

**MINUTES OF THE  
GOVERNANCE & PRIORITIES COMMITTEE MEETING  
HELD THURSDAY, JANUARY 21, 2016, 9:00 A.M.**

**1. THE CHAIR CALLED THE MEETING TO ORDER AT 9:00 A.M.**

**Committee Members Present:** Mayor Helps in the Chair; Councillors Coleman, Isitt, Loveday, Lucas, Madoff, Thornton-Joe and Young

**Present for a portion of the meeting:** Councillor Alto

**Staff Present:** J. Johnson – City Manager; J. Jenkyns – Deputy City Manager; S. Thompson – Director of Finance; J. Tinney – Director of Sustainable Planning & Community Development; F. Work – Director of Engineering & Public Works; Chris Royle – Deputy Fire Chief; K. Hamilton – Director of Citizen Engagement & Strategic Planning; T. Soulliere – Director of Parks, Recreation & Facilities; C. Coates – City Clerk; B. Dellebuur – Acting Assistant Director of Transportation; M. Sandhu – Manager of Interdisciplinary Projects; C. Paine – Manager of Revenue; J. Day – Community Recreation Coordinator; S. Craig – Policy Analyst; N. Reddington – Community Recreation & Culture Coordinator; C. Mycroft – Executive Assistant to City the Manager; A. Ferguson – Recording Secretary

**Guest:** Mr. Brian Patterson – Urban Systems

*Mayor Helps announced that this would be the last meeting of the Governance and Priorities Committee subject to the adoption of the Council Bylaw amendments.*

**2. APPROVAL OF THE AGENDA**

**Action:** It was moved by Councillor Madoff, seconded by Councillor Loveday, that the Agenda of the January 21, 2016, Governance & Priorities Committee meeting be approved.

**Amendment:** It was moved by Councillor Madoff, seconded by Councillor Coleman, that the Agenda of the January 21, 2016, Governance & Priorities Committee meeting be amended as follows:

**Consent agenda:**

**Item # – 9 Conference Attendance Requests - Association of Vancouver Island and Coastal Communities Annual Conference**

**Item # – 10 Conference Attendance Requests – Civic Governance Forum**

On the amendment:  
CARRIED UNANIMOUSLY 16/GPC

**Main motion as amended:**

That the Agenda of the January 21, 2016, Governance & Priorities Committee meeting be approved with the following amendments:

Consent agenda:

Item # – 9 Conference Attendance Requests - Association of Vancouver Island and Coastal Communities Annual Conference

Item # – 10 Conference Attendance Requests – Civic Governance Forum

On the main motion as amended:  
CARRIED UNANIMOUSLY 16/GPC

**3. CONSENT AGENDA**

**Action:** It was moved by Councillor Coleman, seconded by Councillor Alto, that the following items be approved without further debate:

**3.1 Conference Attendance Requests - Association of Vancouver Island and Coastal Communities Annual Conference**

Committee received requests for Mayor Helps and Councillor Isitt to attend the Association of Vancouver Island and Coastal Communities Annual Conference on April 8-10, 2016.

**Action:** It was moved by Councillor Coleman, seconded by Councillor Alto, that Council authorize the attendance and associated costs for Councillor Isitt to the AVICC conference to be held in Nanaimo, April 8 to 10, 2016.

CARRIED UNANIMOUSLY 16/GPC

**Action:** It was moved by Councillor Coleman, seconded by Councillor Alto:

1. That Council approves the attendance of Mayor Lisa Helps at the 2016 AVICC AGM and Convention.
2. This Motion be forwarded to January 28th's Council meeting.

CARRIED UNANIMOUSLY 16/GPC

**3.2 Conference Attendance Requests – Civic Governance Forum**

Committee received a request from Councillor Isitt to attend the Civic Governance Forum being held April 1 and 2, 2016.

**Action:** It was moved by Councillor Coleman, seconded by Councillor Alto, that Council authorize the attendance and associated costs for Councillor Isitt to the Civic Governance Forum in Harrison Hot Springs, April 1 and 2, 2016.

CARRIED UNANIMOUSLY 16/GPC

#### **4. ADOPTION OF MINUTES**

##### **4.1 Minutes from the Meeting held on October 26, 2015**

**Action:** It was moved by Councillor Alto, seconded by Councillor Loveday, that the Minutes of the Meeting held October 26, 2015 be adopted.

CARRIED UNANIMOUSLY 16/GPC

#### **5. DECISIONS REQUESTS**

##### **5.1 Parking Stand Allocations Under the Vehicles for Hire**

Committee received a report dated January 14, 2016, from the City Clerk providing recommendations on the allocation of motorized sightseeing vehicle parking stands past April 1, 2016.

