

Thursday, June 4, 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

Due to the COVID-19 Pandemic, public access to City Hall is not permitted. This meeting may be viewed on the City's webcast at www.victoria.ca

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- A. APPROVAL OF AGENDA
- B. CONSENT AGENDA
- C. READING OF MINUTES
- D. UNFINISHED BUSINESS
- E. LAND USE MATTERS
- F. STAFF REPORTS

*F.1 COVID-19 Recovery Motions Report Back

Addenda: Report, Appendices, and Presentation

A report providing a summary of a comprehensive and far reaching package of measures and initiatives intended to support the recovery of the local economy, improve the lives of our citizens, and ensure the City is positioned to take advantage of any Provincial or Federal grants and programs.

Appendix A – H.1.c Supporting the Recovery of the Arts and Culture Sector

Appendix B – H.1.h COVID -19 Community Recovery Grants Program

Appendix C – H.1.i COVID Recovery: Housing Security

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H.1.g Assistance with Recovery Phase for Business and H.1.n Hospitality Industry

Liquor Licensing changes resulting from the COVID-19

pandemic

H.1.g Assistance with Recovery Phase for Business – Business Recovery from Pandemic Bylaw No. 20-72

*G. CLOSED MEETING

MOTION TO CLOSE THE JUNE 4 COMMITTEE OF THE WHOLE MEETING TO THE PUBLIC

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

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

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

*H. APPROVAL OF CLOSED AGENDA

- *I. CLOSED STAFF REPORTS
 - *I.1 Legal Advice Community Charter Section 90(1)(i)

*J. STAFF REPORTS

*J.1 Create Victoria Progress Report

Addendum: New Item, Presentation

A report providing Council with a progress report on implementation of Create Victoria Arts and Culture Master Plan. This is also an opportunity to check in with Council on any issues, opportunities and considerations for cultural service delivery in the community.

J.2 Curbside Fees for Parking Stands and Yellow Curb Use

A report bringing forward potential financial relief to the tourism-oriented operators who pay for commercial parking stand and yellow curb fees to the city under the auspices of the Vehicles for Hire Bylaw.

- K. NOTICE OF MOTIONS
- L. NEW BUSINESS

M. ADJOURNMENT OF COMMITTEE OF THE WHOLE

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Committee of the Whole Report For the Meeting of June 4, 2020

To: Committee of the Whole

Date: May 29, 2020

From: Jocelyn Jenkyns, City Manager

Subject: COVID-19 Recovery Motions Report Back

RECOMMENDATION

Recommendations for each motion are attached in the individual appendices to this report.

EXECUTIVE SUMMARY

On May 14, Council passed a number of motions related to recovery from the COVID-19 pandemic. Some were direction to staff to action, some were related to the 2021 financial planning process and some requested reports back from staff.

This report provides a summary of a comprehensive and far reaching package of measures and initiatives intended to support the recovery of the local economy, improve the lives of our citizens, and ensure the City is positioned to take advantage of any Provincial or Federal grants and programs.

The programs and initiatives described in the appendices to this report have been developed over the space of two weeks which has necessitated new, innovative and untested approaches to project and program development within and between departments. As such, this has not allowed for the typical detailed design, assessment or outreach ordinarily undertaken as a rapid response is needed to support business recovery.

The work undertaken has involved a high level of collaboration across City departments and will require ongoing reprioritization of work and ongoing staff support to the end of the year to ensure the success of these new programs. Both the current Financial and Strategic Plans are expected to be impacted as a result of pivoting to the COVID-19 recovery motions. These impacts will be reported to Council as part of future tri-annual progress reports.

At this time the establishment of the new programs has been achieved within existing operating budgets; the medium term operating and capital costs are not known at this time and will be assessed as part of the 2021 financial planning process should Council wish to continue or expand these initiatives beyond 2020.

The following table lists all the recovery motions indicating whether 'actioned', '2021 financial

planning process or other report back', or listing the appendix that provides the response.

Motions from the May 14, 2020 Council Meeting		
H.1.a	 Victoria 3.0 - Recovery Reinvention Resilience - 2020-2041 That Council: Adopt Victoria 3.0 - Recovery Reinvention Resilience - 2020-2041 Forward proposed 2021 actions to staff for consideration as part of the 2021 budget process. That Council receives an annual report on the implementation of Victoria 3.0 	No report - to be reported back on as part of 2021 financial planning process
H.1.b	Open Air Recovery – Support for Restaurants and Cafes in Public Spaces That Council direct staff to report back with options for flexible, innovative, and expedited permitting of patios in public spaces for restaurants and other establishments once public health restrictions have been loosened in order to promote economic recovery, taking into consideration accessibility impacts, needs for appropriate physical distancing, and ample room for pedestrians in high-traffic areas and livability for residents.	Appendix E
H.1.c	Supporting the Recovery of the Arts and Culture Sector	1. No report - to be
2.	 That Council move forward at this time with the previously approved 2020 Create Victoria actions related to the creation of a Cultural Infrastructure Grant fund, Cultural Spaces Roadmap, and the new staff position for implementing <i>Create Victoria</i> That Council direct staff to report back with options for a special round of grants to: a. Encourage events with alternative formats that build community and social connection while allowing for physical distancing. b. Once restrictions are lifted, events to bring people back downtown, support arts and culture, and inject economic vibrancy back into the core and village centres. That the City of Victoria provide a \$5000 grant to the Pro Art Alliance of Greater Victoria for the creation of a City of Victoria sponsored award at the annual Pro Art Regional Arts Awards, to be aligned with the objectives of Create Victoria, to be funded from the 2020 contingency budget. 	actioned 2. FIG report on May 28, 2020; and Appendix A 3. No report - to be actioned 4. Separate report on today's agenda
	back on Create Victoria.	
1.	Increasing Physical Distancing for Pedestrians in Public Space That Council direct staff to keep the physical distancing measures in place in village centres and other locations and report back to council with to further opportunities to allocate additional spaces for people to walk and roll safely in village centres and downtown in order to proactively prepare for increased pedestrian traffic as people begin to leave their homes. Direct staff to pedestrianize Beacon Hill Park while opening parking lots at Heywood Rd, Circle Drive, and Nursery Rd. and the roads that serve as their closest access points for the duration of summer. Further that Council direct staff to seek input from accessibility organizations including the AWG if that body is	Appendix E

available, and report back with that advice, and all other input received so council can consider whether to further extend the pedestrianized approach to the park.	
Extending Reduced Parking Fee Policy Direct staff to extend the current parking fee policy, as approved April 9, 2020, through to June 15, 2020 with the option to extend, and Direct staff to report back to Council on the impacts of that policy, at the June 11, 2020, meeting of Committee of the Whole.	No report – Separate report on June 11 COTW agenda
Commercial Loading Zones to Free Time Limited Zones That Council request staff to change some the Commercial Loading Zones in the City to be free time limited zones after 4pm and on Sundays while leaving some spots for 3 minute passage zones or for use of seating areas for businesses if it can be achieved in a safe and accessible manner.	Appendix E
 Assistance with Recovery Phase for Business That Council request that staff create temporary bylaw amendments that would: 1. Allow businesses to display and sell their merchandise in front of their business 2. Allow tables and chairs outside restaurants, coffee shops, bakeries 3. Allow businesses to use areas of public spaces or squares adjacent to a business 4. Consider how larger City spaces could be shared by businesses 	Appendix E
COVID -19 Community Recovery Grants Program That Council direct staff to, on an urgent basis, design and report back with options for an innovative, one time, time limited grant program that would allocate funds to organizations and/or individuals to support specific, measurable, actions to remedy a city-based business, organization, neighbourhood, or other entity directly affected by COVID-19, and in that report identify options for funding such a program and apply and report on a high level equity analysis and how those actions reflect the City's equity mandate. Authorize up to \$500,000 from the 2020 contingency toward the Strategic Plan Grant Program.	Appendix B
 COVID Recovery: Housing Security 1. That staff explore opportunities reprioritize, expedite, or amend actions within the Victoria Housing Strategy to address certain growing housing precarity within Victoria. 2. That, via council liaisons, staff solicit written recommendations from existing City Task Forces and Committees regarding potential actions to support housing security. 	Appendix C
COVID Recovery: Food security for low income tenants That the city work with local housing providers of subsidized, low income, and supportive housing to explore avenues and partnerships to allow residents to participate in City of Victoria food security and food growing programs where they live.	No report - future report back as part of 'Get Growing Victoria'
	 can consider whether to further extend the pedestrianized approach to the park. Extending Reduced Parking Fee Policy Direct staff to extend the current parking fee policy, as approved April 9, 2020, through to June 15, 2020 with the option to extend, and Direct staff to report back to Council on the impacts of that policy, at the June 11, 2020, meeting of Committee of the Whole. Commercial Loading Zones to Free Time Limited Zones That Council request staff to change some the Commercial Loading Zones in the City to be free time limited zones after 4pm and on Sundays while leaving some spots for 3 minute passage zones or for use of seating areas for businesses if it can be achieved in a safe and accessible manner. Assistance with Recovery Phase for Business That Council request that staff create temporary bylaw amendments that would: 1. Allow businesses to display and sell their merchandise in front of their business 2. Allow tables and chairs outside restaurants, coffee shops, bakeries 3. Allow businesses to use areas of public spaces or squares adjacent to a business 4. Council direct staff to, on an urgent basis, design and report back with options for an innovative, one time, time limited grant program that would allocate funds to organizations and/or individuals to support specific, measurable, actions a program and apply and report on a high level equity analysis and how those actions reflect the City's equity mandate. Autorize up to \$500,000 from the 2020 contingency toward the Strategic Plan Grant Program for 2020, incorporating a new criterion in the evaluation of applications based on the degree to which applicants have experienced economic hardship arising from Covid-19. COVID Recovery: Housing Security 1. That staff explore opportunities reprioritize, expedite, or amend actions within the Victoria Housing Stra

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H.1.k	Recovery Town Hall That Council direct staff to hold a digital townhall in late May or early June to share the City's proposed initiatives with the public and answers questions about proposed plans and initiatives.	No report - scheduled for June 9, 2020
H.1.I	Capital Projects Request staff to prepare a list of capital projects ready to go but not started or committed. These should range in cost from Crystal Pool through a second artificial turf field at Topaz to bridges on the David Foster pathway.	Appendix D
H.1.m	Safe and Supervised Indoor Sheltering Request the Province to establish safe indoor sheltering locations throughout the region with supports with sufficient capacity to meet the need of all those who are unhoused as a pathway to safe, adequate, secure, permanent housing.	No report - actioned
H.1.n	 Hospitality Industry Advocate for federal and provincial programs that assist restaurants in designing physical layouts, cleaning, ventilation, and serving processes that would allow them to operate safely. Respond quickly to requests by hospitality industry to changes in zoning, occupancy, etc. to allow for physical distancing. 	 No report actioned Appendix E
Н.1.р	Pathway to Recovery for a Caring, Low Carbon Community That Council endorse in principle the <i>Moving Forward, Not Backward</i> policy statement and refer the report to the August 6, 2020 Committee of the Whole meeting to inform decisions relating to the 2020 and 2021 Financial Plans.	No report - to be included on the August 6, 2020 COTW agenda
H.1.r	 Food Security during COVID-19 Recovery That Council continue to support the shift toward more resilient food systems by: 1. Authorizing a grant to provide insurance to allow the Community Food Support Network hamper program to continue to operate from May 18, 2020 to August 31, 2020; and 2. Endorse the continuation of the <i>Get Growing Victoria</i> program during the Covid-19 recovery phase, including the distribution of food plants, gardening materials and educational resources for the winter 2020-2021 growing season. 	No report 1. To be actioned 2. Future report back as part of 'Get Growing Victoria'
H.1.s	 Sustainable Transportation during COVID-19 Recovery That Council endorse the following actions for sustainable transportation during Covid-19 recovery: Request that the Mayor write, on behalf of Council, to the Victoria Regional Transit Commission, indicating the City of Victoria's support for the following priorities for public transit during Covid-19 recovery: Retain the current fare-free public transit program during the pandemic, to ensure driver safety, economic relief for passengers and low-carbon transport. Deploy the existing BC Transit fleet with maximum service hours for bus and handyDart to substantially improve service and equity, alongside 	No report - to be actioned

	 fast-tracking the purchase of new buses and expansion of fleet maintenance facilities. c. Implement transit priority including bus lanes on existing roads, to increase transit capacity, speed and reliability at peak periods. 2. Request that the Mayor write, on behalf of Council, to the Federal and Provincial Ministers of Transportation, indicating the City of Victoria's support for the following priorities for public transit during Covid-19 recovery: a. Job-creation investment in a third fleet maintenance facility for the Victoria Regional Transit System, to allow for major service expansion and rapid transit. b. Job-creation investment in the electrification and expansion of local, regional and national inter-city bus and rail networks, under public ownership, operation and control, including bus priority lanes, LRT and other modes. 	
H.2	 Council Member Motion - Continuation of Youth Bus Pass Program That Council reaffirms support for the Youth Bus Pass Program and directs staff to engage BC Transit and report back to Council on funding options for continuation of the program in the September 2020 – August 2021 period. That Council reaffirms its commitment to the 2019 Strategic Plan action to explore extending the fare-free transit program to include Low-Income People and Senior Citizens. 	No report - future report to come

In addition to the specific motions from Council there is an additional attachment (Appendix A) to this report that identifies and provides a recommendation in relation to Liquor Licensing changes resulting from the COVID-19 pandemic.

Respectfully submitted,

Deely Jenham

Jocelyn Jenkyns City Manager

List of Attachments

Appendix A – H.1.c Supporting the Recovery of the Arts and Culture Sector

Appendix B – H.1.h COVID -19 Community Recovery Grants Program

Appendix C – H.1.i COVID Recovery: Housing Security

Appendix D – H.1.I Capital Projects

Appendix E – H.1.b Open Air Recovery – Support for Restaurants and Cafes in Public Spaces

H.1.d Increasing Physical Distancing for Pedestrians in Public Space

H.1.f Commercial Loading Zones to Free Time Limited Zones

H.1.g Assistance with Recovery Phase for Business and H.1.n Hospitality IndustryLiquor Licensing changes resulting from the COVID-19 pandemicH.1.g Assistance with Recovery Phase for Business – Business Recovery fromPandemic Bylaw No. 20-72

Appendix A – H.1.c Supporting the Recovery of the Arts and Culture Sector

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION:

That Council:

- Direct staff to shift funding allocated for the Cultural Infrastructure and Cultural Space Roadmap towards a one-time only Everyday Creativity Grant program during COVID pandemic.
- Direct staff to report back on the Everyday Creativity Grant program criteria and process by end of June 2020.

COUNCIL MOTION:

- 1. That Council move forward at this time with the previously approved 2020 Create Victoria actions related to the creation of a Cultural Infrastructure Grant fund, Cultural Spaces Roadmap, and the new staff position for implementing *Create Victoria*
- 2. That Council direct staff to report back with options for a special round of grants to:
 - a. Encourage events with alternative formats that build community and social connection while allowing for physical distancing;
 - b. Once restrictions are lifted, events to bring people back downtown, support arts and culture, and inject economic vibrancy back into the core and village centres.

ISSUES, ANALYSIS, OPTIONS

COVID pandemic has provided a unique opportunity to step back and rethink priorities and how we might use this unforeseen crisis as an opportunity to embrace our *vision "Victoria radiates creativity and thrives as a home to creative people and everyday artistic encounters"* as outlined in the Create Victoria Arts and Culture Master Plan.

During the pandemic, we have already seen the many varied forms that people have embraced everyday creativity and a need for creative outlet from their homes. Arts and culture activity is also an important ingredient in supporting economic recovery efforts. Performances and public art can bring people back into the core and village centres through animation and beautification of public space to support small business re-opening plans.

Shifting priorities from capital infrastructure to programming support will provide benefits to both the arts organizations and citizens by providing much needed social and creative outlets. This shift aligns well to Create Victoria's vision *to thrive as a place for everyday artistic encounters.*

Staff will continue work on cultural space development through mapping, research, and data collection to ensure we are evidence-based in our approach to cultural spaces. COVID pandemic will dramatically change priorities, needs and business models for the arts sector and more time and research is needed to understand these impacts before implementation of a capital grant program.

At the May 14, Committee of the Whole meeting, Council directed staff to encourage events with alternative formats that build community and social connection while allowing physical distancing,

and events that bring vibrancy back into the core and village centres once restrictions are lifted. Staff propose two directions to meet this objective.

Everyday Creativity Grant

Everyday Creativity Grant aims to increase access for everyone to be creative through the arts to improve mental and physical health. A new grant program would enable all citizens to have the means to access the arts regardless of cultural background, gender, sexual orientation, disability, income, educational, occupation or location.

Grants ranging from \$500 to \$5000 would be encouraged to enable more creative programming for the community by many organizations. Emphasis on learning, creative expression and broad public participation of the program could be encouraged.

Staff will bring back a staff report on the grant criteria, goals and objectives by the end of June 2020 for Council approval before receiving submissions.

City-Wide Interventions

What happens when you create a city-wide culture of everyday creativity?

Traditional programming in Centennial Square and Cameron Bandshell will be challenging to do safely this summer. Staff have been working on new and reimagined ways to provide everyday creativity to citizens to support health and wellbeing. While the grant program supports non-profit arts organizations, city-run programs can provide much needed support to individual artists and creators through our artist, musician and community programmer rosters. These pre-juried rosters allow staff to quickly deploy creativity into our public spaces.

Ideas currently under development include:

- Art on the Spot: pop up busker-style performances in public spaces downtown and in village centre shopping areas.
- Call to artist to submit work for display in vacant storefronts, bus shelters, alleyways, and walls
- Livestreaming concert series in partnership with CFUV campus radio station.
- Self guided public art walking tours.
- Creative Spotlight Instagram series: promoting local events, artists and makers.
- Continuation of ongoing programs including the Artist in Residence programs, Butler Book Prize and the Poet Laureate programs.

In partnership with arts and business community, staff will be rolling out opportunities year-round to increase access to everyday creativity for all to enjoy.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

A number of Create Victoria action items would be implemented by moving forward in this direction. This includes but is not limited to:

- Use parks, open spaces, community centres and schools, to act as creative nodes in neighbourhoods
- Identify opportunities for inclusive, collaborative community arts and creative placemaking participation activities facilitated by artists and creative practitioners.

- Use art as a tool for community wellness and opening up opportunities for marginalized communities through inclusivity initiatives with identified partners.
- Support cross-cultural interactions and more inclusive platforms and spaces for engagement with the community.
- Build relationships with community associations and organizations to expand the number and range of creative participation opportunities at the neighbourhood level.
- Animate public art collection and intangible cultural assets through tours, workshops, storytelling and other engagement activities
- Work with the technology community in identifying tech-based solutions to help increase access to the arts.
- Encourage and support buy local campaigns.

PUBLIC IMPACTS

Participating in the arts has multiple benefits for health and wellbeing - reducing social isolation, building self-esteem and strengthening community connection. Creating an equitable solution where more people can experience more art, more often is essential.

Unfortunately, opportunities to participate in the arts are not evenly distributed with many people facing significant and complex barriers. These challenges are often cultural, physical, systematic, or a combination of these, and more.

Everyday Creativity approach via a new grant program and city-led programming would enable all citizens to have the means to access the arts regardless of cultural background, gender, sexual orientation, disability, income, educational, occupation or location.

IMPACTS TO FINANCIAL PLAN

No impacts to the Financial Plan. Possible reduction in operational expenses for city-led programs due to lower technical expenses and in-kind service support to events and festivals in Centennial Square and Bandshell.

CONCLUSION

These are extremely challenging times for the arts sector, but there are great opportunities too. If the City can centre creativity in people's homes, communities and workplaces, the long-term health, wellness and quality of life outcomes could be considerable.

