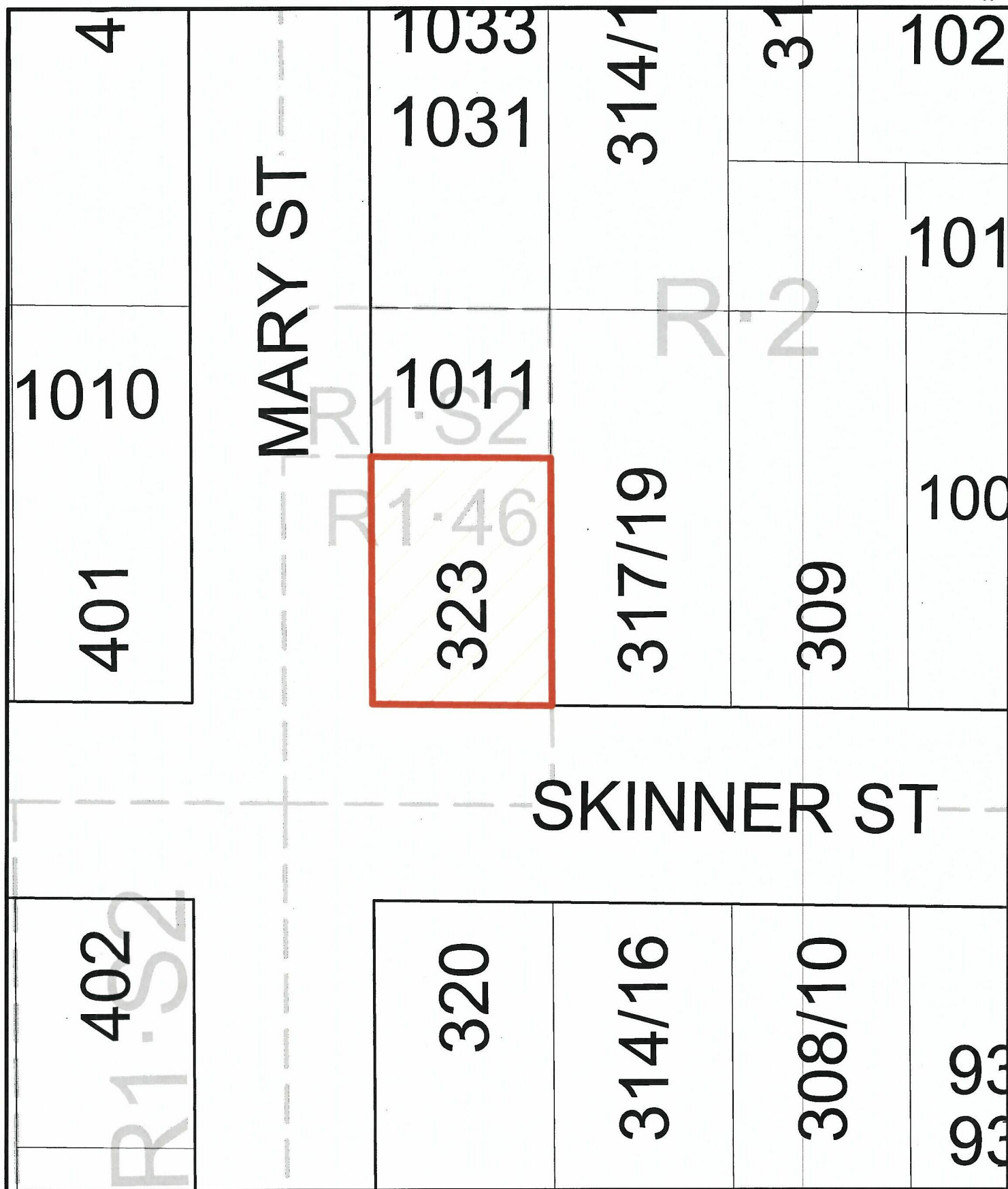

Andrea Hudson, Acting Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:


Date: Nov 5, 2019

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans dated October 10, 2019
- Attachment D: Letter from applicant to Mayor and Council received October 10, 2019.



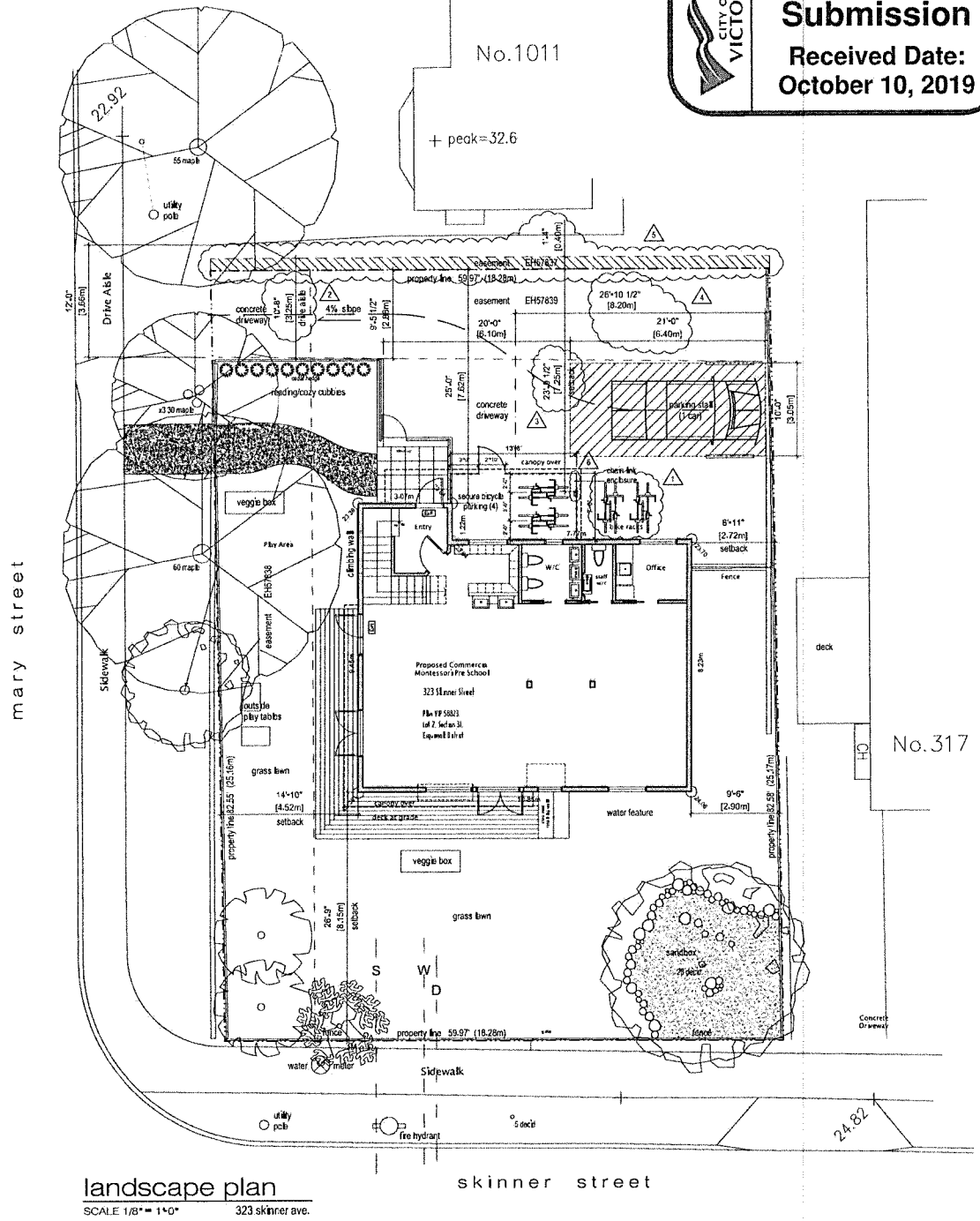
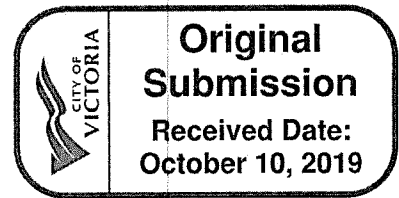
323 Skinner Street
Development Variance Permit #00232





323 Skinner Street
Development Variance Permit #00232

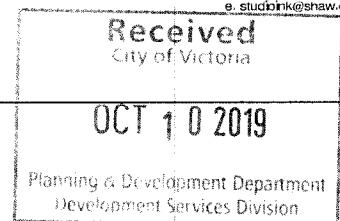


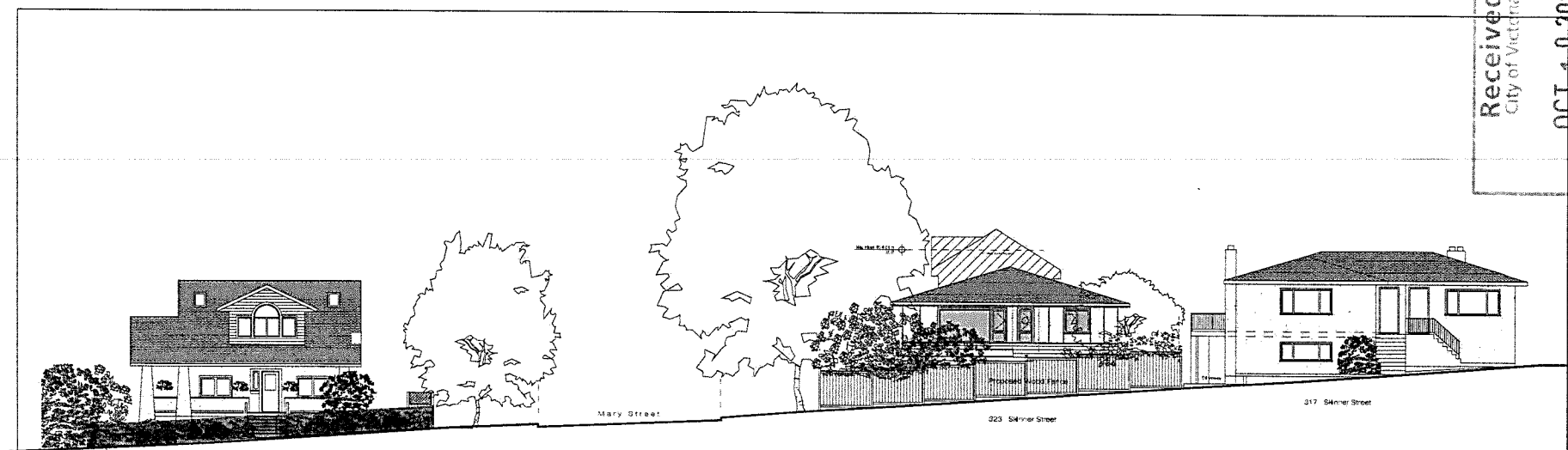


PROPOSED REZONING
R1-Site Specific
24.07.24

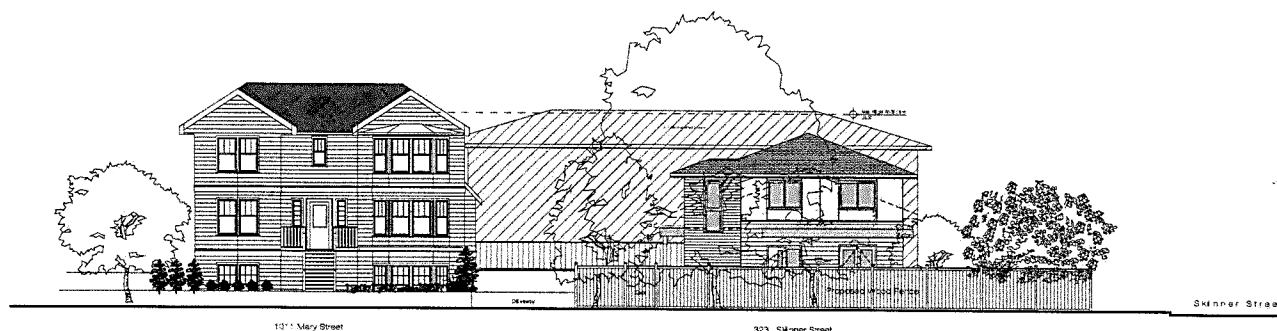
323 SKINNER STREET
Site Plan
scale 1:100

A1 studio ink
 ph. 1 778 678 6241
 e. studioink@shaw.ca





skinner streetscape



mary streetscape

PROPOSED REZONING

R1-Site Specific

323 SKINNER STREET

24.07.19

Streetscape

scale 1:100

A5

studio
ink
cph: 778 678 6241
a.studi@ink@shaw.ca



Victoria Montessori Preschool
 323 Skinner St.
 Victoria, BC, V9A 3B5
 250.380.0534
victoriamontessori@shaw.ca



June 1st, 2019

Dear Ms. Helps and Council

My name is Ivana Tunklova, and I am the Montessori teacher and the owner of Victoria Montessori Preschool and Childcare at 323 Skinner St. in Vic West.

We went through a lengthily rezoning process to rezone a residential property to a childcare centre. We were successful and completed construction in January as of this year. We took great care in creating a beautiful and safe space for 32 children. This involved the construction of a fence around the property with the height of 1.83.

We are applying for a Development Variance Permit to support the fence height of 1.83m around the property for the safety of the children on a busy street.

Unfortunately, VIHA Licensing, is not permitted to issue letters in support, but I was advised to provide you with a copy of the sections of the regulation that demonstrates the rationale for the fence height.

The rationale for the increased fence height:

Community Care and Assisted Living Act - Child Care Licensing Regulation:

- Page 12 under Division 2 - Facility Requirements, section 13 (1): A Licensee must ensure that a healthy and safe environment is provided at all times ...
- Page 14 under Play area, materials and equipment, section 16 (3): A licensee must ensure that the entire outdoor play area is a) enclosed in a manner that is suitable for the age and development of children, and will ensure that children are free of harm ...

The following are the average heights of children attending preschool (these are average, today many children are above average in height):

3 years: 94cm

4 years: 101cm

5 years: 112cm

6 years: 117cm

A fence of 1.22m, which would be only slightly higher than the average height of a child in our care, is too low for the safety of the children when playing outside. Skinner Street is a very busy street, and we have to make sure that all children in our care are safe from any harm, and the parents can leave their children in our care knowing that they are not in any danger.

Further, a fence of only 1.22m would allow for too many onlookers, or have dangerous items thrown over the fence.

We built an attractive, natural cedar fence that is not an eyesore but only enhances the beautiful new Victoria Montessori Childcare Facility and its surroundings. We have received many compliments on the fence and the building.

The rationale for the removal of the gate from the Skinner Street side:

It was decided to build the main gate to the entrance of the Childcare Facility off Mary Street as this side has less traffic and is thus safer for pick ups and drop offs. It is also important to have less entrances/gates again for safety reasons - coming and going is monitored safely.

Thank you.

Sincerely,

Ivana Tunklova
Montessori Directress/Owner
Victoria Montessori Preschool and Childcare
323 Skinner St.
Victoria, BC
Tel.: 250-380-0534
email: victoriamontessori@shaw.ca
<http://www.victoriamontessori.com>



Committee of the Whole Report

For the Meeting of November 14, 2019

To: Committee of the Whole **Date:** November 8, 2019
From: Fraser Work, Director of Engineering and Public Works
Subject: Sustainable Mobility Strategy Update – GoVictoria Council Workshop

RECOMMENDATION

Staff recommend that Council:

1. Adopt the directions as outlined in this draft report and direct staff to engage with the public and key transportation stakeholders and back in Q1 2020 with an update on the final Sustainable Mobility Strategy report.
2. Consider allocation of \$655,000 as part of the 2020 financial planning process to advance priority work as outlined in the Next Steps section of this report which is required to support priority transportation safety, regulatory review and program requirements:
 - a. Initiate Vision Zero program planning and increased right of way enforcement (Key Initiative 1) (2 FTEs in Bylaw Services).
 - b. Advocate to regional stakeholders, VRTC and the Province to designate Rapid Transit as a regional infrastructure priority (Key Initiative 2).
 - c. Continue investments in accessibility and active transportation (Key Initiative 3).
 - d. Initiate planning and strategies to allocate more road right of way to zero or low emissions vehicles and community parking spaces for low / zero emissions car share services (Key Initiative 4).
 - e. Initiate planning and actions in support of “Rethink the Curb” and report back with initial proposed changes as part of the annual parking update (Q1 2020) and through a comprehensive strategy for Council’s consideration in Q3 2020 (Key Initiative 5) (1 FTE in Parking Services).
 - f. Initiate investments in Smart City infrastructure to support transportation safety and traffic management (Key Initiative 6) (1 FTE in Information Technology).
 - g. Initiate priority bylaw review, support to City transit priorities and accessibility / pedestrian improvement planning (1 FTE in Transportation).
 - h. Support wider and more detailed public mobility communications and engagement (1 FTE in Transportation).

EXECUTIVE SUMMARY

The City’s Sustainable Mobility Strategy (branded as “GoVictoria”) is in draft form and includes a set of values, policy directions, major initiatives called Key Initiatives, and the supporting goals,

targets and strategies.

GoVictoria replaces multiple older transportation master plans and introduces a single mobility strategy to reflect the inter-connectedness and inter-dependencies of all mobility networks. This holistic and integrated planning approach intends to deliver more effective planning and decision making across the transportation 'system of systems'.

This work commenced with analysis of the city and regional transportation patterns and was informed by engagement with community and transportation stakeholders. GoVictoria identifies a set of important mobility values shared in our community, such as safety, equity, affordability, liveability, climate action and accessibility.

The Strategy intends to address significant changes occurring in the mobility space, which include the introduction of new mobility modes, shared mobility services, ride hailing and e-mobility devices. The new players in our mobility ecosystem require new ways for the City to value, manage and allocate the limited space in our streets, sidewalks and along the curb. New policies, tools and programs will be required to address these changes so that we can meet the needs of the community.

The analysis and initial engagement phase helped shape important strategic directions that staff consider ready to share and discuss with the community. A set of priority programs called Key Initiatives have been developed and represent the essential program areas to deliver the changes needed to reach our goals and targets.

These Key Initiatives are:

1. Adopt Vision Zero: A formal program for transportation safety through better road design, monitoring, education, and enforcement.
2. Transform Public Transit: New regional dialogue and planning to find ways to accelerate our shift to rapid and frequent transit that can out-perform the automobile's convenience and speed, in a much more affordable, sustainable and convenient way.
3. Accelerate Accessibility and Active Transportation: A continued focus on investments in active modes and accessibility improvements to support safer, more sustainable, more convenient, attractive and enjoyable travel for all ages and abilities.
4. Shift to Zero Emissions: An acceleration of mobility GHG reductions through the adoption of road allocations, incentives, electrification infrastructure and transportation demand management initiatives.
5. Rethink the Curb: A new approach to managing the valuable curb space to incentivise the required changes to parking and loading zones through changes to allocation, configuration, pricing, performance and other incentive schemes to ensure the highest and best usage.
6. Harness Technology and Data Opportunities: The use of technology to enhance the integration, management and performance of our mobility systems, to make travel safe and seamless, and use data to strengthen decisions and planning.

These Key Initiatives include specific 2030 targets and are strengthened by goals and strategies, to help organize future priorities and actions. The GoVictoria program represents a multi-year integrated mobility plan to strengthen transportation safety and performance. With Council's direction, staff will complete the remaining engagement and prepare the final draft for approval with a comprehensive action plan and resource assessment to inform future financial planning processes.

PURPOSE

The purpose of this report is to share the directions of the draft Sustainable Mobility Strategy and to obtain Council's approval to complete more detailed engagement before finalizing the strategy. The report also highlights a set of emerging priority actions that could be initiated in 2020, and are presented in the report for Council's consideration.

BACKGROUND

As a part of the 2018 - 2021 Strategic Plan, Council directed staff to develop a strategy to achieve the City's long-term mobility goals in an integrated fashion across all networks, modes and asset groups. GoVictoria, the City's Sustainable Mobility Strategy, will establish the City's mobility vision, mission, strategic framework, objectives and targets - for the next decades of planning, investment and action.

Why a Strategy Now?

In order to meet the needs of current and future generations, the City's mobility systems and networks must continue to evolve and respond to population growth, congestion, development changes, climate change and other major forces. Over the next 20 years, the population of the South Island area is projected to grow from 400,000 to 450,000 people. Regional forecasts prepared by the CRD indicate that the number of daily travel trips across the region will increase from 1.1M trips per day to 1.3M trips per day (a 20% increase). In a city with limited space, careful planning is required to prepare for these changes.

Our mobility infrastructure needs to be effective, affordable, attractive and sustainable. Transportation technology is responding to these important needs and new and disruptive technology advances are occurring at a high pace in areas like automation, electrification, micro-mobility, Mobility as a Service, and others. Our municipality has to stay abreast of these emerging changes in the marketplace, but also has a core responsibility to manage and sustain our aging infrastructure with intelligent network design, asset configuration and operations, improved safety, and improved levels of services for mobility modes that have been historically under served. All of these requirements can be addressed by a new, long-term sustainable mobility strategy.

The City of Victoria has historically managed transportation systems based on an modal approach, via individual asset type "Master Plan" models that assess asset condition and risks to develop plans. This historic approach has delivered individual plans for various asset or mode-groups such as traffic, parking, logistics, walking, cycling, transit, traffic lights, pavement, and sidewalk plans. This piecemeal model has failed to integrate decisions and strategies across mode and asset groups, which can lead to missed opportunities to affordably and elegantly manage cross-cutting priorities over the whole transportation system of systems. A more sophisticated, holistic and systematic approach to transportation planning, design, operations and through-life management of both networks and assets is required. Integrated planning to better define the complimentary actions and strategies needed to optimize sustainable mobility performance is essential to improving quality of life in our community.

The Sustainable Mobility Strategy (SMS), uses the word "mobility" to replace the conventional "transportation" term, which more closely aligns with the requirement to not just transport goods, people and services, but to enable the seamlessly movement of all users, in a sustainable manner. The SMS aims to deliver a new strategy to focus on values, co-benefits, and integrated value-

generation for community well-being, via enhanced mobility affordability, performance and value for money.

GoVictoria builds on Victoria's Official Community Plan (OCP), our guiding document for achieving long-term land use and sustainability goals. Specifically, GoVictoria considers the existing goals and policy directions outlined in Chapter 7. The draft Policy Directions contained in this document will guide City planning, land use and development, and provide a basis for continued partnerships, operating and capital investments.

SMS Scope of Work

The City retained international transportation consultants Nelson Nygaard to provide expert advice, guidance, research, and analysis to the City in support of the team's development of the SMS. The SMS will become the overarching strategy to support transportation related decisions and capital expenditures in the City for the next decade.

The SMS is configured to:

- Confirm the City's mobility vision, goals and targets
- Define and explore the links between land use and transportation
- Develop an approach to jurisdictional issues, roles and responsibilities for transportation and mobility planning in the region
- Identify the goals, strategies and approaches for achieving long term mobility needs
- Identify the necessary requirements and systems to design, deliver, manage, and evaluate the City's mobility network moving forward
- Identify and confirm transportation indicators, measurement and reporting cycles

The consultants were retained to help the City address emerging changes to urban, municipal mobility planning with a clear focus on values, which are central in the strategy. The process began by taking stock of our existing transportation system and modal networks. The team analyzed trends in Victoria's travel patterns; assessed population and trip growth, both regionally and within the city; inventoried where our infrastructure is functioning well or needs improvement; and mapped out the key players in our mobility system.

Highlights of the city's current Mobility Profile (or 'picture') are provided in this report, and this work is supplemented by other ongoing efforts, such as the South Vancouver Island Multimodal Transportation Plan.

The development of the SMS has been structured in several phases:

- a. Baseline transportation data and analysis
- b. Best practice review
- c. Value identification
- d. Vision and goal setting
- e. Mobility system issues analysis and strategy development
- f. Preliminary engagement
- g. Draft preparation (*current status*)
- h. Detailed engagement
- i. Final draft report

SMS Current Status

The first phase of the SMS program focussed on the analysis of our current mobility patterns, challenges, issues and the factors that shape how mobility functions in and around the City, as well

as the pressures and changes that will dictate how it performs in the future. The SMS process is in a draft format, having completed the main part of analysis and strategy development. The final document will include policy directions, Key Initiatives along with targets, goals and strategies, mobility metrics and indicators and revised network maps that will be used to update our OCP.

Today's Mobility Picture

Over the past few years mobility has changed. Even though residents have more transportation options available to them, getting to an appointment, delivering a package or arriving at school on time has become more difficult. Transit buses get stuck in congested streets and increased speed and volume of traffic is becoming more common. At the same time, more of us are competing for the same amount of space on the sidewalks or at the curb.

At a regional scale, each of the transportation systems are governed, financed, operated and maintained by various local, regional, provincial and national transportation agencies and organizations. In most cases, municipalities, BC Transit, and the Province have worked together on managing existing facilities as well as planning future upgrades and expansions to better serve travel beyond their own boundaries of responsibility supporting inter-regional travel patterns.

To meet the demands of a growing population and a thriving economy, it is urgent that we invest in and better manage our aging transportation infrastructure. Public transit must be made reliable, and our roads, bridges, and marine infrastructure modernized. We must also invest in sustainable transportation modes such as walking, biking, and mass transit, and encourage a citywide transition to sustainable fuels to avoid the most severe impacts of climate change.

Victoria is home to over 90,000 jobs and is the economic centre of the Capital Regional District that has roughly 210,000 total jobs. The city continues to absorb much of the region's growth in employment with 5.4% job growth between 2011 and 2016. Each day, nearly 40,000 commuter trips are made into Victoria. The average person in the Capital Region makes approximately 7 trips per day. Trips in the region during commuter peak periods comprise almost half of all daily trips. Increased numbers of newcomers and immigrants will benefit from easy to use welcoming wayfinding, affordable mobility options, and effective public transit service. New families with young children and those older than 65 are the fastest growing segment of Victoria's population. To ensure accessible connections between schools, home and essential services the City needs to support local transit between neighbourhoods, traffic calming on our roads, improvements to sidewalks and cycling infrastructure investments.

As a built city, with older, narrow streets, we must make the best use of our space to move people sustainably. Managing our system for safe, reliable travel times supports local commerce and economic productivity enabling goods and services to predictably move around our community.

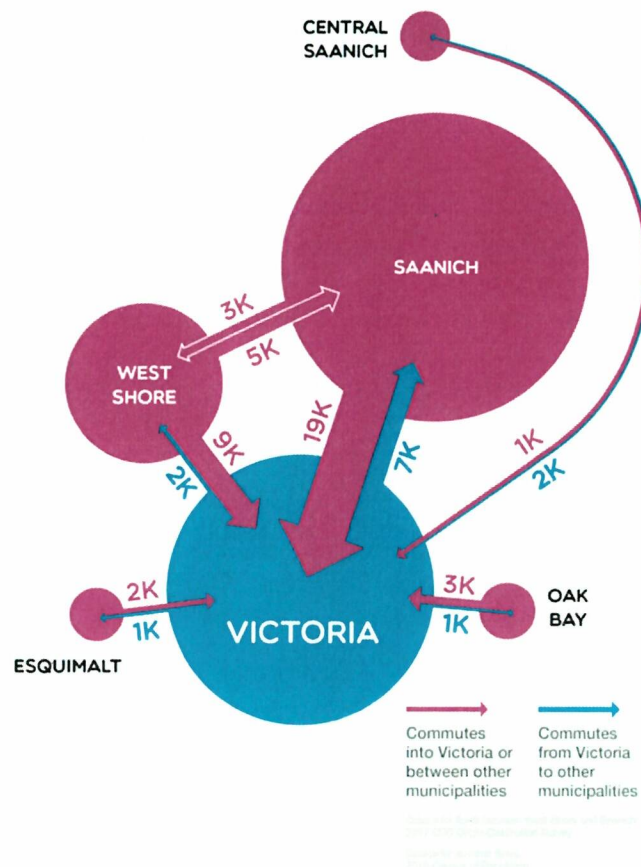


Figure 1. Victoria Daily Travel Patterns (by population).

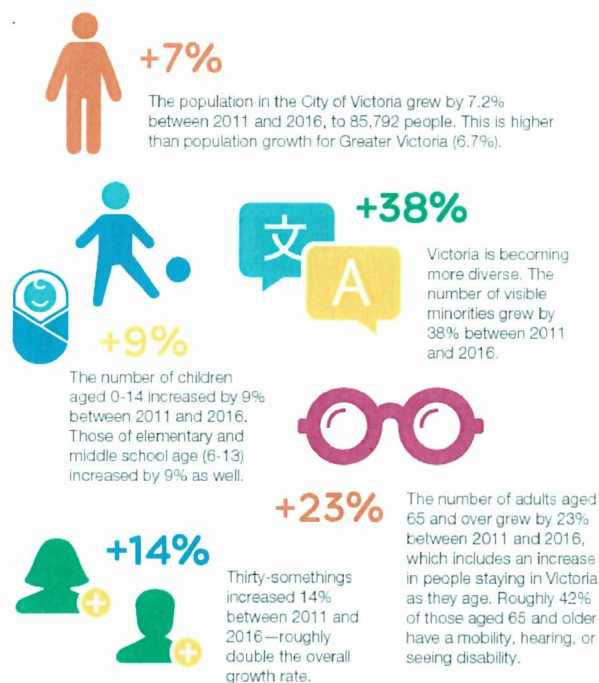
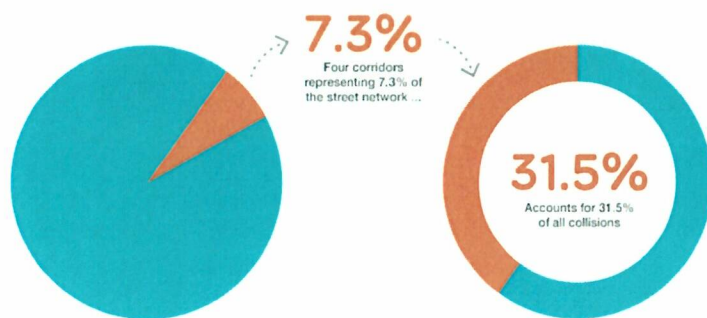


Figure 2. Demographic Changes in Our City.

The Case for Change

1. **Injuries and Fatalities:** In 2016, 5 people per week suffered injury as result of traffic collisions on Victoria's roads and between 2007 and 2016, an average of 2 people a year have died. While only 6% of Canadians commuted on foot last year, they accounted for 18% of the fatalities in motor vehicle incidents. 72% of all collisions happen at intersections in Victoria and one third of all collisions happen on just 7% of our road network. Safe designs, education, and enforcement can eliminate traffic deaths and injuries from our streets, keeping everyone safe no matter how they travel.



2. Figure 3. Collisions in our city.

3. **Health and Well Being:** Nearly 70% of Canadian adults and over 90% of Canadian children and youth are not getting the recommended levels of daily physical activity. Walkable, compact communities support short, active trips that increase daily physical activity. Making active transportation options accessible to people of all ages and abilities keeps everyone in our community healthier and more productive.
4. **Affordability:** Vehicle ownership is expensive, as are homes in Victoria. Often, people move out of the city to save on their mortgage, but in doing so, they may have to own more than one car to meet their family transportation needs. Family commuting costs can quickly add up. The median car price in BC is approximately \$500 per month, plus fuel, insurance, parking and maintenance cost. More affordable mobility options that out-perform the convenience of the personal vehicle can drastically reduce household expenses.
5. **Congestion:** Congestion during peak commute times is at an all-time high, where it's common to spend 45 - 60 minutes commuting to get in and out of the downtown from the edges of our region. Nearly three quarters of personal vehicles are occupied by only one person. Increased development pressures from outside the city continue to exacerbate highway congestion and trip duration.
6. **Regional Hub / Service:** As the centre for employment and urban activity, the City plays an important role in overall regional transportation effectiveness and efficiency. More work must be done with all regional partners to create systems that service the demand, in a sustainable fashion.
7. **Technology and Mobility Services:** Technology is driving the rapidly changing face of mobility. Electrification, automation, smart-technologies, data, micro-mobility options, ride share, mode share, vehicle share and other innovative services are all coming on line, and the City has to develop the tools, policies and regulations to effectively manage these in a manner that delivers benefits to all, and avoids unintended consequences.