The City Clerk and Policy Analyst provided Committee with a presentation.

Committee discussed:

- Annual revenue and potential alternative sources for this revenue.
- Moving to a more recent standard for sightseeing vehicles occupying the stands, as to reduce emissions and pollution.
- Concerns raised by the James Bay Neighbourhood Association.

**Action:** It was moved by Mayor Helps, seconded by Councillor Isitt, that Council direct staff to:

1. Bring forward amendments to the Vehicles for Hire Bylaw for Council consideration that would:
  - a) extend the current motorized sightseeing vehicle parking stand allocations for Parking Stands 1, 2 and 4 to March 31, 2017
  - b) allow the City to displace stand users if required for capital improvements, and
  - c) require stand users to participate, upon request, in a possible City-led bus study, which could include the installation of GPS/data logging equipment on buses.
2. Conduct a competitive process for the allocation of Parking Stand 3 for a period starting April 1, 2016.
3. Continue to explore opportunities to reduce community sightseeing vehicle emissions through discussions with sightseeing business operators and other partners, including the Greater Victoria Harbour Authority.
4. Consider as part of 2017 cap budget installing electric charging stations at the four parking stands.

Committee discussed:

- Potential for the sightseeing busses to make the switch to electric.
- Receiving a report on the costs of installing electric charging stations at the parking stands and the grants available for this.
- The availability of funds if Council deems this as a priority.

**Amendment:** It was moved by Councillor Isitt, seconded by Mayor Helps, that the motion be amended in point four (#4) as follows:

4. **Consider as part of 2017 capital budget installation of electric charging stations at the four parking stands.**

Committee discussed:

- The responsibility of the power costs associated with the electric charging stations.
- Consideration of impacts to the industry with any changes.

**Amendment to the amendment:**

It was moved by Councillor Thornton-Joe, seconded by Councillor Madoff, that the amended motion be amended in point four as follows:

4. Consider **and report back on the costs and feasibility**, as part of capital budget, installing electric charging stations at the four parking stands.

On the amendment to the amendment:  
CARRIED UNANIMOUSLY 16/GPC

On the amendment:  
CARRIED 16/GPC

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

Committee discussed:

- Providing cost incentives to achieve reduced pollution objectives.

**Amendment:** It was moved by Councillor Thornton-Joe, seconded by Councillor Loveday, that the motion be amended to include the following point:

5. **That the James Bay Neighbourhood Association, the Downtown Residents Association and the Downtown Victoria Business Association be engaged in the process.**

On the amendment:  
CARRIED UNANIMOUSLY 16/GPC

**Amendment:** It was moved by Councillor Isitt that the motion be amended in point two (#2) as follows:

2. Conduct a competitive process for the allocation of Parking Stand 3 for a period starting April 1, 2016 with **a differentiated fee structure inversely related to the level of carbon emissions of vehicles using the stands.**

*Motion fails due to no seconder*

### **Main motion as amended:**

That Council direct staff to:

1. Bring forward amendments to the Vehicles for Hire Bylaw for Council consideration that would:
  - a) extend the current motorized sightseeing vehicle parking stand allocations for Parking Stands 1, 2 and 4 to March 31, 2017
  - b) allow the City to displace stand users if required for capital improvements, and
  - c) require stand users to participate, upon request, in a possible City-led bus study, which could include the installation of GPS/data logging equipment on buses.
2. Conduct a competitive process for the allocation of Parking Stand 3 for a period starting April 1, 2016.
3. Continue to explore opportunities to reduce community sightseeing vehicle emissions through discussions with sightseeing business operators and other partners, including the Greater Victoria Harbour Authority.
4. Consider and report back on the costs and feasibility, as part of the capital budget, of installing electric charging stations at the four parking stands.
5. That the James Bay Neighbourhood Association, the Downtown Residents Association and the Downtown Victoria Business Association be engaged in the process.

Committee discussed:

- Replacing the revenue and freeing up the public realm.
- Exploring the logistics of busses becoming electric.
- Engaging the operators with any proposed changes to the parking stands.
- Benefits that the sightseeing busses have on the City's tourism sector.

On the main motion as amended:  
CARRIED UNANIMOUSLY 16/GPC

## **5.2 Parking Dispute Adjudication**

Committee received a report dated January 7, 2016, from the Finance Department and the Citizen Engagement and Strategic Planning Department, providing information and recommendations on a parking dispute adjudication model.

