



REVISED AGENDA - COMMITTEE OF THE WHOLE

Thursday, April 16, 2020, 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

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.

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A. APPROVAL OF AGENDA

B. CONSENT AGENDA

Proposals for Consent Agenda:

- Minutes from the meeting held March 26, 2020
- Proclamation: Apraxia Awareness Day
- Proclamation: Global Love Day

C. READING OF MINUTES

*C.1 Minutes from the meeting held March 26, 2020

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Addendum

D. CLOSED MEETING

Addendum: New Item

MOTION TO CLOSE THE MARCH 26, 2020 COMMITTEE OF THE WHOLE MEETING TO THE PUBLIC

That Council convene a closed Committee of the Whole 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)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

E. APPROVAL OF CLOSED AGENDA

Addendum: New Item

F. CLOSED - STAFF REPORTS

Addendum: New Item

F.1 Law Enforcement - Community Charter Section 90(1)(f)

Addendum: New Item

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H. LAND USE MATTERS

I. STAFF REPORTS

I.1 COVID-19 Update (Verbal)

A verbal report from the City Manager

***I.2 Regional Growth Strategy Amendment Referral for Municipal Acceptance**

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A report providing information and a recommendation regarding the acceptance of the CRD Bylaw No. 4328.

I.3 Temporary Council Process COVID-19 - Review and Report Back

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A report providing information and recommendations regarding the review of temporary meeting process measures authorized by Council.

I.4 Proclamation: Apraxia Awareness Day

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A report providing information and a recommendation regarding the Apraxia Awareness Day Proclamation.

***I.5 Proclamation: Global Love Day**

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Addendum: Report and attachment

A report providing information and a recommendation regarding the Global Love Day Proclamation.

J. NOTICE OF MOTIONS

K. NEW BUSINESS

- *K.1 Council Member Motion - Requisitioning Transient Accommodation to Provide Indoor Sheltering Options during COVID-19 70

Addendum: New Item, Revised Report

A Council Member Motion seeking Council support for advocacy measures, and if needed, a request to the Province to declare a state of local emergency in order to requisition hotel and motel rooms for all unhoused people in the Capital Region.

- *K.2 Council Member Motion - Endorsing a Letter to Provincial Ministers re Urgent Action to Address Inequities in COVID-19 Regional Response 77

Addenda: Council Member Motion and attachment

A Council Member Motion seeking Council endorsement of an open letter regarding a regional COVID-19 response for unsheltered residents.

- *K.3 Council Member Motion - Securing Indoor Sheltering Options for Vulnerable Populations 84

Addendum: Council Member Motion

A Council Member Motion regarding the endorsement of secure indoor shelter options for vulnerable populations.

- *K.4 Council Member Motion - Funding for Emergency Outreach Services for Vulnerable Populations 85

Addendum: Council Member Motion

A Council Member Motion regarding funding for emergency outreach services for vulnerable populations.

L. ADJOURNMENT OF COMMITTEE OF THE WHOLE



MINUTES - COMMITTEE OF THE WHOLE

March 26, 2020, 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 Loveday, Councillor Dubow (Joined at 9:12 a.m.), Councillor Young

PRESENT ELECTRONICALLY: Councillor Potts, Councillor Thornton-Joe

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, P. Bellefontaine Acting Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, K. Hoese - Director of Sustainable Planning and Community Development, C. Havelka - Deputy City Clerk, C. Mycroft - Manager of Executive Operations, AK Ferguson - Committee Secretary

A. APPROVAL OF AGENDA

Moved By Councillor Alto
Seconded By Councillor Young

That the agenda be approved.

Amendment:

Moved By Councillor Alto
Seconded By Councillor Young

That the Agenda of the March 26, 2020, Committee of the Whole meeting be amended as follows:

Consent Agenda:

J. 1 Partnering Agreement to Support the Supply of Electric Vehicles Charging Infrastructure

J.3 Zoning Regulation Bylaw - Correction of a Section Reference

CARRIED UNANIMOUSLY

On the main motion as amended:

CARRIED UNANIMOUSLY

B. CONSENT AGENDA

Moved By Councillor Alto

Seconded By Councillor Young

That the following items be approved without further debate:

CARRIED UNANIMOUSLY

J.1 Partnering Agreement to Support the Supply of Electric Vehicles Charging Infrastructure

Committee received a report dated March 17 from the Acting Director of Engineering and Public Works regarding the proposed partnering agreement with the Government of British Columbia and the BC Hydro and Power Authority to provide the CleanBC Home and Workplace EV Charging program.

Moved By Councillor Alto

Seconded By Councillor Young

That Council authorise:

- a. the City to enter into a partnering agreement for a term of one year until March 31, 2021 with the Government of British Columbia and the BC Hydro and Power Authority to provide a service, the CleanBC Home and Workplace EV Charging Program, on behalf of the City, subject to Council providing notice to the public pursuant to s. 24 of the Community Charter, and
- b. any amendments to the partnering 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 partnering agreement for further successive periods of one year each.

CARRIED UNANIMOUSLY

J.3 Zoning Regulation Bylaw - Correction of a Section Reference

Committee received a report dated March 24, 2020 from the City Solicitor regarding an amendment to the Zoning Regulation Bylaw in order to correct the utilization of *section 46* for both waterfront lots regulation and air space parcel regulation and renumber airspace parcel regulation as a new *section 47*.

Moved By Councillor Loveday

Seconded By Councillor Alto

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.

CARRIED UNANIMOUSLY

E. STAFF REPORTS

E.1 COVID-19 Update (Verbal)

Committee received a verbal report from the City Manager regarding the City of Victoria's COVID-19 response.

Committee discussed:

- *what the model for the shelters at in Beacon Hill and Topaz Park will look like.*
- *when non-emergency public works and parks work will end and what measures have been put in place to ensure safety.*
- *Possibility of waiving penalty on utilities.*
- *The possibility of waiving fees for parking.*

The public Committee meeting recessed at 9:33 a.m. to go into a closed meeting.

F. CLOSED MEETING

Moved By Councillor Young
Seconded By Councillor Alto

MOTION TO CLOSE THE MARCH 26, 2020 COMMITTEE OF THE WHOLE MEETING TO THE PUBLIC

That Council convene a closed Committee of the Whole 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)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; and

Section 90(2)(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

The public Committee meeting reconvened at 10:05 a.m.

E.1 COVID-19 Update (Verbal) - Continued

Committee discussed:

- *Possibility of hotels being used for people with COVID-19.*
- *concerns with the encampment at Beacon Hill and Topaz Park.*
- *Time frame for Royal Athletic Park to open.*

Moved By Councillor Loveday

Seconded By Councillor Alto

That the closed meeting resume to discuss Intergovernmental Relations.

CARRIED UNANIMOUSLY

The public Committee meeting recessed at 10:29 a.m. and reconvened at 11:18 a.m.

Moved By Councillor Isitt

Seconded By Councillor Loveday

That Council receive the verbal report for information.

CARRIED UNANIMOUSLY

Councillor Potts recused herself for the following item due to a non-pecuniary conflict of interest at 11:18 a.m. as she lives in close proximity to the subject property.

Councillor Isitt recused himself for the following item due to a non-pecuniary conflict of interest at 11:18 a.m. as a family member lives in close proximity to the subject property.

I. LAND USE MATTERS

I.4 330-336 Michigan Street: Revised Victoria Housing Reserve Fund Grant Application (James Bay)

Committee received a report dated March 12, 2020 from the Director of Sustainable Planning and Community Development regarding the proposed

revised Victoria Housing Reserve Fund Grant Application for 330-336 Michigan Street in the amount of \$1,020,000 and recommending that it be approved.

Moved By Mayor Helps

Seconded By Councillor Thornton-Joe

That Council:

1. Revise the Victoria Housing Reserve Fund (VHRF) grant, approved on February 27, 2020, to the Capital Region Housing Corporation for the Michigan Square project located at 330-336 Michigan Street from \$990,000 to \$1,020,000 to reflect a shift from market to moderate (affordable) income rent for two of the eight proposed 3-bedroom units.
2. Issue the VHRF grant funding subject to the applicant executing a Housing Grant Agreement and a Housing Agreement to the satisfaction of the City Solicitor and Director of Sustainable Planning and Community Development to secure the provision of the affordable units pursuant to the VHRF Guidelines as of March 21, 2019 on terms consistent with BC Housing's operating funding:
 - a. 7 studio units for very low income level;
 - b. 12 one-bedroom units for very low income level;
 - c. 1 two-bedroom unit for very low income level;
 - d. 9 one-bedroom units for low income level;
 - e. 11 two-bedroom units for low income level;
 - f. 2 three-bedroom units for low income level;
 - g. 12 one-bedroom units for moderate income levels
 - h. 4 two-bedroom units for moderate income levels;
 - i. 11 two-bedroom units for moderate income levels;
 - j. 20 two-bedroom units for moderate income levels; and
 - k. 2 three-bedroom units for moderate income levels.

CARRIED UNANIMOUSLY

Councillors Potts and Isitt returned to the meeting at 11:22 a.m.

J. STAFF REPORTS

J.2 Council and Committee of the Whole Schedule - COVID-19

Committee received a report dated March 24, 2020 from the City Clerk seeking approval to further modify meeting processes by reducing the frequency of meetings of Committee of the Whole and Council in response to COVID-19.

Committee discussed:

- *Concerns with not having meetings weekly.*
- *The timeline for meetings to continue as normal.*

Moved By Councillor Isitt

That the April 9th evening Council meeting be moved to the daytime Council meeting to be convened at 1 p.m.

Failed to proceed due to no seconder

Moved By Councillor Isitt

That the April 9th evening Council meeting be moved to the daytime Council meeting.

Failed to proceed due to no seconder

Moved By Mayor Helps

Seconded By Councillor Alto

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

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until further notice to provide for:
 - a. the suspension of evening Council meetings effective immediately;
 - b. conducting Council meetings during the day following Committee of the Whole;
 - c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

Amendment:

Moved By Mayor Helps

Seconded By Councillor Alto

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

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule **until the end of April** ~~until further notice~~ to provide for:
 - a. the suspension of evening Council meetings effective immediately;
 - b. conducting Council meetings during the day following Committee of the Whole;
 - c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

CARRIED UNANIMOUSLY

Amendment:

Moved By Councillor Isitt

Seconded By Mayor Helps

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

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
 - a. the suspension of evening Council meetings effective immediately;
 - b. conducting Council meetings during the day following Committee of the Whole **at 12 noon**;
 - c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

CARRIED UNANIMOUSLY

Amendment:

Moved By Mayor Helps

Seconded By Councillor Loveday

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

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
 - a. the suspension of evening Council meetings effective immediately;
 - b. conducting Council meetings during the day following Committee of the Whole at 12 noon;
 - ~~c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.~~
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

Amendment to the amendment:

Moved By Councillor Alto
Seconded By Mayor Helps

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

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
 - a. the suspension of evening Council meetings effective immediately;
 - b. conducting Council meetings on the 2nd and 4th Thursday during the day following Committee of the Whole at 12 noon;
 - ~~c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.~~
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

CARRIED UNANIMOUSLY

On the amendment:

CARRIED UNANIMOUSLY

On the main motion as amended:

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

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
 - a. the suspension of evening Council meetings effective immediately;
 - b. conducting Council meetings on the 2nd and 4th Thursday during the day following Committee of the Whole at 12 noon;
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

CARRIED UNANIMOUSLY

L. NEW BUSINESS

L.1 Council Member Motion: Scaling Up Growing in the City for Community Resilience

Committee received a Council Member Motion dated March 24, 2020 from Councillors Isitt and Loveday regarding the proposed scaling up of the Growing in the City Initiative.

Committee discussed:

- *Concerns with starting new projects at this time.*
- *Concerns with how the project that might involve contact with others.*
- *What role City staff would take in the project.*

Moved By Councillor Isitt

Seconded By Councillor Loveday

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.

2. Work with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

Motion to Refer:

Moved By Mayor Helps

Seconded By Councillor Alto

That staff report back on this matter on a priority basis:

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

Amendment:

Moved By Councillor Isitt

Seconded By Mayor Helps

That staff report back on this matter on **April 2, 2020** ~~a priority basis:~~

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.

3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

CARRIED UNANIMOUSLY

Amendment:

Moved By Councillor Isitt

Seconded By Mayor Helps

That staff report back on this matter on April 2, 2020:

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work **remotely** with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

CARRIED UNANIMOUSLY

On the motion to refer as amended:

That staff report back on this matter on April 2, 2020:

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work remotely with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

FOR (7): Mayor Helps, Councillor Alto, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe, Councillor Dubow, and Councillor Young
OPPOSED (1): Councillor Isitt
CARRIED (7 to 1)

M. ADJOURNMENT OF COMMITTEE OF THE WHOLE

Moved By Councillor Alto
Seconded By Councillor Loveday

That the Committee of the Whole Meeting be adjourned at 12:07 p.m.

CARRIED UNANIMOUSLY

CITY CLERK

MAYOR



**Council Member Motion
For the Committee of the Whole Meeting of April 2, 2020**

Date: March 31, 2020

From: Councillor Ben Isitt

Subject: On-Demand Delivery / Dispatch of Goods and Services on a Non-Profit Basis

Background:

The COVID-19 pandemic and associated containment measures have demonstrated the value of providing on-demand delivery / dispatch of goods and services on a non-profit basis. In particular, food, grocery and pharmaceutical delivery services offered by private retailers have been inadequate to meet community needs during the pandemic.

There are also major disadvantages with emerging for-profit, on-demand delivery platforms, which often extract revenues (and economic opportunities) from local communities to large national and transnational corporations. These emerging on-demand delivery platforms often impose onerous terms on local business and also present major risks to the fair treatment of employees, the economic viability of local providers, and compliance with Workplace Safety, Employment Standards, public health and consumer safety requirements.

The City of Victoria now has the opportunity to serve as a catalyst for the creation of a non-profit alternative to the current for-profit model of on-demand delivery / dispatch of goods and services (for services including take-out food delivery, pharmaceuticals and so-called "ride sharing").

It is therefore recommended that Victoria City Council signal to the local Information Technology (IT) community and to the retail sector the City's intent to jointly develop a non-profit platform for on-demand delivery / dispatch of goods and services. A partnership is proposed to develop a "Made-In-Victoria" on-demand delivery / dispatch app, to be operated on a non-profit basis and replicable to other communities, to provide a uniformly reliable and fair platform for on-demand delivery / dispatch of goods and services, alongside less-than-optimal for-profit models.

Recommendation:

That Victoria City Council signals to the local Information Technology community and to the retail sector the City's intent to jointly create a non-profit platform for on-demand delivery / dispatch of goods and services – a "Made-In-Victoria" on-demand delivery / dispatch app, to be operated on a non-profit basis and replicable to other communities, to provide a uniformly reliable and fair platform for on-demand delivery / dispatch of goods and services, and ensure full compliance with Workplace Safety, Employment Standards, public health and consumer safety requirements.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ben Isitt".