- 8. Climate Change and Sustainability:** The way we move is responsible for 40% of GHG emissions. A resilient and low-carbon transportation system is an essential part of meeting our climate action targets of 80% GHG reduction and 100% renewable energy, by 2050. Climate considerations are a central focus in the SMS.

GHG CONTRIBUTION BY VEHICLE TYPE

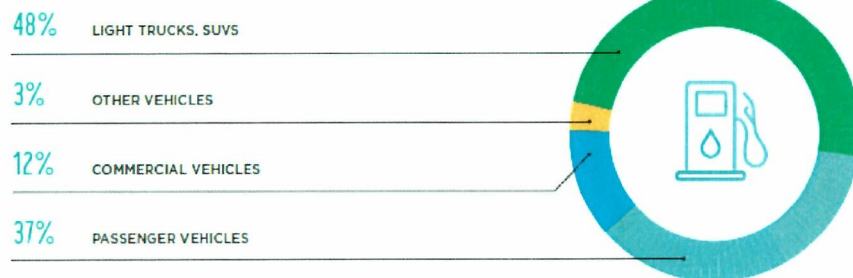


Figure 4. Transportation GHG emissions (City of Victoria, 2017).

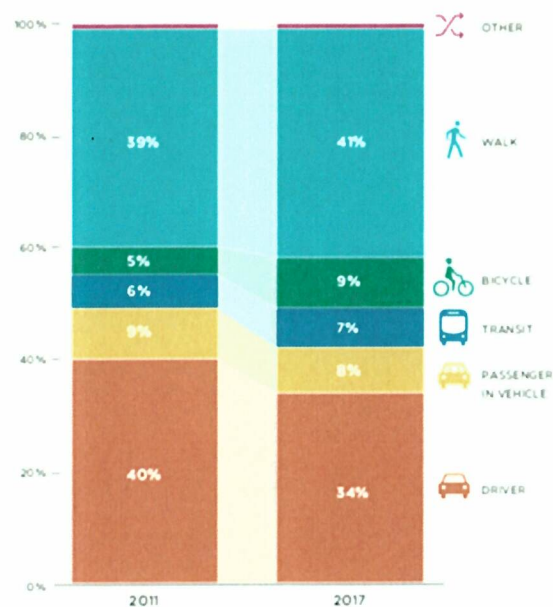


Figure 5. Mode Share 2011-2017 Comparison (City of Victoria).

If not designed and managed well, transportation systems can be noisy, unsafe, unhealthy, inconvenient, cumbersome, expensive, unaffordable and uninviting. When designed well, our mobility systems can be enablers for a high quality-of-life in the community – getting us to important places safely, on time, and comfortably.

There are many things changing, but the space available in our city for mobility infrastructure is relatively fixed. This means we have to find new ways of designing and managing our networks so we can capitalize on new and emerging opportunities to best meet the needs of our community.

Community Mobility Values

The values that we have surrounding mobility are important and shape the directions and priorities of our actions. As a part of the community feedback we have already heard, five values consistently rise to the top of discussions:

- a. **Safety:** We should prioritize our most vulnerable users, particularly the young and elderly travellers, by investing in preventing and eliminating traffic deaths and serious injuries, especially along our high-collision corridors and intersections.
- b. **Liveability and Well Being:** Our downtown and village centres should provide opportunities to meet our daily needs and to live more active, healthy lives. Victoria residents should be able to access businesses, services and community resources or a frequent transit route within a short walk. Victoria will continue to be a city of town centres and villages where housing, employment, services, and recreation come together to create complete communities.
- c. **Equity and Affordability:** Household transportation costs are often the second highest monthly expense for residents, after housing. All people in Victoria should have access to sustainable mobility options no matter who they are, where they live or what abilities they have. We should address disparities and increase access to opportunity for vulnerable, underserved populations by focusing improvements in areas with the greatest need and where people rely on walking, bicycling, and transit the most.
- d. **Climate Action:** Moving people, goods, and services around Victoria should generate no greenhouse gas (GHG) emissions and our services and infrastructure should be resilient to climate change impacts.
- e. **Accessibility and Connectivity:** We should expand mobility choices and networks to better connect and strengthen our city, neighborhoods and region. Travel modes should be seamlessly integrated to create a system that enhances access and provides new opportunities for all residents. Our streets and rights-of-way should be designed and managed to give priority to people walking, bicycling, taking transit, and delivering goods over people driving single occupancy vehicles.

Engagement Summary – Completed and Planned

Engagement with key stakeholders over the past months has been informed by the current mobility challenges Victoria is facing and emerging gaps in our ability to meet future needs. Staff have been meeting with neighbouring municipalities, agency partners, neighbourhood associations, service providers, experts, and institutional groups to better understand their perspectives and shape the emerging directions.

The City used public events, newsletters and outreach, its website and social media channels and an interactive kick-off event to generate interest in the program. Staff attended community events and festivals throughout the spring and summer of 2019 to connect with residents and visitors about what they valued when it came to mobility. The City also hosted more than 20 focus groups, presentations and discussions with agency partners including:

- Saanich
- Oak Bay
- Esquimalt

- CRD
- BC Transit
- Island Health
- UVic / Camosun College
- ICBC
- Victoria Police
- Victoria Fire Department
- Integrated Road Safety Unit
- CRD Traffic Safety Commission

In addition to targeted engagements, the city relied on established channels for feedback from stakeholders on transportation design, planning, operations, and maintenance issues. Through this process, the project team has deepened its understanding of the issues and factors that will help define the way forward. Presentations and indirect input was also gathered from activities, meetings and discussions with:

- Intercultural Association of Greater Victoria
- Downtown Victoria Business Association
- Neighbourhood Associations
- Garbage, recycling and logistics companies
- Greater Victoria Cycling Coalition
- Walk on Victoria
- Emerging mobility service providers such as Modo, U-Bike, Lime Scooters, Boost
- City of Victoria Renters Advisory Committee
- City of Victoria Active Transportation Advisory Committee
- City of Victoria Accessibility Working Group
- Victoria Disability Resource Centre, Parking Committee
- Destination Greater Victoria Transportation Committee
- Chamber of Commerce
- Smart South Island Strategy (South Island Prosperity Project)
- Logistics and delivery company operation session
- Translink Future Mobility Network

Some of the key themes we have heard to date are summarized in the following list:

- People support improvements to sidewalks and pedestrian crossings to ensure connections are safe, accessible, and attractive.
- There is a desire to focus on safety improvements, such as improved street designs, education, and enforcement.
- There are concerns about the challenge of finding parking (short term and long term), including accessible parking options for people with disabilities and secure bicycle parking.
- Delivering goods and providing services is not easy – there is increasingly more competition for curb space for vehicles of all sizes.
- Road user education, etiquette and enforcement is needed to improve safety, reduce tension and build respect among different users.
- There are opportunities to be more creative with on-street and off-street parking to support those who need to drive, while investing in reliable and safe options for those who do not.
- Victoria is a desirable place to live and visit and people shared concerns about increased daytime population and its impacts to traffic and pollution as well as impacts on overall affordability.

- There is support for improved transit within the city and connecting to the region, including rapid bus on Douglas Street, more frequent service, improved reliability, and well-designed connections and transit stations.
- People are seeking more transportation options, including new carshare models, ride-hail services, electric bikes, and new uses for transportation corridors like the E+N.

Engagement Next Steps

It is proposed that the City undertake a final phase of engagement with the public on the approved draft plan. This phase will solicit feedback on the proposed Policy Directions, Key Initiatives and the specific goals and strategies emerging to date. This phase would commence following Council's consideration of this Report.

Input from the targeted sessions with stakeholders and the public would be gathered through the following approach:

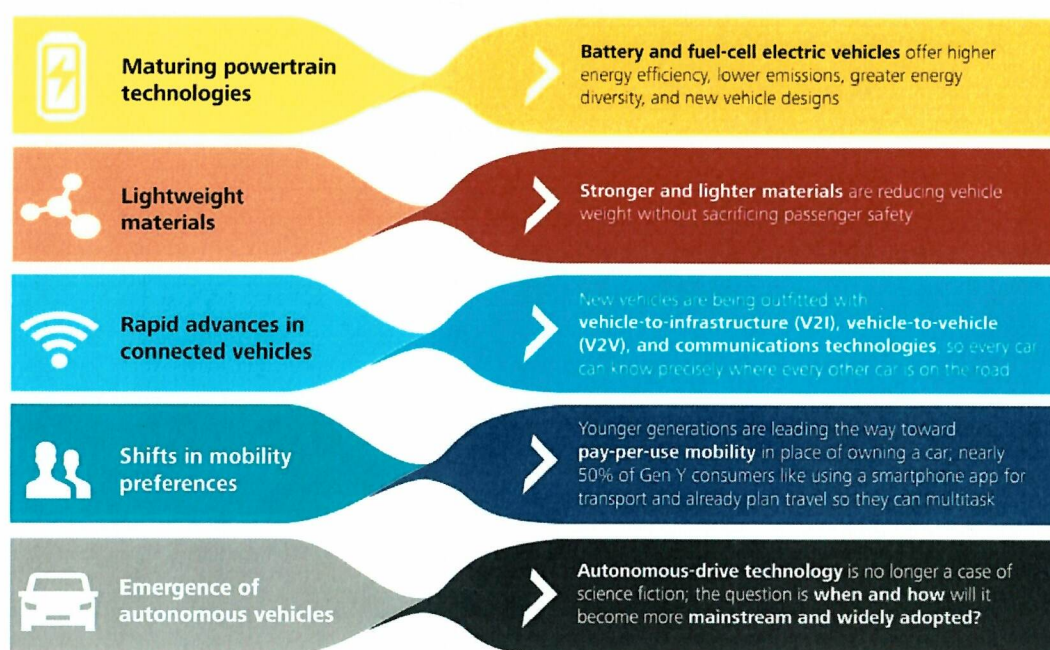
- A mobility awareness campaign, deployed through on-street pop-ups and other tactical elements that drive participation in the online survey.
- Stakeholder focus groups on the Key Initiatives and its goals and strategies.
- Agency partner discussions and meetings on directions, goals and strategies.

Input from this final phase of engagement will be incorporated into the final SMS with recommendations for Official Community Plan amendments to Council.

Our Mobility Future

The SMS will lead our transition to an integrated, clean, and seamless mobility system, shaped by our shared vision and values. With clarity on our shared values and vision of success, we can navigate the changes ahead to achieve our mobility future. Our mission statement is still being shaped, but can currently be defined as what the City should do each day to deliver the highest mobility benefit to our community:

"The City must steward, repurpose, and transform the right-of-way to meet the demands of a growing city; to provide equitable access to mobility choices, opportunities, and services; and to promote human and environmental health"



Graphic: Deloitte University Press | DUPress.com

Figure 6. Converging forces transforming mobility (Deloitte).

The City of Victoria is not alone when it comes to managing the pace of mobility change. Many other cities across North America and around the world are grappling with how to adapt their existing systems to support different users, constrained by limited physical space and competing demands. Allocating space differently to support new modes, new uses and travel patterns is not easy. Changes to parking, intersections, traffic routes, rules and other modifications requires investment, time, education, awareness, engagement and enforcement. In many cases it requires new policies and regulations to manage new and emerging business models, and new technology and systems to protect the public good, while making room for new and beneficial services, like accessibility, ride hailing, ride sharing, micro mobility, shared mobility, electrification, bike lanes, increased pedestrian realm, and other changes.

Draft Policy Directions

The SMS builds on the existing goals and policy directions outlined in Chapter 7 of Victoria's Official Community Plan. The OCP establishes broad objectives and our modal hierarchy of transportation and mobility priorities. The ultimate set of Policy Directions in GoVictoria will guide City planning, land use and development, and provide a basis for continued partnerships, operating and capital investments. Appendix A contains an overview of the Draft Policy Directions, which are summarized below:

1. Integrating Land Use and Transportation
2. Aligning Our Networks
3. Multi-Modal Level of Service
4. Valuing Our Right-of-Way
5. Operating and Maintaining Our Assets

"Key Initiatives" – the Major Initiatives Needed for Our Mobility Future

The SMS's response to these the current challenges we face are configured in a set of major program areas, we call "Key Initiatives". These Key Initiatives aim to support the most important

changes to manage risks and realize benefits. The Key Initiatives are the main components of the SMS and, in many cases, will take years to realize. It is still essential to commit to these at the earliest opportunity and begin initial planning and actions to prepare for the future. The Key Initiatives are summarized below:

1. Adopt Vision Zero: A formal program for transportation safety through better road design, monitoring, education, and enforcement.
2. Transform Public Transit: New regional dialogue and planning to find ways to accelerate our shift to rapid and frequent transit that can out-perform the automobile's convenience and speed, in a much more affordable, sustainable and convenient way.
3. Accelerate Accessibility and Active Transportation: A continued focus on investments in active modes and accessibility improvements to support safer, more sustainable, more convenient, attractive and enjoyable travel for all ages and abilities.
4. Shift to Zero Emissions: An acceleration of mobility GHG reductions through the adoption of road allocations, incentives, electrification infrastructure and transportation demand management initiatives.
5. Rethink the Curb: A new approach to managing the valuable curb space to incentivise the required changes to parking and loading zones through changes to allocation, configuration, pricing, performance and other incentive schemes to ensure the highest and best usage.
6. Harness Technology and Data Opportunities: The use of technology to enhance the integration, management and performance of our mobility systems, to make travel safe and seamless, and use data to strengthen decisions and planning.

Each Key Initiative contains a target, goal, and number of potential strategies. Appendix B contains a comprehensive list of potential strategies identified through the first phase of work.

Key Initiative 1: Adopt Vision Zero

Target: Reach and maintain zero annual traffic fatalities and injuries

Vision Zero is a systems-based model for improved road safety that prioritizes human life over ease of mobility and convenience. It acknowledges the importance of safeguarding human life with better design and minimized speed to reduce accident severity. In 2016, 276 people suffered injury as result of traffic collisions on Victoria's roads. Between 2007 and 2016, an average of 2 pedestrians / cyclists a year have died due to traffic collisions. Society pays for poor traffic safety in many ways, including socialized health care costs, insurance premiums, lost economic productivity, and other costs. Preventing these accidents is completely achievable. Vision Zero is being adopted in countries and cities around the world, in countries like Sweden and the UK, who have the world's lowest rates of road injuries and deaths. Individual cities who have adopted Vision Zero programs have seen big reductions in the number and severity of injuries. The City of Edmonton has reduced their serious injuries by 17%, deaths by 40%, pedestrian injuries by 21% and cyclist injuries by 29%. In New York, one of the first cities in North America to introduce a Vision Zero program, annual traffic deaths have fallen by 40% since the program began.

Key Initiative 2: Transform Public Transit

Target: Double transit ridership to, from and within the City by 2030

Transit provides both a regional and local, efficient and affordable mobility option which is scalable, can operate within existing rights of way and is capable of expanding and evolving in response to growing mobility demands. Transit ridership in the region is growing but the “business as usual” model of investment and expansion needs to change if the region is to avoid the rising economic, environmental and social costs of congestion. Over the next 20 years, the population will continue to grow from 400,000 to 450,000 people and with regional forecasts predicting the number of daily vehicle trips to increase by 20%. Based on the current regional mode share, this translates into an estimated 100,000 more automobile trips in peak periods. Transit is the most effective, least expensive and readily available option that can address regional gridlock.

Key Initiative 3: Accelerate Accessible & Active Transportation

Target: By 2030, 55% of all trips made to, from and within Victoria are by walking, rolling or cycling

Walking, rolling and cycling are sustainable and affordable transportation options over short distances and can increase community interaction, health and well-being. Victoria already gives these modes high priority and has been investing in more active transportation infrastructure than ever before. Our development of the All Ages and Abilities bicycle network is growing ridership and we are increasing spending on missing sidewalks, making sidewalks safer and more accessible and implementing more crosswalks. 27% of all trips to, from and within the City are by walking, cycling or rolling, which is the one of the highest active mobility rates in the nation.

Key Initiative 4: Shift to Zero Emissions

Targets:

- By 2030, renewable energy powers 30% of passenger vehicles and commercial vehicles operating in Victoria;
- the average vehicle ownership per household is reduced by 30% from 2017 levels;
- the average vehicle kilometers travelled per household is reduced by 20% from 2017 levels

In Victoria, transportation accounts for 40% of greenhouse gas (GHG) emissions and with the majority of all car trips in BC’s urban areas being less than 30km, well within the range of standard electric vehicles, shifting transportation to a zero emissions model is a top priority. Between 2018 and 2019 the EV portion of new passenger car sales in BC increased by 15%. The Climate Leadership Plan clearly identifies the requirement to reduce GHGs and reach 30% vehicle electrification by 2030. The City can use its land use and regulatory powers to incent a shift to low and zero emissions vehicles. The allocation of road right of way and curb access (see Key Initiative 5) will be increasingly an important tool to incentivize zero emissions vehicles and a shift to shared mobility and other emissions free travel choices.

Key Initiative 5: Rethink the Curb

Target: By 2023, 100% of Victoria’s curb space is managed and prioritized according to our values and adjacent land uses

The curb is not simply the concrete separating the sidewalk and the roadway, it is an important interface between the vehicle and the pedestrian realm, giving access to the City not reachable by automobile. In the last 5 years the demand for our curb has nearly doubled. Parking infractions have continued to rise, which means interventions are required to ensure the curb continues to serve the public good, rather than being privatized for commercial gains. Delivery services are rapidly growing to service our growing city, and with ride-hailing approaching – the demand is set to rise further. It is critical that the City has principles and policies in place to effectively manage this change. Efficient and high-performance parking and loading spaces are required to service many needs, including retail logistics, people with disabilities, shoppers, workers, and visitors and tourists – all competing for limited space in high demand areas. The valuation of this space must be set appropriately to incentivize appropriate turnover so that the most people can benefit.

Key Initiative 6: Harness Data and Technology Opportunities

Target: By 2025, the City's traffic and smart mobility infrastructure provides real-time mobility safety and performance data to support evidence-based decisions

The city's ability to make smart and cost-effective decisions on the operation and investments in our transportation systems is dependent on our access to quality, comprehensive and real-time data. In the near term, existing technologies can improve the safety, efficiency, reliability and resiliency of our transportation network. In the long term, emerging technologies like connected and automated vehicles, and transportation network services like ride hailing, present both an opportunity and a challenge. The increasing availability of data, expanded communications technology, and emerging approaches to demand management lets us more effectively use the existing transportation system and prepare for future technological advances. By strategically employing technology we can improve the way our network functions to support our desired outcomes.

NEXT STEPS

This update highlights the emerging directions of the GoVictoria program in advance of further engagement with community stakeholders. The timing of this report allows Council to consider the Key Initiatives and related actions in the context of the 2020 financial planning process.

Mobility Projects Already in the 2020 Financial Plan

Infrastructure investments in 2020 support improved mobility network capabilities via traffic signal upgrades, crosswalk upgrades and installations, pathway upgrades, traffic calming investments, cycling routes, pedestrian wayfinding, sidewalk upgrades and installations, place-making and road re-paving. As a part of subdivision applications, re-zonings and building permit approvals, the City will leverage contributions from private developers to contribute to the right of way and mobility network improvements.

The City is also planning several actions in 2020 (using existing resources) that contribute directly to the GoVictoria Key Initiatives and are aligned with Council's strategic plan and other approved programs:

- Development of EV charging requirements for new developments
- Introduction of regulatory bylaw to support micro-mobility options in our streets
- Roll-out of the interim youth bus pass program
- Introduce metered parking zones in high demand areas across the municipality
- Creation of road safety education materials to reduce high-risk behaviours

- Develop regional emergency evacuation route planning
- Introduction of new design guidelines and standards for accessible parking

Additional Projects for Consideration

To further advance the Key Initiatives in 2020, additional resources would need to be considered as a part of the 2020 financial plan. These include the following actions and resources:

- **Initiate Vision Zero program and increase right of way enforcement** (2 FTEs in Bylaw Services):

As a part of efforts to achieve Vision Zero, the City would start allocating resources significantly ramp-up support for the necessary right-of-way enforcement. This would include bylaw enforcement to improve safety, accessibility, address noise, and traffic flow on our mobility network.

- **Regulatory bylaw updates, transit pass and shelter design program and accessibility / pedestrian improvement program initiation** (1 FTE in Transportation):

The City needs to address critical gaps in our current regulations which are out of date or inconsistent with the current mobility landscape and the emerging directions of GoVictoria. Comprehensive updates are required to support general traffic operations, goods and services delivery, right of way allocation, design standards for road typologies, and fees and fines, to name a few. Additional resources are required to update the Streets & Traffic Bylaw, the Sub-Division and Servicing Bylaw, and introduce new bylaws to support ride-hailing. This position could also begin priority planning for an enhanced pedestrian network and future accessibility and pedestrian programs.

- **Information technology support and digital development** (1 FTE in Information Technology):

Additional resources would be required to support the integration of Smart Mobility sensors in critical safety zones, provide support to introduce on-line transportation permits and service transactions, and contribute to overall data and technology integration towards mobility management.

- **Improved Parking and Curb Management** (1 FTE Parking Services):

This would focus on coordinating and implementing new parking and curb management initiatives including parking meter expansion, EV charging, loading zones, accessible parking, residential parking program assessment, shared mobility services, ride-hailing and passenger drop off/loading design/management.

- **Mobility communications and engagement** (1 FTE in Transportation):

This resource would focus on information sharing, education, and community engagement activities to support a wide range of mobility projects, policy and bylaw development and infrastructure design.

OPTIONS AND IMPACTS

Option 1:

1. Adopt the directions as outlined in this draft report and direct staff to engage with the public and key transportation stakeholders and back in Q1 2020 with an update on the final Sustainable Mobility Strategy report; and
2. Consider allocation of \$655,000 as part of the 2020 financial planning process to advance priority work as outlined in the Next Steps section of this report which is required to support priority transportation safety, regulatory review and program requirements (**recommended**).
 - a. Initiate Vision Zero program (Key Initiative 1) planning and increased right of way enforcement (2 FTEs in Bylaw Services).
 - b. Advocate to regional stakeholders, VRTC and the Province to designate Rapid Transit as a regional infrastructure priority (Key Initiative 2).
 - c. Continue investments in accessibility and active transportation (Key Initiative 3);
 - d. Initiate planning and actions to allocate more community parking spaces for low and zero emissions car share services (Key Initiative 4);
 - e. Initiate planning and actions in support of “Rethink the Curb” (Key Initiative 5) and report back with initial proposed changes as part of the annual parking update (Q1 2020) and through a comprehensive strategy for Council’s consideration in Q3 2020 (1 FTE in Parking Services);
 - f. Initiate investments in Smart City infrastructure to support transportation safety and traffic management (Key Initiative 6) (1 FTE in Information Technology);
 - g. Initiate priority bylaw review, support to City transit priorities and accessibility / pedestrian improvement planning (1 FTE in Transportation);
 - h. Support wider and more detailed public mobility communications and engagement (1 FTE in Transportation).

Option 2:

Make adjustments to the SMS directions and report back with a revised draft SMS prior to engagement, as per Council directions during this workshop.

OCP Consistency Statement

GoVictoria directly builds from Chapter 7 of the Official Community Plan. It supports goals 7A, 7B and 7C and touches on content from chapters on Emergency Management, Infrastructure, and Community Well Being. As a part of the outcomes of GoVictoria, the City will be updating its OCP reference maps and progress metrics.

Accessibility Impact Statement

The directions in GoVictoria support Key Initiative 1 of the draft Accessibility Framework. Planning for accessibility considers safer public and private transportation systems and incorporates decisions related to rights of way, land use and development that reduce barriers and effort required to access important destinations and services. The strategies and goals in GoVictoria will help to realize the City’s commitment to prevent and remove barriers from City transportation infrastructure.

Climate Change Impact Statement

GoVictoria will help to reduce fossil fuel use resulting in fewer greenhouse gas emissions to support our climate leadership objectives. Implementation of the goals and strategies will also contribute to

increased resiliency of our transportation systems which functions in the face of shocks and extreme weather events.

Financial Impact Statement

It is recommended that six additional staff are hired to deliver priority work and on-going implementation as described in this report, estimated at \$655,000 per year as a part of the 2020 financial planning process.

CONCLUSION

The City of Victoria is leading the transition to an integrated, clean and seamless mobility system, shaped by an emerging vision and goals to move people, goods and services in our community and across the region. Victoria has a rich transportation and mobility history with much to build upon. Our mobility strategy will support our current and future residents, workers and visitors to achieve our safety, affordability, equity and climate change goals.

Respectfully submitted,




Fraser Work
Director,
Engineering & Public
Works

Philip Bellefontaine
Assistant Director,
Transportation

Sarah Webb
Manager, Sustainable
Transportation Planning &
Development

Report accepted and recommended by the City Manager:

Date:



Nov 8, 2019

List of Attachments:

Appendix A: Draft Policy Directions
Appendix B: Draft Strategies

Appendix A: Draft GoVictoria Policy Directions

The following policy directions represent the draft set of approaches and guidelines to help shape all future mobility planning at the City. These directions are operationalized through Key Initiatives, each with its own targets, goals and strategies.

1. **Integrating Land Use and Transportation:** Integrating our land use planning and transportation investments creates complete, connected communities. Compact, walkable land uses connected by a multimodal network are at the heart of sustainable mobility. Victoria will continue to be a city of town centres and villages where housing, employment, services, and recreation are connected by short trips. To support these centres and villages, our frequent transit network creates growth corridors that become a new focus for housing and jobs.
 - 1.1. Streets are places for people
 - 1.2. New growth is serviced by transit
 - 1.3. Compact land use reinforces sustainable travel behaviour
 - 1.4. Downtown continues to be our regional employment centre
 - 1.5. Complete communities centre on multi-modal mobility hubs

Vision:

- All of Victoria's neighborhoods have connected mobility systems that include a variety of convenient, and sustainable mobility choices.
- Our rapid and frequent transit network anchors corridors with increased housing and employment density.
- The daily needs of residents can be met within a 15-minute walk.

2. **Aligning Our Networks:** Victoria's mobility system is comprised of seamlessly integrated modal networks. Understanding the most important corridors and connections for each mode provides clarity on the function of every street in the mobility network. Coordinating our walking, cycling, transit, auto, and freight networks—and integrating modal priorities into our right-of-way allocation and decision making—fosters complete networks and efficient movement of people and goods throughout our city.
 - 2.1. Layered networks reconcile our modal preference recognizing our established hierarchy of transportation.
 - 2.2. Modal priorities are designed into specific streets/zones.
 - 2.3. Street classifications optimize design and network implementation.

Vision:

- Our network of sidewalks, trails, and safe crossings connects destinations and provide great places for people walking and rolling.
- Our safe, connected, and equitable cycling network provides comfortable facilities for everyone biking, scooting, or using other low-speed mobility devices throughout Victoria.
- Our regional and frequent transit network provides convenient and reliable connections.
- Goods move efficiently throughout Victoria on our freight network.

3. **Multi-Modal Level of Service:** Our approach to assessing the performance of our mobility system focuses on making sure every mode gets what it needs, recognizing that each mode's "wants" might not be optimized on every street. We evaluate performance and make decisions

based on an integrated view and multi-modal level of service. We do not only focus on the movement of cars or reducing delay for people driving. Instead, we measure and evaluate all modal networks for the connectivity and comfort – including pedestrians, cyclists and transit riders. Multi-modal level of service establishes a target level of service for each mode given the location and context of a transportation improvement. This evaluation approach informs trade-off decisions between modes with the goal of maintaining a standard of quality for all modes.

3.1. Desired outcomes shape what we evaluate.

3.2. Different streets have different levels of service for different road users.

Vision:

- People walking and rolling will have a connected network of sidewalks with ample widths, crossing opportunities and separation from motor vehicles.
- People of all ages and abilities will comfortably ride bicycles between destinations along a network of dedicated infrastructure that limits conflict points with vehicles.
- People taking transit will enjoy reliable travel times, frequent service to important destinations, and high-quality amenities throughout their entire transit journey.
- People driving will experience limited congestion and predictable travel times along corridors most of the time

4. **Valuing Our Right-of-Way:** The city's right-of-way, is the public space between property lines, and is a valuable and limited resource so we must make the best use of what we have. We actively manage this resource to meet the needs of today's growing population and those of future generations. Right-of-way allocation and management policies ensure that we achieve the highest and best use. A powerful lever to support sustainable travel behavior, we value and price the right-of-way accordingly to support convenient access for high-occupancy, low-carbon, and active travel modes and the efficient delivery of goods.

4.1. Essential right-of-way functions are balanced between three zones: the pedestrian realm, the travel way, and the curbside space.

4.2. The value of the right-of-way is proportional to demand for mobility needs.

Vision:

- Right-of-way is allocated and actively managed to prioritize sustainable mobility choices and support sustainable travel behavior and the movement and delivery of goods.
- The ecological functions of the right-of-way are part of mobility decision making to ensure space is available to support assets like the urban canopy and stormwater infrastructure.
- Dynamic curb space management and pricing design reflects demand and supports mode share targets at all times of day.
- The needs of all modes are balanced with a data-driven right-of-way allocation framework informed by our multimodal level of service standards, street types, and mode shift priorities.

5. **Operating and Maintaining Our Assets:** The City of Victoria manages curb space, and public right-of-way, parkades, docks and bridges. Investing in the maintenance of our aging infrastructure competes with funding for new capital investments. Both are critical to support our growing population and changing mobility needs. We are committed to maintaining Victoria's mobility assets for today's residents and for future generations. As a resilient city,

we will make good use of our financial resources and limited right-of-way to ensure a state of good repair and pricing that reflects the value of our infrastructure.

- 5.1. Proactive maintenance ensures our mobility networks operate safely, reliably, and efficiently.
- 5.2. System operations focuses on safe and efficient movement of people and goods.
- 5.3. Collaboration across agencies and jurisdictions is crucial for maintaining complementary assets.
- 5.4. Innovative financing mechanism to support operating and maintaining.

Vision:

- Our mobility assets and networks are resilient, responsive, and adaptable to changing conditions and climate-related impacts. Streets, sidewalks, and pathways are well maintained to ensure accessibility for all people and to achieve operations consistent with our level of service standards.
- Investments in existing infrastructure are prioritized to achieve our desired mobility future, with a keen focus on our mode share goals.
- Stable, long-term local funding ensures a state of good repair supported by pricing that reflects the value of our infrastructure.

