



## REVISED AGENDA - VICTORIA CITY COUNCIL

Thursday, April 9, 2020, 12:00 P.M.

Council Chambers, City Hall, 1 Centennial Square

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

At this time, due to the COVID-19 Pandemic, public access to City Hall is not permitted. This meeting may be viewed on the City's live stream webcast at [www.victoria.ca](http://www.victoria.ca).

Council is committed to ensuring that all people who speak in this chamber are treated in a fair and respectful manner. No form of discrimination is acceptable or tolerated. This includes discrimination because of race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or economic status. This Council chamber is a place where all human rights are respected and where we all take responsibility to create a safe, inclusive environment for everyone to participate.

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#### E. PUBLIC AND STATUTORY HEARINGS

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*In accordance with the Class Order on COVID-19 from the Office of the Provincial Health Officer, Council has limited the number of delegations permitted to Address*

*Council to six, until further notice.*

**G. UNFINISHED BUSINESS**

**H. REPORTS OF COMMITTEES**

**H.1 Committee of the Whole**

**H.1.a Report from the April 2, 2020 COTW Meeting 34**

[Link to the April 2, 2020 COTW Agenda](#)

**H.1.a.a 582 St. Charles Street: Heritage Alteration Permit with  
Variance Application No. 00020 (Rockland)**

**H.1.a.b 1009 Southgate Street: Heritage Designation Application  
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**H.1.a.c 429 and 431 Parry Street: Development Variance Permit  
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**H.1.a.d Council Member Motion: Parking in City Parkades**

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**Addendum**

[Link to the April 9, 2020 COTW Agenda](#)

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and Home Renovation Rebate Program**

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**\*H.1.b.c 2020 Financial Plan – Potential Adjustments**

**\*H.1.b.d Potential Adjustments to Parking Fees due to COVID-19  
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**\*H.1.b.e Council Member Motion - DVBA 2020 Levy**

**I. NOTICE OF MOTIONS**

**J. BYLAWS**

**J.1 Bylaw to Correct Clerical Error in Zoning Regulation Bylaw 38**

A report recommending:

- 1st and 2nd readings of:

- Zoning Regulation Bylaw, Amendment Bylaw (No. 1226) No. 20-056

The purpose of this bylaw is to amend the Zoning Regulation Bylaw to correct a clerical error by renumbering section 46 to 47.

**\*J.2 Bylaw for Temporary Borrowing Bylaw Amendment**

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A report recommending:

- **1st, 2nd, and 3rd readings of:**
  - Temporary Borrowing Bylaw, 2020, No. 20-058

The purpose of the bylaw is to provide for the borrowing of money that may be necessary to meet the current lawful expenditures of the City.

**Addenda: Revised Report and Bylaw**

**K. CORRESPONDENCE**

**L. NEW BUSINESS**

**M. QUESTION PERIOD**

*In accordance with the Class Order on COVID-19 from the Office of the Provincial Health Officer, Council has suspended the Question Period section for in person participation until further notice.*

**N. CLOSED MEETING**

**MOTION TO CLOSE THE APRIL 9 COUNCIL MEETING TO THE PUBLIC**

That Council convene a closed meeting that excludes the public under Section 90 of the *Community Charter* for the reason that the following agenda items deal with matters specified in Sections 90(1) and/or (2) of the *Community Charter*, namely:

Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

*Section 90(1)(c) labour relations or other employee relations;*

*Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

- O. APPROVAL OF CLOSED AGENDA
- P. READING OF CLOSED MINUTES
  - P.1 Minutes from the Closed Meeting held March 19, 2020
- Q. UNFINISHED BUSINESS
- R. CORRESPONDENCE
- S. NEW BUSINESS
  - \*S.1 Land - Community Charter Section 90(1)(e)  
Addendum
  - S.2 Employee Relations - Community Charter Section 90(1)(c)
- T. CONSIDERATION TO RISE & REPORT
- U. ADJOURNMENT



## MINUTES - VICTORIA CITY COUNCIL

March 5, 2020, 1:09 P.M.  
COUNCIL CHAMBERS - 1 CENTENNIAL SQUARE  
VICTORIA, BC

To be held immediately following the Committee of the Whole Meeting  
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 Loveday, Councillor Potts, Councillor Thornton-Joe, Councillor Dubow, Councillor Young

STAFF PRESENT: J. Jenkyns - City Manager, S. Thompson - Deputy City Manager / Director of Finance, C. Coates - City Clerk, P. Bruce - Fire Chief, T. Zworski - City Solicitor, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, K. Hoese - Director of Sustainable Planning and Community Development, C. Havelka - Deputy City Clerk, J. O'Connor - Deputy Director of Finance, AK Ferguson - Committee Secretary

A. **CONVENE COUNCIL MEETING**

B. **APPROVAL OF AGENDA**

**Moved By** Councillor Alto  
**Seconded By** Councillor Potts

That the agenda be approved.

**Amendment:**  
**Moved By** Councillor Loveday  
**Seconded By** Councillor Alto

That the agenda be amended to add the Council Member Motion: Attendance at Higher Ground Governance Forum to the Daytime Council Meeting.

**CARRIED UNANIMOUSLY**

**On the main motion as amended:**

**CARRIED UNANIMOUSLY**

Council to follow Committee of the Whole

March 5, 2020

**C. REPORTS OF COMMITTEE**

**C.1 Report from the March 5, 2020 Committee of the Whole Meeting**

**Council Member Motion: Attendance at Higher Ground Governance Forum, March 2020**

**Moved By** Councillor Loveday  
**Seconded By** Councillor Potts

That Council authorize the attendance and associated costs for Councillor Isitt to attend the Higher Ground Governance Forum in Vancouver, BC, from March 27-28, 2020, with estimated costs as follows:

Registration: \$446  
Transportation: \$55  
Accommodation: \$190  
Incidentals: \$80

Estimated total costs: \$771

**CARRIED UNANIMOUSLY**

**D. CLOSED MEETING**

**Moved By** Councillor Loveday  
**Seconded By** Councillor Potts

**MOTION TO CLOSE THE MARCH 5, 2020 COUNCIL MEETING TO THE PUBLIC**

That Council convene a closed meeting that excludes the public under Section 90 of the *Community Charter* for the reason that the following agenda items deal with matters specified in Sections 90(1) and/or (2) of the *Community Charter*, namely:

Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

*Section 90(1)(c) labour relations or other employee relations;*

*Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

*Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*

*Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;*

**CARRIED UNANIMOUSLY**

Council to follow Committee of the Whole

March 5, 2020

**E. APPROVAL OF CLOSED AGENDA**

**F. READING OF CLOSED MINUTES**

**F.1 Minutes from the special closed Committee of the Whole meeting held January 24, 2020**

**Moved By** Councillor Dubow  
**Seconded By** Councillor Potts

That the minutes from the special closed Committee of the Whole meeting held January 24, 2020 be adopted.

**CARRIED UNANIMOUSLY**

**F.2 Minutes from the closed meeting held January 30, 2020**

**Moved By** Councillor Dubow  
**Seconded By** Councillor Potts

That the minutes from the closed meeting held January 30, 2020 be adopted.

**CARRIED UNANIMOUSLY**

**F.3 Minutes from the closed meeting held February 6, 2020**

**Moved By** Councillor Dubow  
**Seconded By** Councillor Potts

That the minutes from the closed meeting held February 6, 2020 be adopted.

**CARRIED UNANIMOUSLY**

**F.4 Minutes from the closed Committee of the Whole meeting held February 13, 2020**

**Moved By** Councillor Dubow  
**Seconded By** Councillor Potts

That the minutes from the closed Committee of the Whole meeting held February 13, 2020 be adopted.

**CARRIED UNANIMOUSLY**

**F.5 Minutes from the closed meeting held February 13, 2020**

**Moved By** Councillor Dubow  
**Seconded By** Councillor Potts

That the minutes from the closed meeting held February 13, 2020 be adopted.

