

MINUTES OF THE
GOVERNANCE & PRIORITIES COMMITTEE MEETING
HELD THURSDAY, OCTOBER 23, 2014, 9:00 A.M.

1. THE CHAIR CALLED THE MEETING TO ORDER AT 9:03 A.M.

Committee Members Present: Mayor Fortin in the Chair; Councillors Alto, Coleman, Helps, Isitt, Madoff, Thornton-Joe and Young.

Absent for a Portion of the Meeting: Councillor Isitt

Absent: Councillor Gudgeon

Staff Present: J. Johnson – City Manager; R. Woodland – Director of Legislative & Regulatory Services; C. Brinton – Recording Secretary.

Staff Present for a Portion Of the Meeting: S. Baker – Executive Director of Economic Development; Chief Bruce – Victoria Fire Department; B. Dellebuur; A/Assistant Director, Transportation Department, D. Day – Director of Sustainable Planning & Community Development; K. Hamilton – Director of Citizen Engagement & Strategic Planning; J. Jenkyns – General Manager, Victoria Conference Centre; D. Kalynchuk – Director of Engineering & Public Works; S. Thompson – Director of Finance; T. Zworski – City Solicitor.

Mayor Fortin advised Committee that Councillor Isitt will be absent for the first part of the meeting.

2. APPROVAL OF THE AGENDA

Committee considered the Agenda.

Action: It was moved by Councillor Alto, and seconded by Councillor Helps, that the Agenda of the October 23, 2014, Governance & Priorities Committee meeting be approved as amended.

CARRIED UNANIMOUSLY 14/GPC550

3. CONSENT AGENDA

There were no items for the consent agenda.

4. ADOPTION OF MINUTES

4.1 Adoption of the Minutes from the Meeting held October 9, 2014

Action: It was moved by Councillor Alto, and seconded by Councillor Helps, that the Minutes of the Governance & Priorities meeting held October 9, 2014, be adopted.

CARRIED UNANIMOUSLY 14/GPC551

5. DECISION REQUEST

5.1 Belleville Terminal Update

Committee received a report regarding an update related to a core area of economic contribution within our Inner Harbour - Belleville Terminal and to seek Council's support to provide a letter to the Ministry of Transportation and Infrastructure.

When the Provincial Capital Commission was dissolved in March 2014, the property known as 'Belleville Terminal' transferred ownership to the Province of British Columbia under the Ministry of Transportation and Infrastructure.

Action: It was moved by Councillor Madoff and seconded by Councillor Helps, that Committee recommends that Council:

1. Authorize the Mayor to send a support letter, in the form acceptable to the City Manager, to the Province of British Columbia's Ministry of Transportation and Infrastructure to express the City's support of the Province's potential investment in Belleville Terminal (*generally as set out in memorandum*).

Staff provided an overview on the Belleville Terminal, its multiphase development, with the first phase being the urgent dock repair and encouraging the Province to invest in this essential infrastructure.

Councillor Isitt arrived at 9:07 am

The Committee discussed:

- The Mayor acknowledged guests and stakeholders in the room which included members from Tourism Victoria, Ferry Operators and former Mayor Bob Cross. Belleville Terminal is more than a gateway to Victoria; it's a gateway to the provincial capital and a gateway to Canada.
- There is hope to move forward quickly with phase 1 to repair the docks, but making sure we are taking the long view in the meantime.
- Acknowledged the great support from the James Bay Neighbourhood Association.

- Support for the continuing use of this land for marine transport purposes.

The Mayor thanked all parties involved, members of the community and staff for their work involved to this point.

CARRIED UNANIMOUSLY 14/GPC552

6. DELEGATION

6.1 Tourism Victoria – Crystal Garden Leasing Opportunity Process

Paul Nursey, President and CEO thanked the Committee for this opportunity to speak regarding the Market Sounding – Crystal Garden Leasing opportunity process. Tourism Victoria, the Victoria Conference Centre and the conference hotels are collaborating together through the Victoria Conference Optimization Network. This is a way to come together to develop a strategy and action plan on how to increase conference group business to Greater Victoria.

The Committee thanked Paul Nursey for his presentation.