Councillor Isitt



Committee of the Whole Report For the Meeting of April 16, 2020

To: Committee of the Whole **Date:** April 2, 2020
From: Karen Hoes, Director, Sustainable Planning and Community Development
Subject: **Regional Growth Strategy Amendment Referral for Municipal Acceptance**

RECOMMENDATION

That Council:

1. Accept the Regional Growth Strategy amendment, as set out in the Capital Regional District's Bylaw No. 4328 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019" (Bylaw No. 4328) as per section 436 of the *Local Government Act*.
2. Direct staff to provide the Capital Regional District Board with a letter confirming the City of Victoria's acceptance of the Capital Regional District Bylaw No. 4328.

EXECUTIVE SUMMARY

The Capital Regional District (CRD) has referred Bylaw No. 4328 (Attachment A) to the City of Victoria for municipal acceptance via a letter from the CRD Board addressed to Mayor and Council (Attachment B). This bylaw will update the population, dwelling unit and employment projections in Table 1 of the *Regional Growth Strategy* (RGS). The CRD is updating the projections in the RGS based on the 2016 census information prepared by BC Stats, and input from municipalities, the Juan de Fuca Land Use Committee, and other stakeholders. The CRD's practice of updating the RGS as new information becomes available helps to support the City of Victoria's adaptive management approach to monitoring and updating our own policies and bylaws such as the *Official Community Plan* (OCP).

Local government acceptance of proposed Regional Growth Strategies (including amendments thereof) is required by the *Local Government Act* before it can be adopted by the CRD Board. If Council rejects the Bylaw No. 4328, the Minister of Municipal Affairs and Housing must direct the process to settle the dispute. The City of Victoria must provide a letter indicating acceptance or refusal of Bylaw No. 4328 by May 12, 2020.

PURPOSE

The purpose of this report is to present the Capital Regional District's Bylaw No. 4328 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019" (Bylaw No. 4328) for Council to consider accepting as per section 436 of the *Local Government Act*.

BACKGROUND

As per section 436, part (4) (a) of the *Local Government Act* (see Attachment C), each local government must review a proposed regional growth strategy (amendment) in the context of any official community plans and other matters that affect its jurisdiction.

Part (4) (b) indicates that local governments have 60 days to either accept or refuse to accept a regional growth strategy, unless the period is extended by a facilitator (under section 438 [3]). In this case, the City of Victoria must provide the CRD Board with a letter confirming either acceptance or refusal to accept Bylaw No. 4328 by May 12, 2020 (i.e. within 60 days of the March 13, 2020 referral date). If a local government does not respond within this timeframe, it is deemed to have accepted the regional growth strategy.

ISSUES AND ANALYSIS

The CRD's practice of updating the RGS as new information becomes available helps to support the City of Victoria's adaptive management approach to monitoring and updating our own policies and bylaws such as the OCP.

Table 1 of the RGS contains population, dwelling unit, and employment projections for the CRD. The current (not yet amended) RGS provides each of these projections by municipality, sub-region (i.e. Core, Saanich Peninsula, and West Shore), and regional totals. If adopted, Bylaw No. 4328 would replace these projections with a new Table 1 providing updated projections at the sub-region and regional levels. Despite the absence of municipality-specific projections in the new Table 1 proposed under Bylaw No. 4328, the Capital Regional District 2019-2038 Population, Dwelling Units and Employment Projection Report provided to the CRD Board by BC Stats (Attachment D) does include municipality-specific projections. These more detailed projections continue to support Victoria's adaptive management of our OCP and related policy documents.

OPTIONS AND IMPACTS

2019 - 2022 Strategic Plan

Although the RGS amendment does not directly relate to specific actions identified within the *Strategic Plan*, the CRD's practice of keeping the RGS up to date aligns with the *Strategic Plan*'s broad objective of "Good Governance and Civic Engagement" and supports other actions in the Strategy Plan related to housing and local area planning by providing updated population projections.

Impacts to Financial Plan

If Council refuses to accept the CRD's proposed Bylaw No. 4329, there may be impacts to the *Financial Plan* associated with the non-binding resolution process that would result. The *Local Government Act*, section 439 (6) outlines the division of fees and costs associated with this scenario as follows:

- (6) *Unless otherwise agreed by these parties, the fees of any neutral person participating in the non-binding resolution process and the administrative costs of the process, other than the costs incurred by the parties participating in the process, are to be shared proportionally between the proposing board and the affected local governments that participate in the process on the basis of the converted value of land and improvements in their jurisdictions.*

BACKGROUND

As per section 436, part (4) (a) of the *Local Government Act* (see Attachment C), each local government must review a proposed regional growth strategy (amendment) in the context of any official community plans and other matters that affect its jurisdiction.

Part (4) (b) indicates that local governments have 60 days to either accept or refuse to accept a regional growth strategy, unless the period is extended by a facilitator (under section 438 [3]). In this case, the City of Victoria must provide the CRD Board with a letter confirming either acceptance or refusal to accept Bylaw No. 4328 by May 12, 2020 (i.e. within 60 days of the March 13, 2020 referral date). If a local government does not respond within this timeframe, it is deemed to have accepted the regional growth strategy.

ISSUES AND ANALYSIS

The CRD's practice of updating the RGS as new information becomes available helps to support the City of Victoria's adaptive management approach to monitoring and updating our own policies and bylaws such as the OCP.

Table 1 of the RGS contains population, dwelling unit, and employment projections for the CRD. The current (not yet amended) RGS provides each of these projections by municipality, sub-region (i.e. Core, Saanich Peninsula, and West Shore), and regional totals. If adopted, Bylaw No. 4328 would replace these projections with a new Table 1 providing updated projections at the sub-region and regional levels. Despite the absence of municipality-specific projections in the new Table 1 proposed under Bylaw No. 4328, the Capital Regional District 2019-2038 Population, Dwelling Units and Employment Projection Report provided to the CRD Board by BC Stats (Attachment D) does include municipality-specific projections. These more detailed projections continue to support Victoria's adaptive management of our OCP and related policy documents.

OPTIONS AND IMPACTS

2019 - 2022 Strategic Plan

Although the RGS amendment does not directly relate to specific actions identified within the *Strategic Plan*, the CRD's practice of keeping the RGS up to date aligns with the *Strategic Plan's* broad objective of "Good Governance and Civic Engagement" and supports other actions in the Strategy Plan related to housing and local area planning by providing updated population projections.

Impacts to Financial Plan

If Council refuses to accept the CRD's proposed Bylaw No. 4329, there may be impacts to the *Financial Plan* associated with the non-binding resolution process that would result. The *Local Government Act*, section 439 (6) outlines the division of fees and costs associated with this scenario as follows:

- (6) *Unless otherwise agreed by these parties, the fees of any neutral person participating in the non-binding resolution process and the administrative costs of the process, other than the costs incurred by the parties participating in the process, are to be shared proportionally between the proposing board and the affected local governments that participate in the process on the basis of the converted value of land and improvements in their jurisdictions.*

Accessibility Impact Statement

There are no accessibility considerations to highlight with this proposed amendment to the RGS.

Official Community Plan Consistency Statement

The City's OCP continues to be aligned with the RGS as per the OCP's recently updated regional context statement, which has been accepted by the CRD. As directed by Council, following staff's report regarding the 2019 OCP Annual Review, the City is currently undertaking a residential capacity assessment of the City's OCP in order to determine whether future adjustments to the OCP are necessary to accommodate future population growth.

CONCLUSION

The RGS amendment Bylaw No. 4328 helps to keep the RGS up to date, thereby supporting the City of Victoria's adaptive management of our OCP and related policies. As such, staff recommend Council accept Bylaw No. 4328 to support timely updating of the CRD's RGS.

Respectfully submitted,




Malcolm MacLean
Community Planner
Community Planning Division



Karen Hoese
Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:


Date: April 9, 2020

List of Attachments:

- Attachment A: CRD Bylaw No. 4328 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2016, Amendment Bylaw, No. 1, 2019"
- Attachment B: Letter referring the RGS Amendment Bylaw No. 4328 for Municipal Acceptance
- Attachment C: *Local Government Act* provisions for acceptance and settlement of a Regional Growth Strategy
- Attachment D: Capital Regional District 2019-2038 Population, Dwelling Units and Employment Projection Report.

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4328

A BYLAW TO AMEND BYLAW NO. 4017 "CAPITAL REGIONAL DISTRICT REGIONAL GROWTH STRATEGY BYLAW NO. 1, 2018"

The Capital Regional District Board, in open meeting assembled, enacts as follows:

1. Bylaw No. 4017, being the "Capital Regional District Regional Growth Strategy, Bylaw No. 1, 2016", is hereby amended as follows:

A. SCHEDULE A

- (a) By deleting TABLE 1: POPULATION, DWELLING UNIT AND EMPLOYMENT PROJECTIONS and replacing with a new TABLE 1: POPULATION, DWELLING UNIT AND EMPLOYMENT PROJECTION as follows:

TABLE 1: POPULATION, DWELLING UNIT AND EMPLOYMENT PROJECTIONS

	2018			2038			Population Change	
	Population	Dwellings	Employment	Population	Dwellings	Employment	Total	Percentage
Core	266,000	120,100	166,800	304,500	140,400	197,000	38,500	14.5%
Saanich Peninsula	43,000	18,400	21,900	48,600	23,200	29,200	5,600	13.0%
West Shore	83,100	33,000	22,400	125,400	55,000	34,900	42,300	50.9%
Total	392,100	171,600	211,100	478,500	218,500	261,100	86,400	22.0%
Source: BC Stats, 2019								
All figures are as of July 1 st of the year stated.								
First Nations populations are not included in Table 1, as First Nations Reserves are outside the GMPA.								
All values are rounded independently. As a result, when sub-regional values are summed the values may not match the GMPA which are independently rounded to avoid cumulative rounding error.								
Employment does not include those without a fixed workplace address.								
Core includes Esquimalt, Oak Bay, Saanich, Victoria and View Royal								
Saanich Peninsula includes Central Saanich North Saanich and Sidney								
West Shore includes Colwood, Highlands, Juan De Fuca EA, Langford, Metochosin and Sooke								

2. This bylaw may be cited as, 4328 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2016, Amendment Bylaw No. 1, 2019".

CAPITAL REGIONAL DISTRICT

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Employment does not include those without a fixed workplace address.

Core includes Esquimalt, Oak Bay, Saanich, Victoria and View Royal

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West Shore includes Colwood, Highlands, Juan De Fuca EA, Langford, Metochosin and Sooke.

2. This bylaw may be cited as, 4328 “Capital Regional District Regional Growth Strategy Bylaw No. 1, 2016, Amendment Bylaw No. 1, 2019”.

March 13, 2020

File: 6500-20

Mayor and Council
City of Victoria
1 Centennial Square
Victoria, BC V8W 1P6
Via email: mayorandcouncil@victoria.ca

Dear Mayor and Council:

RE: BYLAW 4328 – RGS AMENDMENT REFERRAL FOR MUNICIPAL ACCEPTANCE

This letter is to refer Bylaw No. 4328 “Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019” (Bylaw No. 4328) for municipal council acceptance as per section 436 of the *Local Government Act*. Bylaw No. 4328 is provided in Attachment 1.

At its March 11, 2020 meeting, the Capital Regional District (CRD) Board adopted the following resolution:

The Planning, Transportation and Protective Services Committee recommends to the Capital Regional District Board:

- a) That the consultation results on the proposed Regional Growth Strategy amendment be received;*
- b) That Bylaw No. 4328, “Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019” be given first and second reading; and*
- c) That staff be directed to refer Bylaw No. 4328 on March 13, 2020 to municipal councils for acceptance as per section 436 of the Local Government Act.*

Bylaw No. 4328 will update the population, dwelling unit and employment projections in Table 1 of the Regional Growth Strategy (RGS). As outlined in my previous letter on October 23, 2019, the RGS amendment was initiated to update the projections based on 2016 census numbers. BC Stats prepared the projections based on 2016 census data, with input from municipalities, the Juan de Fuca Land Use Committee and other stakeholders.

All municipalities must accept the RGS amending bylaw before it can be adopted, in accordance with section 436 of the *Local Government Act*. Municipalities have until May 12, 2020 to provide the CRD Board with a resolution of council to accept or reject Bylaw No. 4328. Should any municipality reject the bylaw, the Minister of Municipal Affairs and Housing must direct the process to settle the dispute. The legislative provisions for RGS acceptance and dispute settlement are provided in Attachment 2.

Please contact Jeff Weightman, Planner, Regional and Strategic Planning at jweightman@crd.bc.ca or 250-360-3162 should you have any questions about the proposed amendment or the referral process.

On behalf of the CRD Board, thank you for your ongoing participation in this RGS amendment. I look forward to receiving your letters of acceptance for Bylaw No. 4328 by May 12, 2020.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Colin Plant', is positioned above the printed name.

Colin Plant
Chair, Capital Regional District Board

Attachments: Attachment 1: Bylaw No. 4328 “Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019”

Attachment 2: *Local Government Act* Provisions for Acceptance and Settlement of a Regional Growth Strategy

cc: Robert Lapham, Chief Administrative Officer, CRD
Kevin Lorette, General Manager, Planning and Protective Services, CRD
Emily Sinclair, Senior Manager, Planning and Protective Services, CRD
Chris Coates, Corporate Officer, City of Victoria

**LOCAL GOVERNMENT ACT PROVISIONS FOR ACCEPTANCE AND SETTLEMENT OF A
REGIONAL GROWTH STRATEGY**

Facilitation of agreement during development of regional growth strategy

- 435** (1) The minister may appoint facilitators for the purposes of this Part, whose responsibilities are
- (a) to monitor and assist local governments in reaching agreement on the acceptance of regional growth strategies during their development by
 - (i) facilitating negotiations between the local governments,
 - (ii) facilitating the resolution of anticipated objections,
 - (iii) assisting local governments in setting up and using non-binding resolution processes, and
 - (iv) facilitating the involvement of the Provincial and federal governments and their agencies, first nations, boards of education, greater boards and improvement district boards, and
 - (b) to assist local governments in entering into implementation agreements under section 451.
- (2) On being notified that a regional growth strategy has been initiated, the minister may designate a person appointed under subsection (1) as the facilitator responsible in relation to the regional growth strategy.
- (3) At any time until the end of the period for acceptance or refusal of the proposed regional growth strategy under section 436 (4) (b), the facilitator is to provide assistance referred to in subsection (1) (a) of this section if requested to do so
- (a) by the proposing board or an affected local government, or
 - (b) by an electoral area director of the proposing board, if the request is supported by at least 2 other directors.
- (4) Once a facilitator becomes involved under subsection (3), the proposing board and affected local governments must provide information as requested by the facilitator and must otherwise cooperate with the facilitator in fulfilling his or her responsibilities.

Acceptance by affected local governments

436 (1) Before it is adopted, a regional growth strategy must be accepted by the affected local governments or, failing acceptance, become binding on the affected local governments under section 440 (6) [*settlement of regional growth strategy in acceptance not otherwise reached*].

(2) Acceptance of a regional growth strategy by an affected local government must be done by resolution of the local government.