Appendix B – H.1.h COVID -19 Community Recovery Grants Program

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION:

That Council authorize:

- 1. An increase in the funding for the My Great Neighbourhood COVID-19 grant stream by \$100,000 funded from 2020 contingencies.
- 2. A rolling intake from June to December 2020, giving the City Manager the decision-making power to approve the grants following an internal staff review.
- 3. A grant threshold up to \$5000 per grant application to best support as many city-based business, organization, neighbourhood, or other entity directly affected by COVID-19.
- 4. An increase in the funding for the current intake of the Strategic Plan Grants by \$350,000.

COUNCIL MOTION:

H.1.h COVID -19 Community Recovery Grants Program

- That Council direct staff to, on an urgent basis, design and report back with options for an innovative, one time, time limited grant program that would allocate funds to organizations and/or individuals to support specific, measurable, actions to remedy a city-based business, organization, neighbourhood, or other entity directly affected by COVID-19, and in that report identify options for funding such a program and apply and report on a high level equity analysis and how those actions reflect the City's equity mandate.
- 2. Authorize up to \$500,000 from the 2020 contingency toward the Strategic Plan Grant Program.
- 3. Direct staff to initiate without delay a second intake for the Strategic Plan Grant Program for 2020, incorporating a new criterion in the evaluation of applications based on the degree to which applicants have experienced economic hardship arising from Covid-19.

ISSUES, ANALYSIS & OPTIONS

Council could consider implementing one or a combination of the following options.

Option 1:

At the May 14, 2020 Committee of the Whole meeting, staff reported on a new COVID-19 related stream under the City's My Great Neighbourhood Grant Program. Increasing the funding for this already developed stream would be a simple and expeditious way of actioning this direction in part 1 of this motion.

Option 2:

In response to parts 2 and 3 of the above motion, Council could consider two variations.

The first would be the fastest way of providing additional funding to organizations by increasing the budget for the current intake. Staff could follow up with each applicant to seek clarity on the degree to which they have experienced economic hardship arising from COVID-19. The application volume was higher this year and the total request is \$1.2 million, while the available funding is \$492,000. This option would provide funding faster to organizations, but would not allow other organizations to apply since the intake has already closed. The award recommendations from this year's intake are scheduled to come to Council in July.

If speed of providing funding is a lower priority, the second variation would be to open up a second intake. This would be a slower option, but more organizations may be offered an opportunity to apply. For context, the evaluation process typically takes the External Grant Committee about two and a half months from receipt of the applications to the date they present the recommendations to Council. The intake is typically open for about two months and staff review each application for eligibility before they are shared with the Committee, resulting in a regular total timeline from intake opening to awards of around five months. The intake period can of course be shortened if that is Council's wish.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

The new stream developed specifically for COVID-19 under the My Great Neighbourhood Grant program is already set up and staff have capacity to administer an increase in applications that may result from an increase in the budget.

The first intake of the Strategic Plan Grants program is currently being evaluated by the External Grant Review Committee, who this year has dedicated an even greater amount of time than in years prior to the evaluations due to the increase in application volume. Because they are currently evaluating the first intake, the Committee Chair has indicated that they may not have capacity to evaluate applications from a second intake this year. Their capacity is dependent on how involved the evaluation process for a second intake would be and the volume of applications; that is, if the second intake review only entails 'need for funding due to COVID-19', the process may be manageable, but if the Committee would also be asked to evaluate new programs/projects in addition to need for funding due to COVID-19, then the process would be more time-consuming. Therefore, should Council wish to move ahead with a second intake with the intent of funding the applications this year, Council could consider evaluating the applications rather than asking the Committee to do so.

PUBLIC IMPACTS

Public impacts of a new or increased grant stream will depend on the grant applications received.

IMPACTS TO FINANCIAL PLAN

There are two potential funding sources within the 2020 Financial Plan.

The contingency budget has an unallocated balance of approximately \$450,000 that could be used for this purpose. Using all or part of this funding would eliminate or reduce the amount remaining for any further unforeseen events this year.

The second option is re-allocating funding from one or more of the deferred initiatives that Council will re-visit in August. The listing is attached as Appendix A.

CONCLUSION

The new My Great Neighbourhood Grant stream was specifically set up in response to COVID-19 and the applications for the current intake of the Strategic Plan Grants are being evaluated now. The combination of the two is likely the fastest way to implement additional grant funding for this year as requested by the above Council resolutions.

List of Attachments

Attachment A – Deferred Initiatives

Attachment A – Deferred Initiatives

Determined Augustic Deploymention		NMC	2019 Surplus	D.C.I
Potential Available Reallocation	FTE	(Ongoing)	(One Time)	B&I
Accessibility and Inclusion	1	F2 000		
Accessibility and Inclusion Recreation Role - 1 FTE	1	52,000	28,000	
Gender Diversity Training for All Staff			28,000	
Welcoming City Strategy			50,000	
Housing				
Tenant Housing Ambassador - 1 FTE	1	107,900		
Housing and Development Summit		15,000		
Social Planner - 1 FTE	1	125,111		
Arts and Culture				
Canada Day Special Duty Policing		107,000		
Festival Investment Grant Program		25,000		
Special Duty Policing - Cost for First Three Police Officers		53,000		
Create Victoria - Cultural Infrastructure Grant Program			100,000	
Create Victoria - Cultural Spaces Roadmap			25,000	
Create Victoria Implementation Position - 1 FTE	1	113,400		
Special Events - In Kind Services		19,000		
Banfield Park to Selkirk Bike Route				
Banfield Park to Selkirk Bike Route			35,000	
Childminding				
Childminding - Committees		1,800		
Climate and Environment				
Building Energy and Emissions Specialist - 1 FTE	1	108,000		
Climate Leadership Plan - Oil to Heat Pump Incentive Program			300,000	
Climate Champion Program			50,000	
Heritage			,	
Heritage Position5 FTE	0.5	50,000		
Managing Growth and New Development		,		
Secretary - Legislative Services - 1 FTE	1	80,500		
Development Services - 1 FTE	1	142,500		
Greater Victoria Coalition to End Homelessness		,		
Coordinated Implementation of Pandora Task Force			50,000	
Placemaking			00,000	
Place-Making - Engagement Costs			8,000	
Protocol			0,000	
Protocol			20,000	
Reconciliation and Indigenous Relations			20,000	
Reconciliation Training			24 650	
6			34,650	
Truth and Reconciliation Dialogues			80,000	
Indigenous Relations Function		20.000	75,000	
Witness Reconciliation Program		30,000		
Equity, Diversity and Inclusion	-			
External Community Liaison - 2 FTE	2	215,900		
Equity and Inclusion Coordinator -1 FTE	1	107,900		
External Contractor			75,000	
Strategic Plan Support Services				
Engagement			75,000	
Sustainability Mobility Strategy				
Transportation - 1 FTE	1	142,600		
Public Secure Bike Parking				500,000
NeighbourHub - 709/711 Douglas Street		11,460		
Banfield Park Swimming Dock Study			15,000	
Total	11.5	\$ 1,508,071	\$ 1,020,650	\$ 500,000

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION

That Council endorse the following Victoria Housing Strategy priorities in 2020 to improve housing security as part of COVID-19 recovery:

- 1. Advance and support the rapid supply of affordable and supportive housing with government partners and non-profit housing providers;
- 2. Bring forward an expanded Rental Property Standards of Maintenance Bylaw for consideration;
- 3. Develop a Rental Property Licensing Bylaw to prevent renovictions and demovictions;
- 4. Explore the creation of a non-profit administered rent bank on a pilot basis.

COUNCIL MOTION

- 1. That staff explore opportunities, reprioritize, expedite, or amend actions within the Victoria Housing Strategy to address certain growing housing precarity within Victoria.
- 2. That, via Council liaisons, staff solicit written recommendations from existing City Task Forces and Committees regarding potential actions to support housing security.

ISSUES, ANALYSIS, OPTIONS

The *Victoria Housing Strategy Phase Two: 2019-2022*, developed in response to a housing crisis, is already well positioned to support COVID-19, as it:

- Focuses on supporting very low-moderate income households. Phase Two states that 50% of non-market and market housing developed in the City needs to be affordable to very low to moderate income households to meet existing and future demand.
- Places priority importance on renters. Phase Two outlines key actions that will incent the creation and retention of rental housing, protect tenancies, and ensure tenants are engaged in housing decisions.
- Establishes truly affordable rent targets. Phase Two tethers its definition of affordability to the renter median income to ensure rent targets are truly affordable to renters in Victoria.

Council endorsed a prioritization of actions with the adoption of the Strategy in July 2019 to bring forward the most affordable housing the fastest. Staff have been working towards that goal while continuing to oversee the ongoing implementation of existing policies and other critical operational matters. Below is a table of priority actions and their status as of June 2020:

Priority Action	Current Status
Family Housing Policy	Economic analysis and design guidelines planned; consultation delayed due to COVID
Housing Agreements Underway as part of Secured Rental Policy	
Housing Strategy Working Group	Postponed to 2021 Q1

Priority Action	Current Status	
Implement DOME (Data Outcomes Monitoring and Evaluation)	Underway and ongoing	
Inclusive Housing	Deferred to Equity Framework	
Market Rental Revitalization Study Energy & Seismic Pilot	Request for Expression of Interest (RFEI) drafted to solicit participation by interested building owners; launch postponed due to COVID	
Rental Property Licencing Bylaw	To follow Rental Property Standards of Maintenance Bylaw	
Rental Property Standards of Maintenance Bylaw	Underway; delayed due to court action in the Lower Mainland; further delayed due to Tenant Ambassador deferral	
Residential Rental Tenure Zoning	Initiated in 2019; delayed due to UBC Study	
Review and Update the Zoning Regulation Bylaw	Planned in conjunction with Local Area Planning and Missing Middle	
Secondary Suite Expansion	Postponed to 2021	
Secured Rental Policy	Underway; consultation planned for July 2020	
Tenant Ambassador	Position postponed for review in August 2020	
Tenant Engagement Strategy	Completed 2020 Q1	
Missing Middle Housing Initiative	Underway; delays in consultation due to COVID; targeting 2021 Q1 completion	

Council also directed staff to encourage more housing choice and to consider future housing supply and affordability in neighbourhood villages and along key transportation corridors.

Villages & Corridors in Local Area Planning	Underway; delays in consultation due to COVID; targeting 2021 Q1 completion for Phase 1		
House Conversions	Underway; public hearing delayed due to COVID		

COVID Response

The COVID pandemic has exacerbated the existing housing crisis and increased precarity for renters, particularly those in core housing need. Rental housing builders, owners and operators are also experiencing risk and uncertainty, which could impact the development and retention of critically needed housing stock. Forecasted outcomes include a potential drop in housing values and slowdown in the real estate sector, though these impacts have not yet been seen in the Capital Region.

The crisis has also cooled the short-term rental accommodation market, which could increase longterm rental supply and even reduce rents in the future. The severity of these impacts have been softened by senior government interventions, including income and rent supplements, as well as an unprecedented rapid response to homelessness by the Province. The full extent of the challenges for renters and the housing sector are currently unknown—there may be some lasting impacts while others may be short term.

Renters Advisory Committee Input

In consideration of reprioritization of the Housing Strategy, staff consulted with The Renters Advisory Committee (RAC), which is the key committee focused on housing issues in Victoria. The RAC was involved in the development of the Victoria Housing Strategy and continues to provide ongoing input and advice to the City on housing matters. City staff solicited the RAC's feedback on this reprioritization through an online survey, where members were asked about actions staff were considering expediting for COVID response. The survey also advised of proposed postponements and asked whether RAC members had additional ideas for work the City could be taking to address housing precarity at this time. The survey responses, included in Attachment A, indicate a very high level of overall support for the RPSOM Bylaw and Renoviction Bylaw, and a high level of support for a Secured Rental Housing Policy and Rent Bank actions. No new actions were presented through the survey for consideration.

Proposed Reprioritization and Adaptation of Housing Strategy Actions

With these considerations in mind, staff recommend Council consider reprioritizing Housing Strategy actions to address housing security first, with actions divided into Immediate Response with a Focus on Renters, to serve people first, and Planning for the Future to consider the City's housing needs moving forward. Staff will also continue to undertake operational work to ensure the City's existing policies to promote housing security continue efficiently.

Immediate Response with Focus on Renters (2020)

- 1. (Amended) Advance and support opportunities for a **rapid supply of affordable and supportive housing** with government partners and non-profit housing providers including a staff-level interdepartmental working group.
- 2. Expand and adopt the **Rental Property Standards of Maintenance (RPSOM) Bylaw**, to ensure rental properties are appropriately maintained. Staff will be bringing forward this bylaw with an expanded scope and implementation plan in 2020 Q3.
- 3. Create a **Rental Property Licencing Bylaw** to prevent renovictions and demovictions with a goal to align as closely as is feasible with the removal of the provincial eviction moratorium.
- 4. (New) Explore the establishment of a **Rent Bank**, operated by a non-profit society (through a funding call), in preparation of discontinued provincial subsidies, on a pilot basis. The provincial Budget 2019 outlined funding for this work, so subsidies may be available and can be explored by staff.

Planning for the Future (2020/21)

- 1. Secured **Rental Housing Initiative** to incentivize purpose-built rental development and consider additional incentives to achieve below-market units onsite. This work will include
 - a. Consultation on alternate ways to implement **Residential Rental Tenure Zoning** to create new rental housing and protect existing rental apartment stock.
 - b. An update to the **Rental Replacement Policy** to encourage the retention of existing rental apartment buildings, and to improve outcomes when rental buildings are redeveloped, including achieving a net increase in rental units onsite and limiting tenant displacement.
- 2. Missing Middle Housing to encourage more housing choice.

3. Affordable Housing in Local Area Planning for Villages & Corridors to consider future housing supply and affordability in neighbourhood villages and along key transportation corridors, including consideration of rental incentives to encourage market and affordable rental development.

Ongoing Operational Work Related to Priority Actions

- Tenant Assistance Policy implementation and review of Tenant Relocation Plans
- Victoria Housing Reserve Fund application review
- Advising on housing developments and negotiations for housing affordability
- Development Outcomes Monitoring and Evaluation (DOME) to track, monitor, and provide data to inform policy recommendations.
- Housing Strategy Annual Review to track progress and guide prioritization based on current need.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

Postponed Projects and Actions

Several housing actions originally slated for 2020 will be postponed as a result of this reprioritization, including:

- Energy and Seismic Pilot Project
- Secondary Suite Expansion
- Secondary and Garden Suite Grant program
- Garden Suites Policy Amendments
- Tiny Homes
- Housing Strategy Working Group
- Family Housing Policy
- Tenant Ambassador Position.

Resourcing

Staff will work within current resources and budget constraints to bring forward new initiatives as expeditiously as possible. Some projects will require additional resources to complete which may not be yet identified. For example, the Rental Property Licencing Bylaw is expected to require additional staff capacity and resources to implement and enforce. Resource options will be provided when these actions are brought forward to Council for consideration.

PUBLIC IMPACTS

The proposed reprioritization of the Victoria Housing Strategy for COVID response puts a primary focus on housing security. The immediate actions will provide protection and support for renters facing housing precarity and will incentivize the development and retention of secure rental housing across the City.

Most of the actions recommended in this reprioritization were already contemplated in the *Housing Strategy*, which was informed by extensive public engagement. However, the reprioritization may be of concern to those who had been anticipating earlier start dates to certain actions, such as an expansion of the garden suite policy or consideration of Tiny Homes in residential communities. Rental Housing developers and owners have also expressed concern with additional municipal regulations that exceed those in the Residential Tenancy Act such as a Rental Licencing Bylaw.

IMPACTS TO FINANCIAL PLAN

Reprioritizing Housing Strategy actions will not have an immediate impact to the Financial Plan. However, when certain actions are brought forward, additional resources will be presented for Council consideration (for example implementation and enforcement of a renoviction bylaw, and consideration of a rent bank).

CONCLUSION

Housing precarity in Victoria created by the housing crisis has been exacerbated by COVID. While encouraging the supply and diversity of housing for very low-moderate income residents was already a key goal of the *Victoria Housing Strategy*, along with a priority focus on renters and renter households, the recommendations in this report, provide a stronger focus on actions to alleviate housing precarity and ways to implement these actions as quickly as possible.

List of Attachments:

Attachment A: RAC Feedback Survey Results

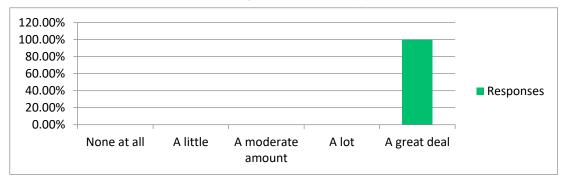
Attachment A: Renters Advisory Committee Survey Responses

Total Survey Respondents: 5

Total Incomplete Surveys: 4

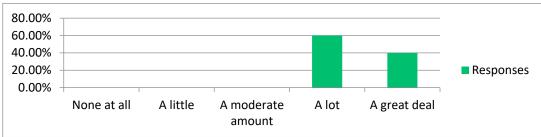
Here are some of the existing actions that we're considering expediting in 2020: 1. A Renoviction Bylaw to protect tenants. Following adoption of the RPSOM Bylaw, staff can move forward with a Renoviction Bylaw with a goal to expedite this work to align as closely as is feasible with the removal of the provincial eviction moratorium, and will include enforcement, implementation, and resource considerations. What is your level of support for this action?

1. A Renoviction Bylaw to protect tenants. Following adoption of the RPSOM Bylaw, staff can move forward with a Renoviction Bylaw with a goal to expedite this work to align as closely as is feasible with the removal of the provincial eviction moratorium, and will include enforcement, implementation, and resource considerations. What is your level of support for this action?



Please provide any further comments if needed:

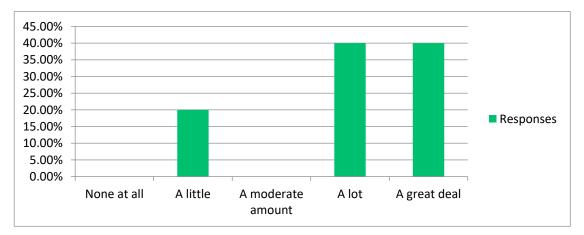
- This is an important issue to protect affordable housing in the city and those that depend on that affordable house. I am worried that renovictions will go up after the state of emergency is lifted
- In addition to preventing reno-victions, the bylaw should also address evictions related to demolitions and change of use (eg from rental to shortterm rental or condo)
- 2. The Rental Housing Project to create and protect rental housing. This project combines several priority actions to support the creation of new market and affordable rental, while protecting existing purpose-built rental apartments. These actions include, a Secured Rental Policy; development process efficiencies for affordable housing; an update to the Rental Replacement Policy; Residential Rental Tenure Zoning; and utilizing housing agreements to reduce barriers faced by renters in new development.



What is your level of support for this action?

Please provide any further comments if needed:

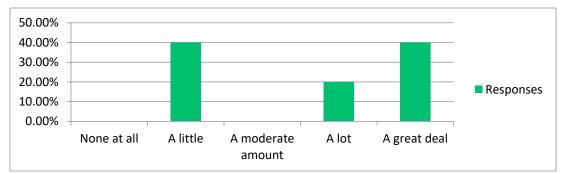
- I can't comment on a list to titles, would need to know the details
- 3. Secondary Suites expansion to allow secondary suites in more housing types such as duplexes, townhomes, and properties with garden suites. What is your level of support for this action?



Please provide any further comments if needed:

- I have voiced my concern that this policy could have a potential loophole whereas landlords will use this to remove current tenants, make space smaller while charging more money. It is ESSENTIAL this policy is tied into the renovictions protection conversation as well.
- don't give exemptions to high-priced neighbourhoods
- It is important the standards of maintenance bylaw is in place before secondary suites are allowed in expanded building types.
- 4. We are considering bringing forward the following new action:

Explore the establishment of a rent bank, operated by a non-profit society as a pilot program (through a funding call), in preparation of discontinued provincial subsidies. What is your level of support for this action?