The Director of Citizen Engagement and Strategic Planning, the Director of Finance and the Manager of Revenue provided Committee with a verbal outline of the report.

### **Action:**

It was moved by Councillor Alto, seconded by Councillor Lucas:

That Council direct staff to prepare:

- Bylaw Notice Dispute Adjudication Bylaw,
  - Administration Fees Bylaw, Amendment Bylaw (No. 3)
- generally in accordance with draft bylaws attached as appendices B and C.

Committee discussed:

- Concerns about the amount of parking tickets that are cancelled or issued incorrectly and the tracking system in place for individuals disputing tickets.

- The progress towards establishing a payment system online for paying parking tickets.
- The steps involved with the proposed appeal process.
- Parking tickets issued to tourists and how they are followed up with.

CARRIED UNANIMOUSLY 16/GPC

*Committee recessed from 10:20 a.m. until 10:24 a.m.*

### **5.3 Festival Investment Grant 2016 Allocations**

Committee received a report dated January 7, 2016, from the Deputy City Manager providing information and recommendations for Festival Investment Grant Allocations for 2016.

*Councillor Loveday returned to the meeting at 10:26 a.m.*

*Councillor Isitt returned to the meeting at 10:29 a.m.*

The Deputy City Manager and Community Recreation Coordinator provided Committee with a presentation.

Committee discussed:

- The fact that the grant amounts have not been increased since 2008 and the impacts this has had on the various festivals.
- The Dragon Boat and India Mula Festivals that missed the grant deadline.
- Economic benefits that festivals have on the City.

**Action:** It was moved by Councillor Madoff, seconded by Councillor Young, that Council approve the Festival Investment Grant allocations as recommended in Appendix I and 2 for total cash grants of \$156,000 and in-kind grants of up to \$95,500.

**Amendment:** It was moved by Councillor Alto, seconded by Councillor Loveday, that the motion be amended to include the following:  
**AND that \$1,100 be added to the total Festival Investment Grant budget for 2016.**

Committee discussed:

- The pros and cons of considering the grant application submitted by the Oaklands Community Association that was declined by staff.
- Debating increases to the Festival Investment Grant budget at the special budget meetings scheduled for February.

On the amendment:  
 DEFEATED 16/GPC

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

Committee discussed:

- Directing staff to report on increasing the grants based on inflation in time for the 2016 budget.
- The pros and cons of considering the applications that missed the grant deadline.
- Taking a comprehensive long term approach to set the precedent for arts and culture in the community through the master planning process.

**Amendment:** It was moved by Councillor Isitt, seconded by Councillor Loveday, that the motion be amended to include the following:

**And that the total festival investment grant budget for 2016 be increased by \$2,200.**

Committee discussed:

- Concerns about making budget decisions without public consultation or reports regarding the potential implications.

On the amendment:  
DEFEATED UNANIMOUSLY 16/GPC

Committee discussed:

- Providing applicants with provisional approval for assurity of funding.

**Amendment:** It was moved by Councillor Thornton-Joe, seconded by Councillor Isitt, that the motion be amended to include the following:

**And that Council direct staff to request the Dragon Boat Festival and India MELA to submit their applications and that Council support in kind requests.**

*Councillor Isitt suggested a further amendment to the motion regarding allocating any inflationary increases for 2016 to the Dragon Boat and India Mula Festivals; however, this was not supported.*

On the amendment:  
CARRIED UNANIMOUSLY 16/GPC

**Main motion as amended:**

That Council approve the Festival Investment Grant allocations as recommended in Appendix 1 and 2 for total cash grants of \$156,000 and in-kind grants of up to \$95,500.

And that Council direct staff to request the Dragon Boat Festival and India MELA to submit their applications and that Council support in kind requests.

On the main motion as amended:  
CARRIED UNANIMOUSLY 16/GPC

**Action:**

It was moved by Mayor Helps, seconded by Councillor Alto, that Council consider an increase to the 2016 Festival Investment Grant budget during February 2016 budget discussions.

CARRIED UNANIMOUSLY 16/GPC

#### **5.4 Arts and Culture Master Plan Project Plan**

Committee received a report dated January 14, 2016, from the Deputy City Manager providing information and recommendations on the proposed project plan to develop the Arts and Culture Master Plan.

The Deputy City Manager and Community Recreation and Culture Coordinator provided Committee with a presentation.

Committee discussed:

- Various stakeholders that could be engaged in the process.
- The positive economic impacts contributed by the arts and culture community.
- Libraries as a key component to arts and culture.