(3) For the purposes of this section, before third reading of the bylaw to adopt a regional growth strategy, the board must submit the regional growth strategy to the following:

(a) the council of each municipality all or part of which is covered by the regional growth strategy;

(b) the board of directors of the South Coast British Columbia Transportation Authority if the regional growth strategy is for the Greater Vancouver Regional District;

(c) the board of each regional district that is adjoining an area to which the regional growth strategy is to apply;

(d) the facilitator or, if no facilitator for the regional growth strategy has been designated, the minister.

(4) After receiving a proposed regional growth strategy under subsection (3), each affected local government must

(a) review the regional growth strategy in the context of any official community plans and regional growth strategies for its jurisdiction, both those that are current and those that are in preparation, and in the context of any other matters that affect its jurisdiction, and

(b) subject to an extension by the facilitator under section 438 (3), within 60 days of receipt either

(i) accept the regional growth strategy, or

(ii) respond, by resolution, to the proposing board indicating that the local government refuses to accept the regional growth strategy.

(5) An acceptance under subsection (4) (b) becomes effective

- (a) when all affected local governments have accepted the regional growth strategy, or
 - (b) at the end of the period for acceptance or refusal under that subsection if, at the end of that period, all affected local governments have not accepted the regional growth strategy.
- (6) If an affected local government fails to act under subsection (4) (b) within the period for acceptance or refusal, the local government is deemed to have accepted the regional growth strategy.
- (7) In the resolution under subsection (4) (b) (ii), the affected local government must indicate
- (a) each provision to which it objects,
 - (b) the reasons for its objection, and
 - (c) whether it is willing that a provision to which it objects be included in the regional growth strategy on the basis that the provision will not apply to its jurisdiction, as referred to in section 432 (2).
- (8) An affected local government is deemed to have accepted any provision of the regional growth strategy to which it does not indicate an objection under subsection (7).
- (9) All affected local governments are entitled to participate in any non-binding resolution processes used to resolve an objection or anticipated objection by an affected local government.
- (10) If an area in a regional district is incorporated as a new municipality and the regional district has adopted a regional growth strategy for all or part of the area of the new municipality, the regional growth strategy is binding on that new municipality.

Resolution of anticipated objections

- 438** (1) Before the end of the 60 days referred to in section 436 (4) (b) [*time for acceptance or refusal*], the facilitator may require the proposing board and the affected local governments to identify any issues on which they anticipate that acceptance may not be reached.
- (2) If an issue is identified under subsection (1),

(a) the facilitator may require the proposing board and the affected local governments to send representatives to a meeting convened by the facilitator for the purpose of clarifying the issues involved and encouraging their resolution, and

(b) the proposing board and the affected local governments must provide information as requested by the facilitator and must otherwise cooperate with the facilitator in fulfilling his or her responsibilities.

(3) For the purposes of this section, the facilitator may extend the period for acceptance or refusal under section 436 (4) (b) before or after the end of that period.

Resolution of refusal to accept

439 (1) The proposing board must notify the minister in writing if an affected local government refuses to accept a proposed regional growth strategy.

(2) After being notified under subsection (1), the minister must

(a) require a non-binding resolution process to attempt to reach acceptance on the regional growth strategy, or

(b) if satisfied that resolution using a non-binding resolution process under paragraph (a) is unlikely, direct that the regional growth strategy is to be settled under section 440.

(3) If requiring a non-binding resolution process under subsection (2) (a), the minister

(a) must, at the time of requiring the non-binding resolution process, specify a time period within which the parties must begin the resolution process, and

(b) may, before or after the resolution process has begun, specify a time period within which the parties must conclude the resolution process.

(4) The choice of non-binding resolution process under subsection (2) (a) is to be determined by agreement between the proposing board and the affected local government or governments that refused to accept the regional growth strategy but, if the minister considers that these parties will not be able to reach agreement, the minister must direct which process is to be used.

(5) Any affected local government may participate in a non-binding resolution process under this section.

(6) Unless otherwise agreed by these parties, the fees of any neutral person participating in the non-binding resolution process and the administrative costs of the process, other

than the costs incurred by the parties participating in the process, are to be shared proportionally between the proposing board and the affected local governments that participate in the process on the basis of the converted value of land and improvements in their jurisdictions.

(7) An affected local government is deemed to have accepted the provisions of the regional growth strategy that were not changed as a result of a resolution process under subsection (2) (a).

(8) The following apply if changes to a regional growth strategy are proposed as a result of a resolution process under subsection (2) (a):

(a) the regional growth strategy must be submitted again to the affected local governments for acceptance, subject to paragraph (b) of this subsection, in accordance with section 436;

(b) an affected local government may not indicate an objection to a provision it is deemed to have accepted under section 436 (8) *[no previous objection to provision]* or subsection (7) of this section.

(9) If acceptance is not reached within 60 days after a non-binding resolution process under this section is concluded, the regional growth strategy must be settled in accordance with section 440 unless the proposing board and the affected local governments can reach agreement on the provisions of the regional growth strategy before the settlement process is completed.

Settlement of regional growth strategy if acceptance not otherwise reached

440 (1) If acceptance by affected local governments cannot otherwise be reached under this Part, the regional growth strategy is to be settled by one of the following:

(a) peer panel settlement in accordance with section 441 (1);

(b) final proposal arbitration in accordance with section 441 (2);

(c) full arbitration in accordance with section 441 (3).

(2) If more than one affected local government has refused to accept a regional growth strategy, whether the refusals are in relation to the same or different issues, the regional growth strategy is to be settled for all affected local governments in the same settlement proceedings.

(3) The choice of process for settlement is to be determined by agreement between the proposing board and the affected local government or governments that refused to accept the regional growth strategy but, if the minister considers that these parties will not be able to reach agreement, the minister must direct which process is to be used.

(4) Any affected local government may participate in a settlement process under section 441.

(5) During the 60 days after the provisions of a regional growth strategy are settled under section 441, the proposing board and the affected local governments may agree on the acceptance of a regional growth strategy that differs from the one settled.

(6) At the end of the period under subsection (5), unless agreement is reached as referred to in that subsection, the provisions of a regional growth strategy as settled under section 441 become binding on the proposing board and all affected local governments, whether or not they participated in the settlement process.

Options for settlement process

441 (1) As one option, the provisions of a regional growth strategy may be settled by a peer panel as follows:

(a) the panel is to be composed of 3 persons selected from the applicable list prepared under section 442 (1);

(b) the selection of the panel is to be done by agreement between the proposing board and the affected local government or governments that refused to accept the regional growth strategy or, if the minister considers that these parties will not be able to reach agreement, by the minister;

(c) subject to the regulations, the panel may conduct the proceedings in the manner it determines;

(d) the panel must settle the disputed issues of the regional growth strategy and may make any changes to the provisions of the regional growth strategy that it considers necessary to resolve those issues;

(e) the panel must give written reasons for its decision if this is requested by the proposing board or an affected local government before the panel retires to make its decision.

(2) As a second option, the provisions of a regional growth strategy may be settled by final proposal arbitration by a single arbitrator as follows:

(a) the arbitrator is to be selected from the applicable list prepared under section 442 (1);

(b) the selection of the arbitrator is to be done by agreement between the proposing board and the affected local government or governments that refused to accept the regional growth strategy or, if the minister considers that these parties will not be able to reach agreement, by the minister;

(c) subject to the regulations, the arbitrator must conduct the proceedings on the basis of a review of written documents and written submissions only, and must determine each disputed issue by selecting one of the final written proposals for resolving that issue submitted by one of the participating parties;

(d) the provisions of the regional growth strategy will be as settled by the arbitrator after incorporation of the final proposals selected by the arbitrator under paragraph (c);

(e) no written reasons are to be provided by the arbitrator.

(3) As a third option, the provisions of a regional growth strategy may be settled by full arbitration by a single arbitrator as follows:

(a) the arbitrator is to be selected from the applicable list prepared under section 442 (1);

(b) the selection of the arbitrator is to be done by agreement between the proposing board and the affected local government or governments that refused to accept the regional growth strategy or, if the minister considers that these parties will not be able to reach agreement, by the minister;

(c) subject to the regulations, the arbitrator may conduct the proceedings in the manner he or she determines;

(d) the provisions of the regional growth strategy will be as settled by the arbitrator, who is not restricted in his or her decision to submissions made by the parties on the disputed issues;

(e) the arbitrator must give written reasons for the decision.

General provisions regarding settlement process

442 (1) Lists of persons who may act on a panel under section 441 (1), as an arbitrator under section 441 (2) or as an arbitrator under section 441 (3) are to be prepared by the

minister in consultation with representatives of the Union of British Columbia Municipalities.

(2) Persons who may be included on a list for a panel under section 441 (1) are persons who are or have been elected officials of a local government or who, in the opinion of the minister, have appropriate experience in relation to local government matters.

(3) In the case of a specific regional growth strategy, a person may not be appointed to a panel or as an arbitrator if the person is, or was at any time since the regional growth strategy was initiated, an elected official of the proposing board or of an affected local government for the regional growth strategy.

(4) Subject to a direction by the panel or arbitrator or to an agreement between the parties, the fees and reasonable and necessary expenses of the members of a peer panel or arbitrator and the administrative costs of the process, other than the costs incurred by the parties participating in the process, are to be shared proportionally between the proposing board and the affected local governments that participate in the process on the basis of the converted value of land and improvements in their jurisdictions.

(5) The directors of the electoral areas to which the regional growth strategy is proposed to apply and the Provincial government may make representations in the settlement process, subject to any conditions set by the panel or arbitrator.

(6) The time limit for bringing any judicial review of a decision of a panel or arbitrator under section 441 is the end of the period for agreement under section 440 (5) *[60 days after provisions settled by panel or arbitrator]*.

(7) The minister may make regulations regarding settlement processes under section 441, which may be different for different settlement processes, including regulations

- (a) respecting matters that a panel or arbitrator may or must consider,
- (b) respecting the authority of a panel or arbitrator to settle a regional growth strategy, and
- (c) respecting the authority of a panel or arbitrator to require the cooperation of local governments in relation to the settlement processes.

Capital Regional District 2019-2038 Population, Dwelling Units and Employment Projection Report

PREPARED FOR THE CAPITAL REGIONAL
DISTRICT
BY BC STATS – APRIL 2019

AUTHORS

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CONTACT

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PUBLISH DATE

April 2019 (updated June 2019)

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1. Introduction

This document describes the methodology used by BC Stats to produce the Capital Regional District (CRD) population, dwelling units and employment projection. It also includes a summary of the results. Projection for each component was done for the CRD, as well as its municipalities (see Figure 1 and Table 1), for the period covering 2019 to 2038. For this work, Juan de Fuca Part 1 and Part 2, two census subdivisions inside the CRD, were combined. Indigenous land and reserves that fall inside the Capital Regional District census division were not included in the projections.

TABLE 1: CAPITAL REGIONAL DISTRICT MUNICIPALITIES

Central Saanich	Oak Bay
Colwood	Saanich
Esquimalt	Southern Gulf Islands
Highlands	Sidney
Juan de Fuca (Part 1 and Part 2 combined)	Sooke
Langford	Salt Spring Island
Metchosin	Victoria
North Saanich	View Royal

For each municipality, population projection was done by single year of age and gender for each year in the projection period, while employment projection followed the 2012 North American Industry Classification System¹ (NAICS).

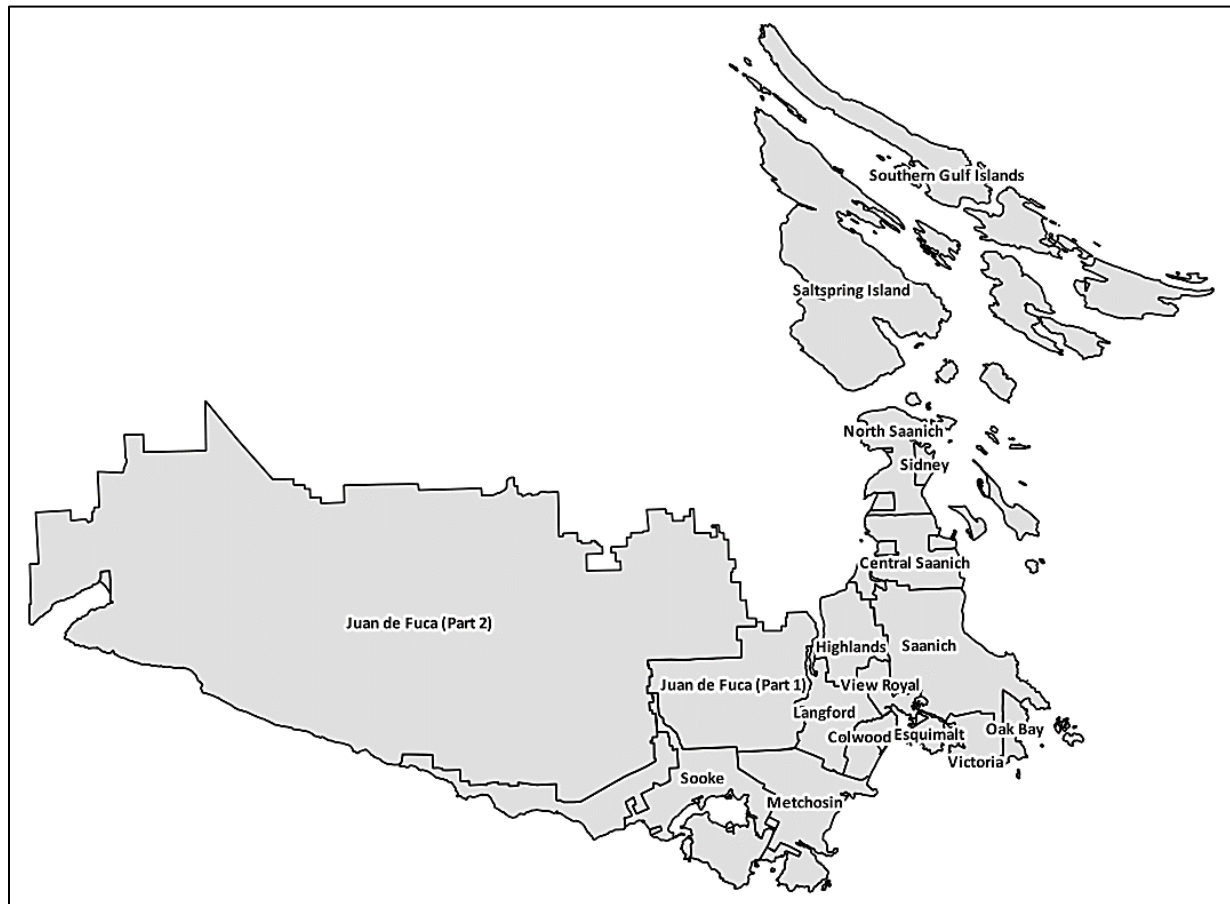
In general, all assumptions relating to migration, births and deaths by small area are based on past conditions, modified wherever possible to take into consideration known future changes. Consequently, the resulting population projections are not necessarily what will be, but rather what could be given the realization of these conditions. It is certainly possible that unforeseen changes in factors such as government policy, economic development, land use and zoning will affect future populations. Projections should be regarded as only one possible scenario of the future size and age-sex structure of the population.