Appendix B: Draft GoVictoria Goals & Strategies

KEY INITIATIVE 1: ADOPT VISION ZERO

Target(s): Reach and maintain zero annual traffic fatalities and injuries

Benefit potential:

- Improved safety for all
- Reduced costs to society
- Powerful tool for collaboration between partner agencies

Issues to overcome:

- Speed
- Distracted driving
- Enforcement capacity
- Public attitudes
- Lack of data
- Social licence for automated enforcement
- Large trucks and vehicle movements through urban areas
- Tension and attitudes amongst different road users

Draft Goals:

Goal 1: A culture of safety for all road users is embraced by the City and general public

Goal 2: The road network design and operations prioritize the protection of human life over all else

Goal 3: Emergency response planning and operations are prioritized on our road networks

Draft Strategies:

1. Establish a City Vision Zero Program and leadership task force
2. Advocate for and contribute to a comprehensive road safety data collection and monitoring program, including data sharing procedures with agency partners.
3. Invest in multi-modal traffic enforcement programs in partnership with the CRD traffic safety commission
4. Introduce safety-focused bylaw changes, including fees and fines, to support all users and to deter dangerous behaviors
5. Introduce a Vision Zero toolkit for use by organizations, associations, and schools
6. Develop and implement behavior change and road user education campaigns
7. Investigate expanded powers of City Bylaw Officers to enforce moving violations on City roads
8. Educate City employees on vision zero and their role in road safety while travelling on city business
9. Apply Vision Zero to roadway design and new transportation infrastructure investments
10. Implement a city-wide traffic calming program to address speed and volumes of motor vehicle traffic using an equity lens
11. Promote implementation of a red-light and proceed on green camera program at targeted intersections in the City
12. Prioritize road safety improvements and enforcement efforts on high collision corridors and intersections
13. Regulate and incentivize vehicle size for commercial and tourism activities
14. Collaborate with other municipalities on consistent application of design standards and treatments to improve safety for vulnerable road users

15. Integrate emergency services' operational requirements and response / evacuation routes in mobility planning, capital investments, street designs and traffic calming
16. Maintain emergency response and evacuation routes
17. Provide up-to-date, readily accessible information on street network changes to support emergency service operations

KEY INITIATIVE 2: TRANSFORM PUBLIC TRANSIT

Target(s): Double transit ridership to, from and within the City by 2030

Benefit Potential:

- Supports economic growth through transit-oriented development
- Healthier community and reduced public health costs
- Fewer cars, less pollution, and reduced GHG emissions
- Lower household transportation costs
- Increased economic opportunity - access to education, employment, goods and essential services
- Frees up space on roads for goods and services movement
- Resiliency in mobility network

Issues to Overcome:

- Slow trip duration due to lack of dedicated road right of way
- Conventional diesel transit buses with high GHGs, air and noise pollution
- Lack of transit signal priority devices in fleet along busiest corridors
- Many routes at or near capacity
- Outdated transit stops with limited amenities
- Capital investments required for completion of rapid bus upgrades / infrastructure
- New transit operations and maintenance facilities are required to grow service

Draft Goals:

Goal 1: Public transit is the highest regional mobility infrastructure priority for investment

Goal 2: Public transit is faster than driving

Goal 3: Integrated land use planning supports transit-oriented development

Goal 4: Emerging mobility solutions extend the flexibility, reach and quality of transit

Goal 5: A high-quality experience makes transit the preferred choice for more trips

Draft Strategies:

1. Work with local and regional partners for increased local, provincial and federal investments in public transit
2. Complete the Highway 1 / Douglas Street Rapid Transit line
3. Preserve historical corridors for highest and best mobility use
4. Support BC Transit's expansion of transit facilities and terminals
5. Municipalities work together to optimize transit efficiency, safety and reliability on inter-municipal roads
6. Allocate priority on City road right of way for public transit service
7. Continue to invest in traffic signal technologies to support rapid and frequent transit
8. Advocate for expanded express routes, all door loading and innovative payment systems, and route optimization that improve reliability
9. Increase density and diversity of building form on rapid and frequent transit routes

10. Evaluate the placement, size and composition of transit exchanges as a part of Local Area Planning and the roll out of mobility hubs
11. Make capital investments on City road networks to support delivery of local transit service
12. Collaborate with BC Transit to introduce innovations in transit and flexible transit service delivery models to meet local service needs
13. Support operations for special event transit service
14. Improve affordability of and eliminate financial barriers to public transit ridership
15. Enhance equitable access and physical connections to transit services
16. Re-define bus stops and stations as mobility and information hubs
17. Use technology to facilitate seamless transit trips and customer experiences
18. Accelerate the transition to zero emission transit fleets through City infrastructure and regulations

KEY INITIATIVE 3: ACCELERATE ACCESSIBLE AND ACTIVE TRANSPORTATION

Target(s): By 2030, 55% of all trips made to, from and within Victoria are by walking, rolling or cycling

Benefit Potential:

- Lower household transportation costs
- Fewer cars, less pollution, and reduced GHG emissions
- Increased economic productivity from reduced congestion and more shopping trips per traveller
- Reduced infrastructure costs
- Healthier community and reduced public health costs
- Improved social cohesion and civic participation
- Vibrant, safe and welcoming communities

Issues to Overcome:

- Narrow sidewalks with obstructions (hedges, utility poles, and other encroachments)
- Uneven sidewalks divided by sloped driveways
- Little to no buffer between people and vehicular traffic
- Dangerous, impractical, or missing route connections
- Lack of convenient, secure, and weather protected bike parking
- Lack of cycling knowledge, confidence or skills
- Integrated modal networks with first- and last-mile connections to transit
- Accessibility challenges related to transportation services and networks

Draft Goals:

Goal 1: Make every street safer and more enjoyable for walking

Goal 2: Make cycling safer, more convenient and comfortable

Goal 3: Evaluate, prevent and remove barriers to accessibility in our transportation network

Goal 4: Build a community culture that supports accessibility and active transportation

Draft Strategies

1. Develop and implement an All Ages and Abilities (AAA) priority pedestrian network with generous, unobstructed sidewalks and safe crossings
2. Prioritize and address gaps and missing sidewalks on City streets
3. Expand a consistent, legible, and user-friendly pedestrian wayfinding system

4. Collect and maintain critical pedestrian data and provide in an open format to support third-party mobile application development.
5. Establish criteria and procedures for implementing shared street designs on local roads and lanes
6. Complete the All Ages and Abilities (AAA) priority cycling network
7. Improve options and quality bike parking and of end-of-trip facilities in public and private places
8. Develop a spot-improvement program to address cycling safety and comfort issues
9. Introduce a bicycle network wayfinding program
10. Introduce policies to manage and regulate the safe use of different mobility devices in cycling facilities
11. Develop a universal design manual for the built environment, including specifications and standards
12. Continue to install or replace missing or deficient curb ramps
13. Continue to install accessible pedestrian signals and tactile domes through ongoing replacement programs and capital improvements
14. Continue to maintain and rehabilitate sidewalks and pathways so they are free of obstructions, hazards and debris
15. Improve and enforce measures to maintain accessibility around construction zones and special events
16. Improve access to on-street accessible parking stalls and loading areas for people with disabilities
17. Provide opportunities for rest at regular intervals by increasing the amount of seating available on and along sidewalks and other pedestrian paths, without introducing new barriers
18. Integrate accessibility requirements into new mobility service models that are regulated by the City of Victoria
19. Explore opportunities to enhance marine travel in Victoria's harbours
20. Support the delivery of youth and adult cycling skills courses
21. Develop and implement road user education and encouragement programs with regional partners
22. Support Active and Safe Route to School programs
23. Celebrate and encourage accessible and active transportation through special events and educational campaigns

KEY INITIATIVE 4: SHIFT TO ZERO EMISSIONS

Target(s): By 2030:

- renewable energy powers 30% of passenger vehicles and commercial vehicles operating in Victoria;
- the average vehicle ownership per household is reduced by 30% from 2017 levels;
- the average vehicle kilometers travelled per household is reduced by 20% from 2017 levels

Benefit Potential:

- Fewer cars, less pollution, and reduced GHG emissions
- Quieter streets
- Lower transportation costs
- Improved options and first- and last-mile connections

Issues to Overcome:

- Electric vehicle models remain limited
- Many new EVs are expensive
- Lack of charging opportunities for multi-unit residential buildings
- Transportation Demand Management programs with new developments can be inconsistent and are not systematically evaluated for outcomes
- Interest in electric car sharing continues to grow but requires use of valuable curb space
- Large scale electrification of marine transport requires significant infrastructure investments
- New micro-mobility services such as bike share or scooter-sharing, put pressure on existing curb space
- There is a need for proactive, thoughtful partnerships with private sector

Draft Goals:

Goal 1: Build a robust zero emissions charging network

Goal 2: Establish formalized transportation demand management (TDM) programs

Goal 3: Increasingly allocate rights of way to incentivize zero emission mobility

Draft Strategies:

1. Increase the availability of public charging stations (on street / off street)
2. Incentivize the use of renewably-powered and energy-efficient vehicles
3. Design and pilot a sustainable urban freight program
4. Expand electric bicycle parking options in the downtown core
5. Develop Transportation Demand Management requirements and guidelines for new development projects
6. Update off-street parking policies and regulations to support reduced auto ownership and use
7. Design and implement a corporate Transportation Demand Management program for City employees
8. Partner with service providers to support emerging electrification for air and marine travel

KEY INITIATIVE 5: RETHINK THE CURB

Target(s): By 2023, 100% of Victoria's curb space is managed and prioritized according to our values and adjacent land uses.

Benefit Potential:

- Support to commerce / economic activity
- Support to tourist activity
- Improved parking turnover to support visitors
- Reduced congestion due to vehicle circulation
- Reduced infractions, poor behaviour and safety risks to others
- Less pollution and GHGs by 'right-sizing' of vehicles
- Clear processes to initiate placemaking

Issues to Overcome:

- The curb space is usually contested in both residential and commercial areas
- New mobility devices, such as bike share and scooter share, can impact accessibility, aesthetics and safety on the curb and do not necessarily serve all neighbourhoods
- Increased demands from Mobility-as-a-Service (MaaS) and Ride-Hail

- Transit, tour bus and commercial vehicles require more curb space to maneuver
- Informal loading zones compromising road safety
- Unauthorized and unsafe large vehicles stopping in travel lanes
- Access and servicing business needs requires regular turn-over
- There is increased demand for activation on curbs to improve community placemaking
- On-street parking in residential areas is under-valued and often used instead of private driveways or parking lots
- Designated truck routes have not been updated in a several of years and may no longer align with land uses

Draft Goals:

Goal 1: Adopt a principle-based approach to curb space allocation in the City

Goal 2: Safely and efficiently manage goods and services delivery across the municipality

Goal 3: Reshape how we manage on-street and off-street parking

Goal 4: Harness emerging mobility services for maximum public benefit

Goal 5: Accelerate shared mobility choices

Draft Strategies:

1. Establish regulatory frameworks and pricing to support emerging mobility devices and shared transportation services
2. Work with private mobility service providers to support equity across community
3. Implement curbside “flex zones” to facilitate variable loading and parking needs
4. Facilitate growth in shared mobility services and systems
5. Provide dedicated parking and curb space for shared mobility services
6. Adopt a new bylaw to support micro-mobility services
7. Incorporate all curbside assets into the City’s asset management program
8. Prioritize and provide adequate space for public transit at the curb
9. Support and expand enforcement to manage curbside regulations
10. Regularly identify and measure demand for passenger and commercial loading/unloading spaces across the municipality to ensure a high-level of curb productivity is met
11. Support allocation of curb space for tourism-based, commuter shuttle and alternate transit models
12. Introduce real-time information on space location and availability
13. Use communications and technology to share information with curbside users
14. Maintain an efficient network of designated truck routes
15. Collaborate with service providers and regional partners to coordinate efforts towards goods and services movement and innovations
16. Provide diverse commercial loading/unloading opportunities and models in village centres
17. Increase commercial delivery zone pricing while providing more dedicated spaces for loading in the downtown core
18. Introduce off-peak and zero emissions delivery incentives
19. Explore delivery vehicle staging zones to support low-impact goods and services movement and delivery
20. Implement demand-based pricing in the downtown core
21. Expand the application of demand-based parking pricing in the Downtown Core
22. Develop strategies to maximize all available community parking resources
23. Continue to use time limits to encourage turn-over for on-street parking supply
24. Support incentives on street and in parkades for low-emission and/or high-occupancy vehicles

25. Explore the introduction of neighbourhood priority parking programs, including residential parking permits to fund mobility improvements
26. Prepare for public parkade replacement planning & space renewal
27. Introduce metered parking zones in high demand areas across the municipality

KEY INITIATIVE 6: HARNESS DATA AND TECHNOLOGY OPPORTUNITIES

Target(s): By 2025, the City's traffic and smart mobility infrastructure provides real-time mobility safety and performance data to support evidence-based decisions

Benefit Potential:

- Improved mobility performance and safety
- Informed decision making
- More seamless mobility planning and experience
- Increased mobility choice, access, and quality
- Synchronized network, less pollution, and reduced GHG emissions
- Increased reliability and resiliency of the transportation network
- Builds public trust
- Maximum value from transportation infrastructure assets

Issues to Overcome:

- Configuration and management of data can be complex and expensive
- Lack of local, real-time data can result in delays on decision making
- Social acceptance
- Role clarity of public and private sector
- Data management and privacy requirements must be carefully protected

Draft Goals:

Goal 1: Leverage technology to manage mobility systems so to maximize safety and mobility performance

Goal 2: Use data to strengthen decision making and tell the mobility story

Draft Strategies:

1. Support public and private efforts to develop Mobility-as-a-Service (MaaS)
2. Modernize Victoria's traffic signal infrastructure for all users
3. Prepare for shared autonomous vehicles in the future by working with agency and regulatory partners
4. Modernize permitting to support construction, third-party utility installation, moving, special events etc.
5. Use technology and sensors to increase traffic safety
6. Identify technology to provide real-time curb space and parking information and support demand-based pricing
7. Identify automated data collection and predictive analytics services
8. Establish mobility data management and reporting procedures
9. Supplement regional data collection efforts
10. Encourage data sharing and collaboration with other public, private, and community organizations



**Committee of the Whole Report
For the Meeting of November 14, 2019.**

To: Committee of the Whole **Date:** November 8, 2019
From: Fraser Work, Director of Engineering & Public Works
Subject: Application and Integration of the Climate Lens

RECOMMENDATION

That Council direct staff to:

Commence work in 2020 and develop the necessary resource assessments to complete priority work phases as part of the 2021 financial planning process, as outlined in detail in Section 4 of the Issues and Analysis section of the report.

EXECUTIVE SUMMARY

The Climate Lens is an emerging planning perspective and tool to operationalize and normalize City planning and actions to reduce greenhouse gases and strengthen efforts to adapt to a changing climate. For the City of Victoria, the climate lens is the consideration of greenhouse gas mitigation and adaptation requirements in all decision making. The lens can be applied to existing and new City objectives to determine where synergies reside and how a combination of objectives may strengthen the case for action, investments and interventions.

In order to operationalize climate action into all the City does, several changes are required in everyday decision making, including Official Community Plan (OCP) amendments, policy, reporting requirements, new guidelines and planning tools, as well as departmental programs, projects and services. The climate issues/risks may help provide the required justification for important City actions that may have until now, not been supportable. The Climate Lens can also increase resource efficiency to reach multiple objectives in a single program, when done well. If bundled together well, the Climate Lens can help support important City objectives through the reductions of greenhouse gases and increased climate resilience. Things that are good for the climate can also be good for Victorians:

- Reduced household transportation costs through a combination of improvements to public transit, car share and other sustainable mobility systems.
- High performance, clean, modern public transit can be a game-changer for the region, reducing traffic congestion and commute times and allowing people to spend more time with families,
- More dense housing types and mixed-use planning and designs can bring people closer to their employment and daily amenities posing multiple benefits to affordability, congestion, utility costs and others,
- Higher home efficiency and heat pump systems lower monthly energy bills, add cooling in hotter summers and improve indoor air quality,

- Active transportation networks attract people to healthier mobility choices and increase community vitality,
- Safety risks are avoided from gas or oil systems, especially during damage or seismic event, and
- Noise and air-pollution from combustion machinery/equipment is reduced in our neighbourhoods.

Increasingly, sustainable development experts suggest that important “development goals such as improved public health, reduced congestion, full employment, and poverty alleviation may be hard to achieve without low-carbon action”¹.

A set of priority actions and planning initiatives have been highlighted in this report, to commence in 2020. Planning in 2020 will also identify what additional staff resources may be required to accelerate work in this area, with these new considerations and program synergies in mind, which represents important but additional priorities on top of the current workload. Council could choose to advance the actions in this report by replacing other projects or priorities.

PURPOSE

The purpose of this report is to present a series of information and recommendations related to the application of the “Climate Lens” across City planning and decision making.

BACKGROUND

Ongoing City planning and program delivery has identified the benefit of formalizing how climate action for both greenhouse gas mitigation and adaptation requirements need to be operationalized throughout City departments and decision making. The application of climate considerations in all City projects and planning is central to the directions in the City’s approved Climate Leadership Plan (CLP), and also a helpful way to consider how to make reductions in our own climate action progress, since energy and emissions are interwoven in all business units and services that the City provides.

The federal government states the a “climate lens” is “intended to incent behavioral change and consideration of climate impacts into the planning of infrastructure projects with a view to implementing Canada’s mid-century goals of a clean growth low-carbon economy”². For the City of Victoria, the climate lens **is the consideration of greenhouse gas mitigation and adaptation requirements in all decision making.**

The application of a climate lens in City business and decision making will help underscore all project planning, just as we now consider, financial affordability, schedule, and other important requirements in every project we undertake. Climate is a new consideration-for us to balance across several important City objectives, and meaningful progress must be made in the near term, to ensure the long-term risks are mitigated appropriately. This means that climate considerations must be operationalized into City business as a priority, to better inform how we balance and approach the challenges in all areas of sustainable urban planning, development and service delivery.

¹ Gouldson, A. Sudmant, A. Khreis, H. Papargyropoulou, E (2018). Coalition for Urban Transitions. *The Economics and Social Benefits of Low-Carbon Cities: A Systematic Review of the Evidence*. Available online at: https://newclimateeconomy.report/workingpapers/wp-content/uploads/sites/5/2018/06/CUT2018_CCCEP_final_rev060718.pdf

² Infrastructure Canada. Available online at: <https://www.infrastructure.gc.ca/pub/other-autre/cl-occ-eng.html#1.1>

Applying a climate-lens across all City projects and programs represents a clear opportunity to address multiple, important City objectives. In many instances, combatting and preparing for climate change provides the social impetus for change and investment in areas and systems that have been underperforming in other ways. New systems, approaches and actions hold the potential to deliver across multiple development priority areas. The United Kingdom government sums it up as follows:

Presenting a more robust socio-economic case by assessing these so-called 'co-benefits' of low-carbon action could unlock policy support and accelerated action...enable the mainstreaming of climate policy and its integration into core policy areas such as economic development, finance, infrastructure or energy. It could facilitate the emergence of coordinated approaches and concerted action across the national, regional, and local scales. It could lead to changes in the relationships between the public, private, and civic sectors, bringing new forms of collaboration into play so that capacities for change are developed. And it could unlock new forms of investment, redirect existing financial flows, and unlock the potential for new ways of financing and delivering change³.

ISSUES & ANALYSIS

Aligning City Development Priorities with The Climate Lens

Human activity and the burning of fossil fuels is the primary cause of climate change, where other human activities like deforestation, agricultural processes, other industrial processes release potent greenhouse gases or reduce the planet's ability to sequester carbon in natural processes. Half of the world's population live in urban centres, most in small to medium sized cities. Cities are also the centres of human development and home to the economic engines that fuel innovation and technological change, that is needed to rethink and improve our industrial energy and economic models. The most impactful way for a city to reduce greenhouse gases are to quickly move away from transportation and building heating fossil fuels. Cities emit seventy percent of the world's greenhouse gases and are considered both the source and the solution for climate change.

Cities plan and deliver essential services and support community well-being and prosperity. Urban development and planning are currently being undermined by climate change which multiplies local financial, social and environmental risks. Climate change imposes new and significant requirements for costly investment across all types of infrastructure and services – including upgrades to underground infrastructure, facilities and buildings, coastal and waterfront assets, ecosystems, flood and storm mitigation, water scarcity, increased drought, health care pressures, and personal damages and costs.

Together we are required to aggressively reduce greenhouse gases to mitigate the severity of future risks while investing in assets to strengthen our resilience. Yet, our economic, industrial and societal systems are still powered by fossil fuels today, and it seems difficult or even impossible in some cases, to quickly transition to cleaner energy systems. The investment required for change is significant, but research shows it is still less than the costs of inaction.

Federal and provincial governments have aligned around the importance of cities in taking meaningful action on climate action, to reach multiple objectives. The Province of BC also honours

³ As above.

the importance and role of communities to take simultaneous action on climate and other prosperity initiatives:

Local Leadership: Challenge, Opportunity and Influence British Columbian communities demonstrate the breadth of climate change challenges and opportunities. Many are confronting increasingly intense natural disaster events. A lot are advancing integrated sustainability agendas that will reduce emissions as well as strengthen their prosperity.

Local governments are really where the rubber meets the road on climate change. Their role is pivotal for three reasons: The challenge of acutely vulnerable local infrastructure to climatic change; the opportunity to advance an integrated economic, social and environmental agenda that supports climate protection; and the influence of local government over emission reduction opportunities.

It is estimated that local governments have control or influence over approximately 45% or more of greenhouse gas emissions. Local priorities and local leadership will determine the path each community takes to shape our common future⁴.

Increased awareness of the climate emergency among Victorians, and Canadians generally, provides another opportunity to consider many outstanding municipal issues/challenges. These issues, such as measures to deal with street congestion or increased risks associated with residential fuel storage (oil tanks), have presented a multitude of problems that have previously been difficult for the City to tackle due to the perceived cost and inconvenience to the public.

Competition for scarce financial resources and trade-offs with other important community development goals are realities for the future of urban planning. Emerging literature and our recent experiences both demonstrate that an integrated and holistic approach to climate action and change management is critical to stretch limited resources so that the City can deliver across multiple objectives. In many areas, the synergies and benefits represent strong business case for change. If done well, low-carbon initiatives can reduce economic pressures, while delivering social benefit, alongside greenhouse gas reductions - paid for only once. To accelerate climate action, low carbon programs can be combined with Victoria's other development priorities such as affordability and housing, elderly and youth health and well-being, equity, economic prosperity, mobility and more. This report outlines the co-benefits and considerations related to application of the Climate Lens to urban planning and priorities. These benefits are not related to climate change alone and have existed for a long time; however, increased community acceptance of climate action may provide greater public acceptance for addressing these risks than ever before, because of the obvious benefits of reducing our reliance on fossil fuels.

Application of the Climate Lens

This section of the report is broken into four main sections:

- (1) City Development Priorities, Climate Action and Co Benefits,
- (2) Key Principles,
- (3) Required Changes to the OCP, and
- (4) Accelerated Change Areas.

The first section describes relevant Strategic Plan objectives, and how climate will be one key element that will be considered and may shape the way we help improve community well-being.

⁴ BC Provincial Climate Action Toolkit. Available online at: <https://www.toolkit.bc.ca/local-leadership-challenge-opportunity-and-influence>

The second section will describe the types of changes that will be required in the OCP to reflect this new, important approach to City building. The third section outline the principles that will shape program and initiatives, and the fourth and final section will describe the types of new approaches that the City will make in the areas that we seek to deliver the most meaningful change in community, to achieve multiple gains.

Section 1 – City Development Priorities, Climate Action and Co-Benefits

Council's strategic plan aims to deliver several coincidental objectives to reach new levels of community well-being – by addressing housing shortage and affordability, new options and standards of sustainable mobility, inclusion, improved engagement, and others. Reaching these shared objectives requires new approaches, targets, policies, programs and tools. This report outlines the initial application of climate action as a new, central planning lens across the suite of City programs. These areas intersect with Climate action and share clear pathways to the desired outcomes in our community. The Climate Lens helps us align and integrate these shared objectives.

Building Occupant Health, Safety, Affordability and Equity

Low-performing buildings often suffer from a series of issues, like degraded and damp indoor air quality, prevalence of hazardous materials and reduced occupant affordability and comfort due to costly, inefficient heating systems. The high number of air exchanges in an average Victoria home means that occupants lose much of their heating energy to poorly sealed or insulated building leaks. Oil heat, still prevalent in many homes on the island, can cost occupants over \$2000 per year, which is several times the amount of natural gas or electric heat pump power costs for the same home. Additional costs for insurance and maintenance can also add up. Poorly insulated buildings can also force occupants to use small electric space heaters for increased room comfort or augment home heating with gas or wood stoves during the colder months. Augmented heat can quickly add disaggregated costs making any business-case for building energy or heating system improvements harder to recognize.

The excessive use of wood or gas heating appliances introduces combustion by-products into the local breathing air, and can degrade indoor and outdoor air quality, adversely affecting the well being of the community, especially when burning lower quality fuels. Reduced air quality can be most impactful for younger and elderly neighbours – both, which are growing populations in Victoria.

Oil and gas stowage and distribution networks pose additional neighbourhood safety and nuisance issues, where leaks pose fire and explosion risks and environmental soil and water contamination and financial liabilities. These risks increase during severe weather events, building damage or in active seismic zones.

Maintaining community properties often relies on fossil-fuel burning lawn and garden equipment, which adds to the noise, local air pollution and greenhouse gas emissions burden in our households. Two-cycle / stroke engines are common legacy equipment types and offer notoriously dirty combustion emissions and high noise profiles that can disrupt the tranquility of our neighbourhoods. Newer, high quality electric alternatives are now common in the marketplace and offer quieter, low maintenance, emissions-free alternatives.

Poorly maintained buildings can impose higher energy costs and reduced comfort, requiring higher monthly investments by tenants to maintain comfort. Heating low-performance buildings is the City's primary greenhouse gas emitter – most of which comes from rental units, large or multi-family buildings, with 36% from single family homes. 70% of Victoria's buildings were built prior to the

1980s and are nearing the time for upgrades and extensive retrofits, and will need to meet seismic, aesthetic, and maintenance improvements. Upgrading the energy performance of these buildings at the same time is a significant cost-savings opportunity, but still does pose an additional cost premium on the owner, but cheaper than doing on its own.

Home retrofits can be expensive to implement and may take several years to realize net-gains if measured only by comparing monthly energy bills. If done well, retrofits can be used to reach multiple benefits, like hazardous materials remediation (ex. lead paint, asbestos), reduced annual maintenance costs, increased comfort, increased safety, improved air quality, lower emissions, and improved home value. Assessing all benefits and/or risks is important to truly understand the value of upgrades. Carbon tax costs and more stringent emissions regulations will continue to improve the business case for emissions-free home retrofits.

Sustainable Mobility – Well-Being, Affordability and Lower Emissions

Increasingly high numbers of single-occupant vehicle trips and increased urban sprawl is pressuring commute times and urban / suburban congestion in the city, which is leading to reduced quality of life for drivers (more time in traffic), increased vehicle pollution, noise and safety risks, and increased parking pressures. It is not uncommon for commuters into the city to spend more than 45 minutes in a single direction to and from work, which can represent significant annual losses in time and money. A 45 minute one-way commute translates to approximately 360 annual hours, or loss of 15 full calendar days per year⁵, plus associated financial costs.

Finding new mobility options is more and more an issue of household affordability – vehicle ownership being the second largest household expense for Canadians. Families moving outside the City to save on housing costs, replace those savings with high transportation and mobility costs – where new, median car costs may reach near \$900 per month⁶, including parking in the downtown, which, if avoided, could buy significant home mortgage value.

Car pooling and public transit may be viable alternatives for some, but for others, the additional planning and slower commute times for buses detract from switching modes. The region needs more sustainable options that out-perform the single automobile on cost, but perhaps more importantly – on convenience.

Investments in public transit and other ride-sharing options for longer distances (greater than 8km is a good rule of thumb) and increased active transportation infrastructure for the shorter distance traveler – can start to unlock the potential of sustainable mobility. Of course, this all starts with designing better neighbourhoods, so that people can affordably live near their most frequent destinations.

Investments in public transit and other mode options can reduce vehicle volumes, commute times, costs, safety risks and greenhouse gases. Improved public transit can compel households to get rid of one or all their vehicles. High number of car-share options can also help reduce the rate of car ownership. A mixture of high-performing public transit and and new and integrated mobility choices amplifies the benefits to the public.

Increased commercial, development and tourism are delivering many benefits to the city but are also adding pressures on the transportation system that will need to be managed carefully. Increased number of operators and service providers on the roads and at the curb and improperly

⁵ ie. 45 minutes x 2 times per day x 5 days per week x 48 weeks per year

⁶ Based on \$550 monthly car payment, \$127 per month parking, \$130 dollar insurance and \$100 gas costs.

parked large vehicles impose disproportionate impacts on the rest of the travelling public. This behaviour can also degrade safety and network efficiency. Improperly stopped commercial vehicles often result in risks to adjacent road users, including vulnerable cyclists and pedestrians. Fire and emergency services are also experiencing more impactful delays from improperly parked large commercial vehicles in the busy downtown that are competing for valuable space at the curb.

It has been estimated that up to 40% of city traffic congestion⁷ can be due to vehicles circulating to find parking. Increased street occupancy from development activity and infrastructure maintenance, and increased logistics service providers are all necessary for a growing city, but adds parking and inner-city congestion and traffic delays, safety risks, noise, air pollution and a less enjoyable downtown. The effects must be carefully managed to minimize negative impacts to the users and the community. Improvements are required to reduce demand for limited curb space and improve the utility and performance of high-value parking and loading zones.

Residential neighbourhoods are also growing and subjected to both internal and external transportation pressures, such as higher commuter parking volumes, increased population density and higher on-street vehicle parking volumes, traffic pattern changes as a result of congestion re-routing, and speed and safety concerns. Growing residential parking demand increases the use of on-street parking. Many residents choose to use the city's free rights-of-way for parking instead of paying monthly parking fees at their residence or places of employment. Many residents choose to use driveways for equipment storage or parking of recreational vehicles that otherwise would cost more to store offsite. Allocation of city rights of way for vehicle storage is a lower priority than other needs and should be carefully managed to reach multiple objectives.

Increased traffic and vehicle storage on city streets transfer debris into our storm water systems and out to sea. Dirtier streets need to be cleaned more often. Increased investment in underground infrastructure equates to more disruption and need for vehicle relocations during the day. Increased vehicles parked in residential streets can add safety issues and remove sight lines for other users, increase conflicts and potential risks for more vulnerable users. An increased community focus on active transportation improvements provides an opportunity for rethinking residential parking schemes, which should reflect the true value of the street, to manage storm water and provide safe and attractive thoroughfares for the community.

Highly efficient and affordable urban transportation networks and community mobility options are increasingly important to reduce travel times and ensure daily mobility needs can be met within reasonable expenses. High quality and affordable public transit that can out-compete the personal motor vehicle on commute times – is a key requirement for regional mobility and community well-being and would advance the City's equity objectives.

Automobiles account for 40% of the City's greenhouse gases, which does NOT include cross-boundary freight, marine or air emissions. 85% of our transportation emissions are from passenger vehicles, which include light trucks and SUVs. Commercial and heavy-duty vehicles account for the remainder of emissions. In the region, 72% of all vehicle trips are from single-occupant vehicles⁸.

Well-designed, sustainably powered mobility systems with more options are needed to attract people to low-carbon, healthy, affordable and less-impactful mobility choices that can simultaneously improve personal and community well-being. These travel options must be

⁷ IBM Global Parking Survey, available online at: <https://www-03.ibm.com/press/us/en/pressrelease/35515.wss>

⁸ CRD Origins and Destination (2017).

integrated across modes, networks, and municipalities and the region, to allow seamless, frictionless travel in and around the city and the region. Zero-emissions, convenient and high-performance public transportation and active transportation infrastructure will be key to give people cleaner mobility alternatives that reduce household costs, greenhouse gases, increase health, and reduce congestion times and time away from families, all contributing to improving community's social, economic and environmental well-being..

Well Designed Neighbourhoods - Affordable, Sustainable and Local

Workers need housing and with increased home prices and growing numbers of retired residents in the City, workers are moving out of town, and must commute to and from work each day –adding subsequent housing, development and transportation pressures outside the City. Alternatively, adding sustainably designed, compact, well-planned, low-carbon communities and housing options within the City will help keep workers close to jobs and amenities, and reduce pressures on other infrastructure systems (like congestion, parking, underground infrastructure, etc.) that are required to support the sprawl outside Victoria. Density and close-compact communities (new or existing) can reduce greenhouse gases across mobility and building sectors, and increase community vitality and affordability.

Resilience

Buildings constructed or upgraded to modern design standards are more seismically resilient and are more able to withstand increased storm severity and frequency, can manage their own storm water on site, and add comfort and cooled, filtrated air, during increased heat, drought or forest fire air pollution events. Our increasing younger and elderly populations are some of the most vulnerable, as well as low income residents. All are subject to the costly impacts from damage due to seismic or severe weather events, which will become more commonplace in the coming decades. Insurance and repair cost risks continue to grow, and monies have to be made available for costly repairs.

Public and private infrastructure is at risk from changing sea levels, increased storm severity / frequency, increased drought, heat, forest fires and other changing forces. Ecosystem decline and interventions will add new and real public costs. Public infrastructure is now being designed, upgraded and planned with these forces in mind. Additional investment pressure will require increased taxes, new revenues, and new business models to stretch public funds as far as possible. Increased funds are required for repairs and upgrades to facilities, public realm, and all civil assets, which will continue to grow in the coming decades. Investing in natural infrastructure to manage risks is also a key part of any strategy – where improved urban forest management and naturalized shorelines will withstand severe weather and strengthen the built environment, at the same time.

The competition for limited funds will pressure the other priority objectives of the city across many development areas. Greenhouse gas mitigation, adaptation to a changing environment, and fortification from increased risks are all a necessary part to strengthen our city and reduce the risks on future generations.