Please provide any further comments if needed:

- Really important for tenants who have lost income due to covid
- Giving public money to people to pay their rents is really an indirect way of giving public money to landlords. The high rents need to be lowered, not subsidized by governments.
- 5. The following actions can be brought forward in 2021 for consideration, after the completion of actions proposed above:
 - a. Adapt the Tiny Homes action to prioritize a new first phase: considering regulations to permit tiny home clusters for housing insecure residents (e.g. seniors, students, essential workers)
 - b. Secondary Suites Grant Program to encourage the development of legal secondary suites

Do you have any feedback on the above actions targeted for 2021 initiation?

- Love this, I think the implementation of tiny homes is an interesting idea to help increase affordable housing in Victoria where land is so expensive and hard to come by.
- Secondary suites see above comment on my reservations and concern for this program.
- Don't give exemptions to high-priced neighbourhoods.
- I support
- I would need more information but my concern is that the tiny homes action would legalize the creation of inhumanely small living conditions for those with low incomes. I am also not sure that homeowners need monetary grants to incentivize the creation of secondary suites – they already have monetary incentives.
- 6. Several actions originally slated for 2020 are proposed to be postponed due to COVID-19 and as a result of this reprioritization:
 - a. The Tenant Ambassador position
 - b. MaRRS Phase 3: Energy and Seismic Pilot Project
 - c. Garden Suites Policy Amendments
 - d. Tiny Homes in Single Family Zones

e. Housing Strategy Working Group

Please provide any further comments if needed:

- I would advocate for considering the tenant ambassador position to go forward.
- Tenant Ambassador is the most important position listed here in my opinion, and will be needed more than ever will the permanent changes the after effects of COVID-19 will present.
- What about the Standards of Maintenance bylaw in rental housing? Or is it a real project?
- i support
- The Tenant Ambassador position should be a priority.

7. Are there any additional actions that you'd like the City to prioritize? As previously noted, recommendations will be considered within existing City resources and are subject to Council direction.

- Protecting the affordable housing that we have is vital right now.
- Less luxury housing being built, more affordable housing. Lisa Helps is trying to ram through projects that cater to the affluent, but what happens when these get built and no one buys because of the downturn in the market? A huge waste of space and resources in my opinion. All approvals of new condos being built need to be denied; it is necessary.
- Standards of Maintenance bylaw is sooooo overdue.
- Specific group to look co-op housing developments suitable for range of residents from singles to couples (married, un-married, LGB...), to families.
 Also to look at both ownership and rental co-housing possibilities.
 Encourage inclusion of community space in all rental, co-op, tiny housing etc developments. Social isolation is a major problem for seniors and other singles.

8. Is there anything else you'd like us to consider?

- The atrocious way Vic police department and bylaw office is treating people who are homeless this is deplorable.
- Thank you.

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION:

That Council receive the following for information.

COUNCIL MOTION:

H.1.I Capital Projects

Request staff to prepare a list of capital projects ready to go but not started or committed. These should range in cost from Crystal Pool through a second artificial turf field at Topaz to bridges on the David Foster pathway.

ISSUES, ANALYSIS, OPTIONS

Based on the Council discussion that occurred when this motion was adopted, staff understand the focus to be on potential projects that may be supported through the new federal government funding program.

The federal government recently announced that up to \$3 billion of Investing in Canada program funding will be allocated as a COVID-19 specific fund to respond to the pandemic by making facilities more pandemic resistant and encouraging outdoor activities. To-date few details have been provided about the criteria or available funding amounts, including those noted below.

- Project allows for more physical distancing, make easier for good hygiene, find ways to get outside safely
- Projects must be completed by end of 2021
- Federal government to provide 80% of the cost, and the municipality/province to cover balance

The specifics of the application and approval process have not yet been announced, however staff will continue to monitor communications from the federal and provincial governments for this information.

Based on the information above about the priority criteria for funding, staff have conducted an initial review of existing projects that may be eligible for this program. This review included projects which have been deferred from the 2020 budget due to the COVID-19 response. The table below outlines the projects that meet the program criteria.

Project Name	Description (Alignment with criteria)	Projected Timeline (all phases)	Estimated Cost
Topaz Park Artificial Turf Sport Fields	Renewal and expansion of popular sport field to improve user safety and meet community demand	16 months	\$4,350,000

Douglas St Public Washroom	New universally accessible hygiene facility in the downtown core to provide amenities to the public including vulnerable residents	15 months	\$400,000
City Hall West HVAC Upgrade	Improve air exchanges and air quality for the health and safety of staff and visitors	18 Months	\$930,000
Community Centre Improvements	Oakland Community Centre Upgrade of the HVAC system to improve air quality and energy performance	15 Months	\$100,000
	Cook Street Activity Centre Addition of a new accessible washroom for the senior's facility	8 Months	\$100,000
Transportation Capital Projects (various)	Road safety, accessibility upgrades & traffic calming projects in several locations.		
(various)		8 months	\$1,700,000
	Richardson Street	8 months	\$1,300,000
	Haultain / Kings Street	10 months	\$2,000,000
	Government Street North	8 months	\$1,300,000
	Kimta Road / E&N	6 months	
	Fernwood Connector		\$350,000
	Osklanda Connector	6 months	\$130,000
	Oaklands Connector	12 months	\$1,500,000
	Mile Zero	12 months	\$600,000
	Physical distancing sidewalk widening program		
David Foster Harbour Pathway	Pathway upgrade and widening Swift Street to Herald Street	12 months	\$850,000
Secure downtown bike parking	New secure bicycle parking in City of Victoria parkades	10 months	\$500,000

It is important to note that some of the projects named within the Council motion do not appear to meet the known funding program criteria. First, staff are proceeding with the project plan for the two artificial turf sport fields as approved by Council, including replacement of the existing full-size field and new smaller size field. This project is included in the table above. The Crystal Pool Replacement project is not at a state where the remaining work could be accomplished within the deadline for completion of December 2021. Similarly, the project to construct two pedestrian bridges along the David Foster Harbour Pathway has been inactive for a few years and could not be completed within the prescribed deadline as they require updated engineering drawings and both provincial and federal permits.

CONCLUSION

At this point in time staff are not able to provide a recommendation(s) about potential candidates or applications to the proposed funding program. As further details become available staff will share this with Council and identify any associated options and implications.

Appendix E – H.1.b Open Air Recovery – Support for Restaurants and Cafes in Public Spaces

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION:

That Council endorse the proposed program described below.

COUNCIL MOTION:

That Council direct staff to report back with options for flexible, innovative, and expedited permitting of patios in public spaces for restaurants and other establishments in order to promote economic recovery, taking into consideration accessibility impacts, needs for appropriate physical distancing, and ample room for pedestrians in high-traffic areas and livability for residents.

BACKGROUND

The use of the public highway for patio space is already permitted by the city through an established program. Approval for these areas is undertaken within the context a formal application process and assessment of other uses and demands including pedestrians, cyclists, loading and buses, street trees, fire hydrants, streetlights, and furniture such as benches, bike racks and garbage receptacles. This sometimes very congested use of this space means that an expansion of the patio program will require the supply of additional space by repurposing other areas of the highway.

ISSUES, ANALYSIS, OPTIONS

The demand for space within the public highway is anticipated to come from both restaurants and cafes but also from other businesses to support recovery needs. Staff have therefore developed several new programs to support these diverse needs.

- 1. Flex Spaces
- 2. Temporary Patios
- 3. Curbside Loading Zones
- 4. Plazas and Squares
- 5. Business in Parks
- 6. Street & Lane Closures
- 7. Government Street Pedestrian Priority
- 8. Mobile Vendors

Temporary Patios

Staff have developed a temporary patio program to allow restaurants and cafes to apply for designated space within sidewalks or public highway for seated patios. The program will allow a cafe or restaurant to apply to have a designated area of public highway temporarily used for the purposes of tables and chairs with appropriate physical delineation.

Flex Spaces

Staff have developed a temporary flex space program to allow a business to apply to the city to have a designated area of sidewalks or public highway temporarily used for the purposes of supporting different daily activities such as tables and chairs, display of goods, queuing or business services. At the end of each business day the space reverts to parking.

Curbside Loading Zones:

Staff have developed a temporary loading zone program to allow a business to apply to the city to have a designated area of public highway temporarily used for the purposes of customer loading, pick-up or drop-off. These stalls would be open to any non-commercial vehicle.

Mobile Vendors

Staff have developed a temporary program to allow Food Trucks or Bicycle Vendors to apply to the City to operate in designated areas of the public highway. Locations have been pre-selected based on available capacity and distance away from other like businesses in order to avoid real or perceived competition.

The permits for all of the above programs will include provisions for:

- hours of operation
- length of permit
- noise
- keeping the area clean and free of garbage
- not damaging or interfering with the use of the public highway
- the specific uses of the space
- the exact location and extents of the approved area
- provisions for removal of any permit due to failure to comply

All applications will identify the appropriate regulations intended to maintain public safety, accessibility and protection of the livability of the neighborhood. Review of applications and notification to the business will be undertaken within a few of days of receipt.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

An expedited process greatly reduces the typical review and assessment undertaken by staff from different departments. These applications are ordinarily carefully reviewed to ensure the safety and accessibility of all road users and respect the interests of the local community. The proposed new, temporary programs, although quick to apply for and implement, will still require the same safety, accessibility and livability scrutiny.

To support applications, staff will assess expansion within the boulevard, but this space is already constrained with risks of impacting accessibility and not achieving recommendations on physical distancing. The focus for these programs will therefore largely be on the removal of parking stalls to provide additional space. Similarly, the Mobile Vending program will only be for designated spaces in pre-determined locations.

Given the anticipated high level of demand, and what will sometimes be competing interest, staff anticipate an elevated level pressure to review all applications favourably and some applicants perceiving inequity and lack of fairness by staff when an application cannot be supported for public safety or accessibility reasons.

PUBLIC IMPACTS

Use of public spaces such as streets for business use will, no doubt, have some impacts on the public. However, temporary provision of this space to facilitate physical distancing in accordance with public health advisories is critical to allow re-opening of many businesses. Staff believe that the expedited process proposed provides the right balance of review and controls while maintaining an efficient and timely turnaround time for approvals. Staff will keep the programs under review and make adjustments as required.

The success of these programs will be heavily reliant on the cooperation of businesses to respect and apply the permit regulations and conditions and the local neighborhood.

IMPACTS TO FINANCIAL PLAN

Staff are seeing the first increases in parking revenues in alignment with the gradual reopening of the economy. Given the constrained amount of space within the boulevard, staff expect these programs will require removal of on-street parking for additional space. Parking is an important revenue source for the city and the re-purposing of paid, on-street parking stalls with no cost recovery from individual businesses will reduce the revenue generating potential of these spaces and extend the time period for parking revenues to fully return to pre COVID-19 levels.

Committee of the Whole Report Back – COVID-19 Recovery

For the Meeting of June 4, 2020

RECOMMENDATION

That council endorse the proposed programs to provide additional space for physical distancing for pedestrians.

COUNCIL MOTION

- 1. That Council direct staff to keep the physical distancing measures in place in village centres and other locations and report back to council with to further opportunities to allocate additional spaces for people to walk and roll safely in village centres and downtown in order to proactively prepare for increased pedestrian traffic as people begin to leave their homes.
- 2. Direct staff to pedestrianize Beacon Hill Park while opening parking lots at Heywood Rd, Circle Drive, and Nursery Rd. and the roads that serve as their closest access points for the duration of summer. Further that Council direct staff to seek input from accessibility organizations including the AWG if that body is available, and report back with that advice, and all other input received so council can consider whether to further extend the pedestrianized approach to the park.

BACKGROUND

Each year, Engineering & Public Works delivers growing programs of new sidewalk construction, widening of existing sidewalks, new and upgraded crosswalks, traffic calming and cycling infrastructure projects developed around increasing the amount road space and priority for cyclists and pedestrians. The recently adopted GO Victoria Sustainable Mobility Plan identifies the need to continue to accelerate the implementation of projects to support accessibility and active transportation to move the city to a safer, healthier and reduced carbon community.

ISSUES, ANALYSIS, OPTIONS

Physical Distancing Zones

Engineering & Public Works have implemented temporary physical distancing zones in several Village centres including Hillside/Quadra, Fairfield, James Bay, and North Park. Other planned locations include the Jubilee and Fernwood neighbourhoods. These projects have been complemented by the introduction of 45 traffic signal retrofits within village centres or on main pedestrian corridors so that people do not have to press the pushbutton.

Given the potential for a large number of locations for such measures and the constrained resources to implement them all, locations have been prioritized at locations where there are limited sidewalk widths and a concentration of people walking to access local services such as supermarkets and pharmacies. These projects have largely been achieved though the suspension of on-street parking.

Staff will continue to identify locations that meet these criteria and implement further projects proactively and through assessment of any emerging community requests, prioritizing based on available resources and level of Covid-19 social distancing benefit.

Temporary Street & Travel Lane Closures

Interest has been expressed within the downtown core and in at least one of the village centres for full or partial closure of city roads to support areas for placemaking, business operations or community-led activities. There is existing provision within the city's bylaws to allow businesses or residents to request the closure of a road to support events and festivals. Staff have developed a streamlined program to allow temporary multi-day road closures with expedited assessment and approvals. Support from adjacent residents and businesses (80% or greater) will be required with all applications.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

Although temporary in nature, the design approach adopted by staff allows physical distancing zones to remain in place for the longer term. In order to be as responsive as possible to changing needs and priorities during the Covid-19 pandemic, staff have undertaken limited engagement for these initiatives and have been restricting information sharing with fronting properties and community associations only. As such, the level of public engagement ordinarily undertaken for similar projects has not been undertaken. There will be opportunities for a number of these projects to be made permanent either in their current form or with some adjustments based on further community feedback.

Temporary street and travel lane closures will be assessed using criteria already established within existing programs.

IMPACTS TO FINANCIAL PLAN

Physical Distancing Zones

The number of zones implemented is estimated to be approximately four times the length of the city's 2020 sidewalk capital program (budgeted at \$500,000), so staff will be obliged to bring forward candidate projects for conversion to permanent, wider sidewalks on a priority basis in conjunction with other existing priorities as part of future annual budget deliberations. The supply of materials and implementation of the physical distancing zones has been funded through E&PW operating budgets.

Temporary Street and travel Lane Closures

The closure materials and implementation will be funded through E&PW operating budgets.

Creation of Government Street as a Pedestrian Priority Street

Initiating the planning work for the creation of a pedestrian priority Government Street was approved in the 2020 Financial Plan deliberations. Within the context of the COVID-19 pandemic, both in terms of creating additional physical distancing space plus providing a supportive environment for increased use of public space for cafes, restaurants and recovery for business (Motions H.1.b and H.1.g), staff are recommending bringing forward measures to establish a pedestrian priority Government Street between Humboldt Street and Yates Street based on 3 broad principles:

- Removing any motor vehicle traffic not intending to access properties within Government Street (eliminating through-traffic).
- Enabling reasonable access for vehicles needing to deliver to or service businesses within the pedestrian priority zone and providing alternatives where this is impacted
- Any remaining motor vehicles within Government Street will be required to travel at a very reduced speed and yield to pedestrians

Any measures introduced can be adjusted or added to based on operational, public and business experience.

Staff are recommending the following measures:

- The "road dieting" of Government Street from two travel lanes down to one supplemented by "chicanes" and in doing so, creating large amounts of additional space for businesses who are seeking outdoor patio space or for other business needs.
- The closure of Government Street between Fort Street and View Street
- The introduction of new signage identifying Government Street as a pedestrian priority space
- The introduction of new "Gateway" treatments at intersections along the corridor reinforcing the special, pedestrian priority character of Government Street.
- The decommissioning of the traffic signal at Government Street and View Street intersection to further reduce the "highway" character of the road and give pedestrians priority.
- Arts and culture can animate the space with performers or musicians in numerous areas along the corridor

This initiative will deliver a large step change in the amount of additional space for pedestrians within the downtown. Staff have sought feedback from the business community along Government Street through the DVBA and support has been indicated for measures to be implemented. Feedback from the businesses has been that it is critical to maintain access for service vehicles and that any measures are temporary. The package of changes being recommended by staff are believed to meet these objectives.

The approach taken by staff delivers far more than the "minimum" to achieve the objectives of Motion H.1.d and, when combined with the increased space provided for businesses, will result in a transformation of Government Street. The design approach taken by staff has also allowed the flexibility to build on the measures initially introduced with further changes and interventions once businesses and the public have adjusted to the new environment.

This initiative is a significant and ambitious response to the current Covid-19 crisis and represents one of the largest changes in the downtown for many years. Staff will be taking the opportunity to liaise with stakeholders including the DVBA during the coming months to help inform future planning around a permanent Government Street pedestrian priority initiative. Given the desire to support rapid recovery, staff have not been able to undertake fulsome consultation with stakeholders or the wider public. There will be changes in traffic circulation and the displacement of some traffic and transit service onto neighboring parts of the downtown road network.

Should Council support staff recommendations, implementation of the measures would commence on Monday June 8th, 2020.

BEACON HILL PARK

Staff will report to Council in the fall with information regarding the temporary traffic adjustments in Beacon Hill Park (motion #2) over the spring and summer, as well as recommendations for the future.

Appendix E - H.1.f Commercial Loading Zones to Free Time Limited Zones

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION

That Council endorse the approach to commercial loading zones described below within the context of broader demands for these zones plus potential for use to support Covid19 recovery efforts.

COUNCIL MOTION

That Council request staff to change some the Commercial Loading Zones in the City to be free time limited zones after 4pm and on Sundays while leaving some spots for 3 minute passenger zones **or** for use of seating areas for businesses if it can be achieved in a safe and accessible manner.

BACKGROUND

The GO Victoria Strategy identifies the importance of having a well-managed curbside environment in order to support and balance the large number and sometimes conflicting demands on this valuable space. Commercial loading zones are an important means of maintaining the safe and optimized operation of the curbside space particularly within the downtown. These zones are in high demand from a range of service and delivery vehicles and their use is anticipated to increase.

ISSUES, ANALYSIS, OPTIONS

Over the last few months, staff have rationalized and standardized these much-valued loading zones and will continue to look at their future operation on a case by case basis in collaboration with adjacent businesses.

These spaces have value and trends are showing increased use over time with, for example, more demand for home delivery services as well as the potential arrival of one-way car share services in Victoria later this year. In addition, the absence of these zones in the past has led to delivery vehicles loading and unloading in a manner that is unsafe and obstructs the movement of other traffic.

Staff will look for opportunities for some of these to be adjusted to time limited parking, passenger drop off zones or for other uses such as for flexible space (in support of Motion H.1.b) on a case by case basis.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

The assessment of these zones will be undertaken as part of on-going day to day operational decision making on optimizing curbside management and specifically within the context of the proposed program described in response to motion H.1.b.

IMPACTS TO FINANCIAL PLAN

None

Appendix E – H.1.g Assistance with Recovery Phase for Business and H.1.n Hospitality Industry

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION:

That Council adopt the proposed *Business Recovery from Pandemic Bylaw* that would:

- Temporarily delegate all Development Permits and Heritage Alteration Permits proposing outdoor commercial use, with or without parking variances, to staff subject to the applicant providing the City with an irrevocable undertaking to remove any construction or alteration authorized by the Permit within six months and to restore the property to its current conditions.
- Waive fees for all delegated Development Permits and Heritage Alteration Permits proposing outdoor commercial use, with or without parking variances.

COUNCIL MOTION:

H.1.g Assistance with Recovery Phase for Business

That Council request that staff create temporary bylaw amendments that would:

- 1. Allow businesses to display and sell their merchandise in front of their business
- 2. Allow tables and chairs outside restaurants, coffee shops, bakeries
- 3. Allow businesses to use areas of public spaces or squares adjacent to a business
- 4. Consider how larger City spaces could be shared by businesses

H1.n Hospitality Industry

Respond quickly to requests by the hospitality industry to changes in zoning, occupancy, etc. To allow for physical distancing

ISSUES, ANALYSIS, OPTIONS

Recommendation for Moving Forward

The most common barrier to new or expanded outdoor commercial activities on private property, such as outdoor cafes, relates to parking. An efficient system is already established which delegates authority to staff to consider and potentially approve parking variances associated with commercial activities of up to five motor vehicle stalls and/or up to six bicycle stalls. Temporarily expanding the scope of delegation to include all parking variances associated with temporary outdoor commercial use, and waiving the fees associated with these applications, will ease the process for businesses looking to expand outside. Staff will also be examining ways to minimize submission requirements to further expedite the process for such proposals.