The accuracy of the sub-CRD population projection hinges on several assumptions including the accurate projection of future migration levels, the quality of the base population and the reliability of the projected CRD population. It should also be noted that because the process of change is cumulative, the reliability of the projections may

¹ <https://www.statcan.gc.ca/eng/subjects/standard/naics/2012/introduction>

decrease over time. Historical data for international, interprovincial and intraprovincial migration at a sub-provincial level has proven to be quite volatile.

FIGURE 1: CAPITAL REGIONAL DISTRICT – CENSUS SUBDIVISIONS



2. Methodology

2.1. CRD Population Projection

The Capital Regional District population projection is based on the PEOPLE (Population Extrapolation for Organizational Planning with Less Error) methodology. PEOPLE projects population forward using a Component/Cohort-Survival population model. It uses fertility, mortality and migration assumptions, and applies them to a base year age-specific population. The population evolves by promoting each age group into the next, while considering the effects of net migration, deaths and births.

For this project, BC Stats used its 2018 population estimate, based on the 2016 Census² adjusted for net census undercoverage³, as base population. Due to the nature of the Component/Cohort-Survival model, the assumptions for each component, namely fertility, mortality and migration, are projected separately. Each component is projected using historical data and trends for each Local Health Area in the region, the base geography used by PEOPLE for inputs. The accuracy of the projection for each component depends on the size of the sample for which historical data is available. Because of this, projection of the components based on a larger population tends to be more accurate than for smaller population. The population of the CRD was projected first, based on assumptions derived for the Local Health Areas inside the district⁴, so it can be used as a control total for individual municipality projections. The CRD-level projection sets the total population by age and gender to which the sum of all municipality-level projections must add up to. This method is essentially the same as the one used by BC Stats for projections of other sub-geographies in British Columbia.

2.1.1. Fertility

The BC Vital Statistics Agency supplies BC Stats with up-to-date data regarding vital events within the province. This is used to build a historic picture of births at the sub-provincial level and is used to forecast what might happen in the future. In general, vital events remain stable over time from a probabilistic perspective. As such, it is expected that certain historical trends will continue within the foreseeable future, or over the projection horizon.

² <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/index-eng.cfm>

³ <https://www150.statcan.gc.ca/n1/daily-quotidien/180927/dq180927k-eng.htm>

⁴ CRD municipalities fall in the following Local Health Areas: 61 (Esquimalt, Oak Bay, Victoria, View Royal), 62 (Colwood, Highlands, Juan de Fuca, Langford, Metchosin, Sooke), 63 (Central Saanich, North Saanich, Sidney), 64 (Salt Spring Island, Southern Gulf Islands). 61 and 63 each cover parts of Saanich.

The PEOPLE projection system uses Local Health Areas (LHA) as a base geography for its various inputs. Local Health Areas 61, 62, 63 and 64 all cover some parts of the CRD. Using historical birth events provided to BC Stats, age-specific fertility rates are projected up to 2038 for each of the LHA covering the CRD. Table 2 shows how the total fertility rates (i.e. the total number of births per 1,000 women through the ages 15 to 49) are projected to evolve over the 2019-2038 period. After a significant decrease in the number of children per woman over the last half-century, fertility rates have been observed to stabilise across many developed nations. Similarly, fertility rates are expected to stay quite stable until 2038 in the Capital Regional District.

TABLE 2: TOTAL FERTILITY RATE PER LOCAL HEALTH AREA 2019-2038

Local Health Area	2019	2028	2038
61	1,154	1,164	1,165
62	1,560	1,555	1,552
63	1,442	1,443	1,441
64	1,448	1,447	1,445

2.1.2. Life Expectancy

BC Stats also obtains the number of death events from the BC Vital Statistics Agency. From this data, an age-specific mortality rate can be calculated and applied to each cohort to produce a death count. Unlike fertility rate, mortality rate is not stable, but slowly decreasing over time as life expectancy increases. Life expectancy is quite similar across CRD municipalities, the main difference being that life expectancy at birth for women is on average 3.2 years longer than for men in 2019. As shown in Table 3, it is forecasted that women's life expectancy will increase to 86.9 years by 2038, compared to 84.9 years for men, narrowing this gap slightly. Using the projected life expectancies at birth, mortality rates can be calculated for each year and applied to the CRD cohort.

TABLE 3: CRD PROJECTED LIFE EXPECTANCY AT BIRTH 2019-2038

Gender	2019	2028	2038
Male	81.7	83.1	84.9
Female	84.9	85.8	86.9

2.1.3. Net Migration

The level of net migration is far more volatile and challenging to predict than the number of births and deaths. Government policy changes and regional economic factors could

have a major short-term impact on migration levels or, for example, major projects may result in a large influx of new residents for several years. BC Stats attempts to address these challenges through careful consideration of available information. With regards to assumptions for migration across the province, the Major Projects Inventory (MPI)⁵ provides a tangible selection of large-scale infrastructure developments (each over \$15 million in capital costs) at varying stages of completion. Also, major local facility development or cancellation of a major construction project may have significant impacts on small areas in terms of movement of people. These events are considered in the assumptions used for projection.

As for the other components, net migration is calculated on a Local Health Area basis. Net migration is obtained from the combination of international immigrants and emigrants, interprovincial migration, as well as intraprovincial migration. Due to its favourable weather, diverse service economy and large public administration workforce, the CRD has historically had positive net migration numbers, meaning that more people come to the region than leave it. Table 4 shows what are the projected levels of annual net migration for each LHA in the Capital Regional District. Due to the high level of uncertainty surrounding migration, projection is mostly based on historical averages of the last two decades, corrected for major projects planned in the region.

TABLE 4: ANNUAL NET MIGRATION TO THE CRD REGION 2019-2038

Local Health Area	2019	2028	2038
61	2,128	2,385	2,428
62	1,746	1,867	1,850
63	646	720	732
64	253	275	274
Total	4,773	5,247	5,284

In recent years, migration to the Capital Regional District has been quite diverse with around 30% of net migration coming from new international immigrants settling in the region, 30% from another Canadian province, and 40% from people who relocated to the region from somewhere else in British Columbia.

2.1.4. Municipality-level Projection

Once the CRD-level projection has been completed, the population can be divided amongst each of the individual municipalities. A common method to obtain population subsets from a larger projection consists in evaluating what fraction of the total population each subset represents at different times along the projection horizon and

⁵ <https://www2.gov.bc.ca/gov/content/employment-business/economic-development/industry/bc-major-projects-inventory>

divide the total population accordingly to the demographic distribution of each components at the beginning of the projection. Table 5 contains the projected fraction of the CRD total population in each municipality based on population trends over the last two decades, as well as some level of information obtained from the municipalities.

TABLE 5: FRACTION OF CRD TOTAL POPULATION BY MUNICIPALITY 2019-2038

Municipality	2019	2028	2038
Central Saanich	4.4%	4.4%	4.3%
Colwood	4.4%	4.5%	4.6%
Esquimalt	4.6%	4.4%	4.2%
Highlands	0.6%	0.6%	0.6%
Juan de Fuca	1.2%	1.2%	1.1%
Langford	9.4%	11.2%	13.2%
Metchosin	1.2%	1.2%	1.1%
North Saanich	2.9%	2.8%	2.6%
Oak Bay	4.7%	4.3%	3.8%
Saanich	29.8%	28.9%	28.0%
Salt Spring Island	2.7%	2.6%	2.5%
Sidney	3.0%	2.9%	2.8%
Sooke	3.4%	3.9%	4.5%
Southern Gulf Islands	1.1%	0.9%	0.6%
Victoria	22.4%	22.1%	21.8%
View Royal	2.7%	2.9%	3.1%
IRI ⁶	1.3%	1.3%	1.3%

While the population in the CRD is growing, the relative distribution across municipalities will be changing. The city of Langford is expected to see the largest gains in terms of its weight in the CRD, representing up to 13.2% of the CRD population in 2038, up from 9.4% in 2019.

Combining the CRD population projection and the information in Table 5 with the age and gender structure of each municipality in 2018, detailed demographic profiles are created to cover the entire projection period. This ensures that the population by age and gender of each municipality represent the evolution of that population, while the combination of all municipalities is in line with the CRD control total population.

⁶ Indigenous reserves and land are not part of the final CRD projection products.

2.2. CRD Dwelling Units Projection

As is the case with population projections, projection of the number of private dwellings by small area is of value for planning purposes. The primary component of the British Columbia small area dwellings projection methodology is a projection of the average number of persons per private dwelling. As per Statistics Canada definition, *Private Dwelling*⁷ refers to a separate set of living quarters with a private entrance either from outside the building or from a common hall, lobby, vestibule or stairway inside the building. The entrance to the dwelling must be one that can be used without passing through the living quarters of some other person or group of persons. Specifically, the projection of dwelling units refers only to those that are occupied by usual (permanent) resident⁸.

The number of people per dwelling is projected using a combination of three independent variables determined to be predictors of this variable:

1. **The children population aged 0 to 19 by small area.** Generally, children under 19 do not live in a private dwelling of their own. Hence, in areas with a relatively high child population, the number of persons per dwelling should tend to be higher.
2. **The married/common-law population by small area.** Marital status of the population will affect the number of people per dwelling. The married population accounts for a large proportion of households, and thus can influence average dwelling size. Although unintuitive, it was found that the average number of people per dwelling by small area was inversely related to the size of married population. Although no study has yet been conducted by BC Stats to analyze this phenomenon, one possible explanation is that marriages result in the dissolution of larger parental households into multiple dwellings. For example, a family of four may result in two families of three and two each living in different dwellings after the marriage of one child, which is a lower average per dwelling.
3. **The divorced and separated populations by small area.** Divorce and separation affect the type and size of dwellings formed. For example, people who are divorced or separated can form lone-parent families or single-person households, which generally tends to result in lower average number of people per dwelling.

Table 6 shows that over the projection horizon, the average number of persons per dwelling unit in the CRD is expected to decrease in most municipalities. Once the number of persons per dwelling for some future point in time has been forecasted, the

⁷ <https://www12.statcan.gc.ca/census-recensement/2016/ref/dict/households-menage014-eng.cfm>

⁸ <http://www23.statcan.gc.ca/imdb/p3Var.pl?Function=Unit&Id=108091>

number of private dwellings is derived by applying this ratio to an independently derived population projection as outlined above. This method is first be applied to the CRD and then to each municipality, ensuring that the total number of private dwellings agree.

TABLE 6: CRD PERSON PER DWELLING UNIT BY MUNICIPALITY 2019-2038

Municipality	2019	2028	2038
Central Saanich	2.34	2.25	2.12
Colwood	2.46	2.37	2.22
Esquimalt	2.00	1.96	1.90
Highlands	2.61	2.58	2.52
Juan de Fuca	2.24	2.15	2.02
Langford	2.39	2.29	2.14
Metchosin	2.47	2.31	2.10
North Saanich	2.33	2.24	2.11
Oak Bay	2.30	2.36	2.39
Saanich	2.38	2.39	2.36
Salt Spring Island	2.10	2.05	1.97
Sidney	2.00	1.91	1.79
Sooke	2.41	2.37	2.30
Southern Gulf Islands	1.85	1.83	1.77
Victoria	1.82	1.82	1.79
View Royal	2.36	2.24	2.06

2.3. CRD Employment Projection

Employment projections by place of work are not directly produced by BC Stats, but the Workforce Innovation division of the Ministry of Advanced Education, Skills and Training does produce employment growth projection by 2-digit NAICS industry⁹. These projections are used as part of the labour market supply model to produce the BC Labour Market Outlook report¹⁰. BC Stats acquired the employment growth figures for the 2018-2028 period, as well as 2006 Census, 2011 National Household Survey and 2016 Census employment by place of work and by industry data for the CRD, and each

⁹ Employment industry categories are based on the 2012 North American Industry Classification System. Categories were grouped to reflect projection inputs from the Workforce Innovation Division as follows: Trade (Wholesale trade and Retail trade); Finance, Insurance and Real Estate (Finance and insurance; Real estate, rental and leasing); Professional, Scientific and Managerial (Professional, scientific and technical services; Management of companies and enterprises); Other Services (Other services; Information and cultural industries; Administrative and support, waste management and remediation services; Art, entertainment and recreation).

¹⁰ <https://www.workbc.ca/Labour-Market-Industry/Labour-Market-Outlook.aspx>

individual municipality. It is important to note that place of work employment refers to the location of the workplace, not the residence of the employee. For example, a worker living in the city of Langford who commutes every day to work in an office in Victoria would be counted as being in Victoria for place of work employment purposes.

Future employment levels are difficult to predict due to the direct impact of economic and political events on the workforce that are impossible to accurately predict ahead of time. While the employment growth data from the Workforce Innovation division is the best available for this projection, it does not cover the 2029-2038 period. It is also intended to represent the Vancouver Island/Coast Development Region and is not available for the CRD alone. BC Stats consulted with the Workforce Innovation group about the two main limitations outlined above and concluded that employment growth could be extrapolated to 2038. Since the CRD represent half the total population in the Vancouver Island/Coast region, employment growth will be applied to the CRD-level projection. For municipality-level projections, BC Stats analyzed the employment trends by industry in each municipality between 2006 and 2016 based on Census data. Emergent or declining local industries should show a sustained above- or below-average growth when compared to the CRD over the same period. This leads to adjustments in the employment growth rates for individual municipality for these industries. As with the population projection, employment growth will be used to project employment by industry for the CRD, which will then be used as a control total for municipality-level employment projections.

TABLE 7: CRD NORMALIZED EMPLOYMENT BY INDUSTRY 2019-2038

Industry	2019	2028	2038
Accommodation and food services	100	123	158
Agriculture, forestry, fishing and hunting	100	111	127
Construction	100	102	100
Educational services	100	120	153
Finance, Insurance and Real Estate	100	103	102
Government services	100	102	96
Health care and social assistance	100	112	125
Manufacturing	100	106	113
Mining, quarrying, and oil and gas extraction	100	169	308
Other Services	100	115	133
Professional, Scientific and Managerial	100	114	130
Trade	100	106	108
Transportation and warehousing	100	116	139

Utilities	100	128	184
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While employment growth varies every year, Table 7 summarizes the changes that would occur in a normalized employment cohort of 100 people beginning in 2019. For each industry, the following columns indicate the size of the cohort in 2028 and 2038, accounting for the cumulative changes to the employment in this industry. As shown in the table, most of the gains are expected to be in service-related industries.

3. Results

3.1. CRD Population

Over the 2019-2038 period, the Capital Regional District population is projected to increase by 20%, from 412,465 to 493,975. Growth rate will be the highest in the Western Communities where the population will increase by over 30,000 people, similar to Saanich and Victoria combined over the same period. Langford alone is expected to see its population grow by over 25,000 people, the largest gain in the district. Table 8 summarizes the population of each municipality over the projection period, showing that population changes vary quite significantly between them.