**CARRIED UNANIMOUSLY**

Council to follow Committee of the Whole

March 5, 2020

**F.6 Minutes from the closed Committee of the Whole meeting held February 20, 2020**

**Moved By** Councillor Dubow  
**Seconded By** Councillor Potts

That the minutes from the closed Committee of the Whole meeting held February 20, 2020 be adopted.

**CARRIED UNANIMOUSLY**

**F.7 Minutes from the closed meeting held February 20, 2020**

**Moved By** Councillor Dubow  
**Seconded By** Councillor Potts

That the minutes from the closed meeting held February 20, 2020 be adopted.

**CARRIED UNANIMOUSLY**

**I. NEW BUSINESS**

**I.1 Land - Section 90(1)(e)**

Council received a report regarding a land matter.

The discussion and motion were recorded and kept confidential.

**I.2 Land - Section 90(1)(e)**

Council received a report regarding a land matter.

The discussion and motion were recorded and kept confidential.

**I.3 Legal Advice - Section 90(1)(i)**

Council received a report regarding Legal Advice.

The discussion was recorded and kept confidential.

**I.4 Municipal Service - Section 90(1)(k)**

Council received a report regarding a municipal service.

The discussion and motion were recorded and kept confidential.

**I.5 Municipal Service - Section 90(1)(k)**

Council received a report regarding a municipal service.

The discussion and motion were recorded and kept confidential.

**I.6 Municipal Service - Section 90(1)(k)**

Council received a report regarding a municipal service.

The discussion and motion were recorded and kept confidential.

Council to follow Committee of the Whole

March 5, 2020



**I.7     Employee Relations - Section 90(1)(c)**

All staff except the City Manager left the meeting.

Council received a verbal report regarding a Employee Relations matter.  
The discussion and motion were recorded and kept confidential.

**K.     ADJOURNMENT**

**Moved By** Councillor Alto

**Seconded By** Councillor Loveday

That the Closed Council Meeting be adjourned at 3:27 p.m.

**CARRIED UNANIMOUSLY**

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CITY CLERK

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MAYOR



## MINUTES - VICTORIA CITY COUNCIL

**March 12, 2020, 6:30 P.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 Dubow (joined at 7:09 p.m.), Councillor Isitt, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe, Councillor Young

**STAFF PRESENT:** J. Jenkyns - City Manager, S. Thompson - Deputy City Manager / Director of Finance, P. Bruce - Fire Chief, C. Coates - City Clerk, T. Soulliere - Director of Parks, Recreation & Facilities, T. Zworski - City Solicitor, B. Eisenhauer - Head of Engagement, K. Hoese - Director of Sustainable Planning and Community Development, A. Hudson - Assistant Director of Community Planning, C. Havelka - Deputy City Clerk, AK Ferguson - Committee Secretary, P. Bellefontaine - Assistant Director, Transportation

### **B. APPROVAL OF AGENDA**

The City Clerk outlined amendments to the agenda.

**Moved By** Councillor Alto

**Seconded By** Councillor Isitt

That the agenda be approved as amended.

**Amendment:**

**Moved By** Councillor Alto

**Seconded By** Councillor Thornton-Joe

That Council add Request to Address Council speaker, Brian O' Reilly to Section D of the agenda.

**CARRIED UNANIMOUSLY**

**On the main motion as amended:**

**CARRIED UNANIMOUSLY**

**C. READING OF MINUTES**

**Moved By** Councillor Alto

**Seconded By** Councillor Isitt

That the following minutes be adopted:

1. Minutes from the daytime meeting held January 30, 2020
2. Minutes from the daytime meeting held February 6, 2020
3. Minutes from the daytime meeting held February 13, 2020
4. Minutes from the daytime meeting held February 20, 2020
5. Minutes from the daytime meeting held February 27, 2020
6. Minutes from the evening meeting held February 27, 2020

**CARRIED UNANIMOUSLY**

**D. REQUESTS TO ADDRESS COUNCIL**

**Moved By** Councillor Alto

**Seconded By** Councillor Thornton-Joe

That the following speakers be permitted to address Council.

**CARRIED UNANIMOUSLY**

**D.1 Angela Carmichael: Dog Feces**

Outlined her concerns with dog feces around the George Jay Elementary School field and around downtown generally.

**D.2 Riga Godron: Lack of school capacity, and unsavory (needles, defecation, condoms) near downtown rentals**

Outlined her housing background for Council.

**D.3 Catus Brooks: Stock Market Fraud, Credit Bureau Fraud, and Housing Crisis**

Outlined his concerns with stock market fraud and how it has affected him financially.

**D.5 Mary Ellen Brockman: Mental Illness**

Outlined her views on mental illness.

**D.6 Barbara Mitchell-Pollock: A National Pharma Care System for Canada Implemented as Soon as Possible**

Outlined the need for a national pharma care system.

**D.7 Brian O'Reilly: Corona Virus and the Cruise ship industry**

Outlines his concerns regarding the upcoming cruise ship season and possibility of the spread of corona virus.

**E. PROCLAMATIONS**

**E.1 "Purple Day" - March 26, 2020**

**Moved By** Councillor Alto  
**Seconded By** Councillor Potts

That the following proclamation be endorsed:

1. "Purple Day" – March 26, 2020

**CARRIED UNANIMOUSLY**

**E.2 "World Down Syndrome Day" - March 21, 2020**

**Moved By** Councillor Alto  
**Seconded By** Councillor Potts

That the following proclamation be endorsed:

1. "World Down Syndrome Day" – March 21, 2020

**CARRIED UNANIMOUSLY**

**E.3 Parkinson's Awareness Month - April 2020**

**Moved By** Councillor Alto  
**Seconded By** Councillor Loveday

That the following proclamation be endorsed:

1. "Parkinson's Awareness Month" – April 2020

**CARRIED UNANIMOUSLY**

**F. PUBLIC AND STATUTORY HEARINGS**

**F.1 Accommodating Air Space Parcels**

Zoning Regulation Bylaw, Amendment Bylaw (No. 1219) No. 20-029:

To amend the Zoning Regulation Bylaw to clarify the treatment of air space parcels under zoning regulations by amending the General Regulations to exclude air space parcels from the definition of 'Lot' and by amending the General Regulations by adding a new regulation that deems air space parcels to form part of the Lot at ground level.

**F.1.a Public Hearing & Consideration of Approval:**

*Mayor Helps opened the public hearing at 7:04 p.m.*

Robert Batallas (Planner): Advised that the proposed amendment to the Zoning Regulation Bylaw is to clarify the treatment of air space parcels under zoning regulations.

*There were no persons present to speak to the proposed bylaw.*

*Mayor Helps closed the public hearing at 7:09 p.m.*

**Moved By** Councillor Potts  
**Seconded By** Councillor Alto

That the following bylaw **be given third reading:**

1. Zoning Regulation Bylaw, Amendment Bylaw (No. 1219) No. 20-029

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

OPPOSED (1): Councillor Isitt

**CARRIED (6 to 1)**

**Moved By** Councillor Potts  
**Seconded By** Councillor Alto

That the following bylaw **be adopted:**

1. Zoning Regulation Bylaw, Amendment Bylaw (No. 1219) No. 20-029

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

OPPOSED (1): Councillor Isitt

**CARRIED (6 to 1)**

## **H. UNFINISHED BUSINESS**

### **H.1 Rise and Report**

#### **H.1.a From the Closed Council Meeting held February 1, 2018**

##### Legal Advice - 851 Broughton - YM/YWCA

1. That Council direct the Head of Strategic Real Estate to obtain an appraisal of the approximate current market value of the former lot 251, which had been transferred by the City to the YM-YWCA of Vancouver Island at the time of construction of the YM-YWCA facility at 851 Broughton Street (the "City Contribution Value");
2. That Council authorize the Mayor and City Clerk to execute on behalf of the City an agreement, in a form satisfactory to the City Solicitor, with YM-YWCA of Vancouver Island pursuant to which the City agrees to discharge the restrictive covenant 303749G from title of the property

civically known as 851 Broughton Street on the following conditions:

- a. YM-YWCA of Vancouver Island pays to the City amount equal to the City Contribution Value;
- b. If, within five years of the date of this resolution, the YM-YWCA of Vancouver Island substantially commences construction of a replacement facility in a location in downtown Victoria that contains facilities similar or better than the existing facility at 851 Broughton Street, the City will contribute the amount equal to the City Contribution Value to the construction of the new YM-YWCA facility in Victoria; and
- c. If YM-YWCA of Vancouver Island does not substantially commence construction contemplated under paragraph (b) within five years of the date of this resolution, the City can apply the money received under paragraph (a) to any City capital project(s) related to recreation, health, or wellbeing of residents of Victoria.