Employment

Victoria has the lowest unemployment rate in the country (3.1%) much of which is supporting the regional development and construction boom. The market opportunity for building retrofit improvements is large in the region, with most housing requiring many forms of upgrades to mechanical, insulation, windows and other improvements. Retrofits may represent a long term, stable business and economic opportunity in the South Island, if done well, and could be a clear

strategy to level employment demands across boom/bust cycles. Increased market demand for energy efficient retrofits, upgrades and construction, construction of new public transit infrastructure and systems, and jobs in recycling, reuse and recovery of materials – will all create long lasting jobs for workers of all skill levels, and support providers.

Inclusion and Equity

The damages from a changing climate can be imposed from severe storms, heat waves, drought, and other changes to natural systems. Protecting and recovering from these impacts may hit the most vulnerable populations the hardest. These impacts will affect different populations and demographics in different ways and must be considered. Reduced fossil fuel dependence requires changes to our daily mobility, heating and waste management choices that are often new costs beyond the reach of many in our community. The City's climate action programs and policies will have to carefully balance the need for change and avoid unintended consequences. Increased meaningful engagement and collaboration on climate change alongside other community priorities will help ensure that systems are managed in a manner to achieve the highest good.

Section 2 – Climate Lens and Co Benefits Principles - Building on the Climate Leadership Plan

The City's CLP includes 10 climate action principles that are intended to underpin all relevant City decisions related to climate change. In addition to these principles, the City has been drawing on several planning criteria that are felt to be most important when setting into action the next generation of integrated urban planning policies and programs, that aim to deliver on climate and other development priorities. This planning criteria set, reemphasises some of the most important climate principles applicable to this phase of climate action and city planning:

1. Incentives and Disincentives (Carrots and Sticks): Ensure that regulatory or other disincentives are always accompanied by tangible benefits or sustainable alternatives, at or near program outset.
2. 'Get to Zero': Continue to aggressively move towards zero-emissions alternatives for all energy services/systems. Promote, incentivize, advocate, regulate or nudge to zero-emissions for buildings, mobility, energy and waste sectors.
3. Polluter Pay: Polluters have a responsibility to pay for their pollution and waste, which should not be socialized across community.
4. City Leadership by Example: In order to inspire change, the City should clearly be a leader in zero-emissions buildings, mobility and waste management. The City may need additional supports from higher levels of government to set impactful GHG programs and policies. The City should also be seen as an exemplary partner and leader in regional decision making, at the CRD or the BC Transit planning, via the regional transit commission, to name a few.

Section 3 – Recommended Changes to the Official Community Plan

The City's Official Community Plan was adopted in July 2012 and is a high-level visionary document intended to guide subsequent City decisions, especially in relation to land use and planning. The OCP includes broad objectives of sustainable living, and commits the City to be an "urban sustainability leader", while "confronting the changes facing society and the planet today and for generations to come". Section 12 of the plan outlines broad climate goals, with themes of resilience, reduced building and mobility emissions, reduced fossil fuel dependence, improved energy efficiency, reduced waste streams and impacts, and a switch to clean and renewable energy. However, our understanding of climate change, specifically the urgency of the need to address it, has changed significantly since 2012.

The 2018 Climate Leadership Plan was adopted by Council, which strengthens and quantifies many of the broad OCP objectives into time based, specific targets, which have yet to be included in the OCP. The OCP outlines a single greenhouse gas reduction target of 33% reduction from 2007 levels, and states the dependence on “compact and complete urban development that supports alternative modes of transportation, renewable energy and heating systems, and better performance in new and existing buildings” (page 91). The OCP Section 12 also highlights the need for new policies, targets and actions required to deliver climate mitigation and adaptation.

The City has taken action on climate change and is well underway in delivering improvements in infrastructure upgrades, active transportation network and mobility enhancements, waste management initiatives and other key programs. The City is still poised to fall short of the initial 2020 target in the OCP. By 2017, emissions were down by only 7%, and if we continue on this trajectory we would likely only reach slightly better than 32% GHG reductions by mid-century. In many areas, the OCP’s general wording is from a time of reduced climate action understanding and awareness. Adding new language to clarify directions and approaches will be required to deliver the pace and scale of required change.

1. New Climate Greenhouse Gas Mitigation and Adaptation Targets: The CLP formally adopted several new targets and timelines in 2018, for buildings, transportation, waste and corporate emissions reduction. These targets and new climate directions from Council should be incorporated into a revised Chapter 12, to reflect the latest information and City policy direction.
2. Climate Action Integration with Urban Planning and Service Delivery: Each time we amend the OCP in the future, we should consider the Climate Lens and required wording or directions in the section under review.
3. Complete, Compact and Low Carbon Communities: Ongoing OCP implementation and commitments are required to strengthen action that will make our communities more walkable, dense and complete. A full suite of mixed use, geographic proximity to amenities and other directions are required to help urban planners and decision makers make careful trade-offs between competing priorities that maximize climate, affordability and other objectives.
4. Development Permit Areas (DPA): Consider introduction of new DPAs to drive meaningful greenhouse gas reductions, energy efficiency and water conservation.

Section 4 - Accelerated Change Areas

Many actions can improve several development priorities at the same time, while discrete initiatives that aim to focus primarily on improving climate outcomes are covered mainly by the CLP. The actions that aim to deliver co-benefits across the city’s range of objectives are highlighted in the tables below.

1. City Business and City Leadership

No.	ITEM	TASK / OBJECTIVE	PRIORITY ACTIONS	LEAD DEPT
1.1	Committee Report – Climate Impact Statement	Greenhouse gas reductions and adaptation considerations are part of major City development, budget and planning decisions.	Develop a set of guidelines for a climate mitigation / adaptation impact assessment for all Council reports (in conjunction with	EPW

			ongoing impact statement planning).	
1.2	Climate Policy	Introduce a formal policy to operationalize the Climate Lens and approaches.	City Policy for Council's consideration	EPW
1.3	Projects and Procurement	Assess and consider greenhouse gas and climate adaptation impacts for all City projects.	Commence developing tools and guidelines for City capital project planning, Project Management Framework and procurement tools.	EPW
1.4	Advocacy – Community Charter Article 9	Advocate to the Provincial Government for clarification of concurrent jurisdictional authority for climate change issues.	Submit formal request to the Provincial Government	Council / Staff*
1.5	Advocacy – Regional Rapid Transit	Formally commit and commence planning for rapid transit as a regional infrastructure priority	Regional Mayors' task force	Mayor / Council / Staff
1.6	Advocacy - Community Emissions Reductions	Create a formal community leaders group to influence a high level of climate action.	Partnerships / Coalition	Mayor / Council / Staff

*Note: "Staff" in these tables refers to technical / subject matter staff support or direct staff liaison with counterparts in different organisations.

2. Planning, Development and Land-Use

No.	ITEM	TASK / OBJECTIVE	DELIVERABLE	LEAD DEPARTMENT
2.1	OCP Amendments	As described above	Report, public consultation and draft bylaw	SPCD
2.2	Development Permit Areas (DPA)	Introduce DPA for the City to address energy and water conservation, tree protection, greenhouse gas reduction and climate resilience.	Initiate planning and process development.	SPCD
2.3	Development Approval Information	Introduce requirements for impact information on development activity	Initiate planning and process development.	SPCD
2.4	Preferential Approvals	Incentivise coincidental realization of multiple objectives, including climate, in a preferential approvals process.	Initiate planning of process changes and incentive package.	SPCD
2.5	Home Oil Fuel Storage	Implement an incentive program for existing tank removals	Program and Bylaw for Council's consideration.	EPW VFD

		Prohibit or restrict new oil tank installations from building heating systems.		
2.6	Natural Gas Safety Review	Partner with utility to understand safety and environmental hazards and controls related to local fossil natural gas systems.	Meet with Utility and/or Province	EPW, VFD

3. Mobility and Transportation Management

No.	ITEM	OBJECTIVE	PRIORITY ACTIONS	LEAD DEPARTMENT
3.1	Parking and Curb Management	Incent zero-emissions and more sustainable mobility choices as part of rights of way allocation, enhanced parking incentives and restrictions.	Develop plan and commence review of Bylaws	EPW, Parking Services
3.3	Transportation Demand Management	Require large developments to incorporate transportation demand management strategies to reduce public parking pressures.	Initiate development of guidelines, policy updates and plan.	SPCD and Bylaw
3.4	Noise Bylaw Amendment	Systematically reduce noise in community and along busy transportation / development / industry corridors.	Initiate a review of the Noise Bylaw considering combustion engine noise sources	EPW

OPTIONS AND IMPACTS

The adoption of the Climate Lens will change the way decisions are made by the City, and how we make important considerations and trade offs across multiple and often competing priorities. Additional tools, understanding and time will be required to operationalize climate action in new areas of City planning and program delivery.

If Council supports the new directions of the Climate Lens and the suite of priority actions listed above, decisions will be required to allocate resources to commence implementation at the pace deemed appropriate by Council.

The options presented to Council for consideration are as follows:

Option 1: Commence work in 2020 and develop the necessary resource assessments to complete priority work phases as part of the 2021 financial planning process, as outlined in detail in section 4 of the report (*recommended*):

In several cases, these projects can be accomplished using existing City resources. In other cases, staff will only be able to initiate work, which will include scoping exercises to define the required resources to complete the work in appropriate timelines. Under this option, staff will continue planning and assess the necessary resources to complete these actions, which will be considered as part of the 2021 financial planning process.

Option 2: Defer the above priority work and complete additional planning and resource assessments to consider the deferral of other work in place or combination with staffing and consultant support.

Option 3: Accelerate this work. Under this option, staff would have to assess any proposed timelines and their impact on other priority work, and options to mitigate. Further assessment of this option would require additional clarity and direction from Council.

Official Community Plan Consistency Statement

The application of the Climate Lens seeks to achieve synergies and efficiencies across multiple community priorities and objectives that aim to deliver improved community well-being. Climate action and the themes raised throughout this report are generally supported by section 12 of the OCP; however, as noted above, amendments to section 12 of the OCP are required to reflect the improved understanding of the climate emergency.

2018 – 2022 Strategic Plan

Application of the Climate Lens aims to address shared objectives across the entire Strategic Plan, through the lens of Objective 6.

Climate Leadership Plan Consistency Statement

The approach and actions recommended in this plan are consistent with the CLP to take “bold and precautionary action at the earliest opportunity is the only reasonable response to minimise [climate] risks” and to meet the primary principle of the CLP for the City to “lead and inspire” change.

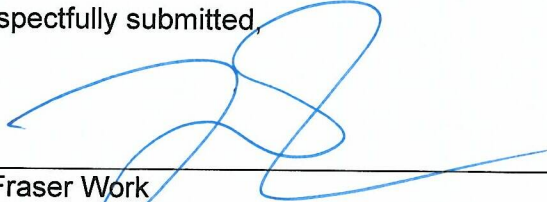
Impacts to Financial Plan

The recommended approach can be accommodated within the current work plan using existing resources. Any advancement of these actions/project areas would have to be considered against financial and staff resource.

CONCLUSION

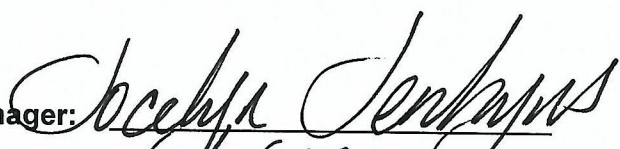
The Climate Lens is a new planning perspective and consideration to help operationalize greenhouse gas mitigation and build adaptation requirements across all City programs, projects and services. The application of this lens will likely help achieve other important City priorities, that until now, may not have justified priority action / intervention. The integration of the Climate Lens across all City decision making can increase resource efficiency if done well, with other complementary objectives in mind. Additional resources would be required to deliver on this new set of priorities, which represent important but additional priorities on top of the work already being progressed by staff.

Respectfully submitted,



Fraser Work
Director Engineering and Public Works
Chief Sustainability Officer

Report accepted and recommended by the City Manager:



Date: Nov 7, 2019.



**Committee of the Whole Report
For the Meeting of November 14, 2019**

To: Committee of the Whole **Date:** November 8, 2019
From: Fraser Work, Director of Engineering and Public Works
Subject: 2019 Climate Action Strategy – Proposed Programs and Initiatives

RECOMMENDATION

That Council:

1. Adopt the new accelerated climate action planning directions in the Policy Directions section of this report, and adopt the new climate targets that expand on the existing CLP directions, as follows:
 - a. Expand the CLP's target to include that after 2025, all new and replacement building heating and hot water systems are zero emissions, and report back in the fall of 2020 with additional strategies and considerations to achieve this target (Policy Direction #4);
 - b. Direct staff to develop a new city-wide, long-term target for 2030, related to the reduction of embodied-emissions from materials used by the municipality, and report back in the fall of 2020 with the initial targets and planning considerations (Policy Direction #5).
 - c. Direct staff to initiate planning for new targets related to municipal ecosystem performance to enhance the city's natural carbon sequestration and climate adaptation capabilities, and report back in 2020 with an update (Policy Direction #6)
2. Adopt the strategies and directions contained within the *High Impact Initiatives* section of this report to meet the CLP and new policy direction objectives, which include the following:
 - a. Oil to Heat Pump Incentive Program
 - b. Building Energy and Efficiency Retrofit Program
 - c. Low Carbon Step Code ProgramAnd refer the responsibility to deliver Low Carbon Mobility High Impact Initiatives as part of the GoVictoria program in the following areas:
 - d. Active Transportation Infrastructure
 - e. Zero Emissions Mobility Incentives
 - f. Zero Emissions Rapid and Frequent Transit Initiatives
3. Consider allocating \$334,000 of ongoing operating funds in the 2020 financial planning process to support critical staff resources to deliver multi-year projects, as follows:
 - a. Three full-time positions \$324,000
 - i. Community Energy and Emissions Specialist (EPW) (1FTE) transition to ongoing
 - ii. Fleet Energy and Emissions Specialist (EPW) (1FTE) new
 - iii. Building Energy and Emissions Specialist (SPCD) (1FTE) new

- b. Training and conference attendance (\$10,000)
4. Consider allocating \$1,025,000 in funding as part of the 2020 financial planning process, using available Climate Action Reserve Funds (CARF) \$460,000 and a \$565,000 2019 surplus allocation to fund non-CARF eligible initiatives. These funds support the High Impact Initiatives and financial impact section of this report, outlined as follows:
- a. **Oil to Heat Pump Incentive Program** (\$400,000 for fuel switching top up, electrical panel upgrades, equity top-ups and promotional materials, based on estimated uptake forecast):
 - b. **Building Energy and Efficiency Retrofit Program** (\$35,000 for promotional work, minor top ups):
 - c. **Low Carbon Step Code Program** (staff work only), and
 - d. **Climate Action Program:** Priority investments to support the following work (\$590,000):
 - i. ICLEI Membership renewal (\$60,000/year - 3-year contract \$180,000 total)
 - ii. Climate action project management / administrative guidelines (\$50,000)
 - iii. Support to Market Rental Revitalization Program (\$30,000)
 - iv. Electric Vehicle (EV) chargers (Broad Street) - (\$50,000)
 - v. Parkade EV chargers (\$25,000)
 - vi. Village EV chargers (\$50,000)
 - vii. EV Infrastructure strategy development (\$25,000)
 - viii. Communication strategy development and implementation (\$60,000)
 - ix. Program matching funds – Zero Emissions Fed/Prov programs (\$75,000)
 - x. BOMA – Capital Region 2030 Resilient District year two grant (\$25,000)
 - xi. GHG Modelling and Consultant support (\$20,000)
5. Direct staff to:
- a. Complete the necessary administration to extend the current ICLEI partnership agreement, which houses the western Canada ICLEI representatives in the City, for another 3-year period, to the satisfaction of the City Clerk,
 - b. Bring forward a bylaw to apply an initial per-hour City EV charging fee of \$1.00 per hour, or as required, to ensure adequate parking turnover and availability for public use, and amend bylaw to the satisfaction of the Director of Engineering & Public Works.

And that Council:

- 6. Advocate to the Province, CRD, BC Hydro and other key stakeholders to designate *Building Energy and Efficiency Retrofits* as a regional infrastructure priority,
- 7. Advocate to the Capital Regional District for the immediate start-up of a regionally-led community energy/emissions retrofit program applying the principles and directions outlined in this report and drawing from international best-practice.
- 8. Advocate to the Province to amend the Community Charter to give BC municipalities the independent authority to manage issues of climate change, reflecting the importance and reality that these complex issues share environmental / social and economic dimensions that affect community well-being in an increasingly important and severe manner.
- 9. Advocate for a regional Climate Action Leadership Advisory Board with membership from industry, academia, community, government and business to drive shared and impactful investments in regional greenhouse gas mitigation and adaption.

EXECUTIVE SUMMARY

The Climate Leadership Plan was adopted by Council in July 2018 and includes a series of goals, targets and initiatives to accelerate planning and action to reduce greenhouse gas (GHG) emissions and adapt to a changing climate. The CLP noted that additional strategy work was required to develop and deliver programs for both corporate and community climate action. In October 2018, the Intergovernmental Panel on Climate Change (IPCC) released a “Special Report on Global Warming of 1.5°C”. The report outlined the impacts of 1.5°C and 2.0°C of global warming and found that limiting global warming to 1.5°C would reduce challenging impacts on ecosystems, human health and well-being. In 2019, the City declared a “Climate Emergency” in response to the 2018 IPCC report, which reemphasised the severity of climate risks and the need for bold and sustained action to avoid the most severe impacts associated with global temperature rise, and increased efforts to get back on track with local actions to limit global temperature rise to below 1.5°C. The City’s CLP is largely consistent with the directions in the IPCC Report, but adds emphasis for accelerated actions and effective strategies to systematically decarbonize buildings, mobility and materials/waste management systems.

The November 14, 2019 report on the application of a Climate Lens strengthens the City’s commitments to integrating climate action into all City decisions and operationalizes that report through the initiation of a set of priority programs and projects.

Staff recommend that the City allocate dedicated resources in 2020 to advance the planning and program development work in several priority program areas (called High Impact Initiatives) needed to support community GHG reductions. The policy directions and commitments in the OCP and the CLP are reiterated and amplified in this report and strengthened by new targets and strategic priorities.

BACKGROUND

2018 Climate Leadership Plan

Council adopted the Climate Leadership Plan (CLP) on July 26, 2018. The CLP is the City’s plan to reduce greenhouse gases (GHGs) by 80 percent below 2007 levels by 2050 and transition to 100 percent renewable energy by mid-century.

The CLP groups climate action across five sectors and identifies the goals, targets, strategies and actions to reduce GHG emissions and prepare for a changing climate. The plan aims to inspire public and business support for investments and priority actions to reduce GHGs and energy use to ensure Victoria plays its part to keep global temperature increases within safe limits. Early action is required to avoid significant cost, social, and environmental risks to our community.

The CLP identified that much more planning was required to develop the strategies and programs to reach these targets.

2018 IPCC Report on 1.5°C

In October 2018, the Intergovernmental Panel on Climate Change (IPCC) released a “Special Report on Global Warming of 1.5°C”. The report outlined the impacts of 1.5°C and 2.0°C of global warming and found that limiting global warming to 1.5°C would reduce challenging impacts on ecosystems, human health and well-being. Whereas a 2.0°C temperature increase would worsen extreme weather, intensify rising sea levels and coral bleaching while exacerbating the loss of Arctic sea ice and ecosystems. The report also provides modelling indicating that meeting a 1.5°C target is possible through deep emissions reductions and “rapid, far-reaching and unprecedented changes in all aspects of society.” To reach the 1.5°C target, “Global net human-caused emissions of carbon

dioxide (CO₂) would need to drop by 45 percent by 2030 (compared to 2010 levels), reaching 'net zero' carbon emissions by mid-century.

In January 2019, staff drafted a committee report, with the action to “*review and analyze the considerations related to the latest IPCC 1.5°C report and report back to Council at a later date with additional considerations of the 1.5°C vs 2.0°C temperature rise.*”

The revised approach and strategy work in 2019 has been a direct response to the 2018 IPCC report and the need to accelerate climate action.

Council’s Declaration of a Climate Emergency

On March 14, 2019, Council declared a climate emergency that included the following motions, that the City:

1. *Declares a climate emergency and commits to the objective of achieving carbon neutrality in the City of Victoria by 2030.*
2. *Directs staff to report back at the next update on the Climate Leadership Plan on the resource implications and potential amendments to the plan necessary to meet this objective.*

2019 IPCC Report and Considerations

The IPCC Special Report laid out a global pathway to limit global warming to 1.5°C with no, or limited overshoot. Applying the report’s targets at a municipal scale would result in a 45% reduction in all GHG emissions by 2030 and a 100% reduction (net-zero) by 2050.

Victoria’s Climate Leadership Plan targets are consistent with the IPCC targets, with important distinctions described below. To align with the IPCC Special Report 1.5°C emissions reduction pathway in Victoria, consumption based GHG emissions (from territorial emissions) would need to be reduced by approximately 320,000 tonnes by 2030 and eliminated by 2050. Territorial emissions are considered those associated with buildings, transportation and waste. However, the scope of emissions reductions envisaged in the IPCC report also identify the larger consumption-based emissions inventory, which includes the embodied emissions¹ from material extraction/production/logistics that occur outside of the site where building, vehicle and waste operations occur. The CLP’s “Next Chapter” honours the need to start inventorying embodied emissions. Victoria’s consumption-based inventory, which includes emissions associated with food and other consumables as well as buildings, transportation and waste, was estimated at approximately 700,000 tonnes in 2015. . This difference represents a new planning target and program requirements beyond currently defined mandates. CLP planning targets for the City have primarily focussed on emissions released through the combustion of fuels used in Victoria. As climate action matures, we will increasingly consider upstream GHG reductions for materials used and built in the city.

2019 Climate Planning and Policy Workshops

The City has been undertaking planning activities in 2019 to advance the action plans and strategies needed to accelerate climate action and has held community meetings in June to get initial input via a series of three climate action town halls. The town halls covered options to reduce GHG emissions related to new buildings, existing buildings and transportation. City Council received input from 67 speakers, representing local-residents, businesses, utilities, local, regional and provincial government and non-profits.

¹ Emissions generated in the acquisition of raw materials, their processing, manufacturing, transportation to site, and construction (www.sciencedirect.com).

A regulatory review was also performed to identify legal options available to the City to advance climate action in the coming years. Two teams of expert consultants were also hired to review climate action strategy best practices and provide options best suited to accelerate climate action in Victoria. Staff have consolidated the information received from the public, stakeholders, legal review and consultants to provide a set of recommendations for Council to accelerate climate action beyond the steps identified in the CLP.

Climate Lens – Integrating Climate Action into City Decision Making

Applying a Climate Lens is a new and comprehensive approach to considering climate impacts in all relevant City decisions. This planning requirement will ensure that the potential climate impacts of a policy, program or project are assessed and considered during all stages of planning.

The federal government adopted a climate lens approach to integrate climate change considerations into the planning and development of specific infrastructure projects, by requiring that certain federally funded projects assess their expected greenhouse gas (GHG) emissions and/or resilience to the impacts of climate change. Addressing climate change requires transformational effort across all aspects of government operations to ensure that investments are aligned with its goals, and the opportunities for avoidable GHG emissions or exposure to climate risks are minimized.

Accelerating climate action across the City of Victoria will rely on adopting the tools and guidelines to integrate complex climate considerations across a broad suite of sustainability objectives, which requires careful analysis, considerations and trade-offs. The application of a climate lens to all planning, programs and service delivery work, not just capital projects will also ensure that climate action is top of mind for staff. The climate lens will be integrated as part of a larger city-wide initiative to develop an Equity Lens that will consider social, economic and environmental objectives and impacts of decisions with a view to removing barriers and improving inclusion. In some cases, trade-offs between objectives will be required. As these policies and tools are further developed and adopted in the coming year, staff will be better positioned to align climate action projects with important OCP, Strategic Plan and other major strategies, targets, requirements and desired outcomes.

ISSUES & ANALYSIS

Annual Corporate Emissions Update

The City's annual greenhouse gases are reported as part of the BC Best Practices Methodology for the Quantification of GHG Emissions (Local Government and Public Sector Organizations). The overall 2018 emissions inventory can be summarized below, which is a function of fuel combusted in City fleet vehicles, facilities and operations.

2018	Energy (GJ)	t CH ₄	t N ₂ O	t CO ₂	t CO ₂ e, GHG
Direct Fuel Combustion	26,702	0.03	0.025	1,337	1,511
Mobile Energy Use	25,913	0.97	0.109	1,616	1,673
Total	52,615	0.99	0.134	2,954	3,184

The relative proportions of emissions from different City sources are estimated annually. Note that fleet assets are shared across several departments (Public Works, Fire, Police², Parks and others) and support various service areas, but are identified here as stand-alone.

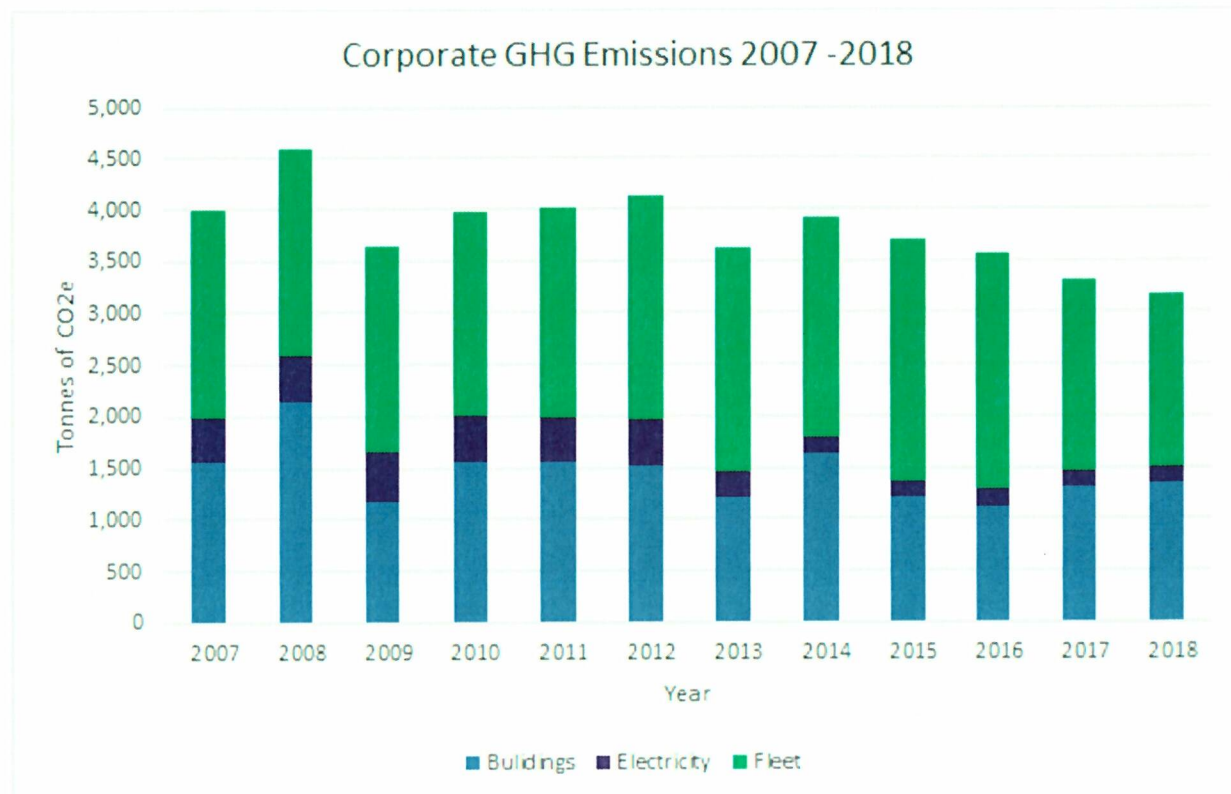


Figure 1. Annual GHG from Corporate City Sources.

In 2018, the following GHG improvements were made in the corporate emissions portfolio:

1. **Fleet:** 17 light duty and 6 heavy duty vehicles were replaced with newer, more efficient models and telematics was introduced to the fleet to better track and manage vehicle fuel usage.
2. **Facilities:** A range of energy and efficiency upgrades were performed across City buildings including the replacement of the Fire Hall 3 HVAC system with an air source heat pump. Five EV charging stations were added to City parkades.
3. **Operations:** Completed the city's conversion of 6,700 streetlights to LED, achieving over 50% energy savings. Several new battery powered small tools and equipment replacements.

The highlights from 2018 trends show a mild downward trend of 4% less emissions compared to 2017 totals. Building emissions remained relatively flat while fleet emissions declined by approximately 160 tonnes. Staff continue to assess the emerging telematics fleet operational fuel data, which will help understand where minor savings have been possible.

² Police department emissions are not included in the traditional services inventory as per provincial guidance: https://www.toolkit.bc.ca/sites/default/files/CarbonNeutralWorkbook.V2_noapdcs_03.12_1.pdf

Table 1 Community GHG Emissions Trends

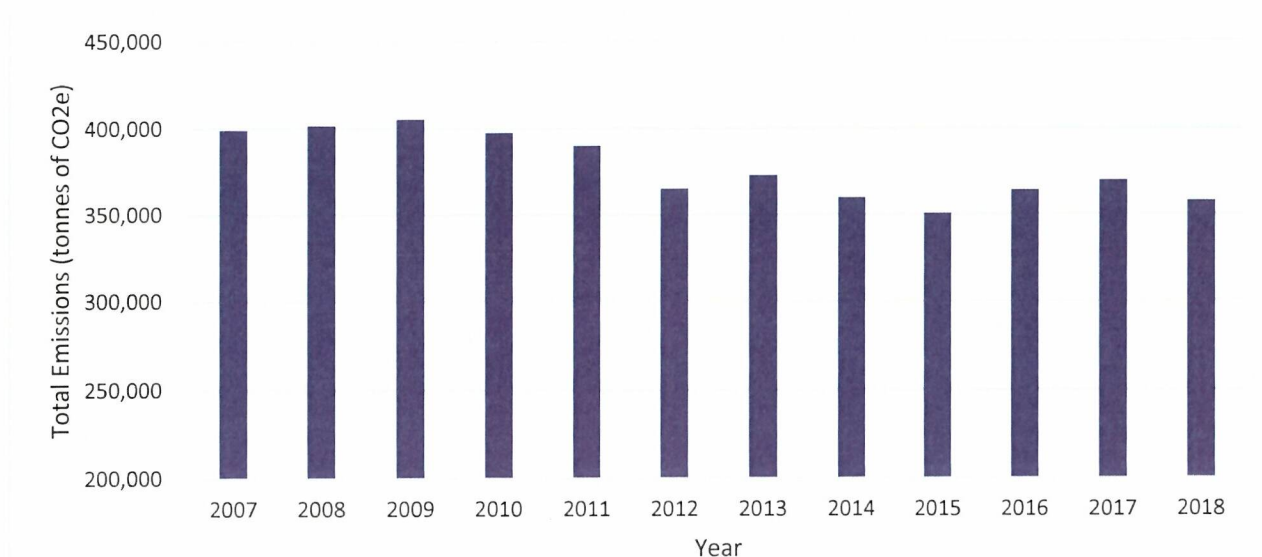


Table 2 Community GHG Emissions Summary

	2007 GHG Emissions (tCO ₂ e)	2017 GHG Emissions (tCO ₂ e)	2018 GHG Emissions (tCO ₂ e)	Change Between 2017 / 2018	Change From Baseline
Total	399,186	367,778	357,519	-2.8%	-10.4%

The City's community GHG inventory³ uses data provided by utilities, Fortis BC, BC Hydro and others to estimate community wide GHG emissions for buildings, transportation, waste and land use.⁴ While the City continues to grow GHG emissions are still declining, though not yet at a rate that will meet our mid-century targets. Since 2007 emissions reductions have averaged a drop of 1%/year. To meet the CLP target, emissions reductions must be sustained at an average of over 2.5%/year.