TABLE 8: CRD MUNICIPALITIES POPULATION 2019-2038

Municipality	2019	2028	2038
Central Saanich	18,403	20,084	21,545
Colwood	18,493	20,766	22,935
Esquimalt	19,191	20,327	21,137
Highlands	2,452	2,833	3,203
Juan de Fuca	5,048	5,300	5,425
Langford	39,352	51,403	65,794
Metchosin	5,127	5,460	5,614
North Saanich	12,310	12,803	13,012
Oak Bay	19,639	19,708	19,147
Saanich	124,375	133,179	139,897
Salt Spring Island	11,115	11,876	12,405
Sidney	12,715	13,507	14,045
Sooke	14,374	18,156	22,399
Southern Gulf Islands	4,811	4,139	3,106
Victoria	93,600	101,734	108,898
View Royal	11,460	13,353	15,413
Total	412,465	454,628	493,975

The demographic characteristics of the Capital Regional District are projected to change as well between 2019 and 2038. As show in Table 9, the age group of 65 years old and over is expected to see the largest increase at 53%, while the 0 to 17 years old is only expected to grow by 15%. This means that population 65 years and over will represent over 28% of the CRD population in 2038, compared to 22% in 2019. At the same time, the 18 to 64 years old group is projected to only grow by around 9%, leading to a

reduction in that group demographic weight to 57% of the population, from 63% in 2019. This change is significant since that age group contains most of the active workforce in the region.

TABLE 9: CRD POPULATION AGE DISTRIBUTION 2019-2038

Age Group	2019	2028	2038	2019-2038 Change
0 - 17	62,884	69,534	72,469	15%
18 - 24	36,893	34,146	37,912	3%
25 - 44	108,302	117,502	115,302	6%
45 - 64	112,374	111,985	127,333	13%
65 and over	92,012	121,461	140,959	53%
Total	412,465	454,628	493,975	20%

3.2. CRD Dwelling Units

The Capital Regional District is forecasted to see an increase of 25% in the number of its occupied dwelling units by 2038. As is the case for population, the Western Communities are expected to proportionally see the largest gains in the region. Table 10 presents a summary of the number of occupied dwelling units for each municipality.

TABLE 10: CRD OCCUPIED DWELLING UNITS PER MUNICIPALITY 2019-2038

Municipality	2019	2028	2038
Central Saanich	7,541	8,546	9,721
Colwood	7,182	8,399	9,870
Esquimalt	9,183	9,902	10,666
Highlands	901	1,050	1,217
Juan de Fuca	2,210	2,416	2,630
Langford	15,778	21,521	29,403
Metchosin	1,985	2,259	2,552
North Saanich	5,047	5,466	5,911
Oak Bay	8,168	7,987	7,661
Saanich	49,986	53,406	56,814
Salt Spring Island	5,102	5,585	6,089
Sidney	6,099	6,770	7,520
Sooke	5,715	7,319	9,311
Southern Gulf Islands	2,487	2,169	1,678
Victoria	49,115	53,427	58,111

View Royal	4,637	5,712	7,147
Total	181,136	201,934	226,301

While most municipalities show a gain in dwelling units, Southern Gulf Islands shows a significant decrease. It is important to remember that this projection is based on demographic factors and, as such, needs to be interpreted in addition to other real estate and economic factors. The reduced numbers of occupied dwelling units in Southern Gulf Islands is almost certainly not due to units becoming abandoned or demolished but is most probably due to a change in their primary use. With its aging demographics, it is reasonable to assume that a lot of the properties will change hands over the projection horizon and that some of them will become secondary residences, or possibly be used for short term rental purposes. Both of these dwelling use cases would not qualify them to be counted as private dwellings occupied by usual residents.

3.3. CRD Employment

Total employment levels in the Capital Regional District is expected to grow by 23% by 2038, similar to the growth in population over the same period. Most municipalities in the district are expected to see some growth in the number of people working within its boundaries. However, it is important to emphasize that employment is the most volatile components presented in this document. Policy and economic factors could make these figures vary dramatically over the projection horizon. Nevertheless, as shown in Table 11, the Western Communities are forecasted to see significant employment growth, as do Victoria and Saanich.

TABLE 11: CRD PLACE OF WORK EMPLOYMENT BY MUNICIPALITY 2019-2038

Municipality	2019	2028	2038
Central Saanich	9,700	10,770	11,960
Colwood	4,309	4,712	5,251
Esquimalt	13,136	12,653	10,994
Highlands	244	401	695
Juan de Fuca	587	1,049	1,908
Langford	13,541	16,436	20,190
Metchosin	1,341	1,772	2,460
North Saanich	5,594	7,138	9,428
Oak Bay	8,017	7,763	7,944
Saanich	49,239	56,802	65,644
Salt Spring Island	5,129	5,617	6,200
Sidney	6,948	7,461	7,795

Sooke	2,836	3,467	4,397
Southern Gulf Islands	2,221	2,635	3,423
Victoria	92,016	99,016	103,064
View Royal	5,985	7,383	9,380
Total	220,843	245,075	270,733

Growth is projected to vary significantly across industries in the region. As the CRD continues to grow at a similar rate, construction employment is also expected to stay at similar levels as shown in Table 12. Services and Health care are projected to see the largest increases while others, such as Agriculture, Manufacturing and Trade, are expected to only see marginal changes.

TABLE 12: CRD PLACE OF WORK EMPLOYMENT BY INDUSTRY 2019-2038

Industry¹¹	2019	2028	2038
Accommodation and food services	19,573	24,149	30,909
Agriculture, forestry, fishing and hunting	2,117	2,344	2,692
Construction	7,323	7,488	7,348
Educational services	18,777	22,589	28,681
Finance, Insurance and Real Estate	13,309	13,762	13,516
Government services	33,634	34,273	32,275
Health care and Social assistance	31,488	35,375	39,253
Manufacturing	7,852	8,343	8,884
Mining, quarrying, and oil and gas extraction	105	177	323
Other services	26,382	30,267	35,030
Professional, Scientific and Managerial	19,639	22,403	25,596
Trade	33,316	35,325	35,861
Transportation and warehousing	6,867	7,990	9,515
Utilities	461	590	850
Total	220,843	245,075	270,733

¹¹ Employment industry categories are based on the 2012 North American Industry Classification System. Categories were grouped to reflect projection inputs from the Workforce Innovation Division as follows: Trade (Wholesale trade and Retail trade); Finance, Insurance and Real Estate (Finance and insurance; Real estate, rental and leasing); Professional, Scientific and Managerial (Professional, scientific and technical services; Management of companies and enterprises); Other Services (Other services; Information and cultural industries; Administrative and support, waste management and remediation services; Art, entertainment and recreation).

4. Conclusion

The Capital Regional District is facing similar challenges as other parts of British Columbia. While the population in the region will keep growing, in part due to a diverse positive net migration, it will also age significantly due to a stable, but low, fertility rate. This situation is not unique to the region and is seen all across Canada and other developed nations. Victoria and Saanich will remain the largest population and employment centres over the projection horizon, but significant gains will happen in the Western Communities. Increasing land saturation and cost of property in Victoria and Saanich being probable contributing factors favouring the growth of all components in Langford and the surrounding municipalities.

To accommodate for the increased population, additional dwelling units will have to be constructed. It is reasonable to expect that municipalities such as Victoria and Saanich will see increased densification to accommodate these new units, probably with the construction of more high-density condominium towers. Less saturated areas such as the Western Communities should see a more diverse mix of new constructions including single-family housing, but additional densification in the municipality cores should also be expected.

All across the CRD, the population structure will change significantly, with 65 years old and over expected to grow by over 50% by 2038. This will impact how services are delivered, and increase accessibility and care needs across the region. While the younger population is not expected to grow nearly as much, it is a segment of the population that prefers to live near city centres, close to work and services. This not only impacts demographics in more rural areas but is also expected to keep putting pressure on the rental and real estate markets in urban centres. Moreover, while the Western Communities will see a large increase in population, Victoria and Saanich will keep on being the main locations of employment. The number of commuters should be expected to keep increasing, which will increase the needs for investments in mass transportation and infrastructure upgrades across the Capital Regional District.



BC Stats is the provincial government's leader in statistical and economic research, information and analysis essential for evidence-based decision-making. BC Stats, the central statistics agency of government, is excited to be taking a lead role in the strategic understanding of data sources and analysis across government. The goal is to increase overall business intelligence—information decision makers can use. As part of this goal, BC Stats is also developing an organizational performance measurement



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Regional Growth Strategy Amendment Referral



1

Intent of CRD's Bylaw No. 4328

To update population, dwelling unit, and employment projections in Table 1 of the Regional Growth Strategy.

TABLE 1: POPULATION, DWELLING UNIT AND EMPLOYMENT PROJECTIONS

	2018			2038			Population Change	
	Population	Dwellings	Employment	Population	Dwellings	Employment	Total	Percentage
Core	266,000	120,100	166,800	304,500	140,400	197,000	38,500	14.5%
Saanich Peninsula	43,000	18,400	21,900	48,600	23,200	29,200	5,600	13.0%
West Shore	83,100	33,000	22,400	125,400	55,000	34,900	42,300	50.9%
Total	392,100	171,600	211,100	478,500	218,500	261,100	86,400	22.0%

Source: BC Stats, 2019

All figures are as of July 1st of the year stated.



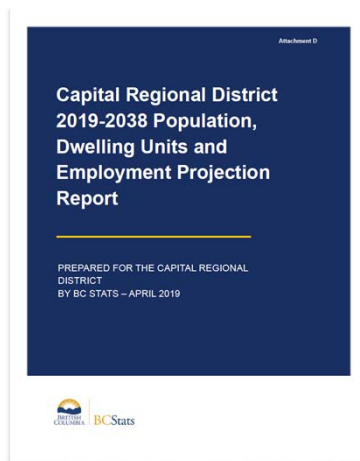
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2

RGS Amendment and Victoria's OCP

Updated projections support adaptive management of the City's OCP:

- Currently undertaking a capacity assessment to consider OCP adjustments in light of updated population and dwelling unit projections



3

Local Government Act guidance

- The City must review the regional growth strategy amendment in the context of our Official Community Plan.
[Section 436, part (4) (a)]
- The City has 60 days from referral (deadline is May 12, 2020) to either accept or refuse to accept the referred bylaw.
[Section 436, part (4) (b)]
- If Council refuses to accept the proposed bylaw, a non-binding resolution process would result, with potential cost to the City.
[Section 439, part (6)]

PHOTO CAPTION (IF NEEDED) ARIAL 11 PT

4

Recommendation

That Council:

1. Accept the Regional Growth Strategy amendment, as set out in the Capital Regional District's Bylaw No. 4328 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019" (Bylaw No. 4328) as per section 436 of the Local Government Act.
2. Direct staff to provide the Capital Regional District Board with a letter confirming the City of Victoria's acceptance of the Capital Regional District Bylaw No. 4328.



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Committee of the Whole Report For the Meeting of April 16, 2020

To: Committee of the Whole **Date:** April 8, 2020
From: Chris Coates, City Clerk
Subject: Temporary Council Process Changes COVID-19 - Review and Report Back

RECOMMENDATION

That Council:

1. Authorize telephone participation for request to address council participants.
2. Direct staff to report back on the suspension of Public Hearings upon receipt of further information from the Ministry of Municipal Affairs and Housing.

EXECUTIVE SUMMARY

At the March 19, 2020 Committee of the Whole meeting, Council received the staff report attached as Appendix A in relation to meeting procedures and the Impacts of Health Orders relating to the COVID-19 Pandemic and passed a motion at the Council meeting that followed to proceed with:

- amendments to the Council Procedures Bylaw to permit greater electronic participation by members of Council under emergency circumstances defined in the Bylaw.
- suspending public hearings until further notice
- suspending question period at Council meetings until further notice
- Limiting Request to Address Council participants to 6 participating by telephone or in written form.
- Review the public hearing, question period and request to address council provisions by April 16, 2020

These changes were followed by further changes approved at the March 26, 2020 Council meeting to:

- suspend evening Council meetings
- conduct Council meetings on the 2nd and 4th Thursday during the day following Committee of the Whole at 12 noon.

One Council meeting has occurred utilizing the question period and request to address council temporary changes. This was the March 26, 2020 Council meeting that was re-scheduled to the daytime meeting of April 2nd. There were 3 "speakers" in that meeting. For the April 9th meeting there is one request to address speaker at the time of writing this report. The volume of request to address requests has slowed significantly. No potential speaker has expressed concern around the temporary process that is being employed. Nevertheless, the albeit brief experience with increased

electronic participation has enabled the opportunity for telephone connection for request to address participants should Council consider that a suitable enhancement to the current practice. Question period does not typically have much uptake, and there have been no comments received from the public expressing concerns about the suspending it.

Public hearings continue to be a source of interest and concern amongst many local governments. The Ministry of Municipal Affairs and Housing is working on guidelines for local government to follow. Public Hearings are a particularly challenging issue to manage where the lack of in-person participation is limited by the Public Health Officers Order limiting gathering to 50 people. Staff suggest awaiting more information from the Ministry before considering this issue. A subsequent report back on public hearing will come forward as soon a more information is available.

PURPOSE

The purpose of this report is to review temporary meeting process measures authorized by Council. pertaining to suspension of public hearings and question period, and the limitation on the number of request to address council participants to 6, and the way in which those “speakers” present.

BACKGROUND

Since the COVID-19 Pandemic Declaration, Council has given consideration at both the March 19 and March 26th meetings passing the following motions:

March 19th

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:***
 - b) ***Telephone participation where possible***
 - c) ***The reading out of written submissions and/or the broadcasting of recorded submissions, if necessary.***

That the temporary measures in 3, 4 and 5 be reviewed no later than April 16th

March 26th

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
 - a. the suspension of evening Council meetings effective immediately

- b. conducting Council meetings on the 2nd and 4th Thursday during the day following Committee of the Whole at 12 noon
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

ISSUES AND ANALYSIS

Question Period

Question Period occurs at the end of each twice monthly Council meeting. It is unrestricted except that each "speaker can ask a question for up to two minutes. It is not utilized to a great extent generally. The temporary suspension has not resulted in any comments from the public at this point to staff's knowledge.

Request to Address

The Request to Address council section is an open opportunity to speak to Council on any subject. The Council Procedures Bylaw does not place limits on the number of speakers who may address Council at any given meeting. The limitations approved to limit the number of speakers to 6 has not, at this time, resulted in any feedback from the public. Those who have participated indicated that they were comfortable with the way in which the system is structured. There has been a significant drop in requests to speak since the Pandemic Declaration. This will be monitored, and it is reasonable to assume that the more usual City business that occurs, could see the number of speakers increase. Staff will advise should there be an excess of six speakers that are requesting for a given meeting.

In addition, despite the very brief experience with enhanced electronic participation, staff are now comfortable with suggesting a telephone participation option for the speakers should Council wish to expand the participation options. The relatively failsafe technology that would be used should minimize any disruption to the flow of the meeting while providing speakers the opportunity to present to Council "live" via telephone.

Public Hearings

Council received a report from the Director Planning and Sustainable Development outlining reviews coming forward around processes for processing land use matters. Public Hearings are of course an important part of some of those processes. The Ministry of Municipal Affairs and Housing has indicated that they are working on information for local governments around public hearings. Staff are reaching out across the lower mainland and further to look at approaches relating to public hearings and how they may be able to be accommodated. It is especially challenging to disallow public attendance at a hearing on a full-scale basis. The Order from the Minister of Municipal Affairs that has been made respecting open meetings where the inability to have the public attend or even view open meetings does not mean that they are not considered to be open, should not be construed as being an opening for public hearings to be managed in the same way. As public hearings are held to the highest standards given their statutory nature, staff recommend awaiting further information from the Provincial Government.