7. REPORTS FOR INFORMATION

7.1 Victoria Conference Centre – Crystal Garden Status Report

Committee received a report regarding the Victoria Victoria Conference Centre which was established as a self-financing department of the City of Victoria in 1989. The centre was built on property owned by the Fairmont Empress. The Fairmont Empress and the City are parties to a 50 year lease which extends to 2037. In 2007, the VCC took over the lease of the Crystal Garden to accommodate larger conference programs and allowed the facility to expand to 73,000 square feet. On April 1, 2014, the City became the owner of the Crystal Garden through a land exchange with the Province. In June 2014, Council requested that staff report back at year end on the future viability of Crystal Garden.

The General Manager of Victoria Conference Centre presented the Committee with the “Crystal Garden Status Report”. Jocelyn Jenkyns also acknowledged the President of Tourism Victoria being at the same table as the General Manager of the Conference Centre, this shows the level of collaboration coming forward. With the Crystal Garden Market Sounding, there are three distinct proposals with a variety of uses: Ocean Networks Canada; TVM Group; and Macaloney Brewers and Distillers Ltd.

Based on Council's direction, a full report on the viability of Crystal Garden and the results of a detailed RFEI will come back to Council at the December 18, 2014 GPC meeting.

The Committee discussed the following:

- Mayor Fortin would like to ensure proponents are confident that the city is working with them, all groups are working together.
- Is the Crystal Gardens surplus to the city's requirements for conference purposes?

- If 42% use Crystal Gardens as part of their conference, then how much of the of the rest of building is being used? Ms. Jenkyns advised that trade shows and gala dinners will use the entire building; other events may only use a portion.
- Would not like the building to sit empty when it is not being used for conferences.
- Would like all three proponents to locate downtown, if possible.
- Maintaining the conference centre as conference space.
- Continue with the requests for expressions of interest while the City is evaluating its own operation.
- The cyclical nature of conferences.
- Retail space at street level is also important.

Action: It was moved by Councillor Alto, and seconded by Helps, that Committee receive the report for information.

CARRIED 14/GPC553

For: Mayor Fortin, Councillors Alto, Coleman, Helps, Madoff, Thornton-Joe and Young

Against: Councillor Isitt

Councillors Helps and Coleman left the meeting at 10:25 a.m.

7.2 Quarterly Reporting to Council – Quarter 3

Committee received a Quarterly Report from the City Manager, prepared to update the City Council and the community on the progress being made on the City's Operational and Strategic Plans. This reporting process facilitates an important dialogue between City Council and staff on projects and issues of importance to the organization and community.

Highlights included: a progress report on strategic initiatives (July to September); operations plan; departmental highlights; list of third party reports; and, new Council orientation and strategic plan.

The City Manager advised that a new strategic plan is a high priority for the new Council and will be developed early in the term.

Councillors Helps and Coleman returned to the meeting at 10:27 a.m.

Committee discussed:

- Mayor thanked staff for the incredible amount of work involved with putting together this report.
- This is a great way to reflect on what we have accomplished, even small things such as pet oxygen masks. Other highlights include hanging baskets and new ideas for the election.
- Would like to see a list of what order of parks are reviewed.
- Customer service improvements in City Hall with the ambassador, benches in front foyer, great new experience for people coming into City Hall.
- Appreciative the efforts staff have made such as preparing reports like this.

- Thankful for the new voting places at UVic and 'Our Place'.
- Planning department new turnaround timelines – how are they determined? The Director of Sustainable Planning & Community Development explained there was a mix of past performance and priorities, benchmarking where we are today. The City Manager advised the Committee that staff are looking at other municipalities, how long it takes to get services completed compared to the City.

Action: It was moved by Councillor Helps and seconded by Councillor Coleman, that Committee receive the report for information.

CARRIED UNANIMOUSLY 14/GPC554

7.3 2014 Third Quarter Budget Status

Committee received a report from the Director of Finance which included an update on the 2014 operating and capital budgets for the nine months ending September 30, 2014 and summarized previous Council motions to amend the five year financial plan bylaw. Under the *Community Charter*, Council approves a five-year financial plan bylaw that authorizes the expenditure of funds and collection of revenues for the City's various programs. If unanticipated events occur during the year that impact the approved five-year financial plan, staff recommend amendments to the financial plan bylaw to authorize the changes.