**Action:** It was moved by Councillor Loveday, seconded by Councillor Alto, that Committee recommends that Council approve the Project Plan for the Arts and Culture Master Plan.

Committee discussed:

- Concerns about the broad objectives.
- The interest drawn from across the region and desire for collaborative work with other municipalities.
- Managing the arts and culture facilities and the money spent.
- Creating social inclusion.

On the main motion as amended:

CARRIED 16/GPC

**For:** Mayor Helps, Councillors Alto, Coleman, Isitt, Loveday, Lucas, Madoff and Thornton-Joe

**Against:** Councillor Young

*Committee recessed from 11:45 a.m. and returned at 11:50 a.m.*

### **6. UNFINISHED BUSINESS**

#### **6.1 a. Update on Pandora Avenue Two-Way Protected Bike Lane**

Committee received a report dated January 14, 2016, from the Engineering and Public Works Department and the Citizen Engagement and Strategic Planning Department providing Committee with updates on the proposed two-way protected bike lane.

The Acting Assistant Director of Transportation and Manager of Interdisciplinary Projects provided Committee with a presentation.

*Councillor Isitt joined the meeting at 11:53 a.m.*

Committee discussed:

- Consideration of reducing travel times while ensuring safety.
- Resolving conflicts with signal cycles downtown.
- Clearly defining the pedestrian right-of-way with the design of the bike lanes.
- Interim treatment options for the portion of the bike lanes that connect to the incomplete Johnson Street Bridge.
- The potential affects of the Biketoria proposal on the bike lanes.
- Potential to incorporate a mid-block crosswalk in the 1,000 block of Pandora Avenue to accommodate the increased traffic with the new BOSA Development.
- Concerns about the transition from the bus loading zones to the sidewalks.
- Using the lessons learned from this project for the purpose of informing subsequent projects.
- Engaging the Accessibility Working Group in the design.

**Action:** It was moved by Councillor Loveday, seconded by Councillor Alto, that Committee recommends that Council receive this update on the two-way Pandora Avenue protected bike lane.

CARRIED UNANIMOUSLY 16/GPC

#### **6.1 b. Biketoria Network - Public Engagement Update**

Committee received a report dated January 14, 2016, from the Citizen Engagement and Strategic Planning Department providing Committee with updates on the public engagement process for the Biketoria network.

The Director of Citizen Engagement and Strategic Planning as well as Brian Patterson from Urban Systems provided Committee with a presentation.

**Action:** It was moved by Councillor Loveday, seconded by Councillor Coleman, that Committee recommends that Council receive this report for information.

Committee discussed:

- The various views expressed from the public.
- Ensuring a complete high-quality bicycle network.
- Addressing the concerns raised by residents.
- Broadening engagement strategies to engage non cyclists and inform them of the proposals benefit to them.
- Concerns about the potential impacts for people needing to drive and park in the City.

CARRIED UNANIMOUSLY 16/GPC

*Committee recessed at 12:50 p.m. and returned at 1:20 p.m.*

*Councillor Alto left the meeting at 12:50 p.m.*

## 7. NEW BUSINESS

### 7.1 Councillors Overview of Current Issues

Committee received reports from each member of Council outlining highlights and current issues.

Mayor Helps provided Committee with a verbal overview of highlights from her report.

Councillor Alto provided Committee with a written report outlining highlights and current issues, although was not present to provide a verbal overview.

Councillor Coleman provided Committee with a verbal overview of highlights from his report.

Councillor Isitt provided Committee with a verbal overview of highlights from his report.

Councillor Loveday provided Committee with a verbal overview of highlights from his report.

Councillor Lucas provided Committee with a verbal overview of highlights from her report.

Councillor Madoff provided Committee with a verbal overview of highlights from her report.

Councillor Thornton-Joe provided Committee with a verbal overview of highlights from her report.

Councillor Young provided Committee with a verbal overview of highlights from his report.

### 7.2 Improving Equity in Support for Neighbourhoods

Committee received a Council Member motion dated January 15, 2016, from Councillors Isitt, Loveday, and Lucas regarding improving equity in support for neighbourhoods.

**Action:** It was moved by Councillor Isitt, seconded by Councillor Loveday, that Council:

1. Acknowledges that a funded operational capacity inequity exists between neighbourhood associations that have access to dedicated City facilities and neighbourhood associations that do not have access to City facilities, and extends to all neighbourhood associations the opportunity to submit operational plans and related funding needs for Council's consideration in the annual budgeting process;
2. Directs staff to meet with each of the following neighbourhood associations as soon as possible, to discuss their near-term operational plans and submit any immediate funding requests for Council's consideration as part of the 2016 financial planning process: the Downtown Residents

Association, James Bay Neighbourhood Association, North Jubilee Neighbourhood Association, North Park Neighbourhood Association, Rockland Neighbourhood Association and South Jubilee Neighbourhood Association.