It is notable that emissions were down between, 2017 and 2018. Annual variations in the inventory are difficult to attribute due to seasonal variations such as winter temperatures and heating demand, and are being trended over time to understand longer term indicators. Community investments in more efficient vehicles and a continuing switch away from oil heating are likely factors in reduced GHGs. In many cases, homes are switching from electric baseboard to gas home heating, which is adding GHGs to the portfolio.

Community Climate Action Challenges and Barriers

The bulk of greenhouse gas reductions in our community will come from the public based on decisions related to buildings and transportation energy, as well as consumption and waste choices. The City has an important role to inform and support improved climate action by building awareness, and through policy and planning, incentives and disincentives. Several challenges and opportunities still need to be addressed to support a rapid shift to renewable energy and zero emissions; a few of which are listed below:

³ The City's current emissions targets align to the provincial Community Energy and Emissions Inventory. In 2020, it is anticipated the City's targets will switch to GPC inventory for better comparability with other cities globally and enhancements. Other inventory enhancements will also be implemented at this time.

⁴ The community GHG emissions are calculated using a standardized method, the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC).

Challenges:

- Costs and affordability are major issues for all stakeholders, due to the potential for costly, lower-emissions choices.
- The municipality has different and limited authorities, when compared to the federal, provincial and regional governments..
- Market forces may continue to favour high-carbon alternatives,
- Energy and fossil fuel subsidies, incentives and a lack of “all in” cost accountabilities continue to weaken the business case for climate action.
- Hazardous materials or unforeseen costs during building retrofits are a major consideration for home and building owners when planning energy upgrades.

Opportunities:

- Regional consistency is a powerful tool for change.
- Providing Building energy and efficiency performance data to owners and occupiers to encourage change
- Bundled co-benefits are necessary to strengthen the business-case for change.
- New skilled and qualified industry players will be able to support a wholesale shift to renewable energy buildings and operations.
- Consistency in program, messaging and information across levels of government can help reduce confusion.

CLIMATE ACTION STRATEGY DEVELOPMENT

The Climate Leadership Plan was adopted with the understanding that additional strategies were still required to chart the course for greenhouse gas reductions and adaptation work. This report represents the next stage of planning and strategy development to strengthen the commitments of the CLP and meet the targets. This report illustrates a set of new mandates for Council's considerations and a set of strategies to deliver on the most important and impactful areas for greenhouse gas mitigation. These strategies are informed by the set of principles in the CLP (page 19) which include the following:

1. Lead and Inspire	6. Renewable Energy for all
2. Harmonize climate action to secure co-benefits	7. Dismantle Barriers
3. Universal accountability	8. Climate resilience is developed early
4. Making Energy visible	9. Think globally, change locally, partner regionally
5. Evidence-based decisions	10. Track and Adjust

New additional principles have emerged from this latest round of planning, which include the following, and have helped shape the set of recommendations in this report:

- Bundled benefits,
- Bold approach
- Incentives before disincentives (i.e. ‘carrots before sticks’)

City Leadership - Direct Action

The first principle is to lead by example and the City has to demonstrate a high standard of commitments and planning in support of climate action goals and targets. The next phase of investments for the City corporate GHG reductions will take shape, as per the following list of actions:

City Fleet

CLP Targets:

- By 2040, 80 percent of the City fleet is electrified or renewably powered.
- By 2025, all City power tools and small engine-driven equipment are renewably powered.

2020 Priority Actions:

- a. 2020 Fleet Master Plan Development (initiate) – Plan to Right-Size, modularize, electrify and build commonality into the fleet.
- b. Priority Vehicle Replacements: replacement of heavy-duty vehicles with modern, more fuel-efficient alternatives (21) and removing under-utilized pool vehicles, down-sizing vans and trucks and adding new hybrid and electric vehicles (numbers TBD). Two additional EVs were added to the light duty fleet in 2019 (11 total).
- c. Improving operational efficiency with a new digital booking system
- d. Introducing (procuring) corporate car-share memberships
- e. Building and sharing the defined requirements for electric municipal vehicles to strengthen market knowledge of fleet needs in the BC public sector.

Facilities

CLP Targets:

- By 2040, all City facilities are powered 100% by renewable energy.
- All new City facilities are renewably powered.

2020 Priority Actions:

- a. Facilities Master Plan (underway) includes a detailed plan to meet greenhouse gas reduction and adaptation targets, and will rely on:
 - i. Renewable heating and cooling system replacement / upgrade priorities
 - ii. Efficiency upgrades
 - iii. Building energy operations improvements to reduce energy-use
 - iv. Update of City civic facilities Green Buildings Policy to net zero carbon or similar standard
- b. Energy and HVAC Upgrades to various City facilities
 - i. Fairfield Community Centre Solar PV installation
 - ii. Oaklands Community Centre HVAC replacement
 - iii. Energy Audits for all major facilities will be completed
 - iv. Implement HVAC replacement City Hall annex (Phase 1)
 - v. Design work initiated for HVAC replacement in old City Hall (Phase 2)
- c. Crystal Pool project planning focus on 100% renewable energy and lower embodied emissions.

City Public Infrastructure

- a. EV Charging – Installation of an additional 6 Level II electric vehicle chargers in the downtown and an expansion of chargers in public parkades (numbers TBD).
- b. EV Charging in villages / neighbourhoods including one or more DC fast chargers (subject to external funding),
- c. Electric Infrastructure Strategy Development: “EV-ready” regulations for new developments and completion of the City’s EV Infrastructure Strategy (technology, policy and approach).

Project Management and Administration

- a. Development of initial guidelines for City capital projects and 3rd party procurement.
- b. Development of initial guidelines to track City services and 3rd party GHGs.

Adaptation

- a. Completion of the City's Adaptation Strategy.
- b. Continued investment in underground infrastructure improvements.
- c. Complete coastal engineering studies.
- d. Initiate canopy cover, impermeable surfaces and planting opportunities assessment project and set canopy cover targets by neighbourhood.

Buildings and Land Use

CLP Targets:

- By 2030, all new buildings are 'net-zero' energy ready.
 - By 2030, heating oil is phased out.
 - By 2050, all existing buildings meet new high efficiency standards.
 - By 2050, all buildings exclusively use renewable energy.
- a. Market Rental Revitalization Study (MaRRS)
 - Staff will be proceeding with the initiation of the pilot program in Q1 2020 for 3 buildings.
 - b. BOMA Victoria 2030 Resilient District
 - Staff will continue to support and monitor the implementation of this project, including the development of key performance indicators.
 - c. Energy Benchmarking and Public Disclosure
 - Subject to external funding support, the City will launch a voluntary energy benchmarking and public disclosure program in 2020 so that energy use in large buildings in our community is made visible.

COMMUNITY CLIMATE ACTION PROGRAMS

The City's Role

The CLP defines the City's role to leading by example and enabling strong community action through policy and program development, but the City has an important role in informing, educating and encouraging change among resident and business stakeholders. The City must partner with the CRD and other agencies to support community education, to help remove barriers to climate action, and to develop the most effective programs if we are to collectively meet our targets.

Focusing Efforts – High Impact Initiatives

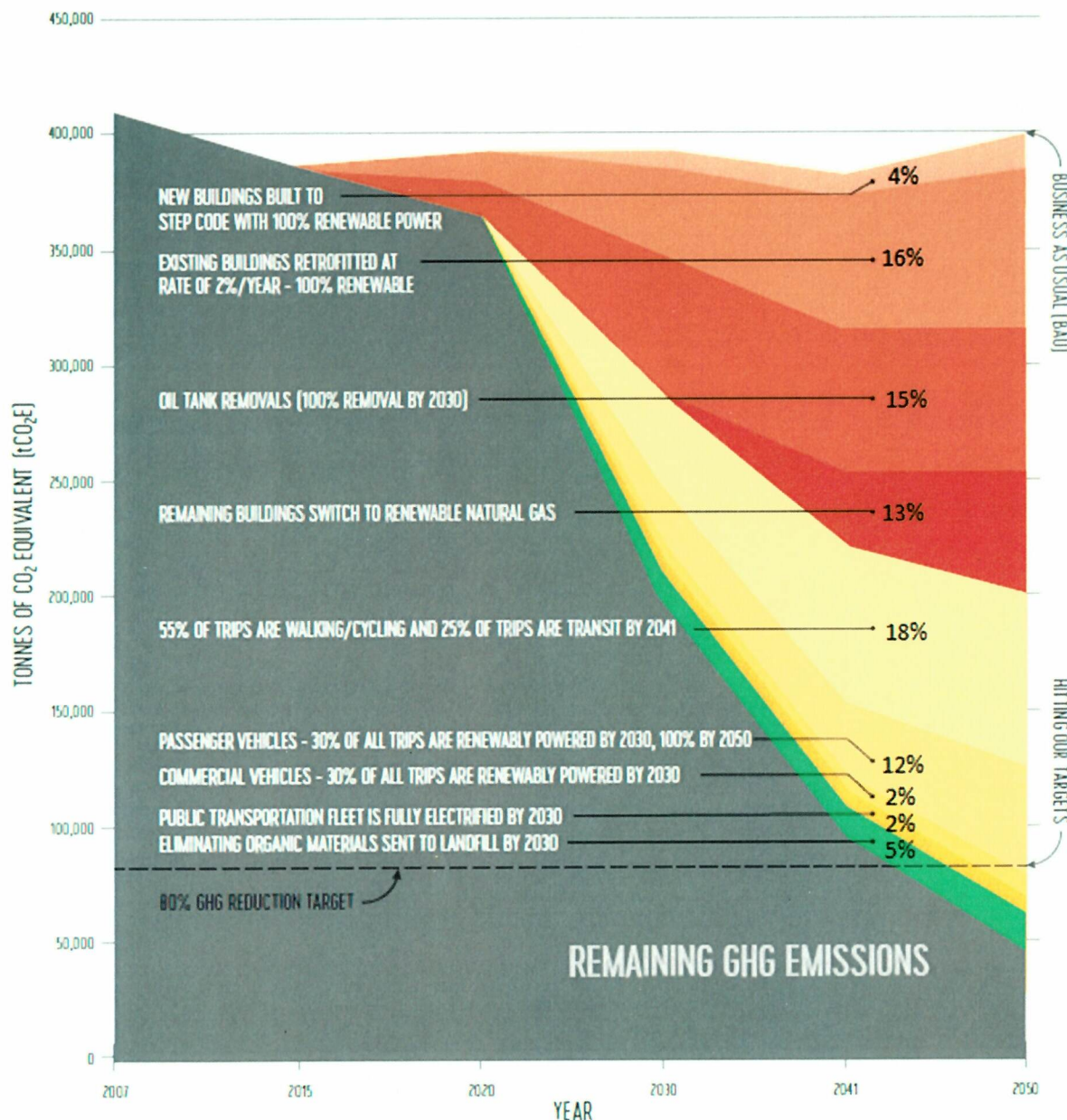
The wedge diagram below indicates that climate mitigation actions should focus efforts on the highest-impact program areas that will demonstrate the largest GHG reductions:

- **Building Retrofit Program:** 31% total GHG reduction potential (including oil heating system replacements⁵)
- **Low Carbon Mobility:** 34% GHG reduction (active transportation, transit mode shift, and electrification).

⁵ Renewable natural gas (RNG) has been modelled as a key enabler (13% reduction potential) for buildings that have significant barriers to shift to lower GHG power systems, like hydro electricity. The availability of 100% RNG across the market place depends on technology development and significant investments from gas utility and regional governments, which currently remain unclear. Defining the role of RNG and fossil gas in our energy future and its importance to meet our CLP targets requires constant planning and review.

These two program areas include a number of important programs, described in more detail in the High Impact Initiative section, below.

PATHWAYS TO 2050 GHG REDUCTION TARGETS



Recent planning efforts have solidified additional priority bold climate action targets that will kickstart the required action, planning and investments needed to meet the 1.5°C pathway targets and adaptation responsibilities. These policy directions, which are also referred to in the table below as are similar to the directions adopted by the City of Vancouver and other BC municipalities. These action areas must be carefully considered within the City's specific authorities under the Community Charter and the Local Government Act.

Each Policy Direction below is a goal/target and approach that emphasises important areas for increased planning and focus or new emerging goals that are required to incent change. These new targets amplify the contents of the CLP and strengthen areas that will require more planning to meet accelerated mitigation and adaptation needs, before mid-century:

No.	Policy Directions	Goal	Approach
1	Complete, Compact, Low Carbon Communities	Residents are able to meet their daily needs within a 15-minute walk of their homes (existing OCP and CLP target).	Continue to introduce new, complementary set of targets to support compact communities and proximity to essential amenities.
2	Safe and convenient Active Transportation and Transit	By 2030, 80% of all trips in Victoria will be walking, biking, and transit (CLP).	Continue to invest in all ages and abilities cycling and pedestrian infrastructure.
3	Pollution Free Cars, trucks and buses	By 2030, 30% of passenger vehicles on Victoria's roads are renewably powered (CLP)	Provide incentives for electric vehicles through allocation of the right of way, charging infrastructure and price-signals.
4	Zero Emissions Building and Water Heating	All new and retrofitted heating and hot water systems are zero emissions after 2025 (exceeds current CLP target).	Develop programs and incentives to shift away from fossil fuel heating, via retrofit improvement programs.
5	Low Carbon Materials	By 2030, Victorian's use items and materials with substantially less embodied emissions than 2015. Target to be established.	Initiate planning and set new targets to help understand and mitigate embodied emissions.
6	Climate Resilient Ecosystems	Establish targets for urban forest and ecosystem management to reflect City emissions and adaptation requirements.	Review and set initial targets and begin integrating into program, planning and service delivery.

To support these goals, the City has been planning several programs that aim to deliver the most meaningful GHG reduction impacts. In January 2019, the City identified a set of potential high-impact project priorities. Staff assessed these programs as the most effective use of planning resources and priorities in the next phases of the Climate Action Program. The policy and planning work that staff undertook in 2019 included new builds, planning and land use, financial considerations and integration with other City objectives and planning priorities across all municipal programs.

HIGH IMPACT INITIATIVES

The High Impact Initiatives are the initial set of strategic priorities to meet the targets in the CLP and Policy Direction above. The CLP and OCP dictate the need for strategies to align approach and resources to make the most impactful GHG reductions. The analysis to date has identified six priority High Impact Initiatives related to existing and new buildings, mobility, and adaptation. The High Impact Initiatives are outlined as follows:

No.	HIGH IMPACT INITIATIVES	Strategy / Approach
1	Oil to Heat Pump Incentive Program	Provide meaningful subsidies to incent a rapid shift from oil to heat pump, building heating systems, and realize co-benefits. Elimination of oil heat represents the single largest opportunity for GHG reductions in single family homes.
2	Building Retrofit Program	Develop a regional service through the CRD or in direct partnership with municipalities, to introduce a non-profit energy retrofitting guidance / advisory service for community, to help residents and building owners understand energy efficiency and emissions complexities, navigate rebates and access proven skilled trades in the marketplace.
3	Low Carbon Step Code	Integrate a Low Carbon Pathway into Step Code to incent a shift to zero emissions in new construction and develop an approach to requiring highest Steps of the Code by 2027.
4	Active Transportation Investments	Continued investment in the City's biking and walking infrastructure to incent mode shift away from the motor vehicle, for shorter trips. This work will be completed through the GOVictoria program.
5	Zero Emissions Mobility Incentives	Increasing incentives for low or zero emissions vehicles through new approaches to the allocation of rights of way, including vehicle travel lanes, curb and parking access, pricing and charging infrastructure. This work will be completed through the GOVictoria program.
6	Support for Rapid and Frequent Transit	Partnerships and incentives to transform regional public transit and drastically increase mode-shift to clean public transit system. This work is addressed through the GOVictoria program.

These Hight Impact Initiatives are further detailed and explained in the attached Appendix A, which includes important planning and implementation considerations that will dictate the next steps in 2020.

OPTIONS AND IMPACTS

Accessibility Impact Statement

Accessibility will be considered in the future development of climate programs and actions that support the strategic directions in this report.

2019-2022 Strategic Plan

This report and its directions are directly aligned with to the Strategic Objective 6: Climate Leadership and Environmental Stewardship.

Impacts to the Financial Plan

The six policy directions highlight the areas for increased planning and investment. Several important initiatives that will deliver climate mitigation and adaptation benefits are included as part of the 2020 financial planning process. These include active transportation infrastructure, urban forest management and underground infrastructure strengthening.

Financial investments are proposed for a set of High Impact Initiatives, broken down as follows:

- **Oil to Heat Pump Incentive Program** (\$400,000 for fuel switching top up, electrical panel upgrades, equity top ups and promotional materials, based on estimated uptake forecast):
- **Building Energy and Efficiency Retrofit Program** (\$35,000 for promotional work, minor top ups):
- **Low Carbon Step Code Program** (staff work only):

Climate Action Program investments are required to support the following priority work (\$590,000):

- ICLEI Membership renewal (\$60,000/yr - 3-year contract \$180,000)
- Climate action project management and administrative guidelines (\$50,000)
- Support to Market Rental Revitalization Program (\$30,000)
- Electric Vehicle Chargers (Broad Street) - (\$50,000)
- Parkade EV Chargers (\$25,000)
- Village EV Chargers (\$50,000)
- EV Infrastructure Strategy Development (\$25,000)
- Communication Strategy development and implementation (\$60,000)
- Program Matching Funds – Zero Emissions Fed/Prov programs (\$75,000)
- BOMA – Capital Region 2030 Resilient District year two grant (\$25,000)
- GHG Modelling and Consultant support (\$20,000)

The combination of High Impact Initiative and the CAP funding would require **\$1,025,000** for programs (not including staffing). The Climate Action Reserve Fund (CARF) is projected to have an available 2020 balance of \$683,000. The \$1,025,000 would comprise of a \$460,000 allocation from the CARF and a one-time surplus allocation of \$565,000.

An allocation of **\$334,000** from ongoing operating funds is also required to support additional staffing. The additional staff will advance priority projects in 2020, with operating costs initially estimated as follows:

- Three full-time positions \$324,000
 - i. Community Energy and Emissions Specialist (EPW) (1FTE) transition to ongoing
 - ii. Fleet Energy and Emissions Specialist (EPW) (1FTE) new
 - iii. Building Energy and Emissions Specialist (SPCD) (1FTE) new
- Training and conference attendance (\$10,000)

Additional financial planning / strategy development is underway and will seek to define the long-term healthy reserve funding levels needed for the Climate Action Reserves, and possible funding sources to support both overall program or as part of discrete High Impact Initiative programs. As some programs include funding estimates based on oil incentive uptake estimates, ongoing management of available funds and periodic reporting will be required to ensure programs remain within available funding limits.

Official Community Plan Consistency Statement

"Victoria is an urban sustainability leader inspiring innovation, pride and progress towards greater ecological integrity, livability, economic vitality, and community resiliency confronting the changes facing society and the planet today and for generations to come, while building on Victoria's strengths as a harbour-centred, historic, capital city that provides exceptional quality of life through a beautiful natural setting, walkable neighbourhoods of unique character, and a thriving Downtown that is the heart of the region."

Section 12 – Climate Change and Energy Objectives:

- 12(a) - That climate change is mitigated through the reduction of greenhouse gas emissions from buildings, transportation and solid waste.
- 12(b) - New and existing buildings are energy efficient and produce few greenhouse gas emissions.
- 12(c) - That community energy consumption and generation are managed to give priority to conservation and efficiency, diversification of supply, renewable energy, and low carbon fuels.

Climate Lens Impact Statement

The actions and recommendations contained within this report are central to the City's Climate Action Program success.

CONCLUSION

The Climate Leadership Plan released in 2018 set the goals and targets and initial action plans to get us to 80% GHG reduction and 100% renewably powered, by 2050. The 2019 planning processes has concentrated on developing a set of strategies to make the most impactful reductions in GHGs across both City and community emissions. Staff are recommending the introduction of new programs to incentivise the transition from oil to heat pump heating systems, the initiation of a regional building retrofit energy and efficiency service, and a low carbon pathway to the BC Energy Step Code. A series of priority projects are also part of the proposed Climate Action Program, which is also supported by projects in other business units that have direct climate mitigation and adaptation benefits. These programs are proposed for Council's considerations as part of the 2020 financial planning process.


Respectfully submitted,



Fraser Work,
Director of Engineering & Public Works

Report accepted and recommended by the City Manager:

Date:



NOV 8, 2019

List of attachments:

Appendix A: High Impact Initiatives
Appendix B: CLP Targets by Sector

Appendix A: High Impact Initiatives

HIGH IMPACT INITIATIVE 1: OIL TO HEAT PUMP INCENTIVE PROGRAM

Issue/Problem Statement:

Over 1500 oil furnaces heat homes in Victoria, most of which are in older single-family homes. Most households replacing their oil heating system are opting for fossil gas-powered furnaces, which 'locks' them into continued greenhouse gas emissions, instead of a low carbon heating system, such as an electric air source heat pump. In the year 2018 alone, 116 households switched from oil to gas whereas only 18 took advantage of existing incentives to upgrade to a heat pump. Without intervention, this trend is expected to continue, which is problematic as it ties households to continued fossil fuel reliance for likely more than a decade further.

Factors and Considerations:

- a. Affordability: (ownership and upgrades): Switching from oil heating to an air source heat pump can typically save 40-75% on annual heating bills according to the previous Oil to Heat Pump Incentive Program, which was funded by the BC Ministry of Energy, Mines & Petroleum Resources. When combined with other energy efficiency measures, switching to a heat pump can provide greater energy reduction and better business case over gas (Evins, 2018).
- b. Safety and Environmental Protection: Home heating oil tanks can fail, leading to oil spills into soil, ground water or nearby ecosystems, causing potential health and environmental risks that are costly to remediate. Once spilled, rain and irrigation water carry oil through the soil into residential perimeter drains and the surrounding environment. Perimeter drains can quickly carry oil into the storm drain systems, which empty directly into creeks, harbours or shorelines (CRD, 2016).

It is estimated that 1 litre of leaked oil can contaminate 1 million litres of water and the average cost of a cleanup for a homeowner is \$250,000 to more than \$500,000 (Insurance Bureau of Canada, 2017). The presence of gas lines as an alternative pose leakage risks during seismic events or during excavations / digging. Malfunctioning gas appliances, inadequate ventilation, and lack of monitoring may also put gas households at greater risk of carbon monoxide poisoning (Natural Gas Safety – FortisBC, 2019).

- c. Equity: Previous phone surveys to oil heated households in Victoria have revealed that many are owned or inhabited by elderly residents on lower or fixed incomes. Insufficient incentives, confusing selection and installation options and processes are a few of the noted barriers that some homeowners face when upgrading to heat pumps.

In addition to increased affordability for those who would benefit most, heat pumps provide key climate adaptation features. By also providing cooling, households are able to cope more effectively with the expected increase in heatwaves where daytime temperatures reach above 25°C. Cooling comfort is essential for our older population and other vulnerable groups who are more susceptible to health impacts from prolonged heat events. When compared to oil, heat pumps can also provide airflow, dehumidification with options to add an enhanced filtration system to improve indoor air quality.

- d. Related Programs: The CleanBC Better Homes fuel-switching incentive is currently offered to homeowners where they can receive up to \$4200 for switching from oil (or gas) to a heat

pump, which is made up of top-ups from the City of Victoria (\$350), the CRD (\$350), electrical panel upgrade (\$500) and base \$3000 incentive offered by the Province. For 2020, there is an opportunity for the City to increase the available top-up offering to \$2000 as well as the electrical panel upgrade incentive which would improve the business case for homeowners to switch to heat pumps instead of fossil gas.

The program will also be expanded to offer a zero-interest finance program, and may also introduce a corresponding equity-based program with an opportunity to partner with local governments. It is unclear if these programs will run past the fall 2022, which provides a 2-year window to leverage existing funds and provincial administration.

- e. T2050 Residential Retrofit Acceleration Program: The City is currently working with City Green Solutions (non-profit energy retrofit agency) and a cohort of eight other Vancouver Island municipalities through a FCM-funded program. This work aims to develop longer term strategies and solutions to accelerate the adoption of low-carbon retrofits, such as heat pumps. The project is coordinated by both City Green Solutions and the Home Performance Stakeholder Council, where engaging with industry and consumer engagement are key components to gain localized insights on barriers and opportunities. This is the first study of its kind in Vancouver Island, and is galvanizing support for increased investments and regional alignments in retrofit program development. To date, a draft strategy has been submitted and is in the process of being reviewed by the City. The work identifies heat pump adoption priorities and actions and program requirements related to local industry engagement, communications/ outreach plan development, target market analysis, consumer engagement strategies, and industry support. The study also highlights the need for longer-term market transformational approaches that include advocacy for greater municipal powers and funding, development of an equity program, industry support initiatives, home energy labelling, and broader consumer outreach strategies. For the remainder of 2019 and throughout 2020, these draft strategies will be finalized, and pilot programs will be discussed and initiated. The T2050 program will end in 2020 and it is yet unclear what steady-state actions will be implemented.

Oil to Heat Pump Incentive Program - Program Overview

Target(s)	Advance and intensify the CLP targets by 5 years, so that ALL remaining oil heating systems are replaced with heat pumps by 2025.
GHG Benefit Potential	Removal of oil heating would result in the avoidance of an estimated 62,000tCO ₂ e each year (15% overall GHG savings).
Program Objectives:	<ol style="list-style-type: none"> 1. Rapidly reduce the emissions burden of oil heating. 2. Ensure a transition to renewable energy.
Program Description	<p>The City will immediately increase its fuel-switching top-up offer from \$350 to \$2000. An additional \$500 top-up will be offered to the Province's new electrical panel service upgrade incentive.</p> <p>This will be done to leverage the existing \$3000 fuel-switching rebate from the Province and \$350 top-up offered by the CRD. Topping up the new electrical panel upgrade rebate will bring the total available incentive amount to \$6350.</p> <p>The City will allocate additional funding to the forthcoming Provincial oil to heat pump equity incentive that is targeted towards lower income households in 2020.</p>

	In the longer-term, alternative equity programs will also be explored to ensure that funds are prioritized for those populations that need it most.
Key Barriers	<ol style="list-style-type: none"> 1. Artificially low price of gas energy costs 2. Gas marketing effectiveness 3. Split incentives for landlords
Strategies	<ol style="list-style-type: none"> 1. Strong time-limited financial incentive from the Province (2020-2022 only). 2. Integrated marketing campaign focussed on oil furnace replacement timings. 3. Education and awareness materials/support.
Priority Actions	<ol style="list-style-type: none"> 1. Immediately increase the City's top-up offer for the Province's CleanBC Better Homes fuel-switching rebate; including the electrical panel upgrade offer and forthcoming equity program. 2. Accelerate proactive oil removals and heat pump uptake in the community by employing a variety of outreach strategies.

HIGH IMPACT INITIATIVE 2: BUILDING ENERGY & EFFICIENCY RETROFIT STRATEGY

Problem Statement:

Victoria has an aging building stock, with 70% of existing units built prior to 1980. For many of these buildings, aging conditions make for poor energy performance where leaks allow heat to escape through windows, doors, external wall fixtures. Heat also passes through poorly insulated attics and walls.

Multiple barriers are currently preventing building owners and residents from adopting energy and GHG improvements. These include lack of energy-use data, planning obstacles, and competing costs and priorities.

Factors and Considerations:

Residential Energy and GHG Reduction Retrofits require mobilization of asset management schemes, managers and different actors across institutional, public, government and marketplace. Energy and efficiency retrofits are **assessed as an important regional infrastructure priority** to meet climate action objectives. The scope and level of sustained effort also poses attractive benefits for job creation, household affordability inequities, and optimises utility and infrastructure investments by reducing the need for energy future generation expansion.

According to the Victoria's *Residential Retrofit Analysis* by the University of Victoria, there are many opportunities for cost, energy and GHG benefits from energy and efficiency upgrades. Efficient buildings reduce heating and cooling demand on HVAC systems, make the building more resilient, and provide co-benefits such as increased comfort and noise reduction. The data from several thousand Victoria home energy evaluations shows that combining multiple and the highest level retrofits (ex. highest level R-value insulation) can reduce energy demand by up to 41%. The study also notes that all building envelope retrofit measures are cost effective when accounting for energy bill reductions over the lifetime of the upgrade, with the exception of windows, which have a longer payback period, and should be considered for other benefits, besides energy and costs.

Current Related Programs, Gaps and Considerations:

- a. Home Renovation Rebates and CleanBC Better Homes Program: Through the CleanBC Better Homes Program, homeowners can access up to \$5500 on insulation upgrades and up to \$2000 on windows and doors. These do not include the bonus offers for completing multiple upgrades, which are performance based. There are also rebates available for hot water heating systems and for EnerGuide Evaluations.
- b. CleanBC Energy Coach: The Energy Coach is a free coaching service for homeowners and commercial building owners and managers in British Columbia. Energy Coaches are trained energy efficiency specialists who provide building-science based information about the options and opportunities to improve the energy efficiency of a home or building. They are available to answer questions at all stages of an energy improvement project. Energy Coach services are available for homeowners and commercial building owners or managers. The CleanBC Better Homes Program is set to expire in Fall 2022. A key consideration is that the future of this program beyond this date is uncertain. A long term regional commitment with steady-state resources is needed.
- c. Barriers and Gaps: There are barriers in the retrofit planning and implementation process that are not adequately addressed through current programs. Although the energy coach

service provides valuable information on available incentives, effective retrofit measures, and where to start the process, it does not provide the level of support many require to navigate the complex and time consuming renovation project process. Many of these barriers are tied to multiple project decision points which many homeowners are not prepared to address. This may lead to reliance on incomplete/ inaccurate information on which upgrades are chosen.

Another issue to overcome is the general lack of homeowner / consumer awareness related to energy retrofits and energy considerations. Education and awareness building is a key component of any future program.

Key Program Requirements:

Streamlined Services

Completing a whole-home retrofit project is a complex process to navigate for homeowners and can be financially costly. To get over these barriers, retrofits need to be bundled and the process needs to become much more efficient to save time and money for homeowners. On the City's end, permitting process incentives can be introduced to support households switching away from fossil fuels or wanting to improve energy efficiency. The current retrofit industry model is also highly siloed from one sub-sector to another and this will need to be transformed to meet the needs of the community. In the short-term, the City will investigate new models for encouraging whole-home retrofits in partnership with other levels of government and local industry. This will focus on addressing gaps in current programming while also establishing a service that can be sustained long-term. Streamlining the process through increasing homeowner support will be the key offering of a new program, rather than direct retrofit installations.

Market Transformation

Retrofit activity scaled to meet CLP targets is expected to increase the demand for all energy efficiency retrofit services, and drive higher standards across the existing local industry. There is a current gap in industry-government collaboration, cross-sector information sharing, and access to training which will be addressed through the development of a Centre of Excellence in partnership with local industry associations, academic institutions, and other regional governments. This Centre of Excellence also has the opportunity to offer resources directly to the public as well as delivery of retrofit programs such as financing.

Access to Capital

Completing whole building retrofit projects can be costly with high up-front investments and limited options for financing. In addition to improving current incentive offerings, new financing models may be needed in order to deploy building stock retrofits at scale and pace. A mix of strategies will be required and may include: partnerships with financial institutions, new utility financing programs, data platforms for targeted incentives, property assessed clean energy (PACE), or equity grants. The retrofit program must have the right financial tools and options in place to support customer financial needs, information and education.

Equity

Success for this program will be to ensure that all households have equal access to energy-efficiency and low carbon retrofits. Developing equity-based initiatives will provide vulnerable populations access to these upgrades and offer the maximum amount of co-benefits such as affordability and resilience to climate change. These initiatives will help reduce financial costs as well as steer clear from other process barriers by developing highly targeted incentives and coherent, easy to follow programs.

Cross-sector Collaboration

An effective home retrofit program will require the support and coordination with the region's key stakeholders, including the CRD, neighbouring municipalities, utilities, local contractor networks, homeowner associations, and other groups. This will help ensure alignment on new initiatives as well as effective consumer and industry promotions. A collaborative approach will also help ensure that local industry has buy-in and are prepared to meet the increasing demands that will be required of them.

Consumer Awareness

To help compel building owners to complete retrofits, a concerted and sustained promotional effort will be required to build broader understanding of retrofit benefits within the community. This will include targeted strategies with tailored messaging to encourage proactive action on retrofits, rather than waiting until there is a dire need. For this to be successful, a broader climate communications strategy will be required so that the public understands the importance of retrofits to climate action, as well as more specific and targeted messaging through identification of suitable household candidates using online platforms/ databases, permit data, and available household information.