The proposed Bylaw defines outdoor commercial use as follows:

"outdoor commercial use" means any space or temporary structure used for business activity outside of a permanent building or other structure and includes restaurant patios, outdoor displays, and customer service or wait areas.

Under the provisions of the Bylaw, DPs and HAP's proposing the use described above would be delegated to staff, including those proposing a parking variance.

Regulatory Considerations

If the required parking cannot be accommodated on-site then a variance is required. In the past, a variance required Council approval following an Opportunity for Public Comment. However, to support businesses and streamline the approval process, in 2018, Council approved an amendment to the *Land Use Procedures Bylaw* (LUPB) to delegate minor parking variances (up to five motor vehicle parking stalls and/or up to six bicycle parking stalls) for commercial, industrial and institutional uses on the condition that staff were satisfied that the proposed parking shortfall would not adversely impact the neighbourhood by unduly contributing to on-street parking issues. Since then staff have approved several applications proposing minor parking variances under the scope of delegated authority.

To date, in most instances, a motor vehicle parking variance of up to five stalls has been adequate to accommodate the needs of the business in a manner that has not had negative consequences for neighbourhoods. However, to further support business during the COVID pandemic and remove a potential barrier to outdoor commercial use staff recommend that all parking variances, associated with a business expanding outdoors, be delegated to staff on a temporary basis. Staff would continue to review each application on its own merits and assess the potential impacts of each proposal upon the public realm, immediate neighbours and the wider community as well as consistency with relevant guidelines.

It should be noted that there is no provision in Provincial Legislation to delegate a variance that is not associated with a Development Permit (change to a building and/or landscaping.) However, it is anticipated that outdoor commercial activities will include some associated structures (railings etc.) and landscaping planters, which will mean that these proposals would likely require a Development Permit (DP) with Variance which can be delegated to staff.

Ensuring Outdoor Commercial Use is Temporary

The proposed Bylaw includes a provision requiring that an applicant making a delegated application for outdoor commercial use on private property must provide the City with an irrevocable undertaking to remove any construction or alteration authorized by the permit within six months and to restore the property to its current conditions. This provision has been included to ensure that the landowner does not have any legal entitlement to carry on with approved operations indefinitely. For example, if staff approved the use of a private parking lot for outdoor commercial use during the COVID pandemic and the above provision was not included in the Bylaw then, once the pandemic was over and the temporary Bylaw rescinded, the landowner would be entitled to continue using the parking spaces for commercial activities.

Waiving Fees

As a result of the pandemic, many businesses may look to expand their commercial activities outside and waiving fees and minimizing submission requirements will be a useful way to support businesses during these challenging times. The fee for such applications varies between \$200

(base fee for a delegated application) and \$450 (fee for a delegated application that is also proposing a parking variance).

Application Processing

It is possible to process delegated approvals, that are minor in nature, within a timeframe that ranges from a few days to two weeks. Staff will be looking at the possibility of prioritizing applications for outdoor commercial operations and relaxing submission requirements to expedite the review and approval while the COVID-19 pandemic is ongoing. However, staff would also be reviewing proposals to ensure that they meet the intent of any applicable Design Guidelines and do not have negative impacts on the public realm, immediate neighbours or the wider community.

Temporary Period for Delegation & Ongoing Monitoring

If adopted by Council, the Bylaw would come into effect immediately and it is recommended that the temporary increased scope of delegation would be in place for a period of six months.

The purpose of the Bylaw amendment is to assist businesses wishing to operate outdoor commercial activities on private property while the COVID pandemic results in restrictions and economic pressures on businesses, therefore, staff will monitor the situation and will propose an extension of time to the Bylaw if it is prudent to do so or if directed to do so by Council.

Community Consultation

The proposed Bylaw is intended to support businesses during the COVID pandemic and, given the temporary nature of these changes and the urgent need to proceed in a timely manner, staff recommend that the proposed Bylaw proceed without community consultation.

Other Options

Staff did carefully consider other options to expand opportunities for outdoor commercial use on private property, however, with each one there are a number of barriers to achieving immediate implementation and streamlined processing of applications in a manner that is not likely to result in unintended consequences. Other options considered and associated challenges are summarized below:

Delegation of Temporary Use Permits (TUPs) relating to Outdoor Commercial Use

TUPs can authorize a particular use to occur, temporarily, in a zone where it is not usually permitted. The permit is issued for a specified period of time not exceeding three years, which may be renewed once only for a further period not exceeding three years and establishes the conditions under which the temporary use may be carried out. TUPs can also address any structures or variances associated with the proposed temporary use.

The LUPB requires that TUPs are processed in a way similar to Rezoning Applications and that they require approval by Council, following an Opportunity for Public Comment. Staff reviewed the potential for amending the LUPB, on a temporary basis, to delegate the approval of TUPs to staff. While it was established that this is allowed under the Provincial Legislation, notice posting (for a minimum of 10 days) and mail out to neighbours would need to occur for each application, adding at least two to three weeks to application processing timelines. In addition, to support such an approach, it was determined that an amendment to the City Zoning Bylaws (*Zoning Regulation Bylaw 80-159* and *Zoning Bylaw 2018*) would be required to create a

new use definition for outdoor commercial use. A Zoning Bylaw amendment requires Council approval following a Public Hearing which would delay implementation.

In light of the above, staff determined that it would take at least two months to be in a position to approve a delegated TUP for outdoor commercial operations and, therefore, this approach would not respond to the Council objectives, relating to support for business during the COVID pandemic, in a timely manner.

Amending City Zoning Bylaws

Staff have reviewed the potential for amending the City's Zoning Bylaws to support outdoor commercial use. For example, the parking requirements for outdoor patios associated with bars and restaurants could be deleted from the Bylaws. However, this option has not been pursued for several reasons including:

- Zoning Bylaw amendments require Council approval following a Public Hearing, therefore, there is additional time needed to implement this approach;
- The Zoning Bylaw amendments would be permanent, requiring a further Bylaw amendment and approval process (including a Public Hearing) to address any changes which were intended to be temporary in nature;
- Businesses that took advantage of the reduced parking regulations would be entitled to legal non-conforming status if the Bylaw was repealed at a later date; and,
- These parking requirements should be reviewed comprehensively as part of a review of the off-street parking regulations (it should be noted that Council has directed staff to review these requirements and return with recommendations in 2023). In addition, parking requirements and associated issues can be quite contentious in nature and staff would recommend that appropriate consultation be undertaken before amending parking regulations.

While staff are not recommending the above options, Council may wish to direct staff to further pursue one or more of the aforementioned options, noting the associated risks, timelines and potential legislative issues.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

The key risk associated with the proposed change to the scope of delegation relates to the potential permanency of any approvals granted by staff. This risk is discussed above and is addressed by the requirement that an applicant provide the City with an irrevocable undertaking to remove any construction or alteration authorized by the permit within six months and to restore the property to its current conditions.

PUBLIC IMPACTS

Potential Parking Impacts

In the event that parking variances are granted to support outdoor commercial use on private property then, potentially, some parking demand may be displaced to the adjacent streets, albeit on a temporary basis, When reviewing delegated applications proposing parking variances, staff will continue to assess whether the variance adversely impacts the neighbourhood by unduly contributing to on-street parking issues, consistent with the provisions of the LUPB.

Noise Impacts

New outdoor commercial uses, or the expansion of existing outdoor commercial activities, may potentially generate additional noise impacts in a neighbourhood. The provisions of the Noise Bylaw will continue to apply to such activities.

Community Consultation

In light of the need to implement changes in a timely manner in order to support business during the COVID pandemic, staff are not recommending consultation on the proposed changes. It is also worth noting that i) there are unlikely to be significant numbers of applications proposing large parking variances, ii) any approvals granted will be for a temporary six month period only and iii) staff will continue to assess whether the variance adversely impacts the neighbourhood by unduly contributing to on-street parking issues.

IMPACTS TO FINANCIAL PLAN

The Bylaw provisions discussed in this report will not impact the Financial Plan, although it should be noted that there will potentially be a small loss of income from forgone application fees for the specific delegated applications discussed in this report.

CONCLUSION

The proposed *Business Recovery for Pandemic Bylaw* would delegate DP and HAP applications proposing outdoor commercial use, and any associated parking variances, and would waive the fee for such applications. The proposed Bylaw removes a cost and potential barrier to business owners who wish to carry out or expand outdoor commercial activities, on their property, during the COVID pandemic.

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION

That Council direct staff to inform the General Manager of the Liquor and Cannabis Regulation Branch in writing that Council pre-approves all liquor primary and manufacturer establishments in the City of Victoria who may apply for expanded liquor service area before October 31, 2020.

ISSUES, ANALYSIS, OPTIONS

The Liquor and Cannabis Regulation Branch (LCRB) announced Policy Directive 20-13, that permits food primary, liquor primary and manufacturing licensees to temporarily expand their service area footprint until October 31, 2020. This directive allows establishments to decrease the density of patrons in their establishments and to continue to serve patrons in compliance with Public Health orders and guidelines regarding physical distancing.

To support this directive, LCRB has implemented an expedited process for the authorization of temporary expansions to service areas only. Licensees will still be subject to any Public Health orders requiring reduced occupancy loads and must also comply with all local bylaws and health and fire regulations. To further expedite the application process, LCRB have provided local governments with two options for expansion requests from liquor primaries and manufacturers: pre-approval or case-by-case review.

There are a number of considerations in assessing the two options put forward by LCRB to address requests to expand service areas. These are discussed below.

1. Provide one pre-approval to cover all liquor primary and manufacturer establishments who may apply for an expanded service area (Recommended)

This option differs from current City practice which is based on a review process leading to a recommendation to the Province. In this option, the City foregoes its process to review and provide input on applications. This review is undertaken by staff and does not require a Council resolution. When applying to the LCRB for an expanded service area, applicants will self-declare to the Province that they meet all local by-laws and regulations. City staff will receive notice when the expanded service area is authorized by the LCRB.

These temporary authorizations:

- will allow for expansion of licensee service areas <u>only</u> and will not increase currently approved person/patron capacities or occupant loads or any other aspects of the existing liquor license
- apply to service area expansions indoors or outdoors, on private or public land, subject to compliance with all local bylaws and health and fire regulations
- do not require site inspections prior to approval but are subject to compliance checks by provincial inspectors.

Benefits:

- this approach enables the fastest processing of applications
- supports businesses in expanding their footprint to enable post-COVID recovery.

Risks:

- this approach does not provide local governments with the opportunity to see individual requests, or to comment on operators with a history of non-compliance with City's bylaws, before they are approved by the LCRB
- the applicant may not know if they are compliant with all local bylaws and regulations, or may choose not to be, resulting in expanded service areas that do not comply with fire or building code requirements, or safe access/egress.

2. Review and approve all individual requests for liquor primary and manufacturer expansions prior to licensees submitting their applications to the LCRB (Default process)

Under this option, the City follows its standard process of reviewing and approving all individual requests for liquor primary and manufacturer expansions prior to licensees submitting their applications to the LCRB. City staff will receive notice when an expanded service area is authorized by the LCRB. This is the default process and local governments do not need to contact LCRB if they wish to follow this process.

Benefits:

- Staff and applicants follow existing process, minimizing confusion and adhoc inquires.
- Staff retain authority to withhold approval for known problem operators, and where there are community impact concerns.

Risks:

• Review of individual applications and issuing approvals will increase the time required for businesses to begin operating their expanded areas.

Expansions of liquor service areas in licensed restaurants (Food Primary liquor licences) generally do not require input from local government and the LCRB will continue to process these requests for expanded service areas without requiring such approval. Food primary licensees are responsible for following all local by-laws and for obtaining any permits as required by their local government. City staff will receive notice when an expanded food primary liquor service area is approved by the LCRB.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

To expedite the process, the recommended approach of pre-approval for expanded service areas eliminates the municipal review and opportunity for comment by staff particularly with regard to operators with a history of non-compliance with City's by-laws or situations where there may be community impact.

PUBLIC IMPACTS

The recommended approach allows for the fastest processing of applications for service area expansions and encourages a positive applicant experience.

The expansion of service areas will not increase the currently approved person/patron capacities or occupant loads but could result in more outdoor areas being utilized, with impacts such as increased noise impacts in a neighbourhood, while requirements for physical distancing are in place. The provisions of the Noise Bylaw and other City bylaws will continue to apply to such activities.

IMPACTS TO FINANCIAL PLAN

There are no financial implications, although it should be noted that there will potentially be a small loss of income from forgone application fees.

CONCLUSION

The Provincial Liquor and Cannabis Regulation Branch (LCRB) has enabled an expedited approach to issue Temporary Expanded Service Area Authorizations to food primary, liquor primary, and manufacturer licensees, expiring on October 31, 2020. Staff recommend that Council approve a resolution to enable a one-time approval of all liquor primary and manufacturer applications for temporary expansions to liquor service areas.

Appendix E - H.1.g Assistance with Recovery Phase for Business – Business Recovery from Pandemic Bylaw No. 20-72

Committee of the Whole Report Back – COVID-19 Recovery For the Meeting of June 4, 2020

RECOMMENDATION

That the following be forwarded to the daytime special council meeting:

- 1. That Council give first second and third readings to Business Recovery from Pandemic Bylaw 20-072.
- 2. That Council reconsider and adopt Business Recovery from Pandemic Bylaw No. 20-072.

COUNCIL MOTION: Assistance with Recovery Phase for Business

That Council request that staff create temporary bylaw amendments that would:

- 1. Allow businesses to display and sell their merchandise in front of their business
- 2.Allow tables and chairs outside restaurants, coffee shops, bakeries
- 3.Allow businesses to use areas of public spaces (i.e. sidewalks, on-street parking) or squares adjacent to a business
- 4. Consider how larger City spaces could be shared by businesses

BACKGROUND

The proposed bylaw responds to Council's direction and would create a system of permits to allow for outdoor commercial uses of public spaces by:

- o providing the Director of Engineering with temporary authorization to:
 - restrict or prohibit some or all traffic on some streets
 - issue permits for outdoor commercial uses of streets
 - issue permits for outdoor commercial use of a portion of a street by a mobile vendor
 - Issue permits for signs, markings, and other installations as a part of outdoor commercial use
- o providing the Director of Parks with temporary authorization to:
 - issue permits for outdoor commercial uses in a park or a portion of a park
 - issue permits for outdoor commercial use of a portion of a park or a portion of a park by a mobile vendor
 - Issue permits for signs, markings, and other installations as a part of outdoor commercial use
- o delegating authority to the Director of Planning to:
 - issue required development or heritage alteration permits in relevant areas if related to the construction of, addition to, or alteration of a building or other structure to facilitate an outdoor commercial use, and
 - authorize a parking variance

This is a temporary Bylaw with a termination date established for October 31st, 2020 which is consistent with the provincial authorizations in connection with Liquor Licensing changes resulting from the Pandemic. If necessary, the bylaw can be re-established to go beyond October 31st, 2020.

ISSUES, ANALYSIS, OPTIONS

The action that could be permitted through the authorities granted in the proposed Bylaw would:

- Enable businesses to set up outdoor commercial space,
- Enable businesses and customers to comply with physical distancing requirements,
- Repurpose use of on-street parking when there is a lower volume of motor vehicle traffic downtown due to the pandemic
- Forego some processes that balance competing interests in public spaces and defer that authority to staff to balance.
- Cause some disruption to traffic on streets with traffic restrictions,
- may further reduce parking revenues by taking up space in on-street parking or conversely may attract more vehicles into commercial areas that can park in alternative parking spots (e.g. parkades)

This type of initiative has not been undertaken in the City, although other municipalities in North America and Europe are implementing these types of initiatives in response to the pandemic.

OPERATIONAL IMPLICATIONS, DEPENDENCIES AND RISKS

The permit system proposed will result in the creation of an interdepartmental staff team to manage the requests and expedite the processing in order that the community can benefit from expanded service options for a wide range of service and commercial opportunities that help re-start the local economy.

In order to do this quickly given the relatively small window of opportunity between June and the winter the City has not followed its more conventional consultative approaches as noted in the report.

PUBLIC IMPACTS

Businesses adjacent to public spaces available for outdoor commercial uses which will enable physical distancing that is necessary. This is of benefit to the community at large as it opens opportunities for service establishments to serve the public to a higher degree that could be achieved within existing spaces.

Streets, parking and sidewalks will be impacted to some degree, but the Permits issued in order to utilize the space will have to balance the impacts in order to effectively share the space.

IMPACTS TO FINANCIAL PLAN

The intended action does not cost the City any actual funds but has and will re-direct staff resources to manage the system of permits established in the Bylaw, noting that these would be processed on a priority basis.

CONCLUSION

This has been an expedited process to meet the timelines and activate alternatives for businesses to use public space, foregoing more typical consultative processes. Adjustments can be made should circumstances warrant. It is anticipated that there will be a significant uptake to use the space and an interdepartmental team is established to manage the competing interests and balance decisions to the fullest extent possible.

List of Attachments:

Business Recovery from Pandemic Bylaw No. 20-072

NO. 20-072

BUSINESS RECOVERY FROM PANDEMIC BYLAW

A BYLAW OF THE CITY OF VICTORIA

The purpose of this bylaw is to facilitate the economic recovery of the City while protecting the community's health and well-being by enabling businesses to operate in accordance with public health advisories regarding physical distancing by temporarily utilizing streets and other private or public outdoor spaces for commercial purposes.

Under its statutory powers, including sections 8(3), 35(11), 36, 38, 154(1) of the *Community Charter* and sections 488-491 of the *Local Government Act*, the Council of The Corporation of the City of Victoria, in an open meeting assembled, enacts the following provisions:

Contents

- 1 Title
- 2 Definitions
- 3 Application and paramountcy
- 4 Outdoor commercial use on a street
- 5 Outdoor commercial use in a park
- 6 Permit cancellation
- 7 Delegation to expedite outdoor commercial use on private property
- 8 No fee for outdoor commercial use
- 9 Council reconsideration
- 10 Noise
- 11 No City representation and an indemnity by permit holder
- 12 Repeal
- 13 Commencement and repeal dates

Title

1 This Bylaw may be cited as "BUSINESS RECOVERY FROM PANDEMIC BYLAW NO, 20-072'.

Definitions

2 In this Bylaw,

"business"

means any person holding a valid licence under the Business Licence Bylaw;

"City"

means the Corporation of the City of Victoria;

"culturally sensitive area"

has the same meaning as in the Parks Regulation Bylaw;

"Director of Engineering"

means the person employed by the City as the Director of Engineering and Public Works and includes a person acting in their absence;

"Director of Parks"

means the person employed by the City as the Director of Parks, Recreation and Facilities and includes a person acting in their absence;

"Director of Planning"

means the person employed by the City as the Director of Sustainable Planning and Community Development and includes a person acting in their absence;

"environmentally sensitive area"

has the same meaning as in the Parks Regulation Bylaw;

"mobile vendor"

has the same meaning as in the Street Vendors Bylaw;

"outdoor commercial use"

means any space or temporary structure used for business activity outside of a permanent building or other structure and includes restaurant patios, outdoor displays, and customer service or wait areas;

"park"

has the same meaning as in the Parks Regulation Bylaw;

"public health authority"

includes a health officer as defined in the Public Health Act;

"street"

has the same meaning as in the Streets and Traffic Bylaw;

"zoning bylaw"

means the Zoning Regulation Bylaw or the Zoning Bylaw 2018 as applicable.