Committee discussed:

- Why Provincial payments in lieu of taxes is approximately \$500,000 less than budgeted? We do get Provincial grants in lieu for the majority of the properties, excluding the Legislature and Government House. Starting in 2015 the City will get new property taxes from PCC properties divested to new owners.
- The City Manager will look into the issue of grants for the Legislature and Government House as part of strategic priorities.
- The appeal on assessments for several properties that was initiated by the Province which resulted in a reduction of revenue for the City; the City is questioning this decision which may help revenues for 2015.

Councillor Isitt left meeting 11:04 am.

Action: It was moved by Councillor Thornton-Joe, and seconded by Councillor Helps, that Committee receive the report for information.

CARRIED UNANIMOUSLY 14/GPC555

8. DECISION REQUESTS

8.1 Update on the Financial Planning Process and Public Engagement

Committee received a report from the Director of Finance and the Director of Citizen Engagement and Strategic Planning updating the Committee on the financial planning process and also seeking feedback on proposed public engagement for 2015 and 2016. Highlights of this presentation included:

- New approach to financial planning process for 2015
- Emphasizes budgeting by priorities, outlining services and impacts of capital projects.
- Moves from expense based budgeting towards budgeting by priorities.
- New approach rethinks budget in terms of value for tax dollars
- New on line tools in 2015 such as the 'Property Tax Estimator', "E Town Hall", community involvement in design of participatory budgeting options for 2016 and a budget simulator

Councillor Isitt returned to the meeting at 11:16 a.m.

Committee discussed:

- "E Town Hall" opportunities as participatory budget is exciting; this tool will have a great impact on residents who may have questions on a Council decision.
- Tofino has done something similar with the participatory budgeting.
- Capital planning process that involves in depth public consultation.
- Young adults have been talking infrastructure deficits; it's all about explaining the linkage.

Action: It was moved by Councillor Alto, and seconded by Councillor Coleman, that Committee recommends that Council provide feedback on the proposed public engagement process for the financial plan.

CARRIED UNANIMOUSLY 14/GPC556

8.2 Public Engagement Approach on Wastewater Treatment

Committee received a report from the Director of Citizen Engagement and Strategic Planning regarding a public engagement approach for the review of sewage treatment options and provided a brief update on work done to date.

The proposed scope of work starts with an initial technical information gathering stage that includes: a best practice governance review; a planning review of the constraints and opportunities for a Victoria only system versus a system cooperating with Saanich and Oak Bay; development of potential design criteria; and a review of wastewater treatment technologies. This first stage will inform the public engagement process. The second stage will support preparation for options development and will include: a planning review of feasible sites; and a costing review.

Committee discussed:

- This process stands between residents and that final decision of site selection; when will site selection happen? Staff advised this will be part of the process in March.
- Important to pursue this particular direction as Victoria has to treat its sewage.
- Do not want to make a mistake of not getting public buy-in from the beginning; adding the words "resource recovery".

Action: It was moved by Councillor Alto, and seconded by Madoff, that Committee recommends that Council:

- 1.) Approve process map and public engagement approach for exploring local options for sewage treatment.
- 2.) Direct staff to update Council in January 2015 with:
 - a. A detailed public engagement strategy; and
 - b. A summary of technical information gathered.

Amendment: It was moved by Councillor Helps, and seconded by Councillor Alto, that Committee amend the motion as follows:
That Council:

- 1.) Approve process map and public engagement approach for exploring local options for sewage treatment **and resource recovery options.**
- 2.) Direct staff to update Council in January 2015 with:
 - a. A detailed public engagement strategy; and
 - b. A summary of technical information gathered.

On the amendment:
CARRIED UNANIMOUSLY 14/GPC557

The Committee continued discussions on the following:

- That the City welcomes feedback from the community who have already been involved in the process.
- Opportunity at this table to have many champions and doing it right and making the right decision.
- Hope to work with other municipalities and move forward as quickly as possible.
- Educational component is important.