Committee discussed:

- Various inequities among the different centres and potential ways of solving this.
- Engaging the centres to help identify where they see inequities.
- Renewing the operating agreements to ensure that the needs of the centres are being met.
- Issues raised by some of the centres, such as inadequate meeting space and storage space.

**Amendment:** It was moved by Councillor Isitt, seconded by Mayor Helps, that the motion be amended in point two (#2) as follows:

That Council:

2. Directs staff to meet with each of the following neighbourhood associations as soon as possible, to discuss their near-term operational plans and submit any immediate funding requests for Council's consideration ~~as part of the 2016 financial planning process:~~ the Downtown Residents Association, James Bay Neighbourhood Association, North Jubilee Neighbourhood Association, North Park Neighbourhood Association, Rockland Neighbourhood Association and South Jubilee Neighbourhood Association.

Committee discussed:

- Correlation between funding capacity and operating agreements.

On the amendment:  
CARRIED UNANIMOUSLY 16/GPC

**Main motion as amended:**

That Council:

1. Acknowledges that a funded operational capacity inequity exists between neighbourhood associations that have access to dedicated City facilities and neighbourhood associations that do not have access to City facilities, and extends to all neighbourhood associations the opportunity to submit operational plans and related funding needs for Council's consideration in the annual budgeting process;
2. Directs staff to meet with each of the following neighbourhood associations as soon as possible, to discuss their near-term operational plans and submit any immediate funding requests for Council's consideration: the Downtown Residents Association, James Bay Neighbourhood Association, North Jubilee Neighbourhood Association, North Park Neighbourhood Association, Rockland Neighbourhood Association and South Jubilee Neighbourhood Association.

Committee discussed:

- Urgency for an interim solutions.

On the main motion as amended:  
CARRIED UNANIMOUSLY 16/GPC

**Action:** It was moved by Councillor Coleman, seconded by Councillor Loveday, that the Governance & Priorities Committee convene a Closed meeting that excludes the public under Section 12(6) of the *Council Bylaw* for the reason that the following agenda item deals with matters specified in Sections 12(3) and/or (4) of the Council Bylaw, namely:

- Section 12(3)(e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the City.
- Section 12(4)(b) the consideration of information received and held in confidence relating to negotiations between the City and a Provincial government or the Federal government or both, or between a Provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY 16/GPC

## 8. CLOSED MEETING AT 2:17 P.M.

**Committee Members Present:** Mayor Helps in the Chair; Councillors Coleman, Isitt, Loveday, Lucas, Madoff, Thornton-Joe and Young

**Absent:** Councillor Alto

**Staff Present:** J. Johnson – City Manager; J. Jenkyns – Deputy City Manager; K. Hamilton, Director of Citizen Engagement & Strategic Planning; C. Coates – City Clerk; S. Thompson – Director of Finance; J. Tinney – Director of Sustainable Planning & Community Development; F. Work – Director of Engineering & Public Works; P. Bruce – Fire Chief; C. Mycroft – Executive Assistant to the City Manager; A. Ferguson – Recording Secretary

## 9. APPROVAL OF CLOSED AGENDA

**Action:** It was moved by Councillor Loveday, seconded by Councillor Thornton-Joe, that the Closed Agenda of the January 21, 2016, Governance & Priorities Committee meeting be approved.

CARRIED UNANIMOUSLY 16/GPC

## 10. DECISION REQUESTS

### 10.1 Potential Land Acquisition

Committee received a verbal update from the Mayor and Director of Sustainable Planning and Community Development regarding potential land acquisition.

The discussion was recorded and kept confidential.

## **10.2 Land Lease**

Committee received report dated January 13, 2016, from the Manager of Strategic Relations and Business Development regarding a potential lease.

The discussion and motion were recorded and kept confidential.

## **11. ADJOURNMENT**

**Action:** It was moved by Councillor Loveday, seconded by Councillor Madoff, that the Governance & Priorities Committee meeting of January 21, 2016, be adjourned at 3:06 p.m.

CARRIED UNANIMOUSLY 16/GPC

CERTIFIED CORRECT:

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CITY CLERK

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MAYOR OF THE CITY OF VICTORIA