#### **H.1.b From the Closed Council Meeting held March 15, 2018**

##### Land Lease Amendment:

726 Johnson Street: That Council authorize the Mayor and City Clerk to execute a lease amending agreement with Keun Ho Kim (dba Sockeye Sushi) for the premises at 726 Johnson Street, in a form satisfactory to the City Clerk, to 1) amend section 7.2 (a), that the tenant must complete tenant improvements by no later than June 30, 2018; and 2) amend section 7.2 (d) that the City may extend the termination date, subject to the publication of the statutory notices required by the Community Charter;

##### Land New Lease:

706 / 708 Douglas Street: That Council authorize the Mayor and City Clerk to execute a lease, in a form satisfactory to the City Clerk, for premises at 706/708 Douglas Street with Kwang Holdings Ltd. For a period of one year commencing April 6, 2018 at a base rent of \$44, 706.00 per annum, plus GST, subject to the publication of the statutory notices required by the Community Charter;

##### Land Lease Extension:

That Council authorizes the Mayor and City Clerk to execute a lease extension agreement, in a form satisfactory to the City Clerk, for premises at 1240 Yates Street with the Provincial Rental Housing Corporation for a period of three months commencing April 1, 2018, subject to the publication of the statutory notices required by the Community Charter. 2. That all conditions relating to the current agreement stay the same.

#### **H.1.c From the Closed Council Meeting held May 10, 2018**

##### Appointment:

Reappoint Margaret Eckenfelder, Trevor Moat and James Hall each for an additional 3-year term to the BOV from July 1, 2018 to June 30, 2021.

Appointment:

Appoint Kelly Black to the HAP for a partial term ending December 31, 2018

**H.1.d From the Closed Council Meeting held May 17, 2018**

Land:

Johnson Street Bridge - Construction Licence - That Council authorize the Mayor and City Clerk to execute a Construction Licence extension with Transport Canada for the Johnson Street Bridge Project, in a form satisfactory to the City Clerk, until July 30, 2018 subject to the publication of the statutory notices required by the Community Charter.

**H.1.e From the Closed Council Meeting held June 7, 2018**

Appointment:

ATAC:

That Council:

1. Appoint Cassidy Paxton and Derry MacDonnel to the Active Transportation Advisory Committee for the remainder of the two-year term ending January 1, 2018; and
2. Rescind the appointments of Cindy Marven and Deborah Baker.

**H.1.f From the Closed Council Meeting held September 27, 2018**

Land/Lease – 736 Douglas Street – New Lease

That Council authorize the Mayor and City Clerk to execute a lease, in a form satisfactory to the City Clerk and the City Solicitor, for the premises at 736 Douglas with Mondrian Information Services Inc (#BC0717516) and guarantor Wendy Beach, for a period of two years commencing December 1, 2018 at a base rent of \$17,720.00 per annum plus GST, with an option for two additional years at a base rent of \$18,517.40 plus GST, subject to the publication of the statutory notices required by the Community Charter.

Land/Lease – 740 Douglas Street – New Lease

That Council authorize the Mayor and City Clerk to execute a lease, in a form satisfactory to the City Clerk and the City Solicitor, for premises at 740 Douglas Street with Out of the Mist Gallery (#FM0290596) and guarantor Joyce K. Piercy, for a period of two years commencing November 1, 2018 at a base rent of \$17,440.00 per annum plus GST, with an option for two additional years at a base rent of \$18,517.40 plus GST, subject to the publication of the statutory notices required by the Community Charter.

**H.1.g From the Closed Council Meeting held August 8, 2019:**

Land - License of Occupation - SD61

That Council authorize the Mayor and City Clerk to execute a Licence of Occupation with the Board of Education of School District No. 61 for portion of Lot 16, Block 5, Section 3, Plan 62, Victoria necessary to site a new outdoor

learning structure, in a form satisfactory to the City Clerk and the City Solicitor, for a period of five years commencing August 15, 2019, with an option to renew for an additional five years, at a nominal rent of one dollar for the term, subject to the publication of the statutory notices required by the Community Charter.

**H.1.h From the Closed Council Meeting held August 8, 2019:**

Land – Licence Amending Agreement – City Studio

That Council:

Authorize the Mayor and City Clerk to execute a licence amending agreement with Royal Roads University and the University of Victoria, in a form satisfactory to the City Clerk, for the relocation of CityStudio to 709 Douglas for the remainder of the term of the Licence, subject to the publication of the statutory notices required by the Community Charter.

**H.1.i From the Closed Council Meeting held November 14, 2019:**

Land - Lease Renewal - 20 Centennial Square

That Council authorizes the Mayor and City Clerk to execute a lease renewal, in a form satisfactory to the City Clerk and to the City Solicitor, with the Downtown Victoria Business Association for the premises at 20 Centennial Square for a period of five years commencing January 1, 2020 at a base rent of \$21,700 per annum, increasing to \$22,785 in year three, subject to the publication of the statutory notices required by the Community Charter.

**H.1.j From the Closed Council Meeting held November 21, 2019:**

Legal Advice - 71 & 75 Montreal Street - Statutory Right of Way

That Council authorize the Mayor to execute a statutory right of way agreement for transportation improvements at 71 and 75 Montreal Street, with form and contents satisfactory to the Director of Engineering and Public Works and the City Solicitor.

**H.1.k From the Closed Council Meeting held January 30, 2020:**

Land - Licence of Occupation - pathway through Cecelia Ravine Park to Galloping Goose Regional Trail

1. That Council authorize the Director of Parks, Recreation and Facilities to execute an agreement with BC Transportation Financing Authority (BCTFA) in form satisfactory to the City Solicitor, for use and occupation of land owned by the BCTFA where a paved multipurpose pathway within Cecelia Ravine Park connects Cecelia Road to the Galloping Goose Regional Trail, as more particularly described below in this report.
2. That the City maintain liability insurance on terms and conditions consistent with those set out in the Certificate of Insurance attached as Appendix A throughout the term of that agreement.



## **I. REPORTS OF COMMITTEES**

### **I.1 Committee of the Whole**

#### **I.1.a Report from the March 5, 2020 COTW Meeting**

##### **I.1.a.a 1739 Fort Street: Application for a Change to Hours for Christies Carriage House Pub, Liquor Primary License**

**Moved By** Councillor Alto

**Seconded By** Councillor Thornton-Joe

That Council direct staff to provide the following response to the Liquor Licensing Agency:

1. Council, after conducting a review with respect to noise and community impacts, does support the application of Christies Carriage House Pub located at 1739 Fort Street having hours of operation from 10:00 am 11 :00 pm Sunday through Thursday and 10:00am to 12:00 am Friday and Saturday with the existing occupant load of 135 persons.

Providing the following comments on the prescribed considerations:

1. The impact of noise on the community in the vicinity of the establishment has been considered in relation to the request, and assumptions are the noise impacts would be negligible based on experience with the operator, and nature of the request. The requested hours of operation in conjunction with the existing occupant load are not expected to result in negative impacts to the community.
2. If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long-term viability of the establishment.
3. The views of residents were solicited via a mail out which included 480 letters to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received six letters in response to the request, all of which generally supported the application and no correspondence was received from the South Jubilee Residents Association.
4. Council recommends the license endorsements be approved.