Application and paramountcy

- 3 (1) This Bylaw applies notwithstanding any provision of the following:
 - (a) Business Licence Bylaw;
 - (b) Land Use Procedure Bylaw;
 - (c) Parks and Recreation Fees Bylaw;
 - (d) Parks Regulation Bylaw,
 - (e) Sidewalk Cafés Regulation Bylaw,
 - (f) Streets and Traffic Bylaw, and
 - (g) Street Vendors Bylaw.
 - (2) For certainty, if a provision of this Bylaw conflicts with any other City bylaw except a zoning bylaw, this Bylaw prevails.

Outdoor commercial use on a street

- 4 (1) The Director of Engineering is authorized to temporarily restrict or prohibit all or some types of traffic on a street or portion of a street to facilitate outdoor commercial use and may cause temporary barriers, structures, or other installations to be constructed for that purpose.
 - (2) A business shall not use a street for outdoor commercial use without first obtaining a permit from the Director of Engineering.
 - (3) The Director of Engineering may issue a permit for an outdoor commercial use by a business of a street or a portion of a street if, in their opinion, the proposed outdoor commercial use would
 - (a) facilitate physical distancing as recommended by a public health authority;
 - (b) relate to a commercial operation in a property adjoining the street or portion of the street; and
 - (c) not unduly obstruct or interfere with a fire hydrant, fire lane or exit, or another safety feature or requirement of an adjoining property.
 - (4) The Director of Engineering must not issue a permit for an outdoor commercial use on a street unless the proposed use is authorized under the applicable zoning bylaw.
 - (5) The permit shall identify the street or portion of the street subject to it and may include conditions, as determined by the Director of Engineering, regarding:
 - (a) temporary structures or other objects that may be placed or otherwise constructed on the street or portion of the street by the permit holder;

- (b) temporary signs, stickers, or other markings that may be placed on the street by the permit holder;
- (c) times when the street or portion of the street may be occupied for an outdoor commercial use;
- (d) the duration of the permit; and
- (e) uses or activities that are allowed under the permit.
- (6) A holder of a permit issued under this section (the "licensee") obtains a licence of occupation for the portion of the street identified in the permit on the following terms and conditions:
 - (a) the licensee
 - (i) assumes all risks, known and unknown, in relation to the outdoor commercial use and the portion of the street occupied by them and agrees to release and forever discharge the City, its elected and appointed officials, employees, servants, contractors and agents from any and all claims, causes of action, suits, costs and expenses whatsoever, which it or its directors, officers, employees or agents may now or at any time have with respect to, related to, or arising out of the outdoor commercial use on the street;
 - (ii) agrees to indemnify and save harmless the City, its elected and appointed officials, employees, servants, contractors and agents from and against any and all claims, causes of action, suits, damages, losses (including pure economic loss), costs and expenses which the City, its elected or appointed officials, employees, servants, contractors and agents may suffer or sustain as a result of, connected to, or arising out of the grant of this licence or by reason of or arising out of, failure of the licensee to comply with the terms and conditions of the permit or this Bylaw;
 - (iii) must not cause or permit water, or refuse, garbage or other material that is noxious, offensive or unwholesome to collect or accumulate within the licence area;
 - (iv) must not allow the licenced area to become or remain unsightly;
 - (b) all structures or objects placed in the licenced area by the licensee must be removed on the expiry of the licence;
 - (c) the outdoor commercial use of the licenced area must cease on the expiry of the licence;
 - (d) during the term of the licence, the licensee must, at their own expense, obtain and maintain in force commercial general liability insurance, in the minimum amount of \$2 million per occurrence with the City added as an additional insured, together with a cross liability clause, and the City must be provided with proof of such coverage at the request of the Director of Engineering;

- (e) the licensee must not damage or permanently encumber or alter the street;
- (f) the licence expires on the earlier of:
 - (i) the expiry or cancellation of the permit, or
 - (ii) the repeal of this Bylaw.
- (7) Notwithstanding subsections (3)(b) and (4), the Director of Engineering may issue a permit for outdoor commercial use of a portion of a street by a mobile vendor provided that the perimeter of the licence area is more than 200 metres from any business that provides the same or similar services or products as the mobile vendor.
- (8) Subsection (2) does not apply to an outdoor commercial use that was in existence at the time this section came into force and was authorized under another City bylaw.
- (9) The permit holder must display the permit in a conspicuous place at, or near to, the outdoor commercial use authorized by the permit.

Outdoor commercial use in a park

- 5 (1) A business shall not use a park for outdoor commercial use without first obtaining a permit from the Director of Parks.
 - (2) The Director of Parks may issue a permit for an outdoor commercial use by a business in a park or a portion of a park if, in their opinion, the proposed outdoor commercial use would
 - (a) facilitate physical distancing as recommended by a public health authority;
 - (b) relate to a commercial use in a property adjoining the park or portion of the park;
 - (c) not unduly obstruct or interfere with a playground or an outdoor sports facility; and
 - (d) not be located in an environmentally or culturally sensitive area.
 - (3) The Director of Parks must not issue a permit for an outdoor commercial use in Beacon Hill Park or any other park where such use would be contrary to the terms of a trust or condition of a land grant.
 - (4) The permit shall identify the park or portion of the park subject to it and may include conditions, as determined by the Director of Parks, regarding:
 - (a) temporary structures that may be placed or otherwise constructed in the park or portion of the park by the permit holder;
 - (b) temporary signs, stickers, or other markings that may be placed in the park by the permit holder;

- (c) times when the park or portion of the park may be occupied for an outdoor commercial use;
- (d) the duration of the permit; and
- (e) uses or activities that are allowed under the permit.
- (5) A holder of a permit issued under this section (the "licensee") obtains a licence of occupation for the portion of the park identified in the permit on the following terms and conditions:
 - (a) the licensee
 - (i) assumes all risks, known and unknown, in relation to the outdoor commercial use and the portion of the park occupied by them and agrees to release and forever discharge the City, its elected and appointed officials, employees, servants, contractors and agents from any and all claims, causes of action, suits, costs and expenses whatsoever, which it or its directors, officers, employees or agents may now or at any time have with respect to, related to, or arising out of the outdoor commercial use in the park;
 - (ii) agrees to indemnify and save harmless the City, its elected and appointed officials, employees, servants, contractors and agents from and against any and all claims, causes of action, suits, damages, losses (including pure economic loss), costs and expenses which the City, its elected or appointed officials, employees, servants, contractors and agents may suffer or sustain as a result of, connected to, or arising out of the grant of this licence or by reason of or arising out of, failure of the licensee to comply with the terms and conditions of the permit or this Bylaw;
 - (iii) must not cause or permit water, or refuse, garbage or other material that is noxious, offensive or unwholesome to collect or accumulate within the licence area;
 - (iv) must not allow the licenced area to become or remain unsightly;
 - (b) all structures or objects placed in the licenced area by the licensee must be removed on the expiry of the licence;
 - (c) the outdoor commercial use of the licenced area must cease on the expiry of the licence;
 - (d) during the term of the licence, the licensee must, at their own expense, obtain and maintain in force commercial general liability insurance, in the minimum amount of \$2 million per occurrence with the City added as an additional insured, together with a cross liability clause, and the City must be provided with proof of such coverage at the request of the Director of Parks;
 - (e) the licensee must not damage any tree or shrub, or permanently encumber or alter the park;

- (f) the licence expires on the earlier of:
 - (i) the expiry or cancellation of the permit, or
 - (ii) the repeal of this Bylaw.
- (6) Notwithstanding subsection (2)(b) the Director of Parks may issue a permit for outdoor commercial use of a portion of a park by a mobile vendor.
- (7) Subsection (1) does not apply to an outdoor commercial use that was in existence at the time this section came into force and was authorized under another City bylaw.
- (8) The permit holder must display the permit in a conspicuous place at, or near to, the outdoor commercial use authorized by the permit.

Permit cancellation

6 Section 13 of the Sidewalk Cafés Regulation Bylaw applies, with all the necessary changes, to a permit issued under section 4 or 5 as if the outdoor commercial use was a sidewalk café or a parklet.

Noise

7 The holder of a permit for an outdoor commercial use must comply with the provisions of the Noise Bylaw.

Delegation to expedite outdoor commercial uses on private property

- 8 (1) Subject to subsection (3), the Director of Planning is delegated the power to issue a development permit or a heritage alteration permit in all development permit areas and heritage conservation areas if the permit relates to the construction of, addition to, or alteration of a building or other structure to facilitate an outdoor commercial use.
 - (2) As part of a permit issued under subsection (1), the Director of Planning may authorize a parking variance.
 - (3) An applicant for a permit referred to in subsection (1) must provide the City with an irrevocable undertaking to remove any construction or alteration authorized by the permit within six months and to restore the property to its current conditions.

No fee for outdoor commercial use

- 9 (1) No fee is payable for a permit issued under section 4 or 5.
 - (2) No fee is payable for an application to which section 8 applies.

Council reconsideration

10 If an application for a permit under section 4, 5, or 8 is refused, or if the applicant objects to a proposed condition of the permit or approval, the applicant may request that Council reconsider the decision by submitting a written request for reconsideration to the City Clerk within 14 days of the delegate's decision.

No City representation and an indemnity by permit holder

- 11 (1) The issuance of a permit under this Bylaw does not constitute in any way a representation, warranty, or assurance that the area covered by the permit is suitable for the outdoor commercial use or the intended purpose of the business applying for the permit.
 - (2) The holder of a permit issued under this Bylaw shall be solely responsible for the outdoor commercial use authorized by the permit and shall indemnify and hold harmless the City and its elected and appointed officials, employees, contractors and agents from any claim of loss or damages, including personal injury and pure economic loss, by any person for any reason connected with the issuance of the permit or the outdoor commercial use authorized by the permit.

Repeal

12 This Bylaw is repealed.

Commencement and Repeal Dates

- 13 (1) This Bylaw, except section 12, comes into force on adoption.
 - (2) Section 12 comes into force on October 31, 2020.

READ A FIRST TIME the	day of	2020.
READ A SECOND TIME the	day of	2020.
READ A THIRD TIME the	day of	2020.
ADOPTED on the	day of	2020.

CITY CLERK

MAYOR

Everyday Creativity



- VISION: "Victoria radiates creativity and thrives as a home to creative people and everyday artistic encounters".
- Embracing creativity to support health and wellbeing for all citizens.
- Also an important ingredient in attracting people back downtown and village shopping areas in supporting small business re-opening plans.
- Shifting priorities from capital to programming support during the pandemic is a more strategic use of funds to support wider proportion of the arts sector to access funding and also benefit our citizens who are seeking creative opportunities.



Everyday Creativity Grant



- Will aim to increase access for everyone to be creative through the arts to improve mental and physical health.
- Emphasis on learning, creative expression and wide participation would be encouraged.
- Creating an equitable solution where more people can experience more art, more often is essential.
- Staff will report back with grant program criteria, objectives and guidelines by end of June.



City-Wide Creative Interventions



- Traditional summer programs in Centennial Square and Cameron Bandshell will be challenging to do safely.
- Staff have been reimaging ways to bring everyday creativity to citizens.
- City-run programs via the pre-vetted Artist, Musician and Community Art Rosters will allow staff to quickly deploy creativity into public spaces this summer.



Motion

- That staff explore opportunities, reprioritize, expedite, or amend actions within the Victoria Housing Strategy to address certain growing housing precarity within Victoria.
- 2. That, via Council liaisons, staff solicit written recommendations from existing City Task Forces and Committees regarding potential actions to support housing security.







- 1. Rapid supply of affordable and supportive housing
- 2. Rental Property Standards of Maintenance Bylaw
- Rental Property
 Licensing Bylaw to
 prevent renovictions and
 demovictions;
 Output
 Description:
 Descritter:
 Descriter:
 Descriter:
- 4. Rent bank pilot



The Victoria Housing Strategy 2016 – 2025

Phase Two: 2019 - 2022



Delegation to Expedite Outdoor Commercial Uses on Private Property

Proposal

- Delegate all Development Permits and Heritage Alteration Permits proposing "outdoor commercial use", including applications proposing a parking variance
- Waive the application fee for the above applications

Process

- Reduce submission requirements and expedite approval process
- Applications reviewed for consistency with Guidelines and potential impacts on the public realm, neighbours and the wider community
- Irrevocable undertaking required to ensure the site returns to current conditions after a temporary period

Benefits

• Removes time and cost barriers to businesses proposing outdoor use







To seek Council's endorsement of *Build Back Victoria* a program that will provide temporary use of public space to support business re-opening and recovery from COVID-19

The content of this presentation covers agenda items and motions contained in Appendix E



2

INTRODUCTION

- As businesses take steps to get back to work safely, the City is doing what it can to support their re-opening and recovery.
- We are committed to working collaboratively to deliver bold solutions that enable temporary business operations in public space

3



OBJECTIVES

- Practical, achievable and expedited solutions
 - "Bureaucracy light"
- Align with Public Health Officer recommendations on physical distancing
- Ensure safety and accessibility of public space
- Consider city wide needs take into account equity across the programs, neighbourhoods and business types



PRINCIPLES

- Applicant-driven
- **Nimble / flexible solutions** with a commitment to implement, learn and adapt
- Acknowledge the value of space but suspend the fees
- · Build on existing processes and insights
- Find opportunities to elevate and animate with the arts and support vibrant streetscapes
- · Balance needs of residents and businesses



KEY CONSIDERATIONS

Prioritize safety and accessibility

- Provide 2 3 meters of clear travel space
- Address access for emergency response, delivery vehicles, and transit

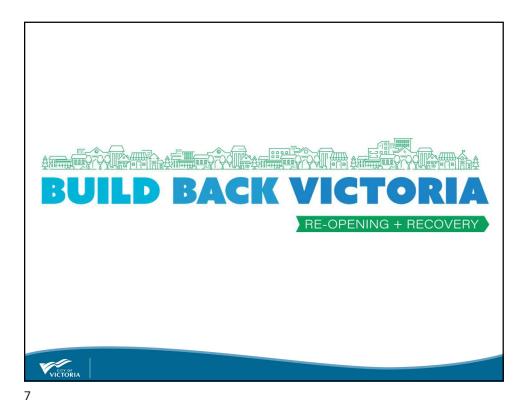
Acknowledge trade-offs and difficult decisions

- Private use of public space
- Access to parking vs supporting business operations
- Revenue loss for City
- Traffic circulation impacts
- Practical needs for commercial loading zones, transit stops, accessible stalls, 20 minute meters
- Existing business licensing and regulatory compliance

Recognize changing needs of businesses

· Through different phases of recovery and potential second wave of pandemic

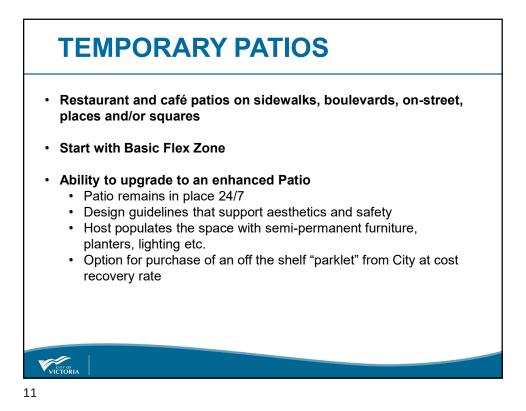
A culture of "temporary stewardship" is essential to success

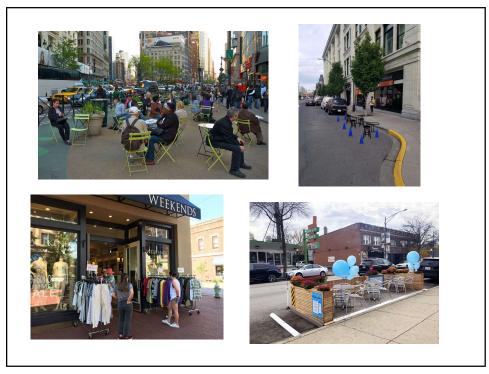


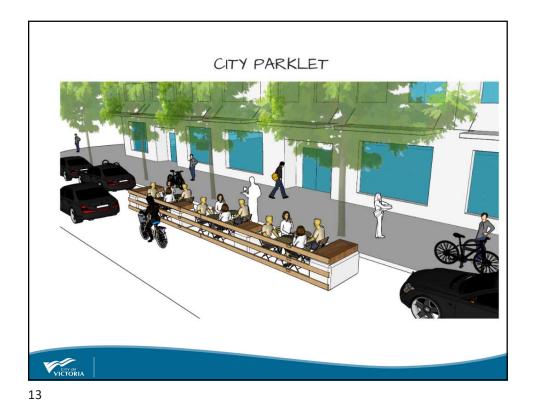












<section-header><section-header><list-item><list-item><list-item> CURBSIDE LOADING On-street dedicated stall to support noncommercial loading, customer pickup and/or drop off Complementary to existing commercial loading zones and 20 minute meters Supports loading at a business frontage or for a block Does not have to be exclusive to one business or loading use Space remains in effect 24/7

BUSINESS IN PARKS

- Targeted primarily at health, recreation, fitness, and wellness businesses who want to operate in Parks
 - Beacon Hill Park excluded
- Parks continue to remain open and accessible to the public
- Guidelines for maintaining distance from pathways, trees and significant landscape features
- Sports fields will follow the traditional guidelines and application processes.

VICTORIA

15





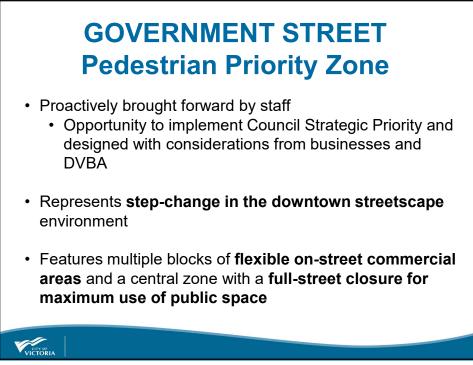
MOBILE VENDING

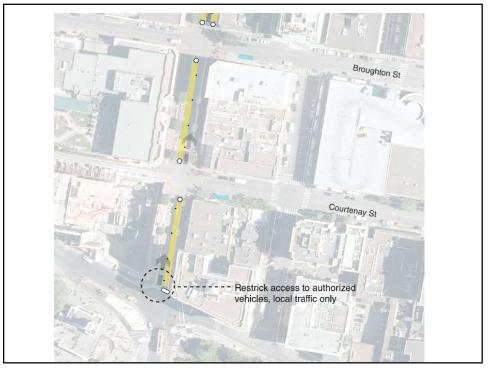
- Dedicated stalls in pre-determined locations intended for Food Trucks and Bicycle Vendors
 - Stalls renewed on 2 week basis to encourage diversity and turn over
 - Reserved stalls from 7am 7pm
- Intended to be minimum distance away from other similar brick and mortar businesses
- Self sufficient no City provided power, water or waste services

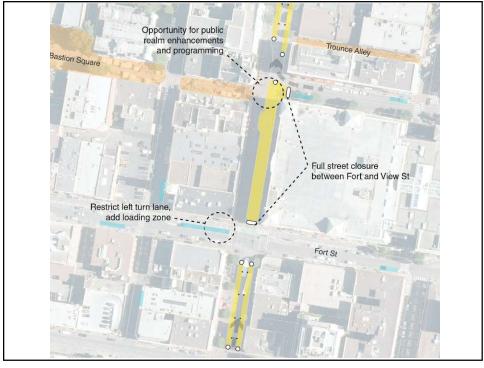




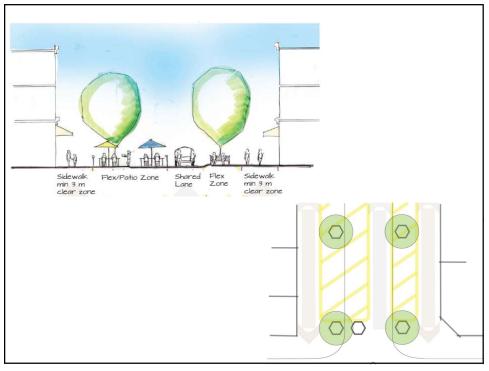




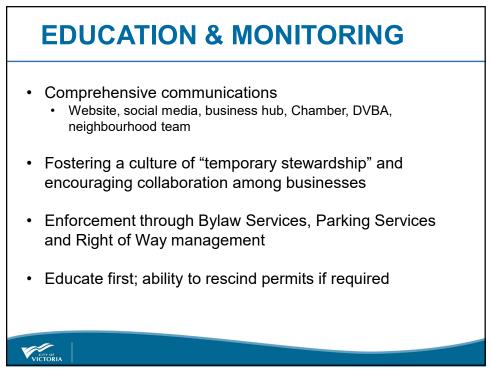


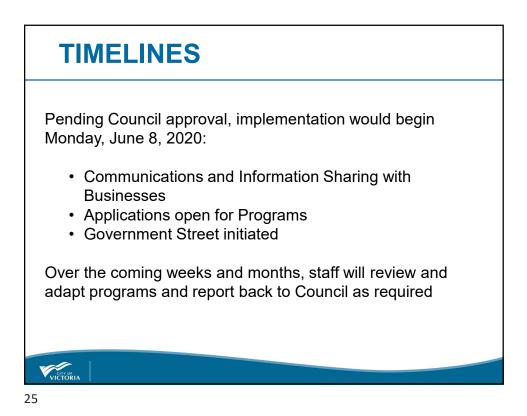


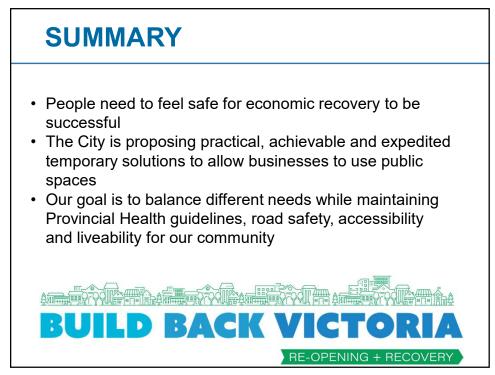














Committee of the Whole Report For the Meeting of June 4, 2020

То:	Committee of the Whole	Date:	May 20, 2020
From:	Kerri Moore, Head of Business and Community Relations		
Subject:	Create Victoria Arts and Culture Master Pla	n Progres	ss Report

RECOMMENDATION

That Council receive this report for information.