Hazardous Material Remediation

In many cases, renovations or upgrades to improve home energy have to carefully consider the costs and hazards required to remove and dispose harmful materials. These considerations should be a central planning theme in any retrofit program and may need dedicated financial supports or incentives of their own.

Building Energy Efficiency Retrofit Strategy – Program Overview

Target(s)	30% of existing single family homes are retrofitted by 2030
GHG Benefit Potential	Retrofitting the existing building sector to high energy efficiency and renewable power would avoid more than 120,000 tCO ₂ e each year (28% overall GHG savings).
Program Objectives:	<ul style="list-style-type: none">• To establish a long-term, sustained community energy service that helps homeowners shift to zero emissions.• To transform the existing building stock to high energy efficiency
Program Description	<p>A retrofit service provider is required to provide homeowners with a suite of capabilities to understand their home energy needs, and how to best invest in improvements, access rebates and funds, access high value market players, bundle and realize maximum benefits.</p> <p>The program should be provided by a regulated agency that can deliver high-value support across regional home and building owners. The services offered should be integrated with BC government and utility programs, and provide a consistently high level of service to regional customers, integrated with regional industry and agents.</p> <p>A service should include the following key elements:</p> <ol style="list-style-type: none">1. Regional model advantageous for economies of scale and market alignment2. Subscriptions for basic or enhanced retrofit services3. Fully impartial service, independent of market players4. Monitors and reports long-term energy use and GHGs5. Overseen by an effective governance model6. Critical service capabilities (6) include:

	<ul style="list-style-type: none"> i. Energy auditing / assessments ii. Energy advisor / coach iii. Energy efficiency performance and technology subject matter experts (windows, insulation, air-sealing, mechanical systems, operations, etc.) iv. Market Advisors v. Communications and Marketing team vi. Financial Support Programs (access to financing, funds, incentives)
Key Barriers	<ul style="list-style-type: none"> • No clear or long-term retrofit program owner • High start-up / resource requirements • Market transformation required • Financial investments may exceed subscription costs
Strategies	<ul style="list-style-type: none"> • Create a regional, non-profit service through the CRD • Seed initial service with government funding • Integrate with municipal programs and information campaigns
Priority Actions	<ul style="list-style-type: none"> • Council to advocate for CRD priority or regional partnership program • Leverage T2050 RRAP relationships and work to define program structure and core elements • Task a regional aggregator to engage across all stakeholders to create project team, business plan, service model, deliverables, accountabilities, metrics etc. • Promotion of low carbon, energy efficiency retrofits, and their benefits

HIGH IMPACT INITIATIVE 3: LOW CARBON STEP CODE

Problem / Issue Statement:

The BC Energy Step Code is a Building Code program for new buildings that defines mandatory energy efficiency targets that increase over time, towards maximum standards at or before 2032. The program does explicitly target GHG reductions, but instead, focusses on energy efficiency improvements.

In order to ensure that new builds at lower 'steps' avoid using fossil fuel heating systems the City is proposing the introduction of a 'Low Carbon Pathway' included in the tiered steps, as an alternative compliance path. This approach would present a more direct path toward addressing carbon reduction in new construction, and would incentivize builders to meet zero emissions targets, through a relaxation of Step Code Requirements in favour of zero-emissions heating systems. This gives the City more flexibility in simultaneously achieving lower carbon new builds, while still meeting BC Energy Step Code requirements, at or before 2032.

The Low Carbon Pathway would include a one Step relaxation for buildings that install a low carbon energy system (LCES). LCES include, but are not limited to, air-source and water-source electric heat pump systems, waste heat recovery systems, variable refrigerant flow systems, biomass heating and solar energy systems.

- a. Factors and Considerations: While energy efficiency measures that are addressed directly through the Step Code have carbon reduction benefits, one of the largest opportunities for carbon reduction is by fuel switching to low carbon energy sources.

One of the biggest challenges faced by the construction industry through Step Code compliance is meeting air-tightness requirements. The Low Carbon Pathway offers a one step relaxation related to air-tightness targets, which is easier to attain, so it is anticipated that many development applicants will opt into the Low Carbon Pathway and favour zero emissions heating systems, especially for the earlier steps in the process.

- b. Current Related Programs, Gaps and Considerations: The following local governments have adopted a Low Carbon Pathway for Step Code: City of New Westminster, City of Burnaby, City of Richmond, City of Surrey (note that the City of Vancouver has addressed carbon reduction more directly through their Vancouver Building Bylaw, and they are not subject to the same restrictions on building authority as other local governments).

The City of Victoria's current Step Code adoption timeline and trajectory generally aligns with other leading local governments in BC. However, the City has not indicated when the higher Steps of the code will be required. Staff recommend developing a strategy (and conducting supportive industry engagement) for introducing the highest Steps of the BC Energy Step Code by 2025 (2027 for large concrete residential buildings).

The table below summarizes:

- The current Step Code requirements outlined in the Building Bylaw and adopted by Council in April 2018 (table on the left)
- How the proposed Low Carbon Pathway alternative compliance Step Code requirements would work, layered onto the current Step Code requirements

- Subject to future Council decision following industry engagement, proposed timelines for meeting the Highest Steps of the Code by 2027 for all building types (table on the right, with Low Carbon Pathway alternative compliance timelines in brackets).

CURRENT BUILDING BYLAW (with proposed Low Carbon Pathway in brackets)			SUBJECT TO FUTURE COUNCIL ADOPTION	
	Building Permit applications filed on or after (with exception for in-stream applications)		Building Permit applications filed on or after	
Part 9 Residential	November 1, 2018	January 1, 2020	January 1, 2022	2025
Single-Detached, Duplex, a Townhomes	Step 1	Step 3 OR (Step 2 with Low Carbon Energy System)	Step 4 OR (Step 3 with Low Carbon Energy System)	Step 5 OR (Step 4 with Low Carbon Energy System)
Garden Suite	Step 1	Step 2	Step 3 OR (Step 2 with Low Carbon Energy System)	Step 4 OR (Step 3 with Low Carbon Energy System)

Low Carbon Step Code - Program Overview

Target(s)	Introduce a low-carbon pathway in the BC Energy Step Code
GHG Benefit Potential	Fully implemented, the BC Energy Step Code, with renewables, would result in the avoidance of over 17,000 tCO ₂ e each year (4% overall GHG savings) ⁶ .
Program Objectives:	<ul style="list-style-type: none"> • To incent zero-emissions heating and cooling systems in new construction • To avoid installation of new construction fossil fuel heating systems. • To align energy and efficiency upgrades to achieve maximum cost and performance benefits.
Program Description	The introduction of a Low Carbon Pathway as an alternative compliance path to Step Code. The Low Carbon Pathway would include a one Step relaxation for buildings that install a Low Carbon Energy System (LCES) (e.g., Step 3 required <u>or</u> Step 2 for buildings with a LCES).

⁶ Estimate based on modeling of the City's historical building replacement rate, GHG emission reduction potential and development following OCP growth management concept.

	<p>LCES systems include, but are not limited to, air/ground or water-source electric heat pump systems, electric resistance heat, waste heat recovery systems, variable refrigerant flow systems, biomass heating and solar energy systems.</p> <p>In addition to the Low Carbon Pathway, develop a strategy (and conduct supportive industry engagement) for requiring the highest Steps of the BC Energy Step Code by 2025 (and 2027 for large concrete residential buildings).</p>
Key Barriers	<ul style="list-style-type: none"> • None
Strategies	<ul style="list-style-type: none"> • Adopt Low Carbon Pathway in 2020. • Engage with industry on a strategy for requiring the highest Steps of the Step Code by 2025 (and 2027 for large concrete residential buildings), earlier than the Province's mandate of 2032
Priority Actions	<ul style="list-style-type: none"> • Amend building bylaw to include low carbon pathway (including definitions of low carbon energy systems) and home energy labelling/energy benchmarking requirements. • Communicate new low carbon pathway option to building industry via industry organizations such as CHBA-Vancouver Island and UDI-Capital Region. • Engage with industry on strategy for requiring highest Steps of the Step Code by dates noted above.

HIGH IMPACT INITIATIVES 4-6 – LOW CARBON MOBILITY

The City's Sustainable Mobility Strategy (branded – "GOVictoria") has been under development since late 2018 and has been informed by the targets in the CLP to define new low-carbon mobility plans and strategies. The GOVictoria program has identified a number of strategic priorities that also share climate benefits for the community. These programs are being addressed, planned and actioned through Council's agreed implementation of that program. The following programs are proposed as part of the GoVictoria program and deliver on the Policy Directions 2 and 3 in this report:

1. **Accelerate Active Transportation Projects:** Continued priority investments in high quality cycling and pedestrian infrastructure
2. **Shift to Zero Emissions:** the allocation and management of the rights of way to incentivise clean/zero emissions vehicles.
Support for Zero Emissions Rapid and Frequent Transit: Support a regional infrastructure priority for clean, rapid and frequent transit.

Appendix B: CLP Targets by Sector

SECTOR	TARGETS
Low-Carbon, High Performance Buildings	<ul style="list-style-type: none"> By 2030, all new buildings are 'net zero' energy ready. By 2050, all existing buildings meet new high efficiency standards. By 2030, heating oil is phased out. By 2050, all buildings exclusively use renewable energy.
Low Carbon Mobility	<ul style="list-style-type: none"> By 2030, 25 percent of all trips by Victoria residents are taken by public transportation. By 2030, 100 percent of BC Transit buses are renewably powered. By 2030, Victoria residents choose walking and cycling for 55 percent of all trips. By 2030, renewable energy powers 30 percent of passenger vehicles registered in Victoria, and 100 percent of passenger vehicles are renewably powered by 2050. By 2030, 30 percent of commercial vehicles operating in Victoria are renewably powered. By 2030, 100 percent of Victoria's neighbourhoods are "complete" by design with substantial transportation system diversity.
Low Carbon Waste Management	<ul style="list-style-type: none"> Eliminate 100 percent of food and yard waste sent to the landfill by 2030. Eliminate 100 percent of other organic materials sent to the landfill by 2030. Capture methane from collected organic waste to provide renewable energy by 2025.
Municipal Operations	<ul style="list-style-type: none"> By 2040, all City facilities are powered by 100 percent renewable energy. All new City facilities are renewably powered. By 2025, all City power tools and small engine-driven equipment are renewably powered. By 2040, 80 percent of the City's fleet is electrified or renewably powered. By 2020, capital and operating plans are informed by climate data, carbon pricing, and the City's GHG reduction targets. By 2022, the City has developed a 'triple bottom line' accounting system that guides City business planning by assessing and balancing environmental and social risks and financial costs and opportunities. By 2022, partner with other local governments and the region to develop a community-accessible Energy and GHG information management System (EGIMS) to define, communicate and track community energy and GHG reduction across all sectors.
Adapting Early	<ul style="list-style-type: none"> Climate resilience is embedded into all City business. The City's infrastructure and services are ready to protect and respond to the risks associated with a changing climate. Natural habitats support healthy fish, wildlife, and plant populations and healthy ecosystem function. The community is knowledgeable and prepared to address the impacts from a changing climate. The City incorporates best practices in risk communication (e.g. advanced warning systems, short videos) covering all climate hazards. Climate resilience enhances quality of life for all Victorians, especially the most vulnerable.



**Committee of the Whole Report
For the Meeting of November 14, 2019**

To: Committee of the Whole **Date:** November 6, 2019
From: Thomas Soulliere, Director of Parks, Recreation and Facilities
Subject: Project Update: Waterfront Public Realm Initiatives

RECOMMENDATION

That Council approve the refined concept design for the Songhees Park Expansion project, as shown in Attachment A.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an update on the public realm projects along the waterfront area, associated with the replacement of the Johnson Street Bridge. The scope consists of the following project components:

- Songhees Park Expansion
- Boulevard Landscaping
- Triangle Island
- Janion Plaza
- Northern Junk Plaza
- David Foster Harbour Pathway (DFHP) Pedestrian Underpass

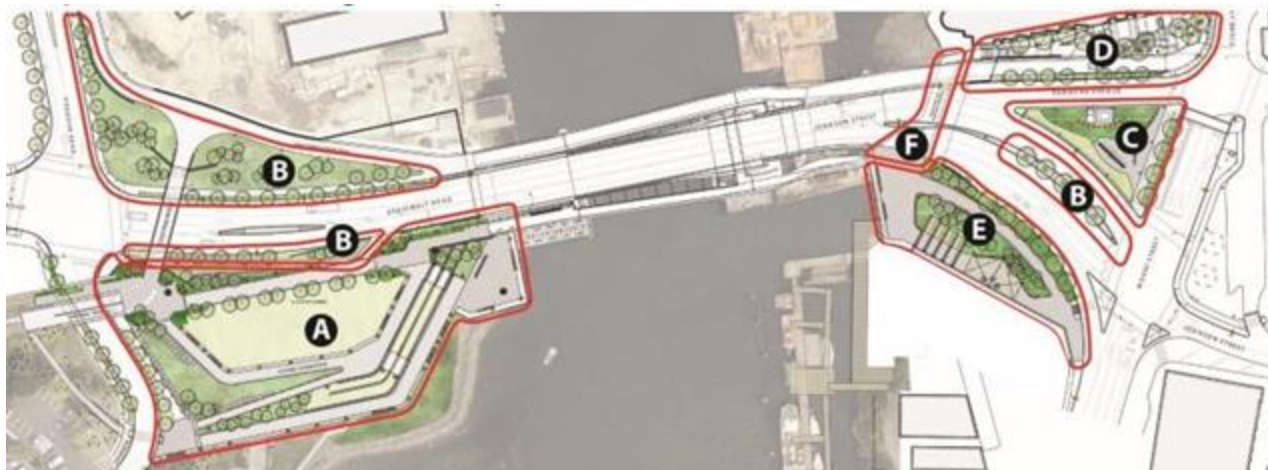
This report focuses on key activities and progress since the last update to Council in June 2019.

PURPOSE

The purpose of this report is to provide Council with an update on the progress of the various waterfront public realm improvements, in the areas around the new Johnson Street Bridge and to obtain approval on the refined concept design for the Songhees Park Expansion.

BACKGROUND

The project team has organized the work into six areas of focus that will enhance the experience in this part of the city for residents and visitors. The work ranges from new boulevards and pedestrian and cycling pathways, to welcoming plazas and park space, all within walking distance of the downtown core. The largest of these areas presents as a generous expansion to Songhees Park, in the Vic West neighbourhood.



A) Songhees Park Expansion	D) Janion Plaza (complete)
B) Boulevard Landscaping (complete)	E) Northern Junk Plaza
C) Triangle Island	F) DFHP Pedestrian Underpass (complete)

In June 2019, staff presented a report to Council with an update on the various streams of work. Based on this report, staff received the following direction from Council:

1. Decline proceeding with the Orca Project in Triangle Island.
2. Direct staff to hold a new design competition funded from the \$250,000 public art budget within the Johnson Street Bridge project.
3. Direct staff to relocate Commerce Canoe to Triangle Island.

Quarter three was productive with staff on-boarding the design consultant team for both Triangle Island and the Songhees Park Expansion. Staff are now working with the Commerce Canoe artist Illarion Gallant on the updated concept design for Triangle Island, and with McElhanney Consulting and Murdoch de Greeff for the Songhees Park Expansion. The Park design team also continued engagement with representatives of the Songhees First Nation on considerations for the future park space.

ISSUES & ANALYSIS

With three of the project components now complete, staff are working on the developing the design for the two active areas. Effective planning and design are a focus for the project team in order to mitigate against key risks including contaminated soils, archeological monitoring, market conditions, and cost escalation. An overview of each remaining project is provided in the table below.

Project	Status	Comments
Songhees Park Expansion	Delayed	The process of refining the concept design is complete and detailed design will begin in November. Completion of final tender-ready construction document package is anticipated for early 2020. Due to extended engagement work, the schedule for completion has been adjusted from Q4 2020 to Q1 2021.

Triangle Island	Delayed	The updated concept design is nearly complete. Design and engineering work are progressing as planned. Installation is anticipated to begin in early 2020 and be complete by end of Quarter 2. The Commerce Canoe was recently removed from Bastion Square and is currently undergoing restoration work.
Northern Junk Plaza	On Hold	Development permit application is currently under review for the Northern Junk property.

Songhees Park Expansion

Status Update

The Songhees Park Expansion is a major initiative to develop new parkland at the south west abutment of the Johnson Street Bridge as an expansion of the existing Songhees Park. The project site is located in traditional Lekwungen territory that was part of the Songhees Reserve lands between 1844 and 1911.

The consulting team, led by McElhanney Consulting Inc. and including Murdoch de Greeff Landscape Architects, began work in August 2019. Their scope of work includes refinement of the conceptual design and completion of a detailed construction document package in preparation for tender and construction of the expansion, so that the park can be opened by the end of Q1 2021. The team has completed the refinement of the design concept (see Attachment A) for Council approval. The refined plan adapts the design to current site conditions, following the construction of the bridge and viewing deck, and reflects input from the Songhees Nation, and responds to feedback from the Accessibility Working Group and the Victoria West Neighbourhood Association.

While remaining true to the intent of the previously approved concept, the refined design now features:

- A diverse collection of flexible spaces that can be enjoyed by individuals or groups and will provide opportunities and support for informal and formal events and activations;
- Streamlined and fully accessible circulation routes that provide access to spaces within the site and connections to adjacent areas;
- An ecologically based planting approach that will enhance biodiversity and support local wildlife, reflecting the unique natural character of the region and featuring native and adaptive plant species;
- An increase in trees offering canopy for shade; and
- Spaces and elements that encourage informal play and exploration.

Engagement Update

The project team and Songhees Nation representatives have been meeting for several months to discuss the past and present significance of this area to the Lekwungen people, and to explore opportunities for collaboration on this project and other park initiatives. The most recent meeting occurred on November 5, 2019, where staff presented the refined conceptual design. Staff will continue to work collaboratively with the Songhees Nation as the project progresses through detailed design and beyond.

In May 2019, staff received additional feedback from the Victoria West Neighbourhood Association (VWNA) and the Accessibility Working Group (AWG) regarding the Songhees Park Expansion project. The input received has been incorporated into the refined concept, including:

- Additional green space;
- Play opportunities; and
- Provision of shade at the upper plaza.

Staff are meeting with members of the VWNA Parks Committee on November 8, 2019 to present the refined conceptual design and are also scheduled to provide an update on the project at the next WWNA meeting on November 26, 2019. Feedback received at these meetings will serve to inform the upcoming detailed design process. The refined conceptual design is also being shared with the AWG for their awareness and feedback.

Risk Management

A summary of the key risks, impacts and responses, is included below:

Key Risks	Risk Description	Risk Response
Contaminated Soil Remediation	- Contaminated soils are presently encapsulated below a large portion of the park area	- Staff are working with an environmental consultant to assess geotechnical conditions, design details, and development of site safety and remediation requirements
Archaeological Monitoring	- Archaeological monitoring of ground disturbing activities is required due to significant archaeological evidence of early cultural activity in this location	- Staff are working with consultants to develop an archaeological monitoring program to manage this risk
Market Conditions, and Cost Escalation	- Since early 2016 the Victoria market has seen a major change in construction activity with numerous major projects under construction, bringing with it an inherent labour shortage and an upward pressure on market price escalation	- Staff are taking a proactive value management approach which implements value engineering best practices throughout design and construction process
Shoreline Adjacency	- Construction on or near the high tide mark may trigger federal permit requirements not currently within the project scope	- The concept design Council endorsed in December of 2017, does not include work below the high tide mark. Changes in project scope directly adjacent to the shoreline would require additional resources and would impact the project schedule - Special consideration regarding construction methodology needs to be taken to minimize impact to the shoreline

Public Art

Staff are proposing a multi-year, layered approach intended to capture both the intangible (stories, customs, beliefs) and tangible Indigenous cultural heritage assets for this project. This may include projects of both short-term duration, such as educational workshops, canoe events, a temporary carving space, storytelling events, as well as longer-term permanent art, which may include elements such as carvings, interpretative signage, projection mapping or house posts.

Opportunities to create dynamic and ongoing dialogue and exchange while attracting the public to the site are possible with this phased approach that provides a continuum of experiences for the community. Staff will work with the Songhees Nation to further develop the conceptual framework for art through the upcoming phases of the project and through the programming and activation of the park.

Next Steps

Detailed design, continued collaboration with the Songhees Nation, continued engagement with key stakeholders, and report back to Council on progress in Q1 2020.

Triangle Island

Status Update

In June, Council approved the relocation of the Commerce Canoe to Triangle Island. This achieved multiple objectives including making room for a new Welcome Pole in Bastion Square, finding a new home for the Commerce Canoe, and maximizing the value for money.

Design and engineering work are underway and progressing as planned. The Commerce Canoe was recently removed from Bastion Square and will undergo restoration work in advance of being reinstalled at Triangle Island.

Risk Management

A summary of the key risks, impacts and responses is included below:

Key Risks	Risk Description	Risk Response
Schedule	- Competing project commitments by City staff/in-house trades, and a lack of staff resources to complete all projects within desired timelines	- Reprioritize current project commitments to keep the project on schedule
Budget	- Detailed design and construction to be completed within established available budget	- Landscape design based on construction cost estimates provided by City staff with 15% contingencies - The concept design can be refined to reduce costs if/as needed as part of the internal design/build process

Archaeological Monitoring	- Archaeological monitoring of ground disturbing activities is required	- Staff are working with consultants to develop an archaeological monitoring program to manage this risk
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Concept Design

The concept design, being developed with the involvement of the Commerce Canoe artist Illarion Gallant, has been undergoing a number of refinements to enhance the opportunities to enhance the public experience of the Canoe while keeping the project within the defined budget. The design is being updated to locate, orient and elevate the relocated Canoe to enhance visibility from the various approaches by pedestrians, cyclists and motorists. The Commerce Canoe will be located centrally on the island within a meadow landscape of drought tolerant, low-allergen plantings and incorporating gradual berms. The concept design incorporates a small plaza with seating and trees that integrate with the existing sidewalk and boulevard.

Northern Junk Plaza

Status Update

Interim improvements to the pedestrian walkway and hydro-seeding were completed in 2018 and currently provide pedestrian access to the Johnson Street Bridge pedestrian walkway. Final construction of this plaza is dependent on development plans for the adjacent Northern Junk property. Design development of the Northern Junk Plaza is currently on hold until the development permit application process is complete. Staff will revisit this public realm component with Council at a future date.

Risk Management

Key Risks	Risk Description	Risk Response
Scope	- The Northern Junk Plaza design is dependent on the development permit application, which is currently under review	- Design development of the Northern Junk Plaza is currently on hold
Budget	- At this time no funding source has been identified to fund these public realm improvements	- Design development of the Northern Junk Plaza is currently on hold

Next Steps

Complete the development permit application process and then evaluate next steps.

Budget

The project investments to-date associated with activities related to design, engineering, construction, and engagement activities are noted below.

	Project Component	Budget	Actuals & Commitments	Budget Remaining
1	Songhees Park Expansion	3,000,000	273,500	2,726,500
2	Boulevard Landscaping, Triangle Island, and Janion Plaza	651,700	410,980	240,720
3	David Foster Harbour Pathway Pedestrian Underpass	614,000	585,138	28,862
4	Public Art	250,000	-	250,000
5	Total	4,515,700	1,269,618	3,246,082

The project team will continue to update the cost summary in future project updates as progress is made on the various streams of work.

2019 - 2022 Strategic Plan

The Waterfront Public Realm Initiative is consistent with achieving outcomes for the following objectives in the 2019 – 2022 Strategic Plan:

- Strategic Objective #5: Health, Well-Being and a Welcoming City
- Strategic Objective #6: Climate Leadership and Environmental Stewardship
- Strategic Objective #7: Sustainable Transportation
- Strategic Objective #8: Strong, Liveable Neighbourhoods

Official Community Plan Consistency Statement

The Waterfront Public Realm Initiative is consistent with the Official Community Plan, specifically policies and actions identified under the following goals:

- 7(B): Victorians move freely and efficiently via a safe, integrated and convenient network of public transit, bike routes, and a supportive, inviting pedestrian realm in preference to driving alone.
- 8(A): Victoria is vibrant and attractive with high quality architecture and urban design that enhance its unique character and sense of place.
- 9(A): Victoria is an active community where everyone enjoys convenient access to community parks, open spaces, facilities, amenities and programs close to where they live.

Impacts to Financial Plan

Songhees Park Expansion: In September of 2018, Council approved amendments to the DCC Bylaw establishing a combined rate for parks acquisition and parks development. The Financial Plan has a remaining budget of \$2.7 million for the construction of the park expansion.

A new design competition funded from the \$250,000 public art budget within the Johnson Street Bridge project will kick off in Q1 of 2020.

Accessibility Impact Statement

Accessibility and connectivity are guiding design principles adopted by Council to inform this initiative and continue to be a key consideration throughout the design of these projects. The accessibility to and throughout these public spaces has remained a priority for the project team as the designs have been refined.

CONCLUSIONS

The project teams are focused on continuing to progress the remaining work in accordance with the schedules and budgets over the coming months. Upon Council's approval of the refined design for the Songhees Park Expansion, the project team will advance through the detailed design of the park space and prepare for construction next year. These new amenities are eagerly anticipated by the community and will serve the needs of citizens of all ages and abilities for generations to come.

Respectfully submitted,

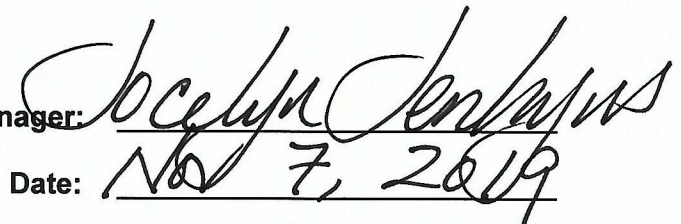


Derrick Newman
Assistant Director
Facilities Management



Thomas Soulliere
Director
Parks, Recreation and Facilities

Report accepted and recommended by the City Manager:


Date: Nov 7, 2019

Attachments:

Attachment A: Songhees Park Updated Concept Design

Attachment A: Songhees Park Updated Concept Design

Songhees Park Expansion Concept Plan





Committee of the Whole Report

For the Meeting of November 14, 2019

To: Committee of the Whole

Date: November 6, 2019

From: Thomas Soulliere, Director, Parks, Recreation and Facilities

Subject: Recreation Fees Bylaw Update

RECOMMENDATION

That Council direct staff to bring forward amendments to the Recreation Fees Bylaw No.06-056 effective January 1, 2020 to increase fees as outlined in Appendix A.

BACKGROUND

The purpose of this report is to seek Council consideration of proposed changes to the Recreation Fees Bylaw effective January 1, 2020.

Recreation fees are reviewed on an annual basis in accordance with the City Financial Sustainability Policy:

Fees and charges will be reviewed annually and adjusted where appropriate. Departments should consider a minimum increase equal to inflation (CPI). The users will be provided with no less than two months' notice of those changes. Fee bylaws should when appropriate, include an annual increase equivalent to the Consumer Price Index for Victoria.

Primary consideration is given to supporting the City's Strategic Plan Objectives through access to affordable recreation and services, in a fiscally responsible manner.

The previous increase to the Recreation Fees Bylaw, was 2% in 2018. For 2020, staff recommend a 4.7% increase to fees based on data including building maintenance costs, staff wages, and the fees charged by public recreation providers within the region. The proposed fee adjustments are listed in Appendix A.

ISSUES & ANALYSIS

Staff recommend an increase to rates and fees within this bylaw to ensure that current rates are reflective of operating costs:

- Victoria's average monthly Consumer Price Index was 2.7% between June 2018 and June 2019

- Staff costs are a primary expense in delivering services. Staff wage rates increased by 2% on January 1, 2019 and will increase 2% on January 1, 2020.
- Building Maintenance costs at the Crystal Pool and Royal Athletic Park increased 17% from 2017 to 2018. These rising costs are a result of operating ageing facilities.

Comparing regional recreation fees, the City rates are among the lowest. For additional context, Appendix B provides a summary of regional recreation fees that have informed the staff recommendation.

To assist patrons facing financial barriers, staff continue to promote the Leisure Involvement for Everyone (L.I.F.E.) Program. This program is designed to provide access to recreational services through funding support for qualified individuals and families. The 2020 Financial Plan includes approximately \$100,000 in subsidy for the expanded L.I.F.E. program which covers registration in recreation programs offered through the City and the community and senior centres. 3,018 L.I.F.E. patrons accessed recreation services at the Crystal Pool and Fitness Centre to date in 2019.

OPTIONS & IMPACTS

Impacts to Financial Plan

The 2020 Draft Financial Plan has incorporated the 4.7% increase to recreation fees effective January 1, 2020. The increased revenue will assist with off-setting operational costs associated with the delivery of recreation programs and services.

2019 – 2022 Strategic Plan

This report relates to actions identified with Strategic Plan Objective 5. Health, Well-Being and a Welcoming City.

Accessibility Impact Statement

The proposed changes in fees and charges are not anticipated to have a direct or indirect impact on accessibility. To assist patrons facing financial barriers, staff administer the Leisure Involvement for Everyone (L.I.F.E.) Program. This program is designed to provide access to recreational services through funding support for qualified individuals and families.

Official Community Plan Consistency Statement

The Official Community Plan contains the following goal with respect to recreation services:

9(A) Victoria is an active community where everyone enjoys convenient access to community parks, open spaces, facilities, amenities and programs close to where they live.

CONCLUSION

Staff recommend that Council accept the recommendation to amend the Recreation Fees Bylaw No. 06-056 as outlined in Appendix A as listed in the report, effective January 1, 2020.

Respectfully submitted,



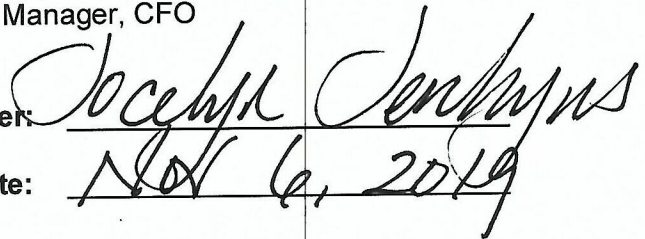
Thomas Soulliere
Director, Parks, Recreation and
Facilities



Susanne Thompson
Deputy City Manager, CFO

Report accepted and recommended by the City Manager:

Date:


Nov 6, 2019

Attachments:

Appendix A – Proposed fees and charges schedule
Appendix B – Summary of regional recreation rates

Schedule A
Save-on-Foods Memorial Centre Community Use Rental and Admission Fees

(Subject to Applicable Taxes)

The fees in this schedule apply to use of the Save-on-Foods Memorial Centre, including during community use time. All rental fees are hourly rates unless otherwise indicated. Equipment rental fees are based on usage of equipment during the designated public session when the equipment is available for use.