**CARRIED UNANIMOUSLY**

##### **I.1.a.b Group Insurance Coverage for Neighbourhood Associations**

**Moved By** Councillor Loveday

**Seconded By** Councillor Isitt

That Council authorize an expenditure of up to \$7,500, funded from the 2020 contingency, to cover the cost of Group Accident Insurance Coverage for neighbourhood associations that do not have city-funded community centres.

**CARRIED UNANIMOUSLY**

**I.1.a.c Municipal Finance Authority of BC Background and Fund Offerings**

**Moved By** Councillor Young

**Seconded By** Councillor Loveday

That Council receive this presentation for information.

**CARRIED UNANIMOUSLY**

**I.1.a.d Active Transportation Advisory Committee Motions from Meeting of October 22, 2019**

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

1. That this item be referred to staff for consideration as part of the 2021 Financial Planning process:
  - The City should increase its capital spending on transit shelters. Specifically, the City should prioritize replacement of old shelters on rapid and frequent transit routes, consider non-standard shelter designs, explore alternative funding models, and prioritize advertisement-free shelters on the busiest corridors.
2. Refer this to staff to evaluate and report back to Council in the context of bus rapid transit, transit prioritization, and other transit issues throughout the City and request that staff present to council on transit:
  - The City should plan for the completion of the Douglas Street Priority Bus lanes to Belleville Street.
3. That the next two bullets be referred to staff to report back in the 2021 budget process on options for greenway improvements.
  - Recognizing that new greenways are largely initiated through private development projects and improvements are associated with Parks or Transportation capital projects, the City should consider a future reserve fund to support greenways implementation.
  - The City should consider initiating a project to name/brand different greenways and active transportation routes across the community.

4. As part of the 2021 budget and onwards the City should consider increased capital spending to support neighbourhood traffic calming (e.g.: speed reductions; improved pedestrian amenities; reduced cut-through traffic).
5. That this be referred to staff to report back in the 2021 budgeting process with recommendations for wayfinding outside the downtown:
  - The City should continue to support pedestrian wayfinding beyond the downtown core.
6. That this be referred to staff to inform the implementation of the Bicycle Master Plan:
  - The City should continue to support comprehensive investments under the Bicycle Master Plan budget including accessibility improvements, crosswalk upgrades/installations, sidewalk replacements/widening, and place-making features.

**CARRIED UNANIMOUSLY**

**I.1.a.e 2558 Quadra Street: Rezoning and Development Permit with Variances Application (Hillside/Quadra)**

**Moved By** Councillor Alto

**Seconded By** Councillor Thornton-Joe

**Rezoning Application No. 00707 for 2558 Quadra Street**

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00707 for 2558 Quadra Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution of legal agreements to secure a Statutory Right-of-Way of 3.2m off Quadra Street, to the satisfaction of the Director of Engineering.
2. Preparation and execution of a Housing Agreement to secure the building as rental in perpetuity and to secure 19 units as affordable and 21 units as below market in perpetuity, defined by the VHRF guidelines that were in existence on March 19, 2019, to the satisfaction of the Director of Sustainable Planning and Community Development.

**Development Permit with Variances Application No. 00141 for 2558 Quadra Street**

That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public

Hearing for Rezoning Application No. 00707, if it is approved, consider the following motion:

That Council authorize the issuance of Development Permit with Variance Application No. 00141 for 2558 Quadra Street, in accordance with:

1. Plans date stamped February 12, 2020.
2. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:
  - i. decrease the rear yard setback from 4.53m to 2.90m to the steps;
  - ii. decrease the north side yard setback from 4.53m to 0m to the parkade and 2.52m to the building face; and
  - iii. decrease the south side yard setback from 4.53m to 0m to the parkade and 3.89m to the building face.
3. Revised plans, to the satisfaction of the Director of Sustainable Planning and Community Development and the Director of Engineering, addressing staff comments regarding the public realm.
4. The Development Permit lapsing two years from the date of this resolution.

**CARRIED UNANIMOUSLY**

**I.1.a.f 1820 Government Street: Application for a New Food Primary Licence with Entertainment Endorsement for January Gin Joint and Eatery**

*Council discussed the following:*

- *The establishment allowing minors*
- *Whether the windows were single or double pane windows*
- *Whether the building is rental or condominium*
- *Concerns with the name of the establishment*
- *Concerns with the establishment not meeting the assessment for a food primary licence*

**Moved By** Councillor Dubow

**Seconded By** Councillor Alto

That Council direct staff to provide the following response to the Liquor Licensing Agency:

1. Council, after conducting a review with respect to noise and community impacts, does support the application of January Gin Joint & Eatery located at 1820 Government Street to have hours of operation from 9:00 am to 12:00 am Sunday through Wednesday

and 9:00 am to 1:00 am Thursday through Saturday, an occupant load of 43 people and an entertainment endorsement.

Providing the following comments on the prescribed considerations:

- a. The impact of noise on the community near the establishment was considered in relation to the request and assumptions are the noise impacts would be comparable in proportion to existing licence capacity in the vicinity.
- b. If the application is approved, the impact on the community is expected to be positive economically as the approval supports this new business and the long-term viability of the establishment.
- c. The views of residents were solicited via a mail out which included 474 letters to neighbouring property owners and occupants within 100 metres of the licensed location and a notice posted at the property. The City received one letter from the Downtown Residents Association opposing the application in response to the request.
- d. Council recommends the hours supported for the establishment be approved.

**Amendment:**

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

That this matter be referred to Committee of the Whole to have staff to provide information from the applicant on how the application is consistent with the food primary designation.

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

OPPOSED (1): Councillor Loveday

**CARRIED (7 to 1)**

**I.1.a.g Update Report: Next Generation Conversion Regulations**

**Moved By** Mayor Helps

**Seconded By** Councillor Loveday

1. That Council direct staff to prepare bylaws to amend Schedule G - House Conversion Regulations and Schedule C - Off Street Parking Regulations of the Zoning Regulation Bylaw, consistent with this report, in order to:
  - a. change the qualifying year of construction;
  - b. reduce restrictions on exterior changes;

- c. clarify and expand opportunities to utilize under-height basements;
  - d. allow attic spaces to be developed;
  - e. allow vehicle car parking in front yard (for non-heritage properties);
  - f. increase and incentivize permitted number of units;
  - g. allow windows and doors on front elevations;
  - h. remove parking requirements; and
  - i. require bicycle parking.
2. That Council direct staff to monitor the impact of the Next Generation Conversion Regulations, with particular attention paid to buildings with heritage value, and prepare an update report to Council within two to three years (once meaningful observations can be made), noting that staff would report back earlier in the event that a pattern of negative impacts to buildings with heritage value or other concerning trends are observed.
  3. That Council direct staff to monitor the impact of removing parking requirements and prepare an update to Council within two to three years (once meaningful observations can be made) noting that staff would report back earlier in the event of a negative pattern emerging.
  4. That Council direct staff to continue to explore and bring forward items for Council's consideration that are listed in the "Sprint Option" of the Committee of the Whole Report dated December 5, 2019, as opportunities for improvements/expansion (e.g. green building incentive program) present themselves, noting that a more fulsome review and accounting of progress towards sprint goals would be included in the two to three year review report.
  5. That Council direct staff to develop a design guidance document to provide advice aimed at advancing high-quality design that respects the local context and addresses potential neighbourliness impacts.

**CARRIED UNANIMOUSLY**

#### **I.1.a.h Dallas Road Balustrade Replacement**

**Moved By** Councillor Loveday

**Seconded By** Councillor Potts

That Council

1. Direct staff to amend the 2020 Financial Plan by adding \$3,850,000 in project funding for the replacement of the Dallas

Road Balustrade funded from the Buildings and Infrastructure Reserve; and,

2. That staff be authorized to repurpose up to 10 parking spots for benches and other public realm improvements.

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

OPPOSED (1): Councillor Isitt

**CARRIED (7 to 1)**

**I.1.a.i Council Member Motion: Recommendations from the Accessibility Working Group**

**Moved By** Councillor Loveday

**Seconded By** Councillor Potts

1. That Council forward this resolution to staff for consideration during the implementation of the Urban Forest Master Plan:

AWG recommends to Council to direct staff to amend the Urban Forest Master Plan to include consideration of human health.