EXECUTIVE SUMMARY

It has been two years since the Create Victoria Master Plan was adopted by Council. Extensive public input informed the development of the Create Victoria Arts and Culture Master Plan, which aligns ideas, people, and resources around a shared vision and a set of goals, strategies and actions to realize Victoria's creative potential and guide investment over the next five years.

The plan includes four broad goals and strategic priorities, 18 objectives and 79 action items. In the first two years of implementation, staff have completed or partly completed 29 action items, primarily within current operational workplans and annual budget allocations.

Over the last two years and including 2020, investment to implement Create Victoria includes additional funding for the Festival Investment Grant program, a new full-time staff position to accelerate completion of Create Victoria, a new \$100,000 Cultural Infrastructure Grant program and \$25,000 to complete a Cultural Space Roadmap to guide decision making and investment for cultural spaces.

Annually, the City invests approximately \$1.6 million dollars in arts, culture and events including public art, festivals, special events, City of Victoria Butler Book Prize, Indigenous Artist in Residence and Poet Laureate programs. This includes providing 208 free City organized concerts and programs, permitting 249 films and events in public space and commissioning 25 temporary public art projects in 2019.

Culture and creativity are essential aspects for vibrant and sustainable cities. The role of culture in creating healthy, dynamic communities is widely acknowledged and cultural activities such as festivals and public art are vital tools to engage a community and articulate its values. It is also a major economic driver. The total economic contribution of culture to Victoria's economy is \$382.2 million, employing 5,216 people in the cultural industries. (Source: Statistics Canada, Cultural Satellite 2016)

Staff will bring back a comprehensive cultural spaces report in T3 which will outline the tools available to local governments to support cultural space development and staff initiatives related to cultural space action items outlined in Create Victoria.

PURPOSE

To provide Council a progress report on implementation of Create Victoria Arts and Culture Master Plan. This is also an opportunity to check in with Council on any issues, opportunities and considerations for cultural service delivery in the community.

BACKGROUND

Annually, the City invests approximately \$1.6 million dollars in arts, culture and events including public art, festivals, special events, City of Victoria Butler Book Prize, Indigenous Artist in Residence and Poet Laureate programs. This includes providing over 208 free City organized concerts and programs, permitting 249 films and events in public space and commissioning 25 temporary public art projects.

Arts, Culture and Events Office aims to enhance neighbourhoods, foster arts and culture, and work to create a city that is a natural draw for festivals and events. This Division funds arts, culture and events initiatives to support community vibrancy and economic impact through tourism. The total economic contribution of culture to Victoria's economy is \$382.2 million, employing 5,216 people in the cultural industries. (Source: Statistics Canada, Cultural Satellite 2016)

The Create Victoria Arts and Culture Master Plan includes a vision, cultural policy, and four key strategic priority areas with goals, objectives and action items attached to each key strategic area. The four strategic areas: Connecting People and Spaces, Building Cultural Leadership, Telling Our Story, Being Future-Ready, align with the City's cultural vision, values and guiding principles.

By focusing energy, resources and investment into these key focus areas, the City of Victoria can foster a thriving cultural ecosystem where creativity, innovation and artistic excellence can flourish, where all citizens and visitors can participate in the cultural life in the city and diversity is celebrated reflecting a shared authentic identity.

Cultural planning can be defined as a process of inclusive community consultation and decision making that helps local government identify cultural resources and think strategically about how these resources can help a community to achieve civic goals. It's a strategic approach that integrates the community's cultural resources into a wide range of municipal planning initiatives to fulfil strategic objectives including social cohesion and economic prosperity.

Cultural planning looks at the benefits these cultural resources could bring to a community if planned for strategically. By looking at the community through a cultural lens it can provide fresh perspective in finding ways to:

- Combat social exclusion.
- Provide community-driven design opportunities to develop pride of place and civic identity.
- Support community empowerment through involvement and ownership of community initiatives.
- Review, assess and improve current programs and services and develop new initiatives in response to identified community needs.
- Improve communication and cooperation among stakeholders.

- Integrate culture into a larger policy and planning documents to meet strategic objectives.
- Improve visibility of artists, cultural workers and organizations.
- Improve access and participation in Victoria's arts community.
- Improve cultural facilities.
- Review, assess and improve funding models to meet the needs of the community.

The Implementation Framework accompanies the Master Plan to ensure the plan is action- oriented and provides a road map for future investment, resource allocation and priorities for the City of Victoria, stakeholders and the community.

Create Victoria Arts and Culture Master Plan won the 2018 Award of Excellence - Cultural Planning Award from the Creative City Network of Canada. The Awards of Excellence Program recognizes and celebrates the outstanding achievements of Canadian municipalities and encourages excellence in the development and delivery of cultural policy, planning and practice.

ISSUES & ANALYSIS

The Plan includes four goals and strategic priorities, 18 objectives and 79 action items. Since adoption in 2017, staff have implemented or partly implement 29 action items. A number of action items are directly aligned with other Council priorities, including Indigenous relations, economic development and prosperity, as well as diversity, equity and inclusion.

For further details on actions implemented to date, please refer to Appendix A Implementation Framework.

Council has approved the following new investments to achieve Create Victoria action items:

- An increase of \$125,000 in the annual Festival Investment Grant program since 2018. (\$50,000 in both the 2018 and 2019 Financial Plan)
- Continuation of the Indigenous Artist in Resident program to ensure Indigenous voices and stories are shared and that we continue to support Indigenous artist roles and opportunities at the City.
- Additional \$1,000 in project funding annually for the poet laureate and youth poet laureate positions.
- \$5,000 ongoing support to the City of Victoria Children's Book Prize.
- New staff position to accelerate implementation of Create Victoria.
- \$25,000 to complete a Cultural Spaces Roadmap.
- \$100,000 to establish a new Cultural Infrastructure Fund

Staff have created operational efficiencies to complete a number of action items within current operational workplans and budget allocations.

This includes:

- Mural toolkit and mural roster to assist with facilitating requests and projects as well as connecting artists with wall spaces on private buildings.
- Creating simplified processes and streamlined approaches for community requests, including fillable PDF for grant programs, special events and online submissions for public art calls.

- Keeping 'culture is at the table' operating at a strategic level and integrating creativity into projects such as embedding artists on project teams.
- Incorporating outdoor art projects and programs in parks and open spaces through existing Artist in Resident program. A recent example includes Luke Ramsey collaborating with artists on three murals located on parks washrooms throughout the city.
- Updating the public art policy and establishing a public art maintenance reserve fund.
- Additional pop up and temporary exhibition opportunities for artists, including the new *Commute* bus shelter program and vacant storefronts program, *Storefront Victoria*.
- Facilitating community conversations and business planning to re-envision the transformation of 28 Bastion Square into a creative hub.
- Joining the Social Purpose Real Estate Collaborative and the Rent/Lease/Own Study to understand the real estate challenges affecting the not-for-profit sector.
- Increased inventory within our festival equipment program for cable mats and wheelchair ramps to improve accessibility at outdoor events.
- More diverse, free family-friendly programming at Canada Day, Centennial Square and Cameron Bandshell.
- Hosted community conversations and gatherings, including Indigenous roundtables and the annual art symposium, philanthropic arts funding roundtables, artist talk and mixers, two grant workshops and several information sessions on our artist in residence programs and vacant storefront programs.
- Creating inclusive platforms to facilitate social inclusion including working with youth in the square and hosting community meetings with social service agencies to support vulnerable youth in the community.
- Music Strategy project including appointment of the Music Advisory Committee, securing a consultant and engaging the music community and audiences via focus groups and survey.

These operational efficiencies were found by looking strategically at the role and function of culture within the City. For example, transferring the Arts Victoria website from a city function to a community function provided a more grassroots approach to connecting artists, arts organizations and audiences to the cultural life of the city. Staff time and resources could then be refocused on new priorities, such as cultural spaces. As well, using social capital and social media assets, rather than paid promotional expenses, provides cost savings to maximize cultural investment in the best and most strategic way.

The main challenges in the first two years of implementation of the plan have included lack of dedicated staff resources and new investment to complete action items. Given the 2020 investments for culture spaces and a new staff position, staff are well-positioned to accelerate the implementation of the plan in 2020.

OPTIONS & IMPACTS

Accessibility Impact Statement

The Master Plan contains a number of directions that will make public spaces and cultural facilities more accessible to people of all abilities and is detailed under Objective 1.4 in the Plan "Facilitate social inclusion, promote diversity, community wellness and accessibility in cultural spaces". Accessibility of cultural facilities will be within scope of the Cultural Spaces Roadmap.

2019 – 2022 Strategic Plan

Implementation of Create Victoria helps the City achieve the following strategic objectives:

#4 Prosperity and Economic Inclusion #5 Health, Well-being and a Welcoming City

Staff have implemented a new *Victoria Storefront* program based on Council direction to "encourage pop-up business and art exhibitions in vacant retail and office space" and "to work with the DVBA on rotating mural artists to beautify empty storefronts and large windows."

Staff also continue to facilitate and host community discussions regarding a need for a creative hub for the arts in Victoria.

Impacts to Financial Plan

There are no impacts to the 2020 Financial Plan.

Official Community Plan Consistency Statement

The proposed Arts and Culture Master Plan is consistent with the direction in OCP Chapter 16 Arts and Culture.

16.9 Provide direction for cultural planning through the development and regular update of a Cultural Plan, that:

16.9.1 Establishes a vision and action plan for arts and culture in Victoria;

16.9.2 Seeks opportunities for partnership with the public, private and non-profit sectors;

16.9.3 Maintains, develops and enhances the delivery of City arts and culture programs;

16.9.4 Enhances support to local, non-profit groups engaged in arts or culture programs;

16.9.5 Sets targets for future cultural spaces, including new or upgraded civic, institutional and private facilities; and,

16.9.6 Identifies tools to secure new cultural spaces, including senior government funding; land donations; developer contributions, private donations; and, changes to regulations.

16.10 Maintain and regularly update an inventory of cultural resources.

CONCLUSIONS

Two years on, the Create Victoria Arts and Culture Master Plan has delivered a number of action items tied to both the Council's Strategic Plan and action items within Create Victoria. Staff look forward to working closely with partners and the community to realize the vision and goals set out in the plan.

Respectfully submitted,

Nichola Reddington Senior Cultural Planner

Kerri Moore Head of Business and Community Relations

Deely Centry

Report accepted and recommended by the City Manager:

Date: June 2nd, 2020

List of Attachments

Appendix A: Implementation Progress Report Appendix B: Arts, Culture and Events Infographic and Progress Report

STRATEGIC PRIORITY 1: CONNECTING PEOPLE AND SPACES

GOAL: Everyone feels welcome and able to access affordable spaces for creative participation, production and enjoyment.

barticipation, production and enjoyment. **Blue highlights diversity, equity and inclusion action items.		
ACTIONS:	PROGRESS TO DATE:	
 Use parks, open spaces, community centres and schools, to act as creative nodes in neighbourhoods. 		
 Identify opportunities for inclusive, collaborative community arts and creative- placemaking participation activities facilitated by artists and other creative practitioners. Build relationships with community associations and organizations to expand the number and range of creative participation opportunities at the neighbourhood level. Support opportunities for citizen and neighbourhood-led efforts and community networks to connect with one another, coordinate efforts and scale up creative ideas. 	 Since its inception in 2016 the My Great Neighbourhood Grant program has funded 13 murals: Vic West (1), Fairfield Gonzales (1), Oaklands (3), North Park (1), James Bay (1), Hillside Quadra (1), Fernwood (2), Downtown/Harris Green (2) and Burnside Gorge (1) neighbourhoods. Developed Mural Roster and Mural Toolkit to support community and citizen-led mural projects. Look for opportunities to meet with the community through association meetings, community celebrations and neighbourhood planning including upcoming arts and culture events to support Fernwood, North Park and 	
 In keeping with the Parks and Open Spaces Master Plan incorporate outdoor art projects and programs into the parks and open spaces system through the existing artist-in-residence program. Excilitate groative tool libraries into 	 Quadra Village Neighbourhood planning. Artist in Resident projects including Luke Ramsey's washroom murals on parks washrooms, skateboard park signage, Kathryn's meet and greet event at the Cameron bandshell. 	
 Facilitate creative tool libraries into neighbourhoods or at a designated centralized location. 		
 Liaise with School District representatives to identify opportunities for enhancing arts education and involve local arts practitioners in schools. 	 Artist in Resident Kathryn Calder working with students at Vic High School. Youth Poet Laureate and Poet Laureate guest speakers and workshops in schools. 	
 Update the Art in Public Places Policy and expand and modify public art program to include: 		

a Eacilitate public art and placemaking requests:	Completed undeted public art policy and
a. Facilitate public art and placemaking requests;b. Support continuation of artist opportunities on	 Completed updated public art policy and established a reserve fund for maintenance.
City capital projects and Artist in Residence	
program;	Developed mural toolkit and roster to facilitate
b. Work with Planning Department to implement	requests.
Visual Victoria and related public art objectives	
in local area plans;	Continuation of Artist in Resident program and
c. Encourage temporary public art interventions	integration on capital projects.
and pop-up opportunities;	
d. Enable the animation of Victoria's parks and	Commute, Commercial Alley, Vacant Storefront
open spaces by developing a permitting	and banner competitions provide pop-up and
process for temporary arts and culture	temporary art opportunities
installations and activities (Parks Master Plan)	
e. Connecting artists with wall/mural spaces on	Concrete Canvas: 18 murals on private buildings
private buildings;	within Rock Bay, including free walking tours, artist
f. Create and manage a civic interior art collection	talk and wrap up event with free hands on mural
and provide exhibition opportunities;	making activities.
f. Improve public art maintenance by creating a	
reserve fund or increase funding;	• Sacred: indoor art exhibition opportunity and
g. Develop a memorial and commemorations	provided educational tours of the exhibition.
policy and guidelines;	
h. Develop a mural toolkit to assist with	Annual Indigenous Art Symposium including
facilitating requests and projects;	workshops, talks, performances and storytelling.
i. Animate public art collection and intangible	
cultural assets through tours, workshops,	
storytelling and other engagement activities.	
j. Explore community art funding stream as part	
of My Great Neighbourhood Grant program.	
ACTIONS:	PROGRESS TO DATE:
1. Create a Cultural Spaces Roadmap to serve as a	2020 WORKPLAN
guide for phased investment and planning by:	
a. Identify and collate the mapping and	
listing of all City-owned spaces, City-	
leased spaces, and upcoming or new	
potential spaces (either repurposed such	
as industrial zones, and/or renovated	
spaces; as well as purpose-built venues)	
b. Work in partnership with other levels of	Completed feasibility study, design charrette and
government towards completing needs	draft business plan with community.
assessment and feasibility studies, and	arare business plan with community.
secure funding for a purpose-built multi-	
use cultural venue (e.g. Central Library,	
28 Bastion Square).	
1 /	

c. Seize opportunities to include creative	
spaces within existing City infrastructure	
projects (e.g. Crystal Pool, Library,	
affordable housing, etc.)	
d. Introduce an arts incubator or hub as	 Alignment with Creative Hub vision.
part of the cultural spaces planning.	
2. Optimize City funding allocation towards	
existing cultural facilities:	
a. Address the needs surrounding	• 2020 WORKPLAN
performance spaces such as the Royal	
and McPherson Theatres to align with	
the Cultural Spaces Roadmap and any	
other planning processes.	
b. Support cultural venues in seeking	
funding from partners and other levels of	
government.	
ACTIONS:	PROGRESS TO DATE:
1. Create a Cultural Infrastructure Fund for both	2020 WORKPLAN
existing and new spaces beginning with a	
\$100,000 investment by the City to leverage	
and attract private and public donations, with	
an emphasis on legacy giving, to encourage	
cultural leadership and philanthropy.	
2. Incorporate support infrastructure and	
amenities at key parks to host special events on a	
regular basis (Parks and Open Space Master Plan)	
3. Expand artsvictoria.ca to allow users to identify	Community-led initiative.
unused, underused or available types of cultural	
spaces as part of ongoing cultural mapping.	
4. Integrate within artsvictoria.ca a digitally based	Community-led initiative.
'match-making' function to link vacant spaces	
(e.g. empty storefronts or micro venues) with	
artists and creative practitioners.	
Link with Space finder BC.	
5. Create a service role and function within the	• 2020-2021 WORKPLAN
Arts, Culture and Events Team to oversee	
cultural space development, project	Facilitated introductions between developers and
identification, and to act as an	non-profit arts organizations on Fort St. for
intermediary/broker between other City Hall	
departments, the private sector and partners.	temporary use during redevelopment process.
6. Continue to engage with the creative and	
cultural community in ongoing dialogue and	Hosted vacant storefront and spaces information
participation in space needs.	 Hosted vacant storefront and spaces information session at the Fort Street pop up MFA University of
	Victoria exhibition.

	 Engagement events as part of 28 Bastion Square Creative Hub project.
7. Create a suite of tools and actions within the regulatory environment to 'reduce the red tape', and address space needs through zoning and bylaw review and amendments, and other regulatory mechanisms including but not limited to:	
 Tax incentives or subsidies for creative spaces 	
 Developer incentives such as amenity bonus contributions for creating new creative/cultural spaces, including live/work studio spaces; Easing permitting functions for special events and festivals in public space. Identify opportunities to increase activation of Beacon Hill Park 	
specifically addressing barriers to community use for concerts, events and festivals.	
ACTIONS:	PROGRESS TO DATE:
 Identify as part of the Cultural Spaces Roadmap, existing venues and spaces that require modifications for accessibility. 	• 2020 WORK PLAN.
2. Work with the arts and culture community in creating awareness of tools and resources to ensure accessibility standards are met and share the City's accessibility checklist to minimize barriers to audiences.	 Alignment with Accessibility Framework. Work in progress with other departments.
3. Improve Festival Equipment Loan inventory of accessibility equipment (i.e. cable mats, wheelchair ramps) for events and festivals.	 Purchased additional cable mat covers and wheelchair ramp to improve accessibility at permitted events.
4. Work with the technology community in identifying tech-based solutions to help increase access to the arts.	
5. Seek opportunities for family programming with current City-run programs, and where possible, work with stakeholders to mitigate barriers for families to enjoy and participate in cultural programs, events and festivals.	 Increased family programming at Cameron Bandshell and Canada Day celebrations.