	2018	2018	2020 Proposed w/ 4.7% increase	2020 Proposed w/ 4.7% increase
Ice Rentals – Community Use Time	Prime Time	Non-Prime Time	Prime Time	Non-Prime Time
Minor Organization	\$124.95	\$93.70	\$130.82	\$98.10
Adult Organization	\$217.60	\$163.25	\$227.83	\$170.92

	2018	2020 Proposed w/ 4.7% increase
Meeting Room Rental		
Minor or Adult Organizations	\$26.05	\$27.27
4 hours or more per day	\$104.15	\$109.05
Dry Floor Rentals		
Minor Organizations	\$44.80	\$46.91
Adult Organizations	\$69.80	\$73.08
Equipment Rental		
Skate Rental	\$3.60	\$3.77
Helmet Rental	\$1.20	\$1.26
Public Skating		
Child	\$2.85	\$2.98
10 Ticket Admission	\$25.65	\$26.86
Youth	\$3.35	\$3.51
10 Ticket Admission	\$29.85	\$31.25
Senior	\$4.35	\$4.55
10 Ticket Admission	\$38.80	\$40.62
Adult	\$5.50	\$5.76
10 Ticket Admission	\$49.55	\$51.88
School District/Group Admission to Public Skating (25 or more participants)		
Adult	\$4.35	\$4.55
Senior	\$3.35	\$3.51
Youth	\$3.10	\$3.25
Child	\$2.15	\$2.25
Skate Rental	\$1.45	\$1.52
Helmet Rental	\$1.20	\$1.26

Schedule B
Crystal Pool and Fitness Centre Admission Fees
 (Subject to Applicable Taxes)

		2018	2020 Proposed w/ 4.7% increase
Preschool		No charge	
Child	Single Admission	\$2.85	\$2.98
	10 Ticket Admission	\$25.65	\$26.86
	One Month Pass	\$28.50	\$29.84
	Three Month Pass	\$64.05	\$67.06
	Annual Pass	\$182.75	\$191.34
Youth	Single Admission	\$3.35	\$3.51
	10 Ticket Admission	\$29.85	\$31.25
	One Month Pass	\$33.15	\$34.71
	Three Month Pass	\$74.60	\$78.11
	Annual Pass	\$215.50	\$225.63
Senior	Single Admission	\$4.35	\$4.55
	10 Ticket Admission	\$38.80	\$40.62
	One Month Pass	\$43.10	\$45.13
	Three Month Pass	\$96.90	\$101.45
	Annual Pass – Gold	\$278.80	\$291.90
	Annual Pass – Silver	\$255.95	\$267.98
Adult	Single Admission	\$5.50	\$5.76
	10 Ticket Admission	\$49.55	\$51.88
	One Month Pass	\$55.05	\$57.64
	Three Month Pass	\$123.80	\$129.62
	Annual Pass – Gold	\$361.20	\$378.18
	Annual Pass – Silver	\$331.60	\$347.19
Corporate Wellness Pass	Annual Pass	\$270.90	\$283.63
Family	Single Admission	\$11.15	\$11.67
	10 Ticket Admission	\$99.15	\$103.81
Locker Usage 1 visit	Small	\$0.25	\$0.25
	Large	\$0.50	\$0.50
Locker Rental (6 months)	Small	\$46.45	\$48.63
	Large	\$68.95	\$72.19

Schedule B (Continued)
Crystal Pool and Fitness Centre Rental Fees
 (Subject to Applicable Taxes)

“After Hours” means any time when the swimming pool is not open to the general public. “High Volume” means a minimum of 200 long course (50m pool) or 400 short course (25m pool) hours, or an equivalent combination of long course and short course hours, per calendar year.

Rates are hourly rates unless otherwise indicated

	2018	2020 Proposed w/ 4.7% increase
25 Meter Pool (per lane)		
Minor Organizations	\$11.75	\$12.30
Minor Organizations High Volume/After Hours	\$8.85	\$9.27
Adult Organizations	\$14.70	\$15.39
Adult Organizations High Volume/After Hours	\$11.05	\$11.57
Commercial	\$18.35	\$19.21
Commercial High Volume/After Hours	\$13.75	\$14.40
50 Meter Pool (per lane)		
Minor Organizations	\$17.65	\$18.48
Minor Organizations High Volume/After Hours	\$13.25	\$13.87
Adult Organizations	\$22.05	\$23.09
Adult Organizations High Volume/After Hours	\$16.55	\$17.33
Commercial	\$27.55	\$28.84
Commercial High Volume/After Hours	\$20.65	\$21.62
Meeting Room		
Minor and Adult Organizations	\$26.05	\$27.27
4 hours or more per day	\$104.15	\$109.05
Birthday Party Package (2-hour room rental plus swimming for 10 children)	\$51.70	\$54.13

Schedule C

Royal Athletic Park Rental Fees

(Subject to Applicable Taxes)

Rates are hourly rates unless otherwise indicated.

			2018	2018	2020 Proposed w/ 4.7% increase	2020 Proposed w/ 4.7% increase
			Minor	Adult	Minor	Adult
Field	Spectator*	Prime Time	\$60.15	\$67.20	\$62.98	\$70.36
		Non-Prime Time	\$54.20	\$59.60	\$56.75	\$62.40
	Non-Spectator**	Prime Time	\$50.15	\$55.30	\$52.51	\$57.90
		Non-Prime Time	\$44.45	\$48.75	\$46.54	\$51.04
Diamond/ Football	Spectator *	Prime Time	\$67.70	\$74.75	\$70.88	\$78.26
		Non-Prime Time	\$61.80	\$67.20	\$64.70	\$70.36
	Non-Spectator**	Prime Time	\$57.55	\$63.45	\$60.25	\$66.43
		Non-Prime Time	\$51.50	\$56.35	\$53.92	\$59.00

* Minimum four consecutive hour rental

** Minimum two consecutive hour rental

	2018	2020 Proposed w/ 4.7% increase
Meeting Room		
Minor and Adult Organizations	\$26.05	\$27.27
4 or more hours per day	\$104.15	\$109.05
Field Lighting		
One Field	\$53.10	\$55.60
Two Fields (all lights)	\$63.40	\$66.38

Schedule E
Hard Court Surface Rental Fees

(Subject to Applicable Taxes)

“Hard Court Surfaces” means tennis courts and lacrosse boxes.

	2018	2020 Proposed w/ 4.7% increase
Hard Court Surfaces		
Minor Organization (per court/hour)	\$2.50	\$2.62
Adult/Senior Organization (per court/ hour)	\$5.00	\$5.24
Commercial Rate (per court/hour)	\$7.50	\$7.85
Clubs (per court/hour)	\$2.50	\$2.62
Minor Tournament (per court/day)	\$24.90	\$26.07
Club Tournament (per court/day)	\$24.90	\$26.07
Adult Tournament (per court/day)	\$49.80	\$52.14

Schedule G
Sport Field Rental Fees
 (Subject to Applicable Taxes)

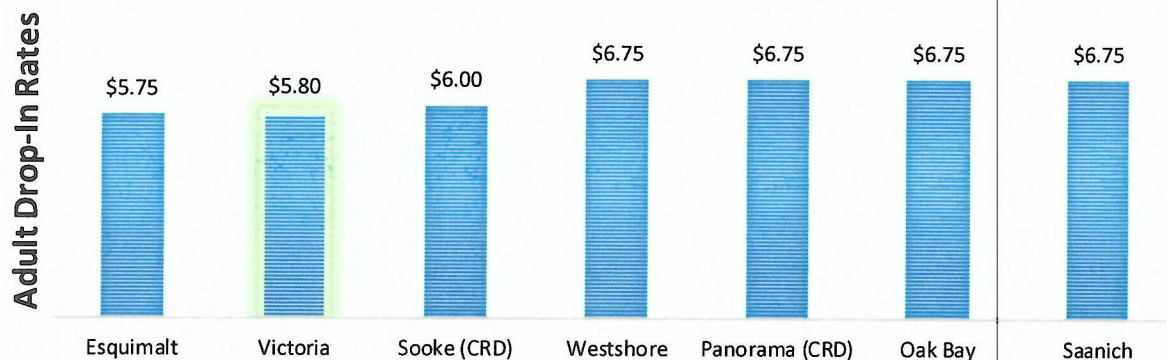
Rates are hourly rates unless otherwise indicated.

	2018	2020 Proposed w/ 4.7% increase
Finlayson Artificial Turf Field		
Minor Organization per hour	\$35.15	\$36.80
Adult/Senior Organization per hour	\$52.75	\$55.23
Sports Field Lighting		
Beacon Hill Park –Douglas Street Field per hour	\$16.25	\$17.01
All Other Fields (excluding RAP per hour)	\$21.70	\$22.72
Parks Sports Change Room Fee (per booking, except tournaments)	\$16.25	\$17.01
Tournaments/Community Events		
Deposit Package (garbage & cleanup) (refunded if cleanup is unnecessary).	\$309.10	\$323.63
Adult/Senior (per day)	\$108.35	\$113.44
Minor Organization (per day)	\$54.20	\$56.75
Change Rooms (per day)	\$27.10	\$28.37
Miscellaneous Fees		
Park Bleachers		
Rental for One Section of 25 – 50 seats for One Event	\$50.45	\$52.82
Delivery and Removal of Bleachers within City Boundaries	\$111.55	\$116.79
Barrier Fence Rental (per 50 foot roll)	\$11.15	\$11.67
Garbage Disposal Fee per load	\$100.90	\$105.64
Sound Monitoring	\$26.60	\$27.85
Sports Fields		
Commercial Rate	\$20.35	\$21.31
Class A Sports Field:		
Adult/Senior Organizations	\$13.05	\$13.66
Minor Organizations	\$6.50	\$6.81
Class B Sports Field:		
Adult/Senior Organizations	\$9.05	\$9.48
Minor Organizations	\$4.50	\$4.71

Summary of Regional Recreation Fees (2018 – 2019)

(Rates Inclusive of Applicable Taxes)

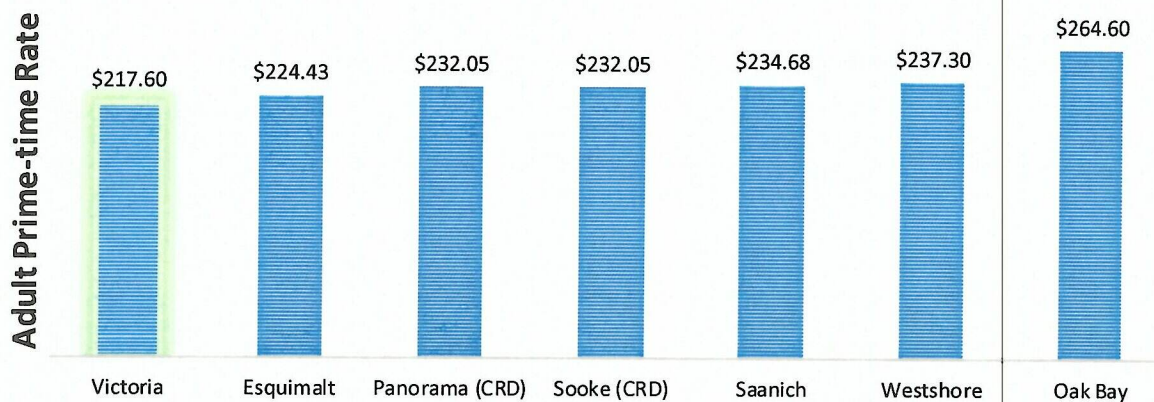
REGIONAL DROP-IN RATES



REGIONAL ANNUAL PASS RATES



REGIONAL ICE RENTAL RATES





Committee of the Whole Report

For the Meeting of November 14, 2019

To: Committee of the Whole **Date:** November 5, 2019
From: Thomas Soulliere, Director, Parks, Recreation and Facilities
Subject: 2019 Operating Grant Increases for Community and Senior Centres

RECOMMENDATION

That Council receive this report for information.

BACKGROUND

The purpose of this report is to provide Council with an overview of how the operators of 11 community and seniors centres utilized the one-time operating grant increase allocated to each in 2019.

The City owns seven community centres (Quadra Village Community Centre, Burnside/Gorge Community Centre, Fairfield Community Centre, Fernwood Community Centre, James Bay Community School Centre, Oaklands Community Centre, and Victoria West Community Centre), two seniors centres (Cook Street Village Activity Centre and James Bay New Horizons Centre) and leases space for a third seniors' centre (Victoria Silver Threads Seniors Centre). The City also provides an operating grant for the Downtown Community Centre, which is operated by the Victoria Cool Aid Society.

The centres are operated by non-profit agencies, of which seven are neighbourhood associations. All the agencies provide community recreation and social programming on behalf of the City. Of the 13 neighbourhoods, nine have community centres. James Bay and Fairfield have both a community centre and a seniors' centre.

The City invests in the community and seniors' centres in multiple ways. Direct and indirect financial investment is through annual core operating grants, programming for youth in community centres, as well as support for maintenance and upgrading of the facilities, custodial services, utilities and other supports. The City's annual investment in these centres has been between \$1.6M and \$1.9M over the past five years.

In the 2019 budget, Council approved a one-time increase of \$21,300 in operating funding to each of the eleven community and senior centres. Council also requested a report as part of the 2020 Financial Planning process outlining how the one-time funding was used by each operating group.

ISSUES AND ANALYSIS

In October 2019, each of the centre operators submitted a report identifying how the 2019 funding was used by their organization, and how the community benefitted from that investment. The reports received from operators identified four common streams of investment for the supplementary funding:

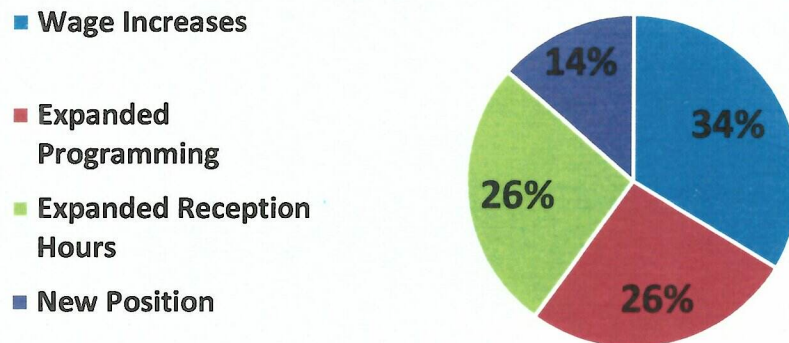
1. Increases to wages of existing staff – narratives identified how compensation levels required updating, with a desire to align closer with B.C.'s Living Wage
2. Funding for new positions – introduced new roles to assist or support in the delivery of programs and services
3. Expanded hours of reception services – allowed centres to offer presence at their facilities into the evening to better serve the community
4. Expanded programming – expansion of existing programs or introduction of new program/event opportunities for the community

The table below shows which stream(s) each Centre invested in:

Centre:	Wage Increases:	New Position(s):	Expanded Reception Hours:	Expanded Programming:
Burnside Gorge Community Centre	✓			✓
Cook Street Village Activity Centre		✓		
Downtown Community Centre				✓
Fairfield Gonzales Community Association			✓	✓
Fernwood Community Centre			✓	✓
James Bay Community School Centre	✓	✓		
James Bay New Horizons	✓			✓
Oaklands Community Centre			✓	
Quadra Village Community Centre	✓	✓		
Victoria West Community Centre				✓
Victoria Silver Threads	✓			

The graphic below demonstrates how the total funding was distributed amongst the streams:

Use of 2019 One-Time Funding



Attached to this report (Appendix A) are the individual reports submitted by the centre operators, with further details on these investments and the resulting community impact.

STRATEGIC PLAN IMPACTS

This report relates to 2015-2018 Strategic Plan Objective 2 (*Engage and Empower the Community*), and Objective 7 (*Facilitate Social Inclusion and Community Wellness*).

The programs, services and community development residents enjoy from the community centres, fit with the broad objectives of the Official Community Plan Section 9 (Parks and Recreation) and Section 15 (Community Well-Being).

FINANCIAL PLAN IMPACTS

In the 2020 Draft Financial Plan, the base operating grant has been increased to \$75,000 for each of the eleven community and seniors' centres. The total increase of \$234,300 has been funded through new property tax revenue from new development and is contingent on Council's approval.

The City's Financial Plan includes a combination of cash grants and in-kind supports for janitorial and utilities, as well as capital upgrades to the City-owned facilities.

CONCLUSION

The data presented in this report is intended to provide Council how the one-time funding allocated through the 2019 Financial Plan was spent by the community and seniors' Centre operators.

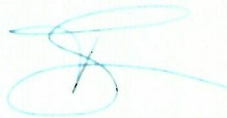
Respectfully submitted,



Nav Sidhu
Assistant Director
Parks and Recreation



Jo-Ann O'Connor
Deputy Director
Finance



Thomas Soulliere
Director
Parks, Recreation and Facilities

Report accepted and recommended by the City Manager:


Date: Nov 6, 2019

List of Attachments

Attachment A: Community & Seniors' Centre Reports



Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Burnside Gorge Community Centre

Address: 471 Cecelia Road

Operating Association/Society: Burnside Gorge Community Association

Society Registration Number: S-0027918

Submitted by: Suzanne Cole

1. Please describe how your centre used the supplemental funding in 2019.

The supplemental funding was used both to continue providing recreation programming for children, youth families and seniors in the city of Victoria as well as to support community development initiatives for the neighborhood. In addition, long overdue wage increases were implemented for the staff in these departments.

2. Please describe how the community benefitted from this investment?

Community members benefitted from both continued and new programming provided for folks across the lifespan at the Centre. Programs include: Zumba, Yoga, Cake Decorating, Strength and Conditioning for older adults, Tennis for Kids, and more. Community development in the Burnside Gorge community is crucial due to the many contentious issues impacting residents. Increasing efforts to engage residents around both community issues as well as successes is a priority.

Community members came out to a brand new initiative this year. The Cecelia Ravine Backyard Party was held in Cecelia Ravine Park following our Gorge Waterway Cleanup event. The Backyard Party was attended by many residents including families. Many comments were made about how wonderful it felt to be connecting with others in the beautiful Cecelia Ravine Park and how nice it was to see the space active and bustling.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

A parent attending the backyard party provided feedback that "this was a great event and is the perfect place to bring community members together. If you do it again I would be happy to hand out flyers and spread the word so more families can come and meet at this great space and enjoy the food, drinks, music and company."

Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Cook Street Village Activity Centre

Address: 1-380 Cook St

Operating Association/Society: Cook Street Village Activity Centre Society (New Horizons)

Society Registration Number: 13946

Submitted by: Carol Turnbull

1. Please describe how your centre used the supplemental funding in 2019.

We have used the additional funding to hire a much needed staff member to support our nearly 200 volunteers. This person is now able to take some of the workload from our staff that have been doing more than a full time position. Our new staff member supports our volunteers through recruitment, scheduling, training, and evaluation. Currently this is a part time position, however, we hope to make this a full time position in the next two years.

2. Please describe how the community benefitted from this investment?

By supporting our volunteers well, we are able to better support our members and the general public who call, stop by, and participate in the wide array of activities, events, and programming options. This new staff member has taken over some tasks from other positions leaving them time to complete other tasks.

It has taken time for us to hire this new staff member. Throughout the summer CSVAC board executive members reviewed the policy manual and created the new position of Reception Assistant. Due to holidays and no board meeting in August the approval was not given until the September board meeting. The job was then posted and our Reception Assistant was recently hired.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

There has been a sigh of relief from many of our reception volunteers when we announced that we would be hiring a new staff member to help them run the front desk more efficiently and assist everyone to access programming quicker.

Shirley, one of our reception volunteers said, "She is a lovely lady. I think she is going to do great" when asked what she thought of our newest member of staff.

Joni, receptionist and board member, said that she is looking forward to working with our new staff member on a training manual and general smoother operations for reception.



Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Downtown Community Centre

Address: 755 Pandora Avenue

Operating Association/Society: Victoria Cool Aid Society

Society Registration Number: 12820 5069 RR001

Submitted by: Lori Ferguson, Manager of Support Services

1. Please describe how your centre used the supplemental funding in 2019.

The supplemental funding received by the Downtown Community Centre has been used (and will continue to be used for the remainder of the fiscal year) to:

- (1) Further expand food security and literacy programming and services including Community Kitchen Program, community meals, food pantry, etc.
- (2) Expand arts programming and availability of art materials, mediums and teaching;
- (3) Replace and/or repair worn recreational equipment and other programming materials, including floor hockey equipment, Kindergym equipment, etc.

2. Please describe how the community benefitted from this investment?

The community has benefitted from this investment in numerous ways, including:

- (1) The expanded food security and literacy programs at the Downtown Community Centre have provided vital nutritional opportunities, improved health and cooking/life skills to people facing poverty, homelessness, chronic and serious health challenges and more. Access to food and improved food literacy has both positive immediate and long-term effects on the overall health and wellbeing of our client population.
- (2) The expanded arts programming and increased availability of art materials, mediums and teaching has provided improved skill development, social connections and decreased isolation, as well as entrepreneurial opportunities, for many of our most marginalized and vulnerable citizens. Numerous participants in the arts programs at the Downtown Community Centre have had the opportunity to showcase and sell their arts at various community markets, art show and galleries as well as an upcoming seasonal craft fair. These opportunities to participate in positive and mainstream public events and to earn money to supplement the very limited incomes of our client population have a profound effect on quality of life and sense of belonging in our community.
- (3) Replacement and repair of recreational and rental equipment allows the Downtown Community Centre to continue to offer safe and desirable access to recreational opportunities for our client population, other non-profit organizations, sports groups and leagues, community organizations, day care providers and more. The opportunity for these individuals and groups to participate in healthy activity, social gatherings and community events not only improves the health and wellbeing of individuals but supports the creation of a positive and vibrant downtown Victoria.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

"The programs at the Downtown Community Centre give me a place to feel safe, to feel like I belong to a community and to better my physical and mental health. I have a very hard time planning meals and cooking on my own and the Community Kitchen program helps me learn to cook and eat on a very limited budget. I have also made friends from the programs at the Downtown Community Centre and spend a lot less time alone in my apartment. I enjoy having conversation with other participants and getting to share food together." – 47 year old female participant.



"I participate in many of the programs at the Downtown Community Centre but I am most excited about the growing arts programs that are offered. I have been able to get in touch with my previous passion and skill for art which has been really important for my recovery. I have had the opportunity to sell my art at the Moss Street market, the Bastion Square market and am looking forward to participating again in the Downtown Community Craft Fair. Not only have I been able to earn a bit of a living from these opportunities but I have made connections with many people in the art community and no longer feel that people see me only as a former drug user or street person but that people see me at a meaningful contributor to our community and society." – 34 year old male participant.



Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Fairfield Community Place

Address: 1330 Fairfield Rd.

Operating Association/Society: Fairfield Gonzales Community Association

Society Registration Number: S-0011840

Submitted by: Vanya McDonell, Co-Executive Director

1. Please describe how your centre used the supplemental funding in 2019.

The FGCA used the additional funding to increase our capacity in general service delivery and in community development. Specifically, we added evening reception hours from Monday to Thursday (previously the centre front desk closed at 4:00pm on those days). We also increased hours for our Community Development Coordinator, who plans and implements events as well as facilitates community development initiatives such as our Book Club, Reconciliation Circle, Repair Café, Art at the Place, and Streetlife Committee.

2. Please describe how the community benefitted from this investment?

Community benefits included:

- Increased access to resources and a safe space during the evening and after work hours
- Increased opportunity for users to connect with the centre, register and make payments, and attend activities in the evening
- FGCA now has the ability to offer some drop-in recreation programming, previously not possible because of not having front desk staff in the evenings
- Increased ability for the FGCA to facilitate community action on issues of relevance, such as environmental sustainability, reconciliation with indigenous peoples, and social connectedness
- Increased employment opportunities for these staff members
- Increased capacity for event planning leading to enhanced community events (Fall Fairfield, Neighbourhood-Wide Yard Sale)

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

- New Climate Action group, facilitated by Community Development Coordinator
- New Community Asset Mapping project launched, facilitated by Community Development Coordinator
- Increased scope of Fall Fairfield event to include vendor's village showcasing local vendors and non-profits
- Between 20 and 100 community members accessing the centre each evening during new evening hours
- Ability to continue monthly community dinners without specific funding this year (Serve 500 people per year)

This type of enhancement will take some time to show its full effects as capacity is built within these programs and as the community becomes more aware of the opportunities available. This investment contributes to the overall vibrancy of the centre, especially to those elements that are not otherwise funded: community centre access and community development initiatives.

Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Fernwood Community Centre

Address: 1240 Gladstone Ave

Operating Association/Society: Fernwood Neighbourhood Resource Group Society

Society Registration Number: 107380982 RR00001

Submitted by: Shonna Bell

1. Please describe how your centre used the supplemental funding in 2019.

The Operating Funding is an integral part of the operations of our community center. With the supplemental funding Fernwood NRG increased the hours that our front desk is staffed; including in the evenings and on most weekends Our Gymnasium is booked from 7am-10pm Monday-Friday with activities from Out-of-School Care to seniors, to sports teams and our long standing renters Nuu Chah Nulth Cultural Group. We would not be able to extend this extensive offering without the support of front desk staff.

The front desk staff support all of the programs in numerous ways including:

- managing the rental contracts,
- ensuring the rooms are booked,
- directing people to the program they are looking for,
- providing information to the public about the programs that our happening,
- taking donations and fees for our low cost meal programs, and
- being the first point of contact for almost everything.

One of our front desk staff also facilitates our seniors' programs. With the increase in her hours (and an amount from the My Great Neighbourhood grant) she has been able to add an entirely new offering for seniors and double the number of people attending our longstanding senior's lunch program. Both programs now take place in the gymnasium to accommodate the number of seniors attending.

2. Please describe how the community benefitted from this investment?

The community benefitted from this investment by being able to access services at the Fernwood Community Centre for longer hours during each week. This does not only include rentals, but also access to computers, washrooms, Good Food Box pick-ups, free bread (weekly), kid's clothing, and a support worker if needed.

For those who have evening rentals (primarily support groups), having a centre staff means less responsibility for those groups as they often struggle to have someone available to open their meetings.

The more programming that we are able to offer the more connections that we are able to make. By having increased programming hours that means staff and facilitators have more time to connect on an individual basis with attendees. One example of this is learning that one of our seniors who had been attending program was living in her vehicle; we were able to further support this person.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

As I sit here writing this every room in our centre is full. There is a support group happening for mother's, attended by medical professionals, the senior's programmer is preparing the gym for the senior's yoga, the front desk person is answering calls and the seniors are in the lobby 30 min early for their much anticipated program. Being able to access a second program during the week here at the centre has really got them excited.

With each increased investment that is made in the centre we are able to increase our offerings, connection and support to the diverse community we serve.



Community and Seniors Centre 2019 Supplemental Funding Report

Centre: James Bay Community Centre

Address: 140 Oswego St.

Operating Association/Society: James Bay Community School Centre Society

Society Registration Number: 13140

Submitted by: Tracey Gibson – Community School Coordinator

1. Please describe how your centre used the supplemental funding in 2019.

We have used the additional funding for two areas:

Wage Increase Recreation Programmer

The recreation coordinator position received an increase in funding. This position is directly responsible for the delivery of recreation and leisure services to residents of the City. Maintaining a recreation coordinator has been a challenge over the years, and we are hoping that this wage increase helps to maintain coordinators for a longer period of time.

A greater wage will help in retaining a recreation coordinator for a longer period of time which stabilizes our recreation program delivery.

Volunteer Coordinator Position

In 2017 the total estimated in kind value of volunteerism with the JCSS was calculated at \$58,000, in 2018 \$56,000.

This lift in funding has given us the opportunity to hire a Volunteer Coordinator who will be able to create a thriving volunteer program which will enhance many levels of our recreation delivery. This person is now able to take volunteer management off of others workloads. The Volunteer Coordinator will support volunteers through recruitment, scheduling, training and evaluation. The creation of this position is very exciting for all members of staff.

2. Please describe how the community benefitted from this investment?

Increase in Wage – Recreation Programmer

The community is going to have consistency in the delivery of Recreation Programs and this is going to mean that long lasting relationships are developed between the coordinator and the patrons of JBCSC. Which will result in more of the community using our services.

Our board did not meet over the summer and the motion was moved in September to apply this increase with a back pay to Jan of 2019.

Volunteer Coordinator Position

Although our organization uses volunteers on a regular basis there is no overall management of our volunteer program, therefore we have not seen growth in our volunteer engagement and programs have not been able to expand without the help of volunteers.

This position is going to be a way to engage more members of the community and with an increase of volunteers, we can enhance the delivery of our programs. Volunteering is also a great way for people to give back, connect with others, and feel connected to the community. With JBCSC having more volunteer opportunities available, we really see this as a win win for the entire community.

It has taken awhile to hire this new staff member. During the summer the JBCSC board does not meet and the motion was moved in September to be able to create a new position. Also JBCSC had a new Community School Coordinator start at the beginning of September.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

Increased Wage for Recreation Programmer

Our recreation programmer is very happy with this increase.

Logan who is our Recreation Programmer says that this increase in pay really does make a difference and also makes her feel valued for the work that she does.

Volunteer Coordinator Position

This position has just been awarded to an internal candidate who has tried to manage volunteers from the corner of her desk.

Suzie says she is really excited to have dedicated time to create a volunteer program where we create a positive experience for volunteers. She says that one of the things that helped her in the decision to take this job was that there would be a positive impact to programming and that we would be able to offer more programs for the community.



Community and Seniors Centre 2019 Supplemental Funding Report

Centre: James Bay New Horizons

Address: 234 Menzies St, Victoria, BC V8V 2G7

Operating Association/Society: James Bay New Horizons Society

Society Registration Number: 11147

Registered Charitable Tax Number (if applicable): 11897-2724 RR0001

1. Please describe how your centre used the supplemental funding in 2019.

Since having received the funding in July, we have been able to use these funds by giving our supportive staff significant raises. We are pleased to say that all our staff now earn the suggested Living Wage for Victoria.

We have also initiated a new intergenerational program called STEP. The Sharing Teen & Elder Project (STEP) is a multi-generational program where teens and elders gather to bridge the generation through conversation. We gather to talk, to listen, and to be heard-striving to increase the mental well-being of all participants, to help decrease social isolation, and to create a safe space where people talk and find their similarities while sharing their experiences.

STEP promotes ideas that give rise to happiness, belonging, security, wisdom and realization that disparate age groups can have genuine fun together. At our initial meeting we had 45 students and 8 seniors participate. We were overwhelmed by the number of teens (aged 15 – 25 years) that wanted to be part of this program.

As stated, we just received funding in July, so we have only had time to have introductory meetings with the youth and seniors and one initial combined meeting. This group will also be looking at doing some outings and combined programs for fun, socialization and the opportunity to learn from each other over the next 6 months.

2. Please describe how the community benefitted from this investment?

These extra funds have allowed us to make significant increase to the wages we now pay the staff. One of our staff members is a single parent and this increase has allowed her the opportunity to enroll her children in extra curricular programs which she could not afford to do before.

By giving us this bump in our funding, some of the funds are being used for staff wages, which means we do not have to raise funds to offset wages. As many of our members are seniors living on fixed incomes this is a relief. We are able to keep our program and activity fees at reasonable costs so it is not a burden to the very people who need this Centre the most!

The STEP program is able to reach across the generations and allows the seniors and teens the opportunity to get to know each other. One of the interesting comments from one of the young participants was how similar their interests were and how interesting the seniors were. I feel that this is going to be a very successful program and look forward to seeing how it grows.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

Reflections and Celebrations Summary of STEP Launch

Youth reflections

- The elders were very outgoing AND NICE. They love to share their story. I learned how to share my story.
- I learned that elders are normal people that want to make meaningful connections with others and to be treated like normal people.
- I learned you can form a bond in a short time. I am left with a positive outlook.
- Everyone goes through hardships and it's important to keep moving forward

Elder Reflections

- I feel much more settled and realize that I have a lot in common with young people. I was frightened when I first came in. I am glad I did!
- The teens are just as interested in what we think about different subjects as we are in their interests.
- I am not too old to relate to the modern youth. I had fun!
- It's fun and easy to talk to "younger people". I want to get to know them more. I feel great!

This is just a sampling of the comments after our first session.

Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Oaklands

Address: 1-2827 Belmont

Operating Association/Society: Oaklands Community Association

Society Registration Number: 882929946RR00

Submitted by: Chris Holt, Executive Director

1. Please describe how your centre used the supplemental funding in 2019.

We used the funds for wages specifically in order to maintain openness to the public by having administrative, reception resources available. The annual funding now provides one FTE for the centre.

2. Please describe how the community benefitted from this investment?

Community benefits by having a resource dedicated to helping them with community services here at Oaklands and elsewhere on a referral basis. Our reception services are open during business hours and provide that direct caring human contact with seniors, children, those with disabilities and the general public. This is appreciated by the neighbourhood and is a more professional approach than having a phone tree or lack of reception.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

I do not have a direct impact statement via these methods as the funds enabled us to maintain consistent reception services without struggling to find the resources necessary. While the lift is appreciated it is far from adequate to fully optimize our centre; but the additional funds have kept us responsive to community and will continue to enable us to maintain a consistent reception service and orientation services for our community.

Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Quadra Village Community Centre (QVCC)

Address: 901 Kings Rd, Victoria, BC

Operating Association/Society: Downtown Blanshard Advisory Committee

Society Registration Number: S-0010895

Submitted by: Kelly Greenwell

1. Please describe how your centre used the supplemental funding in 2019.

The \$21,303 supplemental funding was allocated for use in supporting 3 areas:

- Building Attendant
- Indigenous Knowledge Keeper and Cultural Activities Facilitation
- Seniors Entitlement Service Coordinator

2. Please describe how the community benefitted from this investment?

The benefits of this investment are as follows:

- Building Attendant

-The more hours were able to provide for this part time position, the more hours we are able to keep Quadra Village Community Centre and Neighbourhood Gym open for groups and one time events and groups that take place outside our core Community Centre hours where we have reception and multiple staff in the building. Events and activities include cultural gatherings, workshops, sports/fitness activities and mutual support.

- Indigenous Knowledge Keeper and Cultural Activities Facilitation

-While our search for an Indigenous Knowledge Keeper has taken longer than anticipated the role will help strengthen the connection to the many urban Indigenous people who are part of our community and provide needed support and cultural connection to those who would benefit. Examples of cultural activities that have been able to happen at our Centre include Indigenous form line and painting, drum making, drumming and sharing of Indigenous spiritual practices. All of this links up with our Honouring Indigenous Relations Committee and its guidance around Indigenizing our Centre.

- Seniors' Entitlement Service Coordinator

-With the dissolution of Greater Victoria Seniors, Quadra Village Community Centre officially adopted the Seniors' Entitlement Service program as our own. This team of volunteer advocates has provided much needed one to one advocacy, system navigation and support at Quadra Village Community Centre for the last two decades. Coordination of this program has been unfunded until this year and had put the program at risk. Through the supplemental funding and a small grant we were able to keep the program open 3 days a week and project that we will have had over 600 support connections in 2019.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

Seniors' Entitlement Service engages in over 600 service requests per year relating to the following services to seniors 55 and up:

- Guidance and Information
- Collaborative Strategies
- Problem Solving
- System navigation (healthcare, housing, financial and legal matters)
- Support to address elder abuse and unexpected hardships.

By using the supplemental funding to fund an 8 hour a week position we were able to ensure at this program could continue to provide needed services through its roster of volunteer advocates, who provide service 3 days a week. These volunteers are primarily retired professionals from fields such as social work and other aspects of public service. Before this funding became available we were on the verge of closing this program after the retirement of a long time volunteer Seniors' Entitlement Coordinator.

Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Silver Threads Service

Address: 2340 Richmond Road

Operating Association/Society: S-00052

Society Registration Number: #107981037RR0001

Submitted by: Tracy Ryan, Executive Director

1. Please describe how your centre used the supplemental funding in 2019.

The City of Victoria and Silver Threads Service have been partners in the delivery of programs and services for seniors in the community dating back to 1956. Silver Threads Service operated in the purpose built building in Centennial Square until the City decision to sell the property for the CRD and Silver Threads was moved into temporary space leased by the City on Douglas Street.

In 2014 Silver Threads Service was able to lease space near Royal Jubilee Hospital. When City of Victoria staff approached us in 2017 and invited us to be a part of the Crystal Pool Redevelopment we were very pleased as moving in to a City owned facility was our hope. Securing a letter of intent from the City was a positive development. However, now with the delays in the redevelopment and the uncertainty of the project it effectively eliminates this as an option at least for the foreseeable future, and puts Silver Threads Service in a precarious position.

Our lease at 2340 Richmond Road is now expired and we are paying on a month to month basis.

We receive an annual lease grant of \$122,000 from the City which we are grateful for.

At our current monthly rate our annual lease cost will be \$183,528 which leaves us facing a shortfall of \$61,528 this next year.

This includes our payment of property tax to the City of Victoria of \$23,029. The shortfall is covered through operations but is not sustainable.

The supplemental funding provides \$75,000 that is directed to cover the costs of 2 staff positions that manage the facility and programs and services. The increase of \$21,000 brings us closer to providing a living wage for these full time positions.

2. Please describe how the community benefitted from this investment?

We have addressed transportation issues for low income seniors living in subsidize housing by starting new programs offered weekly and monthly at Kiwanis Housing. The offerings now include chair exercise, Crafts & Connections, Bus Trips, Health talks, Foot Care and Food Share. 97 of the 137 current residents have engaged in some capacity since July 2019.

With a strong and positive partnership with James Bay New Horizons and the development of the Outreach Program we began in 2015, we are providing support to seniors that our traditional centres have not been able to provide and are connecting with those who are isolated. We have been able to build a new area of external, community based support that includes information and referral, connections to financial resources, addresses transportation and offers one on one guidance to help seniors age in place. We have worked with the third City funded senior centre, Cook Street Village Activity Centre to ensure we are working collaboratively. 800 seniors have attended info sessions and had one on one follow up since 2015.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

As outlined in this report we are at a critical time in our organization and over the past year we have continued to looking intently at our facility needs, explore service delivery models and partnership opportunities with our goal to provide meaningful, relevant support to older adults in our community. We look forward to continue to collaborate with the City of Victoria Senior Centres, and participate on the Seniors Task Force.

Older adults 65 years and older currently make up 18% of the population. This is expected to grow to 24% by 2031*. It is important that the City of Victoria plan for this increase to support an aging population. Silver Threads Service would like to be part of the solution and increase the chances that Victoria residents have what they need for all the stages of aging in our City.

*statistics provided by the Office of the BC Seniors Advocate

Community and Seniors Centre 2019 Supplemental Funding Report

Centre: Victoria West Community Centre

Address: 521 Craigflower Road Victoria BC V9A 6Z5

Operating Association/Society: Victoria West Community Association

Society Registration Number: S0008974

Submitted by: Johanne Thompson, Executive Director

1. Please describe how your centre used the supplemental funding in 2019.

With the additional funding the VWCA expanded community engagement and events in the neighbourhood.

The funding was used to increase the total hours of our Volunteer Coordinator (from 8 hours/week to 20 hours/week) and Recreation & Rentals Coordinator (from 25 hours/week to 37.5 hours/week) for the period of April 2019-April 2020.

The purpose of this combined increase will be to support the creation of recurring Community events, and to provide support for existing VWCA events in the community and at the Centre at 521 Craigflower Road.

For the past few years, VWCA community events such as the Corn Roast, Easter Bunny Bonanza, and Potluck dinners have been cancelled due to lack of volunteer and staff support. The increase in hours from this grant money will provide staff support and the momentum that have been lacking in this area, as well as promote improved Board and volunteer retention.

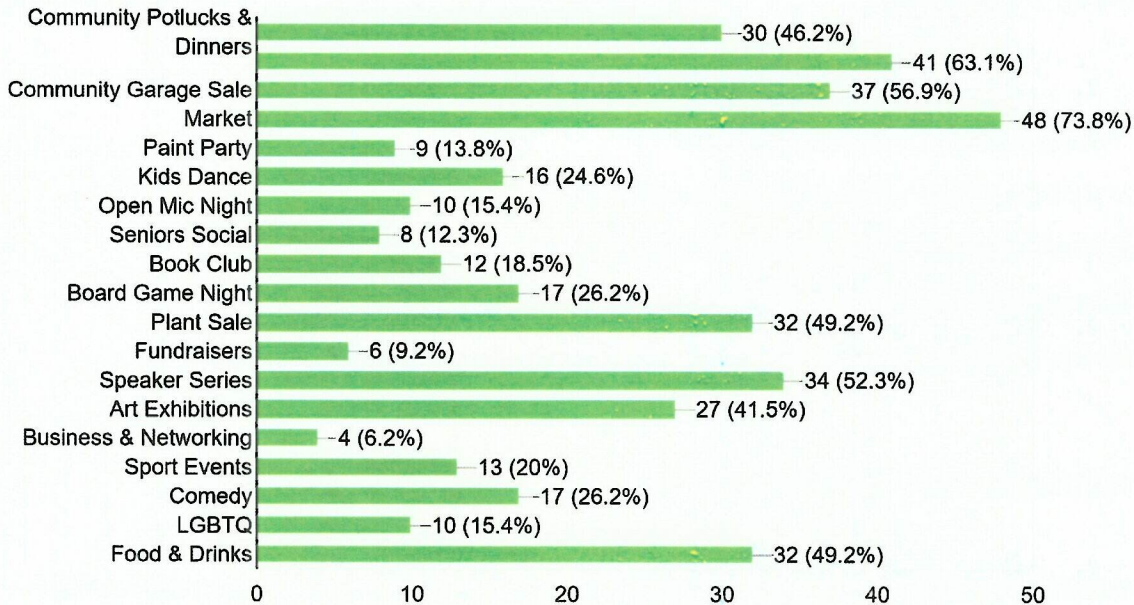
It also marries well with VWCA Strategic Goal #1: VWCA will be the hub and heart of the Vic West Community.

2. Please describe how the community benefitted from this investment?

This investment allowed VWCA staff to conduct a survey of our Membership online (May and June 2019) and in person at Vic West Fest in July, 2019 in order to gather information on the types of events and community building activities were lacking in the neighbourhood.

What types of events would you like to see in Vic West?

65 responses



The top responses included: Market (73.8%), Community Dinners (63%), Community Garage Sale (56.9%), Speakers Series (52.3%).

Since conducting the survey, VWCA has started to implement additional community programs.

The following events happened in large part due to the increase in hours:

- a. Vic West Fest (July)
 - i. 500 attendees
 - ii. 20 vendors
- b. Community Garage Sale (August)
 - i. 150 attendees
 - ii. 20 people registered to sell items
- c. Speaker Series – Benefits of Outdoor Play (September)
 - i. 6 attendees

Another area of focus was the creation of neighbourhood projects through the City of Victoria's My Great Neighbourhood Grants

- d. In total, 4 grants were created with submission deadline being the middle of October. If approved, the work of the grants will continue in the fall of 2019 and into 2020.

2. Future events that are planned are as follows

- a. Halloween Fun Fest (October)
- b. Speaker Series (November)
- c. Community Potluck (November)
- d. Breakfast with Santa (December)
- e. Monthly Speaker Series (Ongoing)

As a result of the more frequent and additional events, we have seen an increase in community engagement. People are becoming more informed about community issues and really want to get involved.

Since June 2019 we have seen an increase in VWCA membership applications- we have had 23 new membership applications from May-October 2019 (we had 15 new applications total in all of 2018).

Our volunteer numbers have also expanded as a result of the increased engagement. We have on-boarded 25 new volunteers from May-October 2019. (Compared to 5 total in 2018)

The Victoria West Community Centre is becoming a hub where people come to learn and connect. In addition we have received verbal feedback from community members saying how much they have enjoyed the events and how they like the direction the association is going.

3. Please provide an impact statement(s) via testimonials, survey results or accomplishments directly related to this investment.

-We love to live here and be part of this great community.

-The VWCA Keeps me informed of community happenings even if I can't take part.

-I appreciate the work of the association in advocating with the City and creating the strategic plan for our area. In addition, the programs at the community centre are great assets to the neighbourhood.

-I appreciate having a group of people focused on ensuring the neighbourhood as a great place to live.

-I thank you for the opportunity to have been able to help at Vic West Fest. On Sunday 07, completed it was a month since we arrived in Victoria, we came from Brazil. And volunteer on Vic West Fest it was a great opportunity to practice my English and meet new people.

I would love to volunteer again at the Vic West Community Association. Be it at other events and activities like the Vic West Fest, or at the office, on the Association's day to day.

-Thank you so much for hosting Vic West Fest. We appreciate the opportunity to work with and support our neighbours. Very happy you had a sunny day! I brought my granddaughter to the Festival and we played on the playground in the sunshine. It was great fun and we met some lovely families.



Committee of the Whole Report

For the Meeting of November 14, 2019

To: Committee of the Whole **Date:** October 30, 2019
From: Andrea Hudson, Acting Director, Sustainable Planning and Community Development
Subject: UBCM Housing Needs Reports Program Grant

RECOMMENDATION

That the City of Victoria support the Capital Regional District to apply for, receive, and manage UBCM grant funding to complete a housing needs report in partnership with the City of Victoria.

EXECUTIVE SUMMARY

The Capital Regional District (CRD) is intending to apply for a grant to lead a coordinated approach to completing the provincially mandated housing needs report. The CRD has sent a letter to the City of Victoria (Attachment 1) indicating that in order to proceed with their application, a formal Council resolution from the City of Victoria supporting the CRD's intention to apply for, receive, and manage the grant is required.

PURPOSE

The purpose of this report is to seek a resolution from Council to allow the City to partner with the CRD to apply for grant funding to support the fulfilment of a newly legislated housing needs report.

BACKGROUND

This April, new legislation enacted by the Province of British Columbia requires all municipalities and regional districts in BC to complete housing needs assessments by 2022, and every five years thereafter, to assist governments in understanding and responding to housing needs. The legislation requires local governments to collect data, analyse trends, and present reports that describe current and anticipated housing needs in their community. The province has initiated a funding program, administered by the Union of BC Municipalities (UBCM), to support the completion of this work. Grants are available to regional districts to complete this work in coordination with their member cities to coordinate administrative efforts and achieve a regional understanding of housing need. The CRD intends to complete this work in partnership with several CRD municipalities including Victoria, and to apply for the regional funding. In order to be eligible for the grant, a Council resolution from each partnering local government is required. A letter outlining the CRD's intention, role, and request to the City is included with this report in Attachment 1, and the Program Description is included in Attachment 2. The deadline for applying for this funding is November 29, 2019.

ISSUES & ANALYSIS

By passing this resolution, and assuming successful receipt of the grant funding, the CRD will be able to oversee the application and administration of this funding and fulfilment of the grant terms, including submitting a final housing needs report to the province. This will allow the City to meet its legislated requirements at no additional cost and with reduced administration on the part of City staff. Staff will participate on a working group to ensure the needs of the City of Victoria are being met, and once this work is complete, will have a better local and regional understanding of housing need.

OPTIONS & IMPACTS

Option One (recommended): Adopt the resolution identified in this report.

This option will allow the City to partner with the CRD to apply for, receive, and manage UBCM grant funding to complete a housing needs report. By partnering with the CRD, administrative efforts will be shared, and Victoria will benefit from a regional understanding of housing need.

Option Two: Decline to adopt the resolution identified in this report.

This option will mean the City will not be able to participate with the CRD on the development of a housing needs report. The City would be required to fulfil this legislative requirement on its own, including administering and funding the completion of this report.

Accessibility Impact Statement

There are no accessibility impacts associated with the adoption of this resolution.

2019-2022 Strategic Plan

This work aligns with Strategic Objective Three: Affordable Housing, by identifying housing need in the City of Victoria.

Impacts to Financial Plan

There are no impacts to the financial plan with the adoption of this resolution.

Official Community Plan Consistency Statement

This resolution is consistent with the Official Community Plan's purpose to guide decisions on planning and land management.

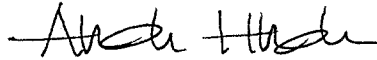
CONCLUSIONS

Adopting this resolution will allow the City of Victoria to fulfil its legislated obligation to complete a housing needs assessment in partnership with the CRD, and to access funding to complete this work.

Respectfully submitted,



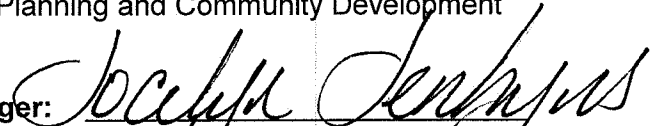
Lindsay Milburn
Senior Planner – Housing Policy



Andrea Hudson, Acting Director
Sustainable Planning and Community Development

Report accepted and recommended by the City Manager:

Date:


Nov 5, 2019

List of Attachments:

- **Attachment 1:** UBCM Housing Needs Reports Program Grant
- **Attachment 2:** Project Description



Making a difference...together

Executive Services
625 Fisgard Street, PO Box 1000
Victoria, BC V8W 2S6

T: 250.360.3125
F: 250.360.3130
www.crd.bc.ca

Attachment 1

September 18, 2019

File: 0400-50

Mayor Lisa Helps
City of Victoria
City Hall, 1 Centennial Square
Victoria BC V8W 1P6

Dear Mayor Lisa Helps:

Re: UBCM Housing Needs Reports Program Grant

On September 11, 2019, the Capital Region District (CRD) Board authorized CRD staff to apply to the Union of BC Municipalities (UBCM) for a grant under the *2019 Housing Needs Reports Program* and, if awarded, to provide overall grant management for a Regional Housing Needs Reports Project.

During recent DPAC meetings, the planning staff from eleven local government entities expressed interest in collaborating on this Project. A representative from your Municipality was among those who expressed interest in participating in the Regional Project and, in order for the CRD to meet UBCM grant requirements, a Council resolution supporting participation in the Project is needed from your Municipality. A draft sample resolution is provided below.

That the City of Victoria support the Capital Regional District to apply for, receive, and manage UBCM grant funding to complete a housing needs report in partnership with the City of Victoria.

Should your Council support such a resolution, please provide the CRD with a letter outlining this resolution, as well as a copy of the minutes where the resolution was discussed and approved.

CRD staff will submit these letters of approval along with the CRD's Housing Needs Reports Program Grant Application. The UBCM grant application deadline is November 29, 2019. A project description that includes a high level project timeline is attached for your information (Attachment 1).

We are excited for the opportunity to facilitate collaboration on this project and to work towards developing a sustainable and accessible data reporting approach to housing information in the region. Please contact John Reilly, Manager Housing Planning and Programs, at jreilly@crd.bc.ca or at (250) 360-3081, should you have any questions.

Sincerely,

Colin Plant
Chair, Capital Regional District Board

cc: Robert Lapham, Chief Administrative Officer

Attachment (1)

Regional Housing Needs Reports Project Project Description

Identification of Opportunity

In 2018, the Provincial Government passed *Bill 18 – 2018: Local Government Statutes (Housing Needs Reports) Amendment Act, 2018* which requires local governments to develop housing needs reports on a regular basis. The reports are intended to strengthen the ability of local governments to understand what kinds of housing are most needed in their communities, and help inform the development and implementation of official community plans and regional growth strategies.

To support municipalities and electoral areas in creating reports that meet the provincial requirements, funding is being made available as grants through the Union of BC Municipalities (UBMC) Housing Needs Reports Program. Funding is scaled based on the net population of the planning area and regional projects are possible where municipalities and electoral areas agree to work together.

One of the Development Planning Advisory Committee (DPAC) purposes is “to facilitate coordination of Provincial ... actions, policies and programs as they relate to the development and implementation of the regional growth strategy” and through DPAC the CRD has identified 11 local government entities that want to collaborate on a regional project in 2020. Further, all local government entities in the capital region have indicated the desire to collaborate on the ongoing updating of these reports and develop a sustainable and accessible data reporting approach to housing information in the region.

Participating Municipalities, Electoral Areas and Islands Trust Areas

Central Saanich	Colwood	Esquimalt
Highlands	Islands Trust (SGI and SSI)	Juan de Fuca EA
Langford	Metchosin	North Saanich
Saanich	Victoria	

Alignment with CRD Plans and Strategies

Plan/Strategy	Direction
Corporate Plan	Measure housing affordability and engage with municipalities on affordability
	Support municipalities in their affordable housing objectives
	Lead and participate in regional, provincial and federal affordable housing ... planning initiatives
Regional Growth Strategy	Work across the housing spectrum when identifying the current and anticipated future issues concerning market and non-market housing affordability for no, low and middle income and special needs households
	Analyze the extent of present (housing) issues and forecast future issues

Proposed Timeline

Activity	Date
1. CRD Approval of UBCM Grant application	September 2019
2. Municipal/Electoral Area/Local Trust Area Approval of CRD Role	September/October 2019
3. Draft Scope of Work	September 2019
4. Approve Scope to Work to Support RFP	October 2019
5. Draft UBCM Application	October/November 2019
6. UBCM Grant Application Due	November 29, 2019
7. Issue RFP	January 2020
8. Proposal Review and Consultant Selection	February 2020
9. Data Compilation and Collection	March-May 2020
10. Stakeholder Engagement	May-September 2020
11. Draft Reports Submitted to DPAC	September 2020
12. Local Government Review of Draft Housing Needs Reports	October 2020
13. Final Housing Needs Reports Submitted to DPAC	November 2020
14. Reports Submitted to Local Government Councils for Approval	December 2020

Budget

Project costs are expected to be approximately \$150,000 and a grant in this amount will be sought from UBCM.

Project Sponsor

CRD Regional Housing is sponsoring this project with the support of CRD Regional and Strategic Planning and DPAC.



Committee of the Whole Report For the Meeting of November 14, 2019

To: Committee of the Whole

Date: November 12, 2019

From: Chris Coates, City Clerk

Subject: Think Local Week – November 18th to 24th, 2019

RECOMMENDATION

That the *Think Local Week* Proclamation be forwarded to the November 14, 2019 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *Think Local Week* Proclamation. Council has established a policy addressing Proclamation requests. The policy provides for:

- A staff report to Committee of the Whole.
- Each Proclamation request requiring a motion approved at Committee of the Whole prior to forwarding it to Council for their consideration.
- Staff providing Council with a list of Proclamations made in the previous year.
- Council voting on each Proclamation individually.
- Council's consideration of Proclamations is to fulfil a request rather than taking a position.

A list of 2019 Proclamations is provided as Appendix B in accordance with the policy. Consistent with City Policy, Proclamations issued are established as fulfilling a request and does not represent an endorsement of the content of the Proclamation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Coates".

Chris Coates
City Clerk

List of Attachments

- Appendix A: Proclamation "Think Local Week"
- Appendix B: List of Previously Approved Proclamations

“THINK LOCAL WEEK”

- WHEREAS** *investing in our community by shopping at locally-owned businesses creates a stronger and healthier Victoria by keeping more money in the local economy; and*
- WHEREAS** *locally-owned businesses help to sustain vibrant, compact and sustainable communities; and*
- WHEREAS** *locally-owned businesses contribute to the unique character of our community; and*
- WHEREAS** *spending money with local businesses keeps that money and jobs in the community; and*
- WHEREAS** *locally-owned businesses invest more in local labour, pay more local taxes, and spend more time on community- based organizations.*

NOW, THEREFORE *I do hereby proclaim the week of November 18th to 24th, 2019 as “**THINK LOCAL WEEK**” on the **TRADITIONAL TERRITORIES** of the **ESQUIMALT AND SONGHEES FIRST NATIONS** in the **CITY OF VICTORIA, CAPITAL CITY** of the **PROVINCE of BRITISH COLUMBIA**.*

IN WITNESS WHEREOF, *I hereunto set my hand this 14th of November, Two Thousand and Nineteen.*

LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA

Sponsored By:
Steve Pearce, President
Think Local First
Victoria Buzz



Council Member Report

For the Committee of the Whole Meeting of Nov 14, 2019

Date: Oct 31st 2019

From: Mayor Lisa Helps

Subject: **A New Coastal Strategy and Law for British Columbia**

BACKGROUND

The attached report details efforts by the Canadian Parks and Wilderness Society (CPAWS) and West Coast Environmental Law to advocate for a provincial coastal strategy and law in order to strengthen and coordinate commitments related to environmental protection, food security, coastal infrastructure, reconciliation and capacity-building, economic development, and technology and innovation.

Please see attached memo for more information.

RECOMMENDATION

That Council direct Mayor Helps to write to the province advocating for a BC Coastal Strategy.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "L. Helps".

Mayor Lisa Helps



Protecting Our Coast

A New Coastal Strategy and Law for British Columbia

Issue

BC needs a coastal strategy and law to leverage and coordinate the work of provincial ministries, local communities, First Nations, and stakeholder groups to protect our coast.

Discussion

The Government of BC has taken an impressive number of initiatives to protect our coasts and support coastal economies including a wild salmon policy, increasing ferry service, marine planning and marine protected areas, sustainable aquaculture, and oil spill regulations. The province's commitment to implement UNDRIP will impact co-governance of marine and coastal space.

BC exercises considerable jurisdiction in the marine and coastal realm, however, unlike all of the Atlantic provinces, BC has no coastal strategy. Provincial ministries continue to work on an ad-hoc basis to address current and emerging issues. In addition, the current array of provincial policy and legislation that address marine and coastal issues was not designed to deal with today's pressures of development, climate change, and user conflicts.

A new coastal strategy and law would strengthen the integration of this work and would assist in the delivery of commitments related to environmental protection, food security, coastal infrastructure, First Nations reconciliation and capacity-building, economic development, and technology and innovation.

The idea of a coastal strategy and law has been contemplated at various times in BC since the elimination of the BC Ministry of Fisheries. With the government's numerous commitments to coastal communities, the time is right to provide for a new legislative framework to support their implementation.

Recommendation

For the government of BC to introduce a coastal strategy and law.

Background

BC's iconic coastal and marine areas are vital to our identity, culture, and economy. However, critical issues threaten the health of our coast and affect the development of sustainable ocean-based industries such as marine plastics, derelict vessels, and pollution affecting Southern Resident Killer Whales and shellfish aquaculture. Ocean-based activities contribute \$17 billion annually to the BC economy and employ over 170,000 people in coastal communities (for comparison, BC's forestry and technology sectors contributed \$15.7 and \$14.6 respectively).¹

¹ G.S. Gislason and Associates. 2007. Economic Contribution of the Oceans Sector in British Columbia. (numbers updated to 2018 dollars)

Why do we need a BC Coastal strategy?

To assert jurisdiction and leverage engagement from other orders of government

A BC Coastal strategy will clearly articulate provincial jurisdiction and enable the province to engage more powerfully with Canada, whether to leverage new investments or to advance shared objectives.

To better advance and integrate provincial policy objectives

A coherent BC Coastal strategy will enable provincial agencies to find opportunities for greater integration and increase the impact of diverse programs on environmental protection, coastal infrastructure, training and capacity-building, economic development, and technology and innovation.

To advance reconciliation

A BC Coastal strategy will support reconciliation with coastal First Nations by recognizing First Nations' rights and title and upholding the province's commitment to implementing the United Nations Declaration on the Rights of Indigenous Peoples.

To signal to the world the importance of BC's ocean and coastlines

A BC Coastal strategy will provide a vision, goals and strategies to guide actions in the increasingly crowded coastal zone and highlight the importance the government places on these vital areas. In addition to protecting BC's coast, sensitive marine ecosystems, and vulnerable species, a strategy will also protect our coastal communities and economies.

A strategy will also provide the foundation for a new provincial law.

Why do we need a BC Coastal Law?

To provide a comprehensive legal response to a broad suite of cross-cutting issues

BC does not have a comprehensive coastal protection law. No marine counterpart to the BC *Land Act* exists, and piecemeal legislation and policy govern numerous coastal marine activities.

To establish a home for coastal issues within the government

The province of BC used to have a provincial Ministry of Fisheries, which became a division, then a branch. Now coastal and marine responsibilities are scattered throughout various Ministries. A law could establish a new governance body such as a BC Coastal Management Council or Authority.

To keep wild places wild

A new law will preserve coastal and ocean health, and halt coastal habitat loss. It will accelerate the completion of a network of marine protected areas to benefit fisheries, biodiversity and the economy. A law can better regulate clean water: it can set marine environmental quality objectives from upland activities. It will help communities adopt ecosystem-based approaches to manage risks from flooding due to extreme weather events, sea level rise, climate change, and ocean acidification.

To implement enforceable coastal and marine zone plans, similar to land use plans

The notable plans from the Marine Planning Partnership for the North Pacific Coast (MaPP) developed collaboratively with First Nations contain zoning and management directions for a wide range of marine uses and activities under provincial jurisdiction like monitoring and enforcement, pollution, and tenured activities. A new law can provide a clear pathway for legislative implementation of these plans.

To enhance food security by ensuring local access to marine food resources.

A new law will support the implementation of the Wild Salmon Strategy as well as a comprehensive approach to sustainable aquaculture.

To support coastal communities and ocean-dependent economic activities and jobs.

A law can set the rules for blue carbon initiatives, similar to the successful provincial experience with forest carbon offsets. It can establish a new regulatory regime for ocean renewable energy. BC's local governments seek provincial guidance on coastal zone management, particularly on how to plan for sea-level rise and protect ecologically significant foreshore.

To provide more certainty about BC's priorities to the public, to industry and to other governments

Setting clear legislated goals will provide certainty and lower investment risks for businesses and resource users.

A new BC Coastal Strategy and new Coastal Protection Act will ensure that the government of BC has the right tools in place to protect the sea and the coast and keep our ocean healthy and secure for the future.

For more information contact:

Kate MacMillan, CPAWS Provincial Ocean and Coastal Coordinator, Cell: 778-886-0870

Linda Nowlan, WCEL Marine Program Lead and Staff Lawyer, Phone: 604-684-7378 x 217



Committee of the Whole Report

For the Meeting of November 14, 2019

To: Committee of the Whole
From: Councillors' Thornton-Joe, Alto, & Potts
Subject: Funding for Sanctuary Youth Centre

Date: November 8, 2019

BACKGROUND

Currently, there are mainly two organizations that provide drop in for homeless youth. They are the Youth Empowerment Society and the Sanctuary Youth Centre. The Youth Empowerment Society has programs such as the Alliance Drop In that runs Monday through Thursday 12:30pm-7:30pm and Friday 12:30pm-2:30pm. The Sanctuary Youth Centre supplements the gap by opening Friday, Saturday and Sunday from 3:00-6:00pm. Upon meeting with the staff of The Sanctuary, it was identified that if there was the ability to stay open longer, youth would not have to leave their location and to find a place to keep warm until the Out of the Rain Shelter opened at 9pm. They have provided a letter on how much would be required to try this on a pilot basis.

Secondly, the Greater Victoria Coalition to End Homelessness would like to partner with The Sanctuary to be able to open during the day and provide warm space for youth when there is extremely cold weather between the dates of November 15-April 2020.

Sanctuary Youth Centre is a drop-in centre for street entrenched and at-risk youth. between the ages of 14 and 22. Located in the basement of Church of Our Lord. in downtown Victoria, Sanctuary serves as a safe place for some of the most vulnerable. people in our city.

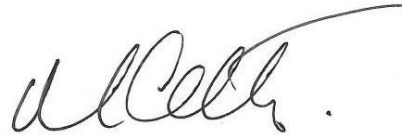
RECOMMENDATION

That Council provide \$26,000 out of 2019 Contingency to fund the Sanctuary Youth Drop In for an additional 3 hours on days that they are currently open and to provide funds for a day shelter in the event of extreme weather.

Respectfully submitted,



Councillor Thornton-Joe



Councillor Alto



Councillor Potts

November 7, 2019

To Her Worship Mayor Helps and City of Victoria Councillors,

Earlier this month it was a pleasure to introduce Councillor Charlayne Thornton-Joe to the Sanctuary Youth Centre (SYC) space and programs. We covered a fair amount of ground from our history as an organization to present realities and future needs.

It was especially gratifying to be directly asked what our priorities are going forward in our aim to help young people at-risk lead more productive, healthier lives. As discussed with Charlayne, opening longer hours and eventually more days, will moves us closer to this objective by providing more opportunities to mentor and build trust relationships with Victoria's vulnerable youth, which is foundational to seeing positive change in their lives. Especially over the winter months, it would also close the gap between our current closing time at 6pm and the opening of the Out of the Rain Youth Shelter at 9pm on Friday-Sunday. The Centre, located in the downtown core, provides a healthy, safe alternative to any youth seeing no other choice but to remain outdoors for the weekend evening hours.

In summary, we are looking for additional annual operating funds of \$21000 to open the Centre from 3pm to 9pm; currently we operate 3pm-6pm, Friday, Saturday and Sunday. The funds would be primarily used to cover additional staffing costs, costs of utilities, insurance and some meals.

In addition, we would also welcome \$5,000 in funding to open during the day when there is an Extreme Weather Protocol which applies from November 15, 2019 to April 2020. This would be in partnership with the Coalition to End Homelessness and would provide youth with a safe, daytime alternative to the streets if and when EWP is called. Hours of operation would be from 9am-8pm.

Kindly let us know if you require further clarification or need for a detailed budget. We believe this partnership has potential to seeing more vulnerable youth accessing services and as a result, exiting street life.

Sincerely,



Darin Reimer, Executive Director

Board

Ken Arcuri
Eric Stellingwerf
Gloria Quarless
Jennifer Gibbs
Penny Fenske
Dave Murray