2. That Council forward the following resolution for consideration when the AWG Framework comes back to Council: The AWG recommends to Council that a dedicated advisory body for accessibility is struck to replace the Accessibility Working Group before the end of its current interim mandate and that this committee includes one or two current AWG members to provide continuity (see attached background provided by the AWG in attachment A).

**CARRIED UNANIMOUSLY**

**I.1.b Report from the March 12, 2020 COTW Meeting**

**I.1.b.a 2020 Micro Grant Applications**

**Moved By** Councillor Isitt

**Seconded By** Councillor Thornton-Joe

That Council approve the eligible Micro Grant applications outlined in Appendix A.

**CARRIED UNANIMOUSLY**

**I.1.b.b Appointment of a Bylaw Officer**

**Moved By** Councillor Thornton-Joe

**Seconded By** Councillor Alto

That Council approve the appointment of Grant Love:

1. As a Bylaw Officer pursuant to section 2(a) of the Inspection Bylaw (06-061); and
2. As a Business Licence Inspector for the City of Victoria

**CARRIED UNANIMOUSLY**

**I.1.b.c Letter from the Minister of Public Safety and Solicitor General**

**Moved By** Councillor Alto

**Seconded By** Councillor Thornton-Joe

That this letter be received for information.

**CARRIED UNANIMOUSLY**

**I.1.b.d Office of Equity, Diversity and Inclusion**

**Moved By** Councillor Dubow

**Seconded By** Councillor Isitt

That Council:

1. Receive this report for information.
2. Direct staff to implement the climate lens impact statement on an interim basis as soon as practical.

**CARRIED UNANIMOUSLY**

**I.1.b.e Climate Action Reserve Fund Draw - Corporate Building Energy and GHG Savings**

**Moved By** Councillor Alto

**Seconded By** Councillor Isitt

That Council:

Direct staff to amend the 2020 Financial Plan by adding a \$135,500 budget for facility energy and emission upgrades funded by the Climate Action Reserve Fund.

**CARRIED UNANIMOUSLY**

**I.1.b.f Council Member Motion - Endorsement of Universal Public National Pharmacare Program**

**Moved By** Councillor Isitt

**Seconded By** Councillor Potts

That Council:

1. Endorses the resolution from the City of Port Moody calling on the Federal Government to work with the provinces and territories to



develop and implement a Universal Public National Pharmacare program as one of its first orders of business.

2. Directs staff to communicate this endorsement to the Prime Minister of Canada and the federal Minister of Health, with copies forwarded to the Provincial Minister of Health, the Premier of British Columbia and the Mayor and Council of the Cities of Port Moody and New Westminster.

**CARRIED UNANIMOUSLY**

**I.1.b.g Council Member Motion - Extended Hours for Our Place**

**Moved By** Councillor Thornton-Joe

**Seconded By** Councillor Alto

That Council:

1. allocate \$50,000 from contingency to partner with BC Housing and Island Health to increase the hours and services for Our Place to match winter hours from April 1-October 31; and,
2. forward an allocation to Our Place for Council's consideration as part of the 2021 budget process; and,
3. request that the Mayor write to the provincial government requesting adequate funding for Our Place.

**CARRIED UNANIMOUSLY**

**I.1.b.h Council Member Motion - Terms of Reference for Welcoming Cities Task Force**

**Moved By** Councillor Dubow

**Seconded By** Councillor Thornton-Joe

1. That Council approve the Welcoming Cities Task Force Terms of Reference and direct staff to seek participants.
2. That the Indigenous participants are compensated as per the City's protocol, to be funded from the Welcoming Cities budget.
3. That the Terms of Reference be amended to add an appointee from the Greater Victoria Public Library.

**CARRIED UNANIMOUSLY**

**I.1.b.i Response to COVID-19 in Victoria, BC**

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

That Council endorse the following resolution and direct staff to forward copies without delay to the Greater Victoria Harbour Authority,

the federal Ministers of Transport and Health, and the Provincial Health Officer of British Columbia:

**Response to COVID-19 in Victoria, BC**

WHEREAS Provincial Health Officer Dr. Bonnie Henry has advised that cruise ship visits to the Port of Victoria should be postponed to reduce the risk of transmission of COVID-19;

AND WHEREAS members of the public have expressed concern over the scheduled arrival of international cruise ships to the City of Victoria beginning in early April 2020, including a ship which has been quarantined in another jurisdiction with confirmed cases of COVID-19;

AND WHEREAS jurisdictions around the world have taken measures to restrict international transport in order to contain COVID-19 and reduce the risk to human health and the strain on public healthcare systems;

THEREFORE BE IT RESOLVED THAT the City of Victoria requests that the Greater Victoria Harbour Authority follow the advice of the Provincial Health Officer and suspend authorization for the landing of international cruise ships at the Ogden Point Wharves until risks associated with COVID-19 have subsided;

AND BE IT FURTHER RESOLVED THAT the City of Victoria requests that the Government of Canada as the operator of the Port of Victoria follow the advice of the Provincial Health Officer and suspend authorization of international cruise ship visits to the Port of Victoria until risks associated with COVID-19 have subsided;

AND BE IT FURTHER RESOLVED THAT the City of Victoria requests that the Government of Canada work with other levels of government to provide relief to workers and businesses that experience hardship as a result of a postponement of cruise ship visits to the Port of Victoria.

**CARRIED UNANIMOUSLY**

**Moved By** Councillor Alto

**Seconded By** Councillor Dubow

**Motion Arising:**

That Council ask the Greater Victoria Harbour Authority to attend a Committee of the Whole meeting to provide Council and the public with the latest information and actions of the Authority.

**CARRIED UNANIMOUSLY**

**Moved By** Councillor Alto

**Seconded By** Councillor Dubow

**Motion Arising:**

That Council ask Island Heath to provide an update and information on its plans to provide urgent health care and other services to Victoria residents without homes.

**CARRIED UNANIMOUSLY**

**Moved By** Councillor Isitt

**Seconded By** Councillor Loveday

**Motion Arising:**

That Council direct staff to provide an update to Council and the public on adjustments to city programs, services and procedures arising from the COVID-19 pandemic.

**CARRIED UNANIMOUSLY**

**K. BYLAWS**

**K.1 Bylaw Amendment for Victoria Subdivision and Servicing**

**Moved By** Councillor Young

**Seconded By** Councillor Thornton-Joe

That the following bylaw **be given first, second, and third readings:**

1. Victoria Subdivision and Servicing Bylaw, Amendment Bylaw (No. 3) No. 20-040

**CARRIED UNANIMOUSLY**

**K.2 Bylaw Amendment for Development Cost Charges**

**Moved By** Councillor Young

**Seconded By** Councillor Alto

That the following bylaw **be given first, second, and third readings:**

1. Development Cost Charges Bylaw, Amendment Bylaw (No. 2) No. 20-013

**CARRIED UNANIMOUSLY**

**K.3 Bylaw for Alternative Municipal Tax Collection Scheme**

**Moved By** Councillor Young

**Seconded By** Councillor Alto

That the following bylaw **be given first, second, and third readings:**

1. Alternative Municipal Tax Collection Scheme Bylaw No. 20-039

**CARRIED UNANIMOUSLY**

**N. QUESTION PERIOD**

A question period was held.