6. Increase funding to Festival Investment Grant Program.	 Additional funding added to the program since Create Victoria adoption
7. Use art as a tool for community wellness and opening up opportunities for marginalized communities through inclusivity initiatives with identified partners.	 Youth in the Square drop in art with artist mentors, BBQ and mural making. Lindsay Delaronde 12-week therapeutic art classes at Our Place.
 Support distribution of unsold tickets to students, youth and marginalized communities to increase access to cultural events. 	
 Align with affordability initiatives by identifying artists and creators as potential applicants for affordability housing. 	• Housing motion: That Council direct staff to align the Create Victoria Masterplan with the Victoria Housing Strategy to include the creation of housing for artists as a goal of the Victoria Housing Strategy.
	And that Council direct staff to consider ways to encourage the creation of affordable housing through the implementation of existing policies including the inclusionary housing policy, housing reserve fund, and other relevant policies.
10. Identify opportunities to address community needs of equity, diversity, and social inclusion and encourage social change arts practices and arts-based strategies for addressing matters of social and civic importance.	
11. Create an inter-agency working group to facilitate collaboration between agencies to use arts to address specific civic and community goals.	 Youth in the Square Inter-Agency Working Group. In progress: Establishing an Indigenous Arts Resource & Support Roundtable and Climate Action and Arts Roundtable.
12. Include artists and cultural organizations in strategic discussions about the future of the city and use art and design to better communicate and deepen understanding of complex policy issues.	 Climate Action and Arts Roundtable, Arts and Culture Focus Group for Fernwood, North Park and Quadra Village and Corridor Planning.
13. Increase transparency and access to information about City programs, services and funding programs and identify where equity issues need to be addressed.	 Hosted two grant workshops to increase awareness and access to the grant program. Hosted information sessions for many public art calls including Commute, and the Artist in Residence and Indigenous Artist in Resident Programs.
14. Support cross-cultural interactions and more inclusive platforms and spaces for engagement with the community.	

STRATEGIC PRIORITY 2: BUILDING CULTURAL LEADERSHIP

GOAL: The City demonstrates cultural leadership by collaborating with partners and supporting and guiding creative initiatives.

ACTIONS:	PROGRESS TO DATE:
 Similar to the Business Hub at City Hall, the Arts, Culture and Events Office will serve as the City's one-stop shop for: 	
a. Facilitating Arts, Culture and Events related requests	 Received over 1500 emails in the general culture@victoria.ca inbox and over 2500 emails in the eventfeedback@victoria.ca inbox.
 b. Navigating City Hall and liaising with other departments (e.g. permitting, licensing, zoning/planning) 	
c. Providing letters of support for outside funding	 Provide confirmation letters of in-kind support for Canadian Heritage festival funding.
d. Sharing knowledge, expertise, and information	 Facilitate and coach numerous artists and arts organizations with event plans, project planning and finding funding sources and potential partners.
e. Identifying funding opportunities	
f. Listing equipment loans and event resources	 Provide detailed resourcing and event support through the City website.
g. Facilitating project initiation	
 h. Guiding artists, arts and cultural organizations in training and education programs 	
 Develop a communications strategy to assist artists and organizations in accessing and understanding ACE services, to be supported by: 	
 An easy-to-access website outlining ACE role and scope of services, resources, and processes. 	
 Creating simplified ACE processes and streamlined approaches for One-Stop shop responses for items such as murals, festivals, public art, film and other permitting processes. 	 Completed Mural Toolkit. Fillable PDFs for special event permit applications. Separated public art policy and operational guidelines for clarity. Public art call applications streamlined through online application process.

Develop a guide to provide	
information on planning and zoning	
requirements for creative spaces.	
ACTIONS:	PROGRESS TO DATE:
1. It will 'broker' relationships by connecting	 Hosted and promoted Business in the Arts:
artists and arts organizations with business	ArtsVest Program.
and the private sector.	
2. It will re-align its cultural portfolio to identify	 Divested from Arts Victoria management to a
current tasks or functions that could be	community led model run by an arts non-profit
served by contracting out or divesting itself	organization.
of that responsibility.	
3. It will continue to serve the community by	Arts, Culture and Events Office incorporated into
working at a strategic level within economic	the Business and Community Relations
development.	Department.
4. Keep 'culture at the table', operating at an	Culture staff and Artist in Residents included in
integrated strategic level within City Hall and	Interdepartmental work team.
encourage departments to integrate	
creativity into projects (for example	
embedding artists on project teams and using	
creative tools for engagement). 5. It will encourage a 'creative bureaucracy'	
where creative thinking, solutions and risk-	
taking are welcomed.	
6. It will support and encourage	City meets regularly with CRD Arts Development
intergovernmental coordination.	Service and participating municipalities.
	 City involved in Stats Canada Cultural Satellite
	Cultural Account.
7. It will seek opportunities to hire emerging	
arts administrators through work	
placements, internships, and mentorships.	
8. It will support a City-wide volunteer program	
and provide volunteer opportunities through	
arts, culture and event programs.	
9. Where possible, it will seek research projects	
and learning opportunities through	
CityStudio Victoria.	
ACTIONS:	PROGRESS TO DATE:
1. Initiate a Create Victoria Leadership Group to	2020 WORKPLAN
serve as ambassadors and advisors on	
implementation.	
2. Convene diverse groups of stakeholders to	Concrete Canvas partnership between artists and
encourage cross pollination of sectors and	Rock Bay businesses and breweries.
build networks between industries.	

ACTIONS:	PROGRESS TO DATE:
 In partnership with technology leaders, introduce 'project pitches' – a centralized local online crowd-funding space where artists, creative entrepreneurs or organizations could post their projects and identified resource needs, and be matched with private donors or funders. 	
 Promote ways of giving and explore matched or incentivized giving opportunities. 	 Participated in two philanthropic roundtables with community partners hosted at the Union Club to discuss opportunities to support giving opportunities within the arts and culture sector.
 Hold Cultural Forums to provide knowledge- sharing and training to artists, creative entrepreneurs and arts organizations. 	 CRD Arts Development hosted a community-wide Arts Summit in Spring 2018. SPRE Renting, Licensing and Managing Space Workshop for Social Enterprise and Non-Profits Business in the Arts Sponsorship Training Series: ArtsVest
 Share new business models including social enterprise and earned revenue streams with arts and cultural organizations. 	 Member of the Social Purpose Real Estate Collaborative. Connecting artists with other social enterprise engagement opportunities offered through Economic Development and the Business Hub.
 Hold networking events to bridge conversations between private, individual and non-profit creative practitioners and entities 	 Create Victoria Wrap Up Event hosted at VIATEC in partnership with DVBA, Create Victoria Artist Mixer in partnership with Eventide partners including DVBA, CFUV, and Victoria Beer Week Society. Monthly Creative Mornings series hosted at KWENCH in partnership with CRD Arts Development.

STRATEGIC PRIORITY 3: TELLING OUR STORY

GOAL: Victoria champions and promotes its artistic excellence and creative scene

and continues to preserve and conserve its artistic and heritage legacies.

1. Provide opportunities to integrate	 Sacred exhibition at City Hall.
traditional and contemporary Indigenous	 Lekwungen language integration for City parks and
culture, identity and language into	wayfinding projects.
programming and planning.	 Annual Indigenous Symposium.
2. Provide opportunities for the public to	Reconciliation Dialogues
learn about reconciliation and the shared	 Orange Shirt Day event
history of Indigenous Peoples and all	

Canadians, through inclusive dialogue, celebration and performance, as well as creative-placemaking installations.	 Lindsay Delaronde community projects including ACHORD, AMEND, Forgive, Art as Ceremony, and two Indigenous Showcases, SuperNova and Pendulum, at the Belfry Theatre
 Build and strengthen relationships with Lekwungen people and support the work of City-wide reconciliation initiatives. 	Strategic Priority within City Council's Strategic Plan
 Seek opportunities to partner with Esquimalt and Songhees Nations on initiatives that acknowledge and celebrate local Coast Salish traditions. 	
 Continue to fund Indigenous artist roles and opportunities at the City. 	 Continuation of the Indigenous Artist in Resident Program
6. Follow Indigenous liaison protocols city- wide.	Strategic Priority within City Council's Strategic Plan
ACTIONS:	PROGRESS TO DATE:
1. Continue to provide core funding towards operational and project support of resident professional and emerging arts and cultural organizations through the CRD Arts Development Service.	 Continued support to CRD Arts Development core funding.
2. Implement and align the heritage resources recommendations found in the Create Victoria Planning Context Matrix with current City planning initiatives.	
3. Identify opportunities for interpreting and sharing Victoria's local history and heritage in all of its forms including:	
 Develop 'hands on' experiences, interpretive elements, and educational programming that celebrate Victoria's special features, unique character, and natural environment. (Parks and Open Spaces Master Plan) 	
 Expand cultural programming to include heritage programming to improve education and awareness of local history. 	
ACTIONS:	PROGRESS TO DATE:
 Work with tech community on leveraging open data for audience development tools and use digital-based strategies for audience development. 	

2 . Enhance the function of ArtsVictoria.ca to	Community-led initiative.
create a centralized portal to feature and	• Community-led initiative.
promote arts, culture and events activities.	
3. Ensure that marketing and branding of	
Victoria reflect an authentic community	
, cultural identity and its diversity.	
4. Work with partners to develop an Arts Pass	
to encourage residents to participate and	
explore the cultural life of the city and	
support the GVPL Cultural Pass Program.	
ACTIONS:	PROGRESS TO DATE:
1. Develop a Music City Strategy in	Currently in development. Engagement phase has
collaboration with music-related	begun including survey and focus groups.
businesses, tourism operators, music	
organizations and individual artists to:	
a. Create music-friendly and musician-	
friendly policies	
b. Align with music tourism and	
audience development actions of	
Create Victoria	
c. Increase access to spaces and places	
including all-age venues	
d. Enhance City brand-building and	
identity	
e. Align with creative economy	
objectives	
f. Further cultural development and	
artistic growth	
g. Strengthen community wellness and	
artistic encounters	
h. Attract and retain creative talent and	
investment.	
2. Develop a regional Music Advisory Board.	Music Advisory Committee appointed by Council in 2019.
ACTIONS:	PROGRESS TO DATE:
1. Develop an enhanced understanding among	
tourism stakeholders the value of the arts,	
culture and heritage as part of the tourism	
attraction mix (e.g. festivals, events, open	
studios, cultural tours, etc.), and how a	
vibrant cultural scene nurtures the	

development of an authentic cultural	
identity as part of a shifting community	
brand.	
2. Work towards enhancing cultural tourism	
marketing of a broader range of cultural	
attractions.	
3. Leverage relevant data from the Create	
Victoria Economic Impact Assessment and	
other measures and data sources.	
4. Enhance the strategic positioning of festivals	
and events to align with cultural tourism	
and music strategy initiatives.	
5. Ensure that marketing and branding of	
Victoria reflect an authentic cultural	
identity and its diversity.	

STRATEGIC PRIORITY 4: BEING FUTURE-READY

GOAL: Victoria leads as a Creative City by fostering a thriving creative ecosystem.

ACTIONS:	PROGRESS TO DATE:
1. Begin by reviewing 'touch points' on	
creative economy within current	
economic development planning.	
2. Work with data arising from the Create	
Victoria Economic Impact Assessment to	
further articulate creative economy	
strategies.	
3. Work towards developing a Creative	
Worker Attraction Strategy (with a focus	
on youth and emerging artists).	
ACTIONS:	PROGRESS TO DATE:
1. Work with tech community on live-to-screen	
options, digital literacy training, interactive	
arts opportunities, and other digital	
strategies.	
2. Focus on bridging relationships between the	
video game, film, and design communities	
with individual artists and creators.	

3. Identify partner-based projects for the	Provided letter of support for BC Alliance Digital
Canada Council Digital Strategy Fund.	Ladders Project to facilitate workshops for artists in
	digital literacy training in Victoria.
ACTIONS:	PROGRESS TO DATE:
 Develop a tool kit for building and managing creative businesses. 	
 Encourage and support buy local campaigns. 	
3. Purchase local artwork for City ceremonies and gifts.	
4. Create a micro-loan or matched seed	
funding program for creative entrepreneurs	
for small-budget items including, but not	
limited to: transportation, materials,	
equipment and space rental	
5. Introduce an arts incubator to accelerate	 Aligns with 28 Creative Hub Business Plan
new business ventures.	
ACTION:	PROGRESS TO DATE:
1. Work with relevant partners in addressing	
Island challenges and identifying	 Included within the scope of the Music Strategy.
opportunities.	







Victoria radiates creativity and thrives as a home to creative people and everyday artistic encounters.

Arts, Culture and Events Office

Victoria is home to a vibrant and eclectic arts and culture community, from world class performing arts, museums and festivals to local authors and artisans. The juxtaposition of heritage charm and modern urban living is part of what makes Victoria one of the most uniquely special places in Canada.

The City has been working with local arts and cultural groups for over 45 years to support initiatives such as multicultural festivals, special events and films, Canada Day celebrations, public art, Victoria's Poet Laureate and Youth Poet Laureate program, and the annual City of Victoria Butler Book Prize.

In 2019, the City invested approximately \$1.6 million dollars in arts, culture and events.

Create Victoria Arts and Culture Master Plan

Extensive public input has informed the development of the Create Victoria Arts and Culture Master Plan, which aligns ideas, people, and resources around a shared vision and a set of goals, strategies and actions to realize Victoria's creative potential and guide investment over the next five years. City Council adopted the plan and its implementation framework on December 14, 2017.

We look forward to our continued work with the community on implementing this plan!



cultural spaces

create victoria highlights

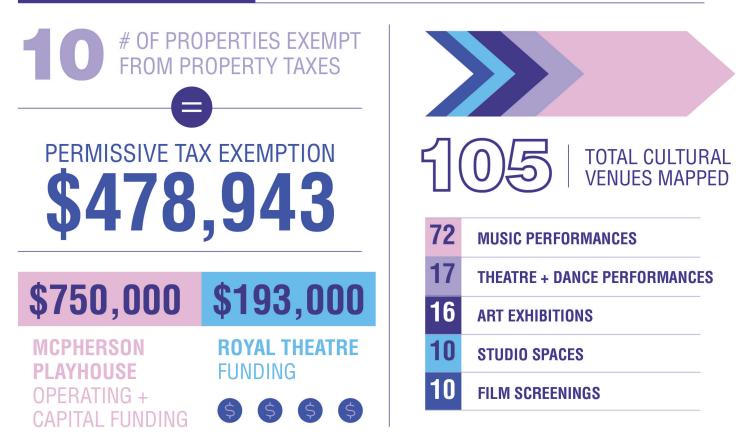
Since 2017, a working group has commissioned a feasibility study, hosted a design charrette and developed a draft business plan to examine the viability of a creative hub downtown.

The City joined the Social Purpose Real Estate (SPRE) Collaborative and the Rent/Lease/Own Study to understand the real estate challenges affecting the not-for-profit sector. Look for the report later this year.

Council approved a motion to direct staff to align the Create Victoria Master Plan with the Victoria Housing Strategy to include the creation of housing for artists as a goal of the Victoria Housing Strategy.



BOXCARSIX Artist Collective, Storefronts Victoria, 2019





grants

The City of Victoria is a major contributor to the CRD Arts Development which provides funding to arts organizations through a variety of grant programs. In 2018, \$2.4 million dollars was distributed. Since adoption of Create Victoria, City Council has approved additional funding to the annual Festival Investment Grant program. That means more free festivals to enjoy all year long.



EMPLOYS

FULL AND

PART-TIME

POSITIONS

ORGANIZATIONS

WHO RECEIVED

...

GRANTS



Dylan Stone Band, Lunchtime Concerts in the Square, 2019

\$276,828 IN CASH AN INCREASE OF \$120,828 IN FUNDING SINCE ADOPTION OF CREATE VICTORIA

IN-KIND SUPPORT **\$128,700**

LEVERAGES ROUGHLY FROM OTHER LEVELS OF GOVERNMENT + SPONSORSHIP

CORPORATE **52.3 I SPONSORSHIP**

\$1M CASH AND \$1.3 M IN-KIND



Indigenous programs

create victoria highlights

The Indigenous Artist in Residence Program is now an ongoing program to ensure Indigenous voices and stories are shared and reflected in city planning, a key objective under the Telling Our Story Strategic Priority.

In her position as the inaugural Indigenous Artist in Residence, Lindsay Delaronde improved the City's engagement with vulnerable and disadvantaged citizens and created opportunities for the public to participate in the City's reconciliation journey. She also supported local artists and businesses through collaborative art projects.



Supernova, Indigenous Showcase, directed by Lindsay Delaronde, 2019

As part of her residency, Lindsay directed two theatre productions, **Pendulum** and **Supernova**, at the Belfry Theatre, featuring traditional and contemporary Indigenous performances for healing the spirit through song, dance, and storytelling. In addition, Lindsay developed three art symposiums from 2017 to 2019 focused on sharing Indigenous philosophies, contemporary expressive forms, interactive learning and exploration.



River Run, Dylan Thomas, Sacred Art Installation, 2018

Have you checked out **Sacred** at City Hall? This long-term Indigenous art exhibit, curated by Rose Spahan, features work from eight artists in a variety of mediums including mural, video, poetry, projections, photography and silk screens.





public art + placemaking



create victoria highlights

We heard you! During Create Victoria we heard the need for more exhibition opportunities for artists. Our two new programs are the **Storefronts Victoria Exhibition**, and **Commute: A Bus Shelter Art Exhibition**. These provide opportunity for pop up interventions and temporary exhibitions for local artists.

A roster of pre-qualified local artists is available for mural and community art opportunities. The new roster will streamline the City's process for **connecting artists**

BASKETS a a a

2019 OPERATIONAL HIGHLIGHTS

with local businesses and community groups looking to enhance exterior walls with a mural. To accompany the roster, a mural toolkit has also been created to assist the community through the mural making process: a key deliverable of Create Victoria.

Two Sisters, Kenneth Lavallee, Concrete Canvas, 2018

The **Public art policy** is a key document to guide Council and staff's work. Council passed an updated public art policy, which included creating a **reserve fund for public art maintenance** to ensure we can continue to care for over 100 artworks in the public realm.

ARTIST IN RESIDENCE 21 PROJECTS 21 EMPLOYED 17 COMMUNITY PARTNERSHIPS ART IN PUBLIC PLACES COMMUNITY PARTNERSHIPS

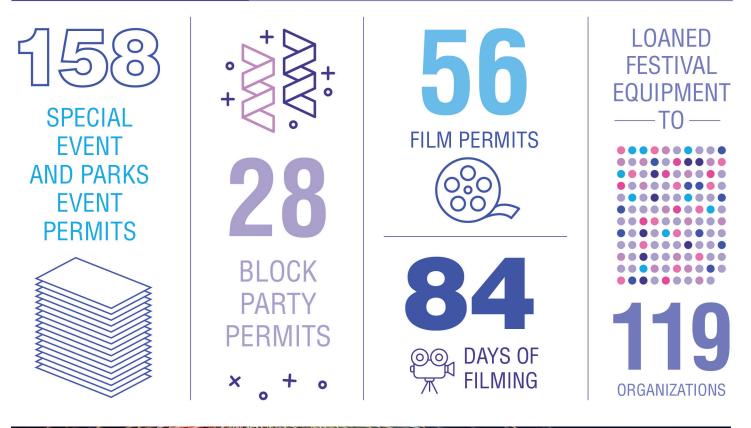
169 APPLICATIONS FOR PUBLIC ART CALLS

550 SUMMER + WINTER BANNERS INSTALLED DOWNTOWN



The Arts, Culture and Events office functions as a central hub for special event and filming applications and permitting. Event organisers now have a streamlined process for special event information related to applications, coordinating City in-kind services, event infrastructure assistance and grants.