OPTIONS AND IMPACTS

- Option 1 – Permit telephone participation by the request to address council speakers and direct staff to report back on Public Hearings upon receipt of further information from the Ministry of Municipal Affairs and Housing. (Recommended)**
- Option 2 - Maintain the status quo on the suspension of public hearings and question period and the reduced request to address council participation, and direct staff to report back on public hearings upon receipt of further information from the Ministry of Municipal Affairs and Housing.**

Accessibility Impact Statement

The recommended approach addresses some accessibility issues in that audio and screen reading capabilities are maintained. As well the City uses a closed-captioning function on webcasts.

2018 – 2022 Strategic Plan

The recommended option has no Strategic Plan implications.

Impacts to Financial Plan

The recommended option has no financial implications.

Official Community Plan Consistency Statement

This issue has no specific Official Community Plan implications.

CONCLUSION

The temporary changes implemented to Council's meeting processes, brought about by the COVID-19 Pandemic Declaration have not been tested much in the time they have been in place. There has been no negative feed back to date on the request to address council and question period issues. Despite the limited experience, the current technology supports, and therefore council may wish to consider, increasing public participation to allow telephone submissions from request to address council speakers. Public Hearings continue to be a concern given that there could be increasing interest to process applications that require statutory public hearings. Council will be receiving further reports on planning processes in the near future.


Respectfully submitted,


Chris Coates
City Clerk

Susanne Thompson
Deputy City Manager/CFO

Report accepted and recommended by the City Manager:

Date:


Apr 9, 2020

List of Attachments

Appendix A: March 19, 2020 Committee of the Whole Report – Council Processes
Appendix B: March 26, 2020 Committee of the Whole Report – Meeting Schedule



Committee of the Whole Report For the Meeting of March 19th, 2020

To: Committee of the Whole

Date: March 17, 2020

From: Chris Coates, City Clerk

Subject: Council Processes

RECOMMENDATION

That Council forward to the March 19, 2020 daytime Council meeting the following recommendations:

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 Request to Address Council and Question Period sections of Council meeting agendas for in person participation until further notice.

EXECUTIVE SUMMARY

Local governments in British Columbia operate primarily under the authority of the *Community Charter* and *Local Government Act*. Unless permitted under section 90 of the *Community Charter* all meetings of council and council committees are open to the public. The city live streams all of Council's open Committee of the Whole and Council meetings each time. These webcasts may be viewed by the public live during the meeting or the archived webcasts may be viewed on the City website at www.victoria.ca.

The British Columbia Medical Health Officer passed the Order attached as Appendix A to this report on March 16, 2020 in response to the COVID-19 pandemic. This order has implications for local government including implications on the conduct of council's in open meetings.

The purpose of this report is to seek Council's approval to modify processes to comply with the Provincial Health Officer's Order, while maintaining the integrity and transparency of the processes in keeping with the legislative requirements of the *Community Charter* and *Local Government Act*.

To accomplish these objectives staff are recommending Council approve amendments to the Council Procedures Bylaw to permit the full electronic participation of all members of Council; establish the ability to waive the City's Procedures Bylaw rules by a majority vote of Council if

circumstances dictate and in keeping with best practices of other local governments; and during the pandemic, suspend public hearings and request to address council and question period participation to limit gatherings (council and committee of the whole meetings) to under 50 persons. Council and Committee of the Whole meetings would continue to be live streamed and available to the public to view and comments can be made to council by mail or email during this uncertain period.

Since the Health Officer's Order, the City's many Advisory Bodies cannot meet the open meeting requirements of the Community Charter as their meetings are not webcast. As such those meetings cannot take place until further notice.

Local governments across the region and beyond are actively involved in process reviews to adapt to the changing circumstances brought about by the COVID-19 pandemic.

PURPOSE

The purpose of this report is to seek Council approval to:

1. Comply with the British Columbia Medical Health Officer's Order, attached as Appendix A, as it pertains to gatherings of more than 50 people by suspending public hearings and in-person participation at Council meetings in the Request to Address Council portion of the meeting.
2. Amend the Council Procedures Bylaw to increase the number of council member electronic participation to enable all Council members to electronically participate in Committee of the Whole and Council meetings at the same time should the need to do so arise.

BACKGROUND

Local government Council and Council Committee meetings are required to be open to the public unless closed under the very specific provisions of section 90 of the *Community Charter*.

The *Community Charter* requires each Local Government to enact bylaw governing certain proceedings of council (Council Procedures Bylaw). Under section 128 of the Charter, a municipality may permit, by bylaw, for members of council or a council committee who are unable to attend at a council meeting or a council committee meeting to participate by means of electronic or other communication means. Under the Charter, when a member participates by means of electronic or other communication facilities, the facilities must enable the meeting's participants to hear, or watch and hear, each other and must also enable the public to hear, or watch and hear, the participation of the member during meetings open to the public.

The current Council Procedure Bylaw, attached as Appendix B, sets out procedures for Committee of the Whole and Council meetings. Section 9 of the Bylaw establishes rules for electronic participation of Council members at Council meetings. Under section 9, no more than two Council members may participate electronically at a Council meeting if a majority of Council members are physically present at the meeting. This provision has also been applied to electronic participation at Committee of the Whole meetings.

British Columbia's Provincial Health Officer issued an Order on March 16th that applies to local governments and among other things, limits gatherings to a maximum of 50 people due to the COVID-19 pandemic. This creates the need to review and revise Council meeting processes while the order is in effect.

ISSUES AND ANALYSIS

Electronic Participation by Council Members

The Order necessitates that Council consider altering current practices to ensure business continuity and to be able to conduct decision making remotely should circumstances warrant that. Fundamental to that is ensuring a sound legal process, as well as maintaining transparency for the public and in keeping with open meeting requirements of the *Community Charter*.

The recommended approach to remove limits on electronic participation of Council members is important to ensure that the pandemic does not impact important decision making. In addition, it reduces the notice required to be given by members of council to participate electronically from 72 hours to 24 hours which coincides with the notice of special meeting requirements of the *Community Charter*. Current technology enables staff to be far more responsive to a request than 24 hours, however if all members of council were to opt to participate at the same time, 24 hours would be required to ensure all members are trained appropriately on the technology and staff can facilitate such a meeting. The City has the internal technology to facilitate these audio meeting capabilities and a well-established live webcast system for Council's meetings enabling the open meeting requirements to be met even though attendance at the meeting by the public may not be possible under the Health Officer's Order.

Suspending (Council Procedures Bylaw) Rules of Procedure

A relatively common practice in Council Procedure Bylaw is to enable Council to suspend the rules of procedure by a motion of Council during a meeting. To do so, the Council Procedures Bylaw must provide for this ability. A motion of this nature could be by majority vote, by two-thirds vote or by unanimous vote. The rules in question are not statutory rules but rather the city's rules around meeting procedures. A common example of this is the softening of the bylaw requirements to enable a "workshop" approach to issues. Another advantage of having the technical ability to suspend the rules to respond to some other unique circumstance. Staff are recommending wording from the District of Saanich Bylaw enabling the suspension of Procedure Bylaw rules but of course, not rules established in Provincial legislation which cannot be varied by Council. and using a majority vote to determine. This approach is also in keeping with the Robert's Rules of Order around ensuring the will of the majority is reflected.

An amendment to the Council Procedure Bylaw is attached as Appendix C that accomplishes the recommendations above for electronic participation and suspension of the rules of procedure. Bylaws of this nature are required to be advertised pursuant to the Community Charter. In order to facilitate the electronic participation in a timely manner staff are also recommending forwarding the proposed Bylaw to the daytime meeting for introductory readings.

Public Hearings

The limits placed on gatherings capped at 50 persons eliminates the ability to comply in the instance of a public hearing. Public hearings cannot be restricted in size in terms of numbers of people who wish to attend or speak. Public Hearings are a statutory requirement that cannot be waived. There is no appropriate alternative to substitute in these circumstances as the cornerstone of a public hearing is the ability to hear views of others and respond. A written submission only process is not considered suitable in meeting the public hearing legislative requirements which is the highest form of public submission that is subject to the most stringent requirements.

Staff are recommending a suspension of public hearings until further notice such as a change to the Health Officer's Order that would enable the unrestricted in-person participation or a legislative change.

Despite the recommendation, city staff will continue to process all applications received. The inability to conduct public hearings during the pandemic could result in a back up of matters for public hearings once it is appropriate to do so. Extra meetings are able to be established to move more applications through in a more timely manner.

Request to Address Council and Question Period

The Request to Address Council and Question Period sections are an open opportunity to speak to Council on any subject. The Council Procedures Bylaw does not place limits on the number of speakers who may address Council at any given meeting. There are no legal requirements around Request to Address Council or Question Period, it is a discretionary action authorized in the Council Procedure Bylaw. In keeping with the intent of the Health Officer's Order and in recognition that those interested can communicate their messages and questions to Council by mail or email, staff are recommending suspending these in person public participation opportunities until further notice.

Advisory Bodies to Council

The numerous Advisory Committees and Task Forces that have been established fall under the Community Charter's open meeting requirements. For information purposes, these meetings are not webcast and as such, do not meet the legislative requirements for the public and have been administratively suspended until further notice.

OPTIONS AND IMPACTS

Option 1 – Approve Amendments to Council Procedure Bylaw, Suspend holding Public Hearings and Request to Address Council sessions (**Recommended**)

Option 2 - Provide further direction to staff to comply with Health Officer's Order

Accessibility Impact Statement

The recommended approach addresses some accessibility issues in that audio and screen reading capabilities are maintained. As well the City uses a closed-captioning function on webcasts.

2015 – 2018 Strategic Plan

The recommended option has no Strategic Plan implications.

Impacts to Financial Plan

The recommended option has no financial implications.

Official Community Plan Consistency Statement

This issue has no specific Official Community Plan implications.

CONCLUSION

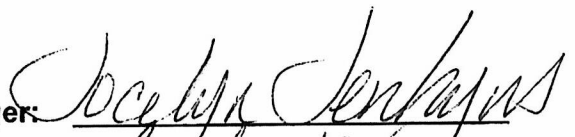
The Order from the Provincial Health Officer of March 16, 2020 has created the need for the City to analyse the potential implications resulting from the prohibition of gatherings more than 50 people. City Council and Committee of the Whole meetings, and in particular, public hearings create many occurrences throughout the year where well in excess of 50 people attend. In keeping with the Order, this report recommends changes to City Council meeting processes in the short term around public hearing and public participation at Council meetings, and by way of two amendments to the Council Procedures Bylaw to address more nimble meeting process alternatives.

Respectfully submitted,



Chris Coates
City Clerk

Report accepted and recommended by the City Manager:


Date: March 18, 2020

List of Attachments

Appendix A: Provincial Health Officer Order

Appendix B: Council Procedures Bylaw

Appendix C: Proposed Amendment to Council Procedures Bylaw



Committee of the Whole Report For the Meeting of March 26th, 2020

To: Committee of the Whole **Date:** March 24, 2020
From: Chris Coates, City Clerk
Subject: Council and Committee of the Whole Schedule – COVID-19

RECOMMENDATION

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

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until further notice to provide for:
 - a) the suspension of evening Council meetings effective immediately;
 - b) conducting Council meetings during the day following Committee of the Whole;
 - c) conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

EXECUTIVE SUMMARY

Staff continue to examine city-wide operations and seek ways to limit opportunities to minimize the potential for COVID-19 exposure and have considered and implemented modifications to meet the intent of the provincial Health Orders that are intended to curb the spread of COVID-19 as well as protect the health and safety of staff, council members and the public. .

Section 124 of the *Community Charter* requires every local government to provide advance notice of Council and Committee of the Whole meetings, and section 127 requires publication of an annual schedule of meetings. The current meeting schedule establishes Committee of the Whole and Closed Council meetings on the first 4 Thursdays of each month beginning at 9 am. Open Council meetings are held on the 2nd and 4th Thursdays of each month commencing at 6:30 pm.

In response to COVID-19, Council, at the daytime Council meeting of March 20, 2020, approved changes to the Council Procedures Bylaw to permit, under emergency circumstances, full electronic

participation by all members of Council at the call of the Mayor. These Bylaw changes can be fully implemented after adoption of the Bylaw which is on the agenda for the daytime Council meeting of March 26, 2020. In addition, Council suspended the holding of public hearings and Question Period and placed a limit of 6 Request to Address Council presentations either by telephone (if technology permits at that time) or written submissions read aloud by staff. A copy of staff report for the March 19, 2020 meeting is attached as Appendix A.

The purpose of this report is to seek Council's approval to further modify processes by reducing the frequency of meetings of Council in response to COVID-19.

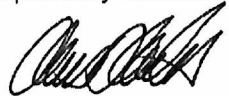
Public participation is a principal component of the items of business that occur during evening council meetings in order that the public can attend to the greatest extent possible. With the changes approved by Council already that limit this most significantly, Council may wish to consider that a reduction of meetings is now practical, and in particular the possible elimination of the evening meetings to reduce the number of times people (staff and Council) gather to attend to Council meeting processes. There is a core of staff that must be present at City Hall to facilitate Council meetings and webcasting services, despite how many electronic participants there may be.


Staff have developed, for Council's consideration, the following meeting schedule and meeting content during the pandemic (until further notice):

- Eliminate Evening meetings.
- Reduce Committee of the Whole to the 2nd and 4th Thursday each month.
- Hold Council meetings (open and closed) after Committee of the Whole
- Forward time sensitive Committee of the Whole recommendations to the Council meeting to follow.
- Forward all other Committee of the Whole recommendations to the Council meeting two weeks hence.
- Special meetings can be established (with minimum 24 hours notice) to attend to any urgent business.

The suggested reduction in meetings are intended to minimize the number of times that people need to gather at City Hall. Council may wish to consider other modifications to what is proposed which could be considered as a minimum level at this time.

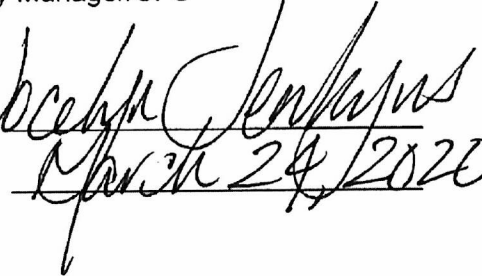
Respectfully submitted.