O. **ADJOURNMENT**

**Moved By** Councillor Alto  
**Seconded By** Councillor Dubow

That the Council meeting adjourn.  
TIME: 7:50

**CARRIED UNANIMOUSLY**

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CITY CLERK

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MAYOR



## **MINUTES - VICTORIA CITY COUNCIL**

**March 19, 2020, 12:08 P.M.  
COUNCIL CHAMBERS - 1 CENTENNIAL SQUARE  
VICTORIA, BC**

**To be held immediately following the Committee of the Whole Meeting  
The City of Victoria is located on the homelands of the Songhees and Esquimalt People**

**PRESENT:** Mayor Helps, Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Thornton-Joe, Councillor Young, Councillor Dubow, Councillor Potts

**STAFF PRESENT:** J. Jenkyns - City Manager, C. Coates - City Clerk, B. Eisenhauer - Head of Engagement, J. Jensen - Head of Human Resources, C. Havelka - Deputy City Clerk, C. Mycroft - Manager of Executive Operations, T. Zworski - City Solicitor, K. Hoese - Director of Sustainable Planning and Community Development, P. Rantucci - Head of Strategic Real Estate, S. Perkins – Head of Bylaw Services, J. O'Connor - Deputy Director of Finance, A. James - Head of Strategic Operations, P. Bellefontaine - Acting Director of Engineering and Public Works, P. Angelblazer - Committee Secretary

### **B. APPROVAL OF AGENDA**

**Moved By** Councillor Alto  
**Seconded By** Councillor Isitt

That the agenda be approved.

#### **Amendment:**

**Moved By** Councillor Loveday  
**Seconded By** Councillor Isitt

That the agenda be amended to include the March 19, 2020 Committee of the Whole report.

**CARRIED UNANIMOUSLY**

**On the main motion as amended:**

**CARRIED UNANIMOUSLY**

Council to Follow Committee of the Whole Minutes

March 19<sup>th</sup>, 2020

**C. REPORTS OF COMMITTEES**

**C.1 Committee of the Whole**

**C.1.a Report from the March 19, 2020 COTW Meeting**

**C.1.a.a Council Processes**

**Moved By** Mayor Helps  
**Seconded By** Councillor Alto

1. That Council give first, second and third reading to Council Procedures Amendment (No. 1) Bylaw No. 20-053.
2. That staff undertake required advertising of the proposed Bylaw in accordance with section 124(3) of the Community Charter.
3. That Council suspend the holding of Public Hearings in accordance with the Class Order on COVID-19 from the Office of the Provincial Health Officer until further notice.
4. That Council suspend the Question Period section of Council meeting agendas for in person participation until further notice.
5. That Council authorize adjustments to the Request to Address Council process including:
  - a. Limiting speakers up to 6 delegations at a Council meeting through either:
    1. Telephone participation where possible
    2. The reading out of written submissions and/or the broadcasting of recorded submissions, if necessary.

That this temporary measures in 3, 4 and 5 be reviewed no later than April 16<sup>th</sup>.

That the following bylaw be given **first, second, and third readings**:

1. Council Procedures Bylaw Amendment (No. 1) Bylaw No. 20-053

**CARRIED UNANIMOUSLY**

**C.1.a.b Council Member Motion - COVID-19 City Response to Support Small Business, Arts and Culture and the Visitor Economy**

**Moved By** Mayor Helps  
**Seconded By** Councillor Loveday

1. Direct staff to examine all of the City's fiscal, legislative and legal powers to support small businesses and jobs, the non-profit sector, arts and culture and the visitor economy in order sustain the local economy during the pandemic and recover stronger and more resilient than before.
2. Report back to Council on an urgent basis.

**CARRIED UNANIMOUSLY**

**Motion Arising:**

**Moved By** Mayor Helps  
**Seconded By** Councillor Alto

Direct staff to look at the operational and capital plan for 2020 to see what will not be accomplished in this year due to COVID-19 and bring recommendations to Council as to what would come out of the budget accordingly.

**CARRIED UNANIMOUSLY**

**C.1.a.c Council Member Motion - Reducing Economic Hardship  
Arising from COVID-19**

**Moved By** Councillor Isitt  
**Seconded By** Councillor Loveday

1. Direct staff to develop an Action Plan without delay identifying measures within municipal jurisdiction to reduce economic hardship on individuals and organizations impacted by COVID-19, including consideration of the following measures:
  - a. Repurposing underutilized facilities for emergency shelter and healthcare for the unhoused, to allow for social distancing, proper care, harm reduction, and recovery.
  - b. Emergency regulations to restrict evictions of tenants who have suffered a loss of earnings due to quarantine, self-isolation, layoff or declining economic activity.
  - c. Temporary deferral of fees, taxes and other payments owing to the city from those suffering hardship.
2. Advocate to the Governments of British Columbia and Canada for immediate action along the following lines:
  - a. Emergency housing and healthcare for the unhoused through the retrofitting of underutilized facilities to allow for

social distancing, proper care, harm reduction and recovery.

- b. Income support through Employment Insurance, statutory Paid Sick Leave provisions and / or other programs to replace earnings that have been lost as a result of COVID-19, with immediate and retroactive effect, including eligibility for precariously employed workers in the service sector and “gig economy”, self-employed workers and small business operators.
  - c. A temporary moratorium on evictions, foreclosures and payment of debt and utility fees.
  - d. Support for Indigenous communities that are particularly vulnerable to COVID-19 due to substandard health, housing, water and social service systems.
  - e. Temporary deferral of payroll deduction remittances (i.e. EI, CPP, Income Tax) and income tax instalment payments where necessary to reduce pressure on business cash reserves and maintain payment to employees and suppliers.
3. Request that the Mayor write, on behalf of Council, to the Premier of British Columbia and the Prime Minister of Canada, requesting immediate action along the lines outlined above, and indicating the City of Victoria’s willingness to cooperate with those orders of government to ensure an integrated and effective response to COVID-19, including reducing economic hardship on individuals and organizations and safeguarding the economic base of the community.
  4. Direct staff to prepare bylaw amendments to allow for the temporary waiver of financial penalties for non-payment of municipal utilities fees and taxes during provincially declared emergencies.
  5. Request that the Province of British Columbia grant local governments the discretion to postpone payment of property taxes with no financial penalty in 2020 for those that meet a provincially determined threshold.
  6. Request that staff consider initiating emergency childcare services for essential services workers during the COVID19 public health emergency, either as a city-operated service or in partnership with external childcare providers.
  7. Request that the University of Victoria reconsider the displacement of students current living in student housing who have no alternate housing options.



8. Council request that landlords not increase rents at this time of crisis and defer rents for those in need.

**CARRIED UNANIMOUSLY**

**D. CLOSED MEETING**

**Moved By** Councillor Loveday

**Seconded By** Councillor Isitt

**MOTION TO CLOSE THE MARCH 19 COUNCIL MEETING TO THE PUBLIC**

That Council convene a closed meeting that excludes the public under Section 90 of the *Community Charter* for the reason that the following agenda items deal with matters specified in Sections 90(1) and/or (2) of the *Community Charter*, namely:

Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

*Section 90(1)(c) labour relations or other employee relations;*

*Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

*Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*

Section 90(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

*Section 90(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;*

**CARRIED UNANIMOUSLY**

**E. APPROVAL OF CLOSED AGENDA**

**Moved By** Councillor Alto

**Seconded By** Councillor Thornton-Joe

That the closed agenda be approved.

**Amendment:**

**Moved By** Mayor Helps

**Seconded By** Councillor Alto

That the following items be placed on the consent agenda:

Council to Follow Committee of the Whole Minutes

**F.1 - Minutes from the closed meeting held March 5, 2020**

**I.1 - Land - Community Charter Section 90(1)(e)**

**CARRIED UNANIMOUSLY**

**On the main motion as amended:**

**CARRIED UNANIMOUSLY**

**F. READING OF CLOSED MINUTES**

**F.1 Minutes from the closed meeting held March 5, 2020**

**Moved By** Mayor Helps

**Seconded By** Councillor Alto

That the minutes from the closed meeting held March 5, 2020 be adopted.

**CARRIED UNANIMOUSLY**

**I. NEW BUSINESS**

**I.1 Land - Community Charter Section 90(1)(e)**

Council received a report on a land matter.

The motion was recorded and kept confidential.

**I.2 Legal Advice - Community Charter Section 90(1)(i)**

Council received a report on a legal matter.

The discussion and motion were recorded and kept confidential.