2019 OPERATIONAL HIGHLIGHTS





Symphony Splash, 2019



arts + culture programming



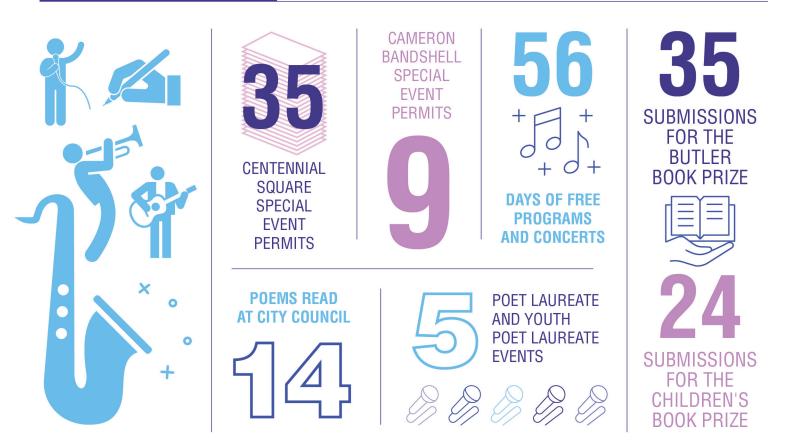
Flamenco Festival, 2019

create victoria highlights

Centennial Square and Cameron Bandshell in Beacon Hill Park offer free summer programming for the community, including craft workshops, dancing and drop-in chess. In addition, the City hires local bands to perform with music styles including classical, folk, pop, and electronic.

In 2018, an emphasis was placed on creating more local family friendly, multicultural programming during Canada Day Celebrations. The mainstage reflects Canada's cultural diversity and showcased the event's first Indigenous headliner and the first drag queen emcee.

Agartu Ali, the City's Youth Poet Laureate hosted a poetry event called Poems of Colour that included poets and musicians at the Art Gallery of Greater Victoria. Events like this provide an opportunity for more inclusive platforms and spaces for engagement with the community.





engagement + cultural development

create victoria highlights

A series of round table discussions on the future of philanthropic funding of arts and culture was held and hosted by the Union Club of British Columbia. A summary of key recommendations will help guide the City in building awareness and understanding for the need of private sector and individual philanthropic support.

The City hosted a Vacant Storefront Information Session during the University of Victoria pop up MFA exhibition on the 800 Block of Fort Street. A key deliverable is more opportunities for dialogue and networking.



Create Victoria, Visual Arts Culture Cafe, Cinderblock, 2017

One of our key objectives is to facilitate social inclusion, and promote diversity, community wellness and accessibility in cultural spaces. City staff facilitated a number of projects with our community partners including:

- » Supporting a small group of youth at risk in Centennial Square by hosting bbqs and helping them develop a community mural. The artwork is a reflection and reaction to climate change and pollution.
- » Staff held three roundtable discussions with a group of Indigenous artists, curators, and art administrators. The discussions were Indigenous-led and focused on discussing the Indigenous Artist in Residence program and proposing improvements for the next residency.
- The Create Victoria Mixer + Artist Panel was a free event on top of the Yates Street Parkade and included a panel discussion featuring local artists Fern Long, Joshua Ngenda and Austin Clay Willis, moderated by local artist Amanda Farrell-Low.





cultural planning + policy

create victoria highlights

Did you know? The City's Create Victoria Arts and Culture Master Plan won the 2018 Award of Excellence – Cultural Planning Award from the Creative City Network of Canada. The Awards of Excellence Program recognizes the outstanding achievements of Canadian municipalities and encourages excellence in the development and delivery of cultural policy, planning and practice. Thanks to everyone who participated!

The City moved ahead on the development of a **Music Strategy**. The City's Music Advisory Committee partnered with Music BC to obtain funding through FACTOR Canada and secured Sound Diplomacy as a consultant **to assess the current music ecosystem and develop an action plan for music development in Victoria**.







Policy Statement

The City of Victoria is dedicated to fostering a thriving cultural ecosystem where creativity, innovation and artistic excellence can flourish.

It promotes the inclusion of citizens and visitors to participate in arts and cultural life. It celebrates diversity knowing this energizes a vibrant cultural scene and reflects a shared authentic identity.

As the Provincial capital, it is upholding Truth and Reconciliation; preserving its artistic and heritage legacy; animating public spaces; and seizing opportunities for collaborative culture-led economic development.



Connect with Us:

Arts, Culture and Event Office 720 Douglas Street, Victoria BC Phone: 250.361.0246 Email: culture@victoria.ca Website: victoria.ca/create





Create Victoria Progress Report

June 4, 2020



Purpose and Recommendation



To update Council on progress to date on the Create Victoria Arts and Culture Master Plan.

That Council receive this report for information.



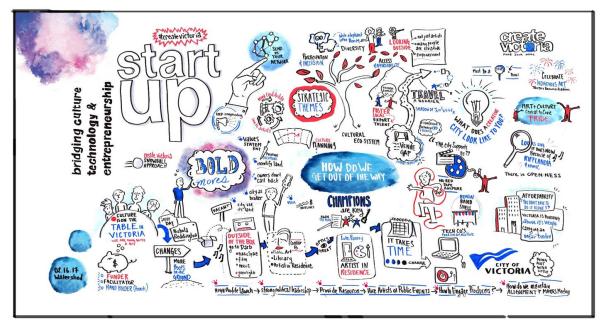
Background: Create Victoria



VISION: "Victoria radiates creativity and thrives as a home to creative people and everyday artistic encounters"

Plan includes:

- 4 goals and strategic priorities, 18 objectives and 79 action items.
- To date 29 actions completed or partly completed.





Strategic Priority #1: Connecting People and Spaces



Create Victoria Highlights:

- 28 Bastion Square Creative Hub feasibility study, business planning and design charrette.
- New Victoria Storefront Program to animate empty storefronts.
- Social Purpose Real Estate Collaborative to understand the real estate challenges affecting the non-profit sector.





Strategic Priority #2: Building Cultural Leadership Create Victoria Highlights:

Simplified processes and streamlined approaches such as completion of mural toolkit and online application forms for special event and public art.

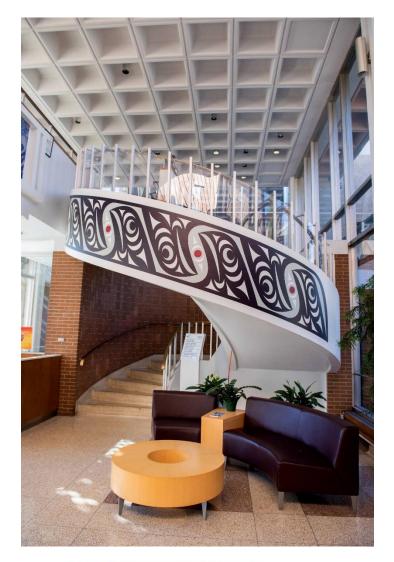
Convening and brokering relationships between diverse groups of stakeholders:

- Business in the Arts Workshop.
- Concrete Canvas partnership between artists and Rock Bay businesses and Burnside Gorge Neighbourhood.
- Hosted roundtable discussions including Indigenous arts, climate action and the arts, cultural space information sessions.





Strategic Priority #3: Telling Our Story





Create Victoria Highlights:

Continuation of the Indigenous Artist in Residence Program to ensure Indigenous voices and stories are shared and reflected in city planning.

Annual art symposiums to share Indigenous philosophies, contemporary art forms, and interactive learning.



Strategic Priority #4: Being Future-ready

Create Victoria Highlights:



- Moved forward with project initiation to develop a Music City Strategy in collaboration with music-related businesses, tourism operators, music organizations and individual artists.
- Obtained funding through FACTOR Canada and secured Sound Diplomacy as a consultant.





Equity, Diversity and Inclusion



Moving forward we will report out on an annual basis how we are implementing our work.

Cultural Policy Statement:

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Create Victoria Arts and Culture Master Plan

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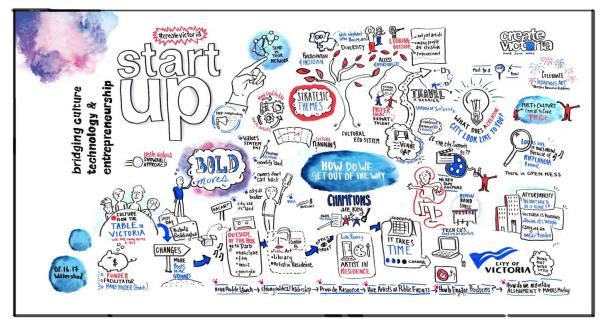
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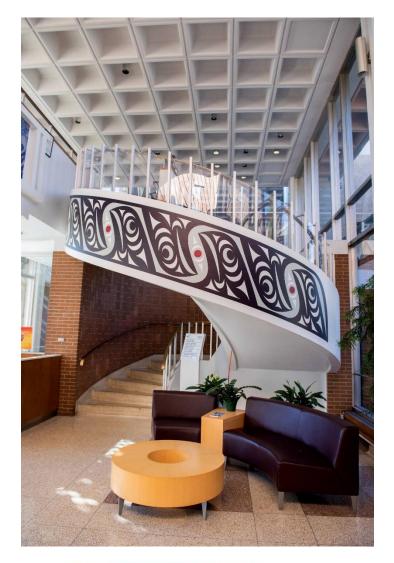
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Create Victoria Arts and Culture Master Plan



Committee of the Whole Report For the Meeting of June 4, 2020

То:	Committee of the Whole	Date:	May 25, 2020
From:	Chris Coates, City Clerk Philip Bellefontaine, Acting Director of Engineering and Public Works		
Subject:	Curbside Fees for Parking Stands and Yellow Curb Use		

RECOMMENDATION

That Council forward the following to the daytime Council meeting:

- 1. Give first, second and third readings the Vehicles for Hire Amendment (No. 21) Bylaw No. 20-071.
- 2. Reconsider and adopt the Vehicles for Hire Amendment (No. 21) Bylaw No. 20-071
- 3. Approve the suspension of Parking Stand fees for Horse Drawn Carriages for 2020
- 4. Approve the suspension of Parking Stand fees for Sightseeing vehicles for 2020.

EXECUTIVE SUMMARY

The City's Streets and Traffic and Vehicles for Hire bylaws create, regulate and establish fees for parking stands for sightseeing vehicles and horse drawn carriages and permit the use yellow (parking restricted) curbs for a fee by pedicab operators. As part of the City's efforts to mitigate the impacts of the COVID-19 pandemic on businesses in the City within the constraints of the Community Charter prohibition on providing assistance to business, this report identifies potential short term relief for tourism related operations that are impacted by the pandemic.

City staff have reached out to the sightseeing vehicle, horse drawn carriage and pedicab operators who have identified that they will be not be able to operate under the current conditions and some have already requested a waiver of the fees for parking stands and yellow curb usage.

In 2019 the total annual revenue received by the City for the parking stands and yellow curb fees was \$105,246.

Staff are recommending that Council approve Amendments to the Vehicles for Hire Bylaw and waive the fees for 2020 for these three categories given the significant impact the COVID-19 pandemic has on these operations and that they will not be using the parking stands or yellow curbs during the traditional tourism season. In addition, and for the same reasons as noted above and also to provide further relief for pedicab and horse carriage operators who operate under a capped number of licenses, to approve bylaw amendments to suspend the issuance of pedicab and horse

carriage licenses during the pandemic allowing existing license holders to retain their right to renew in 2021.

Attached as Appendix A is the proposed amendment to the Vehicles for Hire Bylaw that would implement the recommendations in this report, and staff recommend utilizing the authority granted by the Ministerial Order enabling introduction and adoption of the Bylaws at the same meeting.

PURPOSE

The purpose of this report is to bring forward potential financial relief to the tourism-oriented operators who pay for commercial parking stand and yellow curb fees to the city under the auspices of the Vehicles for Hire Bylaw.

BACKGROUND

At the March 19, 2020 meeting, Council passed the following motion:

COVID-19 City Response to Support Small Business, Arts and Culture and the Visitor Economy

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

2. Report back to Council on an urgent basis.

Council received a report back on this motion at the May 14, 2020 Committee of the Whole meeting that noted this subsequent report was coming forward to consider charges associated with Parking Stands and yellow curb fees.

The Vehicles for Hire Bylaw establishes parking stands and yellow curb use potential. Council approves the allocation of the parking stands and the fees for them. In 2019 the parking stand and yellow curb fees totalled \$97,826 and were comprised of:

- Sightseeing Vehicles (4 stands) Annual Revenue \$55,157
 Of note 3 of the four stands are allocated to buses that. The parking stand fees are based on vehicle emissions. One stand is allocated to a zero emissions vehicle (Rolling Barrel) and because of that, there are no fees for the use of the other fourth stand which is allocated to them.
- Horse Drawn Carriages (3 stands) Annual Revenue \$40,1114
- Pedicab Yellow Curb Fees Annual revenue \$2,555

ISSUES AND ANALYSIS

Staff have reached out to the business operators who use these areas and pay the fees each year and received the feedback indicating they are severely impacted by the COVID-19 pandemic.

Sightseeing Vehicles

The operators at the four on-street parking stands established in the Vehicles for Hire Bylaw haven't used any of their stands since March due to little ferry service and commercial transportation. They have also delicensed all but a few buses and have laid 200 staff off. They can't make operations work without minimum passenger numbers and are very concerned about the future of travel restrictions and the fact that. As the spring and summer season are crucial for annual revenue. Ideally, they want to retain use of the zones so that they're in position to resume as demand increases. Staff are recommending a suspension of the parking stand fees for 2020.

Horse Drawn Carriages

The City received comments from all the horse-drawn carriage operators. Horse drawn carriages are not currently operating due to physical distancing requirements, travel restrictions, and lack of tourism. They plan to resume once tourism and the cruise ship industry resumes in the region. According to one respondent, some projections indicate that this could be in fall 2020; however, they are prepared to resume operations in 2021. Each of the 18 Horse drawn carriages requires an annual license of \$140 each totalling \$2,520.00.

Pedicabs

Staff reached out to licence holders to learn if they are operating or when they plan to resume operations. 30 out of 35 licence holders responded. None are currently operating and none have set a specific date to resume operations. Generally, licence holders plan to resume operations once tourism resumes. One operator has indicated he is in the process of re-purposing a limited number of pedicabs into mobile bicycle food vending units. Each of the 35 pedicabs requires a \$140.00 annual license totaling \$4,900.00.

Horse drawn carriages and pedicabs are unique in the city in relation to the fact the Vehicles for Hire Bylaw establishes a cap on the number of licenses that can be issued in the City annually. Essentially this cap creates the situation where the operators must renew their license each year or risk them being lost by virtue of the provisions in the Bylaw that necessitate a "lottery" to be held to allocate unused licences. Staff are recommending that consider establishing a waiver provision in an amendment to the Vehicles for Hire Bylaw that would relieve these operators from the requirement for renewing a license in 2020 as well as waiving the yellow curb and parking stand fees for 2020.

OPTIONS AND IMPACTS

Both options presented below necessitate temporary amendments to the Vehicles for Hire Bylaw. In addition to those proposed specific to COVID-19 recovery, In May 2019 Council approved the allocation of, and fees for 4 sightseeing vehicle stands on city streets. There are Bylaw amendments included in this proposed Bylaw to use the similar approach to the allocation of theses stands and establishing the fees such that they may be done by resolution of Council as opposed to a Bylaw amendment each time they are considered. This approach was taken in 2018 with the horse carriage stands. This approach enables a decision to vary the fees under circumstances like that that exist today, or in the future, by a motion of Council. There is no loss of rigour around the process to determine allocations but simply put, a simplified implementation mechanism requiring less staff time required to implement.

Option 1 – Approve temporary bylaw amendments where required and waive the fees for 2020 for parking stand allocations and yellow curb fees. (*Recommended*)

Option 2 - Do not reduce the Parking Stand or Yellow Curb fees

Accessibility Impact Statement

The recommended approach does not impact issues of accessibility as it is limited to fees and charges.

2018 – 2022 Strategic Plan

The recommended option has no Strategic Plan implications.

Impacts to Financial Plan

The impacts to the Financial Plan is the amount of the reduction is charges totalling \$105,246.

Official Community Plan Consistency Statement

This issue has no specific Official Community Plan implications.

CONCLUSION

The COVID-19 pandemic is impacting the city's tourism related economy. The proposed relief is in keeping with council's March 19, 2020 direction for staff to report back on an urgent basis with opportunities to provide relief to businesses in the city while maintaining consistency with the Community Charter prohibition on granting assistance to business. The fee waivers proposed are permissible under the legislation.

Respectfully submitted,

Chris Coates City Clerk

1-12

Philip Bellefontaine Acting Director of Engineering and Public Works

Report accepted and recommended by the City Manager:

Date: May 29, 2020

List of Attachments

Appendix A: Proposed Vehicles for Hire Amendment Bylaw No. 20-071

NO. 20-071

VEHICLES FOR HIRE BYLAW, AMENDMENT BYLAW (NO. 21)

A BYLAW OF THE CITY OF VICTORIA

The purpose of this Bylaw is to amend the Vehicles for Hire Bylaw relative to Sightseeing Vehicle Parking Stands.

Under its statutory powers, the Council of the Corporation of the City of Victoria, in open meeting assembled, enacts the following provisions:

1 This Bylaw may be cited as the "Vehicles for Hire Bylaw, Amendment Bylaw (No. 21)."

2 Bylaw No. 03-60, the Vehicles for Hire Bylaw, is amended as follows:

Interim Provisions

(a) By suspending for the year 2020 only, the applicability of:

Number of pedicab licences

Sections 12 (2) and (3).

Selection Process for pedicab licenses

Section 13 in its entirety.

Number of horsedrawn vehicle licenses

Section 19 (2) and (3).

Selection Process for horsedrawn vehicle licenses

Section 20.

(b) By amending section 16 to include a new sub section 4 as follows:

Stopping, standing and parking

16 (4) For the year 2020 only, a rickshaw or pedicab shall be exempt from paying the fees established in section 16 (3) of this Bylaw.

The provisions of section 2(a) and (b) of this amendment bylaw shall terminate on December 31, 2020.

(c) By deleting section 31 in its entirety and replacing it with the following:

Sightseeing Vehicle Parking Stand and rental fees

- 31 Council may by resolution, allocate the Parking Stands identified in Schedule D of this Bylaw, and establish the annual fee payable for the stand allocation".
 - (d) That Schedule D to Vehicles for Hire Bylaw No. 03-60 be deleted in its entirety and replaced with Schedule A attached to this Bylaw.

READ A FIRST TIME the	day of	2020
READ A SECOND TIME the	day of	2020
READ A THIRD TIME the	day of	2020
ADOPTED on the	day of	2020

CITY CLERK

MAYOR

Schedule A to Bylaw 20-071

Schedule D

Motor Sightseeing Vehicle Parking Stands

Parking Stands			
Parking Stand 1 The east side of Government Street, a distance northerly from a point 68.4 m north of the north Belleville Street			
Parking Stand 2 The east side of Government Street, a distance northerly from a point 39.5 m north of the north Belleville Street			
Parking Stand 3 The north side of Belleville Street, a distance o westerly from a point 45.3 m west of the northe the west property line of Menzies Street			
Parking Stand 4 The north side of Belleville Street, a distance o westerly from a point 63.5 m west of the northe the west property line of Menzies Street			