Chris Coates
City Clerk


Susanne Thompson
Deputy City Manager/CFO

Report accepted and recommended by the City Manager:

Date:


March 24, 2020

List of Attachments

Appendix A: March 19, 2020 Committee of The Whole Report – Council Processes



Committee of the Whole Report For the Meeting of April 16, 2020

To: Committee of the Whole
From: Chris Coates, City Clerk
Subject: Apraxia Awareness Day – May 14, 2020
Date: April 9, 2020

RECOMMENDATION

That the *Apraxia Awareness Day* Proclamation be forwarded to the April 23, 2020 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the Apraxia Awareness Day 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 "Apraxia Awareness Day – May 14, 2020"
- Appendix B: List of Previously Approved Proclamations

“APRAXIA AWARENESS DAY”

- WHEREAS** *May 14, 2020 marks the 7th annual Childhood Apraxia of Speech Day during which awareness will be raised throughout Canada about Childhood Apraxia of Speech, an extremely challenging speech disorder in children; and*
- WHEREAS** *Childhood Apraxia of Speech (CAS) causes children to have significant difficulty learning to speak and is among the most severe speech deficits in children; and*
- WHEREAS** *the act of learning to speak comes effortlessly to most children, those with apraxia endure an incredible and lengthy struggle; and*
- WHEREAS** *without appropriate speech therapy intervention, children with apraxia are placed at high risk for secondary impacts in reading, writing, spelling, and other school-related skills; and*
- WHEREAS** *that such primary and secondary impacts diminish future independence and employment opportunities if not resolved or improved; and*
- WHEREAS** *most children with apraxia of speech will learn to communicate with their very own voices only if they receive early intervention, appropriate, intensive, and frequent speech therapy; and*
- WHEREAS** *it is imperative there be greater public awareness about childhood apraxia of speech in Victoria among community members, physicians, education professionals, policy makers, and elected officials; and*
- WHEREAS** *policy makers, intervention program administrators, schools and insurance providers are encouraged to recognize the critical need to provide adequate speech therapy and other services so that the impact of this disorder is minimized and so that thousands of affected children can grow into productive, contributing adult citizens; and*
- WHEREAS** *our highest respect goes to these children, as well as their families, for their effort, determination and resilience in the face of such obstacles.*

NOW, THEREFORE I do hereby proclaim May 14th, 2020 as **“APRAXIA AWARENESS 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 23rd day of April, Two Thousand and Twenty.

LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA

Sponsored by:
Leticia Villalpando Benavides
Apraxia Kids Volunteer

Appendix B**Council Meetings****Proclamations**

17-Jan-19	BC Aware Days 2019: Be Secure, Be Aware Days - Jan 28 - February 5
31-Jan-19	Eating Disorder Awareness Week - February 1 to 7, 2019 International Development Week - February 3 to 9, 2019
14-Feb-19	Heritage Week 2019 - February 18 to 24, 2019 Rare Disease Day - February 28, 2019
28-Feb-19	Tibet Day - March 10, 2019
14-Mar-19	Purple Day - March 26, 2019 World Kidney Day - March 14, 2019 World Tuberculosis Day - March 26, 2019
28-Mar-19	Sikh Heritage Day - April 14, 2019 Global Meetings Industry Day - April 4, 2019
11-Apr-19	National Organ and Tissue Donation Awareness Week - April 21 to 27, 2019 Human Values Day 2019 - April 24, 2019 Global Love Day - May 1, 2019 National Dental Hygienists Week - April 6 to 12, 2019
25-Apr-19	Child Abuse Prevention Month - April 2019 St. George Day - April 23, 2019 Huntington Disease Awareness Month - May 2019 Falun Dafa Day - May 13, 2019
9-May-19	Apraxia Awareness Day - May 14, 2019 North American Safe Boating Awareness Week - May 18 to 24, 2019 Phones Away Day - May 23, 2019 International Internal Audit Awareness Month - May 2019
23-May-19	Brain Injury Awareness Month - June 2019 Orca Action Month - June 2019 Orca Awareness Month - Southern and Northern Residents - June 2019 Intergenerational Day Canada - June 1, 2019 Pollinator Week - June 17 to 23, 2019 ALS Awareness Month - June 2019 Myalgic Encephalomyelitis Awareness Day - May 12, 2019 Built Green Day - June 5, 2019
13-Jun-19	Small Business Month - June 2019 International Medical Marijuana Day - June 11, 2019 World Refugee Day - June 20, 2019
27-Jun-19	Pride Week - June 30 - July 7, 2019 Parachute National Injury Prevention Day - July 5, 2019
11-Jul-19	Mexican Heritage Week - July 9 to 14, 2019
25-Jul-19	Clover Point Parkrun Day - August 10, 2019
8-Aug-19	National Polycystic Kidney Disease Awareness Day - September 4, 2019
5-Sep-19	Mitochondrial Disease Awareness Week - September 15 to 21, 2019 Project Serve Day- September 14, 2019 One Day Together - September 7, 2019
12-Sep-19	Manufacturing Month - October, 2019
19-Sep-19	Fire Prevention Week - October 6 to 12, 2019 Small Business Month - October 2019 Performance and Learning Month - September 2019 British Home Child Day - September 28, 2019 World Cerebral Palsy Day - September 19, 2019
10-Oct-19	Waste Reduction Week - October 21 to 27, 2019 Pregnancy and Infant Loss Awareness Day - October 15, 2019 Fair Employment Week - October 7 to 11, 2019
24-Oct-19	National Diabetes Awareness Month and World Diabetes Day - November 2019 and November 14, 2019
14-Nov-19	Adoption Awareness Month - November 2019 Cities for Life / Cities Against the Death Penalty Day - November 30, 2019 Think Local Week - November 18 to 24, 2019
12-Dec-19	National Homeless Persons' Memorial Day - December 21, 2019 South Asian Women in Canada Day - December 24, 2019



Committee of the Whole Report For the Meeting of April 16, 2020

To: Committee of the Whole
From: Chris Coates, City Clerk
Subject: Global Love Day – May 1, 2020

Date: April 14, 2020

RECOMMENDATION

That the *Global Love Day* Proclamation be forwarded to the April 23, 2020 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *Global Love Day* 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 "Global Love Day"
- Appendix B: List of Previously Approved Proclamations

“GLOBAL LOVE DAY”

- WHEREAS** *The Love Foundation Inc., a non-profit organization, has announced GLOBAL LOVE DAY to facilitate in establishing LOVE & PEACE on our planet; and*
- WHEREAS** *GLOBAL LOVE DAY will establish a worldwide focus towards "unconditionally loving each other as we love ourselves"; and*
- WHEREAS** *We are One Humanity on this planet; and*
- WHEREAS** *All life is interconnected and interdependent; and*
- WHEREAS** *All share in the Universal bond of love; and*
- WHEREAS** *Love begins with self-acceptance and forgiveness; and*
- WHEREAS** *With respect and compassion we embrace diversity; and*
- WHEREAS** *Together we make a difference through love; and*
- WHEREAS** *The Love Foundation Inc. invites mankind to declare May 1, 2020 as GLOBAL LOVE DAY, a day of forgiveness and unconditional love. GLOBAL LOVE DAY will act as a model for all of us to follow, each and every day.*

NOW, THEREFORE I do hereby proclaim this Friday, May 1st, 2020, as **“GLOBAL LOVE 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 23rd, Two Thousand and Twenty.

LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA

Sponsored by:
Harold Becker
The Love Foundation



Council Member Motion
For the Committee of the Whole Meeting of April 16 2020

To: Committee of the Whole **Date:** April 14 2020

From: Mayor Helps, Councillor Loveday, Councillor Potts

Subject: Requisitioning Transient Accommodation to Provide Indoor Sheltering
Options during COVID-19

BACKGROUND

Like many major cities in North America, the City of Victoria is currently facing compounding health crises: the COVID-19 pandemic along with housing shortages, mental health, addictions, and overdose deaths. Despite limited funding and capacity, the City of Victoria, working with BC Housing and Island Health, has taken steps to ensure the health and safety of residents and to protect against the spread of COVID-19. These steps have included renting hotel rooms, setting up designated outdoor sheltering spaces, and shifting municipal human resources to deal with these intersecting crises.

The City has been following the direction of Island Health Medical Health Officer, Dr. Richard Stanwick, and has also been directly in touch with Provincial Medical Health Officer Dr. Bonnie Henry (Please see attached memo to Dr. Henry and relevant attachments.)

Island Health has identified that the best and safest option for people without homes is to be indoors in rooms with their own showers and bathrooms. All British Columbians are being asked to follow the directions of Dr. Henry: wash your hands, keep social distances, and stay at home. None of these critically important health measures are available to people without homes who are living outside. The rooms that have been secured to date are not sufficient in number to house all of the people who remain outside on Victoria's streets and in our parks.

It is therefore recommended that Council request that the Mayor write to the Provincial government, requesting that the Province exercise its emergency powers under the Emergency Program Act to requisition transient accommodation units to shelter unhoused people. If the Province is not prepared to exercise its own powers, that the Province authorize the City of Victoria to declare a local state of emergency and exercise emergency powers to requisition the required units and that the City work with BC

Housing and Island Health to provide those units to people who are asymptomatic but at risk of contracting COVID-19 because they cannot currently follow health orders.

RECOMMENDATIONS

1. That Council request that the Mayor write, on behalf of Council, to the Premier of British Columbia, the Solicitor General, and the Ministers of Housing, Health, and Mental Health and Addictions, copying Members of the Legislative Assembly representing constituencies in the Capital Region, requesting that the Provincial government utilize its emergency powers under the Emergency Program Act to requisition hotel and motel rooms for all unhoused people in the Capital Region.
2. Further, that if the Provincial government is unwilling to take this action, the City of Victoria requests the authority to declare a local state of emergency to use emergency powers to requisition hotel and motel rooms for people who are unsheltered in the city and that the City work with BC Housing and Island Health to provide those units to people who are asymptomatic but at risk of contracting COVID-19 because they cannot currently follow health orders.

Respectfully submitted,



Mayor Helps



Councillor Loveday



Councillor Potts

APPENDIX A

From: Lisa Helps

Date: Saturday, April 4, 2020

To: Dr. Bonnie Henry and Dr. Brian Emerson

Cc: Dr. Richard Stanwick

Subject: Letter from Province re: Vulnerable Populations and Victoria Update

Good morning Drs. Henry and Emerson,

I just got off the phone with Dr. Stanwick and he suggested I send the attached letter directly to you. Please see in particular the highlighted parts.

We are in a crisis situation here in Victoria with respect to vulnerable populations. I also attach some pictures for your consideration. On Pandora Ave in downtown Victoria there are over 120 tents, not socially distanced. Many people moved here when their shelters cut the numbers to accommodate social distancing. These people, as Dr. Stanwick told you, have complex needs including mental health and addictions challenges. The City has secured 35 hotel rooms and BC Housing has secured 160 hotel rooms. Because these have been voluntarily contributed by hotels (not requisitioned through Provincial order) hotel owners have said very clearly that they don't want people with mental health and addictions moving in.

In the interim the City has set up one orderly outdoor sheltering opportunity (see Topaz Park photos attached) and is looking to BC Housing to set up another. We hope that you would agree that outdoor sheltering of vulnerable populations in a health emergency in which vulnerable populations are being disproportionately impacted is not good enough. At last count we have about 275 people currently living outside.

And, to add to our frustration and quite frankly our despair, when the City applied to Emergency Management BC to fund a shower trailer and indoor handwashing stations at Topaz Park, our request was denied.

This is not good enough. It is setting us all up for failure and in particular it is risking the spread of COVID-19 through this vulnerable population which will of course impact the availability of health care for the rest of the community as well. Maybe the Province should issue an order to all motel owners noting that they must make their facilities available to BC Housing for whatever purpose BC Housing deems necessary. We know BC Housing can pay for these so motel owners won't be out of pocket. The issue is the lack of exercise of Provincial authority in a DOUBLE Provincial Health Emergency. We have hit a wall and we need your help.

I am happy to provide any further detail about the situation that you might require.

With gratitude and a willingness to do whatever is necessary,

Lisa



Pandora Ave



City Staff setting up tents at Topaz Park



Topaz Park Tenting Area being set up.



April 2, 2020

Dear Colleagues:

This letter is intended to provide clarity to local governments that are working with the Province on strategies to meet the needs of the most vulnerable citizens in their communities. Emergency Management BC (EMBC) and the Ministry of Municipal Affairs and Housing request that all local governments work in collaboration with BC Housing and their regional health authority to ensure that there are local plans in place to accommodate emergency shelter overflow and vulnerable populations that require isolation spaces.

The aim of the Province is to find appropriate shelter for vulnerable populations who lack the living arrangements to meet the physical distancing measures recommended by the Provincial Health Officer. If we don't find safe shelter and housing that meets this need, we risk the rapid spread of COVID-19 in a population highly vulnerable to the effects of the illness.

The Provinces will work collaboratively with local governments, through BC Housing, and as supported by regional Health Authorities and Emergency Management BC's Provincial Regional Emergency Operations Centres (PREOC) to implement plans that will best meet the needs of the local population. The primary aim is to work together to identify publicly owned properties that can serve as temporary shelter and reduce the risk of COVID-19 spread among people experiencing homelessness. The Province will make every effort to cover the reasonable incremental costs incurred in using municipal facilities for COVID-19 response through direct BC Housing funding, contributions from the non-governmental sector, and augmented by emergency funding through EMBC. Working together and clear communication remains the foundation to success.

While a provincial state of emergency was declared on March 18, 2020, under the *Emergency Program Act* (EPA), there is no desire or need to use the powers of the EPA to implement a plan to meet the needs of vulnerable populations at this time.

To clarify any misunderstanding, a ministerial order has not been issued that would empower the provincial government to requisition local government facilities. The voluntary use of any facilities for local and provincial response to COVID-19 still qualifies for cost recovery.

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Through the regional PREOCS, the Ministry of Municipal Affairs and Housing has started to distribute a survey for municipalities to identify facilities that could be used for this purpose. We recognize that some municipalities have already started working with BC Housing and have already identified facilities. We still request you complete the survey so we can collect consistent information across the province. If asked to complete the survey, please prioritize the identification of indoor spaces for this purpose. Any facility that BC Housing or a ministry of the provincial government uses for COVID-19 response is eligible for cost recovery, and the process for this is the same as it would be in any other emergency — submit your facility-related expenses for approval to your PREOC, and in all cases we will endeavour to work together to clarify cost reimbursements and any terms and condition of use.

BC Housing will work with EMBC PREOCs to ensure communities have a clear understanding of the Province's resources and roles in any facility requested, and that BC Housing has a clear understanding of the capacities and capabilities of local authorities in light of the current pandemic event. I would also like to note that the same principles would apply should the need to identify facilities for medical testing, isolation of patients, or similar purposes. EMBC senior regional managers in all parts of the province are available to assist local governments in navigating these extraordinary measures at this extraordinarily challenging time.

If you have questions about this process, please work through your PREOC.

Sincerely,



Stan Bates
Executive Director, Response
Emergency Management BC



Council Report
For the Meeting of April 16, 2020

To: April 16, 2020 Committee of the Whole Date: April 14, 2020
From: Councillor Alto & Mayor Helps
Subject: Endorsing a letter to provincial Ministers re Urgent Action to Address Inequities in COVID-19 Regional Response

BACKGROUND

Representatives from community service agencies and health professionals have written an *OPEN LETTER: RE Need for URGENT ACTION to Address Inequities in COVID 19 Regional Response*, attached.