**I.3 Legal/Intergovernmental Negotiations - Community Charter Section 90(1)(i)&(2)(b)**

Council received a report on a land and intergovernmental relations matter.

The discussion and motion were recorded and kept confidential.

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

That item I.4 – Community Charter Section 90(1)(e) be added on to the Closed Agenda.

**CARRIED UNANIMOUSLY**

Council to Follow Committee of the Whole Minutes

March 19<sup>th</sup>, 2020

**I.4     Land - Community Charter Section 90(1)(e)**

Council received a verbal report on a land matter.

The discussion and motion were recorded and kept confidential.

*All staff except the City Manager left the meeting at 1:36 p.m.*

**I.5     Employee Relations - Community Charter Section 90(1)(c)**

Council received a verbal update on an employee relations matter.

**K.     ADJOURNMENT**

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

That the Closed Council Meeting be adjourned at 1:50 p.m.

**CARRIED UNANIMOUSLY**

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CITY CLERK

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MAYOR

**“HUMAN VALUES DAY”**

- WHEREAS** *raising and increasing the awareness of human values of truth, right conduct, peace, love and nonviolence, and all the multiple sub values like honesty, integrity, kindness and caring in the City of Victoria is a primary goal of this wonderful city; and*
- WHEREAS** *these values are inherent in all creeds, countries, cultures and communities, making these values truly “Values without Borders”; and*
- WHEREAS** *making the City of Victoria “A City of Character” is for the greatest benefit of all our citizens; and*
- WHEREAS** *reducing and even erasing the incidents of violence of all types in our communities will bring peace and progress in all aspects and activities of this city; and*
- WHEREAS** *unlike other walks, “Walk for Values” is not a fund-raiser, but a way to make the City richer and healthier by pledging our commitment to practice human values, and be motivated to serve our community through volunteer work, or by donating blood or food for the needy; and*
- WHEREAS** *“Walk for Values” is designed to raise the awareness of human values and to promote individual responsibility towards collective future of humanity. Walk for Values is a platform to educate people on the importance of practicing these five human values in daily life and the awareness it creates in the making of enlightened citizens for universal peace.*

**NOW, THEREFORE** I do hereby proclaim the day of April 24<sup>th</sup>, 2020 as **“HUMAN VALUES DAY”** on the **HOMELANDS** of the Lekwungen speaking **SONGHEES AND ESQUIMALT PEOPLE** in the **CITY OF VICTORIA, CAPITAL CITY** of the **PROVINCE** of **BRITISH COLUMBIA**.

**IN WITNESS WHEREOF**, I hereunto set my hand this April 9<sup>th</sup>, Two Thousand and Twenty.

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**LISA HELPS**  
**MAYOR**  
**CITY OF VICTORIA**  
**BRITISH COLUMBIA**

**Sponsored by:**  
*Manish Rughani*  
*Walk for Values*

**“MELANOMA AWARENESS MONTH”**

- WHEREAS** *It is imperative that communities across Canada be reminded of the importance of sun safety; and*
- WHEREAS** *Over-exposure to UV radiation is one of the major causes of melanoma and non-melanoma skin cancers; and*
- WHEREAS** *Skin cancer is the most common of all cancers. 1 in 6 Canadians born in the 1990s will get skin cancer in their lifetimes; and*
- WHEREAS** *Many people seek sun without taking the advisable precautionary measures and are unaware that any darkening of skin colour, including a tan, is indicative of UV damage; and*
- WHEREAS** *Skin self-examinations should be performed on a monthly basis because skin cancers are highly treatable when detected early; and*
- WHEREAS** *Save Your Skin Foundation is dedicated to the fight against nonmelanoma skin cancers, melanoma and ocular melanoma through nationwide education, advocacy, and awareness initiatives.*

**NOW, THEREFORE** I do hereby proclaim May 2020 as **“MELANOMA AWARENESS MONTH”** on the HOMELANDS of the Lekwungen speaking **SONGHEES AND ESQUIMALT PEOPLE** in the **CITY OF VICTORIA, CAPITAL CITY** of the **PROVINCE of BRITISH COLUMBIA**.

**IN WITNESS WHEREOF**, I hereunto set my hand this April 9<sup>th</sup> Two Thousand and Twenty.

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**LISA HELPS**  
**MAYOR**  
**CITY OF VICTORIA**  
**BRITISH COLUMBIA**

**Sponsored by:**  
Marianne Gagnon  
Save Your Skin Foundation

**COMMITTEE OF THE WHOLE REPORT**  
**FROM THE MEETING HELD APRIL 2, 2020**

For the Council meeting of April 9, 2020, the Committee recommends the following:

**E.3     582 St. Charles Street: Heritage Alteration Permit with Variance Application No. 00020 (Rockland)**

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 Variance Application No. 00020 for 582 St. Charles Street, in accordance with:

1. Plans, date stamped January 28, 2020.
2. Development meeting all Zoning Regulation Bylaw requirements, except for the following variance:
  - to permit a roof deck.
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."

**E.4     1009 Southgate Street: Heritage Designation Application No. 000190 (Fairfield)**

That Council approve the designation of the property located at 1009 Southgate Street, pursuant to Section 611 of the Local Government Act, as a Municipal Heritage Site, and that first and second reading of the Heritage Designation Bylaw be considered by Council and a Public Hearing date be set.

**E.2     429 and 431 Parry Street: Development Variance Permit Applications No. 00234 and No. 00235 (James Bay)**

That, subject to the preparation and execution of legal agreements to secure a Statutory Right-of-Way, to the satisfaction of the Director of Engineering, 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 Variance Permit Applications No.00234 for 429 Parry Street and No.00235 for 431 Parry Street in accordance with:

1. Plans date stamped December 19, 2019 (429 Parry Street) and December 23, 2019 (431 Parry Street)
2. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:

For Development Variance Permit No. 00234 at 429 Parry Street:

- i. reduce the front yard setback from 7.5m to 3.79m;
- ii. reduce the rear yard setback from 8.28m to 4.71m for the rear stairs and 5.61m for the building;
- iii. reduce the north side yard setback from 1.5m to 1.2m;
- iv. reduce the south side yard setback from 3m to 2m; and
- v. reduce the combined side yard setback from 4.5m to 3.2m.

For Development Variance Permit No. 00235 at 431 Parry Street:

- i. reduce the front yard setback from 7.5m to 4.41m;
- ii. reduce the rear yard setback from 8.28m to 4.42m for the rear stairs and 4.95m for the building;
- iii. reduce the north side yard setback from 1.5m to 1.2m;
- iv. reduce the south side yard setback from 3m to 2m; and
- v. reduce the combined side yard setback from 4.5m to 3.2m.

3. Registration of legal agreements on both property titles to secure a Statutory Right-of-Way, to the satisfaction of the Director of Engineering.
4. The Development Permits lapsing two years from the date of this resolution.

**G.2 Council Member Motion: Parking in City Parkades**

That this be referred to staff to give consideration and bring forward recommendations to Council.

**COMMITTEE OF THE WHOLE REPORT**  
**FROM THE MEETING HELD APRIL 9, 2020**

For the Council meeting of April 9, 2020, the Committee recommends the following:

**F.4 Agreement Amendment for the CleanBC Better Homes and Home Renovation Rebate Program**

Motion:

That Council authorize:

- a. the City to amend the existing contribution agreement for a term of two years until March 31, 2022 with the Province of British Columbia, the BC Hydro and Power Authority, and FortisBC Energy Inc to provide additional funds towards the CleanBC Better Homes and Home Renovation Rebate Program, on behalf of the City; and
- b. any future amendments to the agreement that are substantially in accordance with the terms and conditions of the agreement, provided that the form and contents are satisfactory to the City Solicitor and the Acting Director of Engineering and Public Works; and
- c. the City to renew the contribution agreement for further successive periods, if required.

**F.1 COVID-19 Update (Verbal)**

That this update be received for information.

That Council directs staff to act immediately to deploy resources, facilities and personnel to meet the emergency lodging and support needs of vulnerable populations, while meeting protocols required by Island Health, working in partnership with other agencies, with initial priority given to:

- provision of shower facilities no later than April 10, 2020 for people currently sheltering on Pandora Avenue, through the re-opening of existing shower facilities at Our Place, Crystal Pool or the Royal Athletic Park or any other suitable locations

**F.2 2020 Financial Plan – Potential Adjustments**

1. That Council direct staff to:

- a. Defer the capital projects listed in the table on page 7 of this report;
- b. Delay the initiatives listed in the table on page 9 of this report;
- c. Reallocate \$11.64 million in unrestricted property tax funding from the deferred capital projects to offset actual and potential revenue shortfalls in the operating budget;
- d. Create a larger operating budget contingency using the funding allocated to the delayed initiatives;
- e. Extend the payment due date for utility bills to 90 days from 45 days and bring forward bylaw amendments to authorize that change;
- f. Extend the payment due date for property taxes to August 1, 2020 to align with the date the City is required to pay the property taxes levied on behalf of the Capital Regional District, the Capital Regional Hospital District, BC Assessment, and the Municipal Finance Authority; and bring forward amendments to the Alternative Tax Scheme Bylaw to align with the August due date;
- g. That Council review and consider amendments to the 2020 budget in July 2020 with specific attention to the tables on pages 7 and 9 of this report;
- h. Reduce the transfer from property taxes by \$4.68 million to be proportionally allocated between the Heavy Equipment, City Equipment and Building and



- Infrastructure reserves to reduce the property tax increase to zero per cent for 2020; and
- i. Amend the Alternate Tax Scheme Bylaw and adjust the penalties to 2 per cent per month for August, September, October, November and December for 2020.
2. That the Mayor on behalf of Council advocate to the Province of BC to:
- a. Increase amounts for Homeowner Grants, and create a new category of grant applicable to persons who have lost income due to the pandemic;
  - b. Reinstate the financial hardship Deferment Program and extend the program to commercial properties; and
  - c. Amend legislation to align payment due dates for taxes collected on behalf of other agencies with municipal Alternative Tax Scheme Bylaws.

**F.5 Potential Adjustments to Parking Fees due to COVID-19 Impacts**

Motion:

That Council direct staff, for duration of the provincial state of emergency:

1. Reduce rates in all parkades as follows:
  - a. Daily rate - \$1 per hour to a maximum of \$5, with the 1st hour free
  - b. Monthly rate - \$85
2. Reduce on-street metered rates to \$1 per hour;
3. Reduce parking lot rates to \$1 per hour with a \$5 daily maximum; and
4. Suspend enforcement of time-limited zones, except for 30-minute zones.

**H.1 Council Member Motion - DVBA 2020 Levy**

That staff be directed to remit the DVBA levy in July 2020 as per the regular schedule.



**Council Report**  
**For the Meeting of April 9, 2020**

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**To:** Council **Date:** April 2, 2020  
**From:** C. Coates, City Clerk  
**Subject:** Zoning Regulation Bylaw, Amendment Bylaw (No. 1226) No. 20-056

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**RECOMMENDATION**

That the following bylaw be given first and second readings:

1. Zoning Regulation Bylaw, Amendment Bylaw (No. 1226) No. 20-056

**BACKGROUND**

Attached for Council's initial consideration is a copy of the proposed Bylaw No. 20-056.

The issue came before Council on March 26, 2020 where the following resolution was approved:

**Zoning Regulation Bylaw – Correction of a Section Reference**

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

1. That Council instruct the City Solicitor to bring forward an amendment bylaw to correct the Zoning Regulation Bylaw by renumbering one of sections 46 as a new section 47; and
2. That Council, pursuant to section 464(2) of the Local Government Act waive the requirement for a public hearing for this bylaw as it is a clerical correction that makes no substantive changes and is consistent with the Official Community Plan.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chris Coates".

Chris Coates  
City Clerk

**Report accepted and recommended by the City Manager:**

A handwritten signature in black ink, appearing to read "Joseph Jankowski".  
**Date:** April 3, 2020

**List of Attachments:**

- Bylaw No. 20-056





**Council**  
**For the Meeting of April 9, 2020**

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**To:** Council **Date:** April 3, 2020  
**From:** Jo-Ann O'Connor, Deputy Director of Finance  
**Subject:** Amendment to the Temporary Borrowing Bylaw, 2020

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**RECOMMENDATION**

1. That Council give first, second and third readings to the Temporary Borrowing Bylaw, 2020 No 20-058
2. That staff be directed to bring the Bylaw back for adoption at the Council meeting of April 16, 2020

**EXECUTIVE SUMMARY**

Like each year, Council adopted a temporary borrowing bylaw on January 23, 2020. This bylaw is done as a proactive measure only to allow the City to borrow to meet cash flow demands before property taxes are collected. The maximum borrowing amount under the current bylaw is \$10 million, though this amount can be increased.

Under Section 177 of the Community Charter, the maximum amount of borrowing allowed is the sum of the unpaid taxes for the current year plus the money remaining to be collected from other governments; or if the current year tax bylaw has yet to be adopted, the maximum is 75% of prior year taxes. The maximum amount the City can borrow is \$168 million.

Given the uncertainty of the new COVID-19 pandemic and the potential revenue shortfall impact to the City, it is recommended that the borrowing amount under this bylaw be amended to the maximum allowable legislated amount, which is \$168 million. If money is borrowed pursuant to this bylaw, revenue from property taxes must be used to repay the money borrowed.

At this time, the City is not anticipating using the full amount, nor is it likely that the City could borrow the full amount through the MFA or a financial institution. This amendment is a precautionary tool that provides flexibility to the City as the full impact is of the pandemic is not known.


Respectfully submitted,

  
Jo-Ann O'Connor  
Deputy Director of Finance

  
Susanne Thompson  
Deputy City Manager/CFO

Report accepted and recommended by the City Manager:

Date:

  
April 7, 2020

**List of Attachments**

Appendix A: Amended Temporary Borrowing Bylaw, 2020

**TEMPORARY BORROWING BYLAW, 2020**

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to provide for the borrowing of money that may be necessary to meet the current lawful expenditures of the City.

**Contents**

- 1 Title
- 2 Definition
- 3 Borrowing authorized
- 4 Form of borrowing
- 5 Time of repayment
- 6 Tax revenue to be used for repayment

Under its statutory powers, including section 177 of the *Community Charter*, the Council of the City of Victoria enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "TEMPORARY BORROWING BYLAW, 2020 No. 20-058".

**Repeal**

- 2 Temporary Borrowing Bylaw No20-003 is hereby repealed.

**Definition**

- 3 In this Bylaw, "CFO" means the City's Chief Financial Officer.

**Borrowing authorized**

- 4
  - (1) The CFO may borrow, on behalf of the City, on the credit and for the purposes of the City, from any bank, credit union, corporation, or other person, as the CFO may from time to time consider appropriate, an amount of money not exceeding \$168 million.
  - (2) The CFO must not borrow the money described in subsection (1) at a rate of interest that exceeds the prime rate of interest charged by the Royal Bank of Canada at the time when the lender imposes a rate of interest.

**Form of borrowing**

- 5
  - (1) The CFO may borrow by means of bank overdrafts.
  - (2) Where the borrowing is other than by way of bank overdrafts, the form of an obligation to be given as an acknowledgement of the liability must be a

promissory note, demand note, or a banker's acceptance, sealed with the seal of the City and signed by the Mayor and the CFO.

**Time of repayment**

- 6** The money borrowed under this Bylaw and any interest on it must be repaid on or before December 31, 2020.

**Tax revenue to be used for repayment**

- 7** Revenue from all property value taxes must be used as necessary to repay the money borrowed under this Bylaw.

READ A FIRST TIME the                      day of                      ,                      2020.

READ A SECOND TIME the                      day of                      ,                      2020.

READ A THIRD TIME the                      day of                      ,                      2020.

ADOPTED on the                      day of                      ,                      2020.

CITY CLERK

MAYOR