This letter has been submitted to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, and the Honourable Adrian Dix, Minister of Health. It was copied to Premier John Horgan, Provincial Health Officer Dr. Bonnie Henry, Minister of Public Safety and Solicitor General Honourable Mike Farnworth, Minister of Mental Health and Addictions Honourable Judy Darcy, Minister of Indigenous Relations and Reconciliation Honourable Scott Fraser, and Minister of Social Development and Poverty Reduction Honourable Shane Simpson.

The letter lays out the situation facing residents who are unsheltered or living in over-crowded spaces, noting that, four weeks into COVID 19 restrictions, these residents do not have the means or opportunities to observe the health protections or precautions directed to be undertaken by Provincial Health Officer Dr. Bonnie Henry, and Island Health Chief Medical Health Officer Dr. Richard Stanwick.

The letter goes on to highlight the immediate provincial actions needed to provide an effective regional on the ground response to protect the most vulnerable in our community. The first of these reflects the same request being made by the City of Victoria, *that the Province Use emergency powers to immediately appropriate hotels and motels and fund costs including costs of staffing and Housing First supports*. Requests in the other five sections of the letter complement the City's own requests and actions taken in our local response to COVID-19.

The letter's original signatories include representatives from SOLID Outreach Society (Mark Willson, Director of Programs), AIDS Vancouver Island Health and Community Services (Katrina Jensen, Executive Director), Peers Victoria Resources Society (Rachel Phillips, Executive Director), and nursing health professionals Dr. Bernie Pauly (RN), Meaghan Brown (RN) and Corey Ranger (RN). The letter has been posted online for the optional addition of other supporters' signatures. In the 24 hours since being made available, these endorsements are growing in number and already include:

- Anne Nguyen, MD, Inner City and Addiction Doctor, Victoria Inner City COVID Response
- Dr. A. J. Brosseau, Victoria Cool Aid Society
- William Bullock, MD, CCFP
- Ash Heaslip, Inner City and Addiction Doctor, Victoria Inner City COVID Response
- Miranda Liebel
- Kelsey Roden, MD
- Madelaine Beckett

Further endorsements are expected and can be made by visiting
<https://forms.gle/NhTFcuUC1JoTncSt8>.

RECOMMENDATION

That Council endorse the attached letter, and ask the Mayor to communicate this endorsement to Honourable Selina Robinson, Honourable Adrian Dix, Premier John Horgan, Honourable Mike Farnworth, Honourable Judy Darcy, Honourable Scott Fraser, and Honourable Shane Simpson.

Respectfully submitted,



Councillor Alto



Mayor Helps

April 11, 2020

TO: Honourable Selina Robinson
Minister of Municipal Affairs & Housing
MAH.Minister@gov.bc.ca

Honourable Adrian Dix
Minister of Health
HLTH.Minister@gov.bc.ca

Cc John Horgan
Premier and President
premier@gov.bc.ca

Dr. Bonnie Henry
Provincial Health Officer
Bonnie.henry@gov.bc.ca

Honourable Mike Farnworth
Minister of Public Safety & Solicitor General
PSSG.Minister@gov.bc.ca

Honourable Judy Darcy
Minister of Mental Health and Addictions
MH.Minister@gov.bc.ca

Honourable Scott Fraser
Minister Indigenous Relations and
Reconciliation
IRR.Minister@gov.bc.ca

Honourable Shane Simpson
Minister of Social Development
and Poverty Reduction
SDPR.Minister@gov.bc.ca

OPEN LETTER: RE Need for URGENT ACTION to Address Inequities in COVID 19 Regional Response

Dear Honourable Ministers Robinson and Dix:

Thank you for your attention to ensuring protection of the health of all British Columbians at this time. **We are writing to bring to your attention the dire situation facing many people living in our community who are without shelter or living in overcrowded spaces.** *We are 4 weeks into COVID 19 restrictions and do not yet have the necessary resources to mobilize a response for those experiencing homelessness or at risk of homelessness to ensure the same health protections available to others. This is despite the efforts of many individuals from all sectors working hard to address the situation. Crisis is imminent in this population and time is running out. People who are homeless are a group at high risk of contracting and dying from COVID-19. They are [three times more likely to have chronic diseases](#) than the wider population – respiratory and heart problems and many are immuno-compromised. It is estimated that those who are homeless are [two to three times more likely to die](#) of COVID 19 compared to the general population.*

*We write to you as Greater Victoria based community organizations and allies to highlight the immediate provincial actions needed to provide an effective regional on the ground response to protect everyone in our community. **The [UN guidance for the protection of those who are homeless](#) outlines key elements of such a plan and we highlight 6 key areas here for immediate action.***

1. Mobilization of Housing and implementation of Housing First:

- ***Use emergency powers to immediately appropriate hotels and motels and fund costs including costs of staffing and Housing First supports.***
- ***Mobilize funds for regional purchase of permanent housing such as privately-owned vacant housing.***

People are unable to wash their hands, stay at home and isolate when they do not have a home. Housing is a front-line protection that gives people the ability to both stay at home/physically distance and to self-isolate. As pointed out by the UN Special Rapporteur on Housing in a statement published on March 18 “Housing has become the front-line defense against the coronavirus. Home has rarely been more of a life or death situation” ([UN Rapporteur on Housing](#)). Now is the time to immediately activate full on Housing First initiatives and offer housing to everyone who is homeless. As a group, those who are homeless are at high risk with the potential for rapid spread and increased risk of death. Due to overcrowding and high density, prevention is needed now, not after people are identified as symptomatic. Waiting until cases are identified is too late and prevention measures (just as for anyone else in the population) are essential now to protect the health of the population. Housing First is accepted as best practices federally, provincially and regionally. Housing First principles can be used for placement in hotels and motels until permanent housing is available so individuals do not return to homelessness when the pandemic is over. Shelters even with physical distancing measures are not considered adequate and may increase spread of the virus as per [UN COVID-19 Guidance Note](#) #10. People who need isolation require self-contained units with supports.

2. Support for the self determination of individuals to ‘shelter in place’ including

- ***Cessation of enforcement of no camping by laws in all municipalities.***
- ***Reinforce that public washrooms and hygiene facilities and park spaces are essential services.***
- ***Ensure handwashing stations and hygiene facilities are open in all public locations where people who are homeless are currently gathered.***
- ***Fund community-based outreach teams to support encampments until acceptable housing solutions are found.***

People cannot shelter in place or self-isolate if they being displaced and their possessions removed. As stated unequivocally by the [UN Rapporteur](#), cease the forced eviction or dismantling of self-governed encampments of homeless people as they can be safer options than shelters and large scale, state-operated camps ([UN COVID-19 Guidance Note](#) #9). If people have autonomy in outdoor space, they can participate in physical distancing with less overcrowding and less movement with delivery of supplies and services. Bathrooms are essential to day to day functioning. Handwashing and hygiene facilities are basic COVID 19 protection. The [Public Safety and Solicitor General](#) in consultation with the Provincial Health Officer declared the following to be essential services to be provided in BC during the COVID-19 pandemic including:

- *“Public washrooms and hygiene facilities (toilets, handwashing stations, showers) for unsheltered persons; and*
- *Parks and green space for public health and sheltering (for people experiencing homelessness).”*

As per [UN COVID-19 Guidance Note](#) #6, public facilities for handwashing and use of toilets and showers must be available and facilities must be regularly maintained with running water and soap at all times and cleaned. Mobile Outreach teams are vital to ensuring identification of needs, communication, wellness checks, and delivery of essentials such as food and harm reduction supplies. Provide nursing support to assist outreach teams with current communication.

3. Implementation of Safer Supply Initiatives:

- ***Re-emphasize to prescribers and their colleges the importance of the new [Guidelines for Risk Mitigation in the Context of Dual Public Health Emergencies](#) to saving lives***
- ***Reinforce need for immediate implementation of safer supply initiatives. Implementation should be done in advance of next cheque day on April 22, 2020 to avoid increased overdoses and overdose deaths.***

The Province has endorsed the Guidelines for Risk Mitigation in the Context of Dual Public Health Emergencies. Physicians, pharmacists and other prescribers need reinforcement of the new prescribing guidelines for safer supply to replace toxic street drugs in dual public health emergencies. People are facing difficulties gaining access to treatment, lack of awareness and resistance from providers and denial of treatment. At the same time, there is continual adulteration of an already toxic illicit drug supply with anticipated and real increases overdose deaths. Prescribers and pharmacists need support and clear direction to provide treatment to patients whose lives are at risk. The new guidelines include prescription access to opioids, benzos, stimulants but access to community cannabis and managed alcohol programs is needed.

4. Provide Non-Discriminatory and Culturally Safe Healthcare and Testing:

- ***Immediately ensure funding flow to emergency health care services to support health care teams as well as peer run and informed organizations to provide non-discriminatory and culturally safe health care where people are at including primary care, harm reduction, and facilitate access to testing.***

“Ensure all persons living in homelessness, regardless of where they are living, have access to non-discriminatory and cost-free health care and testing. There must also be widespread distribution of accessible, up-to-date information on COVID-19, including best health practices, government health policies and where and how health services may be accessed.” [UN COVID-19 Guidance Note](#) #5). Traditional healthcare services do not work for people who are homeless for many reasons including lack of transportation, inability of services to meet their needs due to deficits in socio-economic determinants, stigma and discrimination. Further, the flow of information is not through televisions, the internet or social media as those are often unavailable and severely disrupted for people that are homeless or living on the social economic margins. The flow is through peer networks and people with lived experiences. Existing peer networks are best positioned to share health information,

influence health behavior, provide support and facilitate implementation of interventions that are ethical and safe in real life contexts. Peer run and informed community organizations are essential to this work as hiring lone peers or attempting to integrate peers into healthcare systems has the potential for harm and inconsistent with best practices.

5. Decriminalization of survival-based activities:

- ***Recommend that the Minister of Public Safety and Solicitor General direct that police forces immediately and for the duration of both public health emergencies cease expending resources on the enforcement of simple possession and related offences***

Increased policing complicates access to services and results in distrust of services. “People should not be criminalized, fined or punished in the enforcement of curfew or containment measures and terminate law enforcement practices that that increase marginalization of people experiencing homelessness, including apprehension of personal property or street ‘sweeps”’ [UN COVID-19 Guidance Note](#) #8). The BC provincial public health officer has already recommended decriminalization of drugs for personal possession in her report [Stopping the Harm: Decriminalization of People Who Use Drugs in BC](#). People often engage in criminalized activities such as petty theft and sex work in order survive even though it puts them at risk. See [Sex Workers Must not be Left Behind during COVID 19](#). We must be vigilant and not criminalize or use policing to manage, contain or target people who are homeless including use of force to quarantine or test.

6. Respect for Human Rights:

- ***Respect and prioritize the rights and expertise of Indigenous people, people with lived experience and community outreach workers who are aware of the needs and solutions as the situation is unfolding.***
- ***Include those affected in the development of policy, protocols, and roll-out of programs and fairly compensate them for their time and expertise.***

The new [Human Rights Commissioner has said](#) human rights are never more important than in times of crisis. Public health and human rights must go hand in hand. We are on Indigenous lands and the actions we take in response to homelessness and the precariously housed have the power to reinforce colonial systems and related harms or support cultural decision making and support. Respect Indigenous rights to self-determination and [“Nothing about Us without Us”](#). This evidence based approach is essential, especially in a public health crisis, when working with systemically marginalized populations including those who use substances, [sex workers](#), and persons who are homeless or precariously housed.

This is a critical moment to act, and we have days rather than weeks to set up proper infrastructure and supports to save lives. In times of unprecedented crises, we require courage from decision-makers and elected officials to act on evidence and support those most vulnerable - this open letter

outlines the minimal required actions to support the safety and wellbeing of those experiencing homelessness or unstable housing to flatten inequities in order to flatten the curve.

We know you understand the severity of circumstances and impending disaster we face and we want to work together to do what is needed before it is too late. We ask that ministers and deputy ministers meet with us and others doing emergency response work in our community within 48hrs to assist us in following through on our immediate and ongoing community response.

Respectfully,

Mark Willson, SOLID Outreach Society mark@solidvictoria.org

Katrina Jensen, AVI Health and Community Services Katrina.jensen@avi.org

Rachel Phillips, Peers Victoria Resources Society ed@peers.bc.ca

Bernie Pauly, RN, Ph.D bpaul@uvic.ca

Meaghan Brown, RN

Corey Ranger, RN



**Council Member Motion
For the Committee of the Whole Meeting of April 16, 2020**

Date: April 15, 2020
From: Councillor Ben Isitt and Councillor Sarah Potts
Subject: Securing Indoor Sheltering Options for Vulnerable Populations

Recommendation:

That Council endorses the following resolution and directs staff to act on it with immediate effect:

Resolution: Securing Indoor Sheltering Options for Vulnerable Populations

WHEREAS the Chief Medical Health Officer for Vancouver Island, Dr. Richard Stanwick, advised the City of Victoria and other public agencies on March 17, 2020 that these entities had four days to identify a sheltering solution for street-involved people in the 900-block of Pandora Avenue to avoid an outbreak of COVID-19 within that vulnerable population;

AND WHEREAS thirty days have passed since Dr. Stanwick provided this advice to the City, the Vancouver Island Health Authority and the BC Rental Housing Management Corporation (BC Housing);

AND WHEREAS emergency sheltering options established by the City, the Vancouver Island Health Authority and BC Housing in approximately 120 motel rooms and a temporary sheltering area at Topaz Park are insufficient to meet the demand for emergency lodging and supports for approximately 200-300 street-involved people in the City of Victoria;

AND WHEREAS the City of Victoria Emergency Plan provides for the direct provision of emergency lodging and supports during emergencies;

AND WHEREAS Victoria City Council has authorized funding and provided direction to staff to deploy City of Victoria resources, facilities and personnel to meet the emergency lodging and support needs of unhoused people;

THEREFORE BE IT RESOLVED THAT Victoria City Council directs staff to act immediately using previously authorized funding to book a sufficient supply of transient accommodation units and other vacant housing units to provide indoor sheltering options and supports for unhoused people in the City of Victoria, aiming for cost-recovery from the Provincial government after the crisis has passed.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ben Isitt'.

Councillor Isitt

A handwritten signature in blue ink, appearing to read 'Sarah Potts'.

Councillor Potts



Council Member Motion
For the Committee of the Whole Meeting of April 16, 2020

Date: April 15, 2020

From: Councillor Sarah Potts, Councillor Ben Isitt and Councillor Jeremy Loveday

Subject: Funding for Emergency Outreach Services for Vulnerable Populations

Recommendation:

That Council authorize a grant of up to \$50,000, from previously approved COVID19 response funds, toward emergency outreach services for vulnerable populations, to be allocated among AVI, SOLID, Peers Victoria and the Indigenous Harm Reduction Team upon confirmation of a delivery model to the satisfaction of the City Manager, aiming for cost-recovery from the Provincial government after the crisis has passed.

Respectfully submitted,

A stylized, handwritten signature in blue ink, appearing to be "S. Potts".

Councillor Potts

A handwritten signature in blue ink, appearing to be "Ben Isitt".

Councillor Isitt

A handwritten signature in blue ink, appearing to be "Jeremy Loveday".

Councillor Loveday