The Mayor discussed the importance of keeping the CRD, the Provincial Government and the Federal Government informed of discussions this Committee is having regarding sewage treatment and added the following amendment to the motion:

Amendment: It was moved by Mayor Fortin, and seconded by Councillor Alto, that Committee amend the motion as follows:
That Council:

- 1.) Approve process map and public engagement approach for exploring local options for sewage treatment and resource recovery options.
- 2.) Direct staff to update Council in January 2015 with:
 - a. A detailed public engagement strategy; and
 - b. A summary of technical information gathered.

3) That the Mayor write a letter to the CRD, the Provincial Government and the Federal Government that clearly communicates the City's

**resolution in support of sewage treatment and resource recovery,
and steps for moving forward.**

On the amendment
CARRIED UNANIMOUSLY 14/GPC558

On the main motion as amended:
CARRIED UNANIMOUSLY 14/GPC559

8.3 Skateboarding Restrictions Downtown

Committee received a report from Engineering and Public Works regarding Skateboarding in the Downtown Core.

On January 30, 2014, Council directed staff to provide a report on the impacts of allowing skateboards in the downtown core. Council directed the report address confiscation of skateboards, including implications of using the BC *Offence Act* for guidance. This report proposed changes to the Streets and Traffic Bylaw that would:

- Remove the current prohibition against the use of skateboards and other human powered devices on roadways within the downtown core. The current prohibition against the use of bicycles, skateboards and other human powered devices on sidewalks throughout the City would remain in place.
- Require users of skateboards and other human powered devices to follow the same rules of the road as cyclists, and
- Eliminate the circumstances under which a skateboard or other human powered device could be impounded under the bylaw.

Committee discussed:

- Supporting youth and their culture.
- Looking forward to the public consultation process.
- Making sure all involved are aware that sharing the road can be dangerous for skateboarders at night in the travel lane.

Action: It was moved by Councillor Isitt, and seconded by Helps, that Committee recommends:

- 1) That Council direct staff to provide a formal opportunity for broader public feedback on the following proposed amendments to the Streets and Traffic Bylaw:
 - a) Removing the current prohibition against the use of skateboards and other human powered devices on roadways within the downtown core and the 2300 block Trent Street. The current prohibition against the use of bicycles, skateboards and other human powered devices on sidewalks throughout the city would remain in place.
 - b) Requiring users of skateboards and other human powered devices travelling on city streets to follow the same rules of the road as cyclists, and
 - c) Eliminating impound provisions specific to skateboards or other human-powered devices.

- 2) That Staff report back to Council in January 2015 with public feedback and proposed changes to the bylaw.

CARRIED UNANIMOUSLY 14/GPC560

8.4 Fire Prevention and Regulation Bylaw

Committee received a report from the Fire Chief dated October 10, 2014 regarding the current Fire Prevention and Regulation Bylaw which was adopted in 1996, with minor amendments in 1999. This bylaw, satisfactory at the time, does not support the scope of services currently provided by the Victoria Fire Department (VFD) to our citizens or, reflect the operational needs of the department. The scope of services offered by the VFD has broadened, and calls for service have increased from approximately 2,400 in 1996 to 6,800 in 2013. The complexity of service delivery has increased, which results in an increased obligation of resources in the management of incident response. The proposed new bylaw clarifies requirements for public and supports efficient service delivery. The new bylaw includes provisions that:

- Expand the authorities of the Fire Chief in relation to demolition of buildings damaged by fire;
- Allow for the recovery of costs associated with major fire investigations, inspections, decontamination, stand-by time, and other extraordinary costs; and
- Require building owners to install or provide items that may be necessary for occupant safety or effective delivery of VFD services.

Amendments to the Ticket Bylaw to allow for the enforcement of these new provisions are included. Recommended fines are in line with current policy set by Council.

The Committee discussed:

- Outdoor burning and beach fires without a permit, can changes be made to the bylaw to allow for this?
- Staff advised this would have many operational concerns; this can come back to Council when staff have more information to comment.

Action: It was moved by Councillor Thornton-Joe, and seconded by Councillor Helps, that Committee recommends that Council consider giving three readings to the Fire Prevention and Regulation Bylaw attached to the report dated October 10, 2014.

CARRIED UNANIMOUSLY 14/GPC561

Action: It was moved by Councillor Isitt, seconded by Mayor Fortin, that Committee recommends that Council direct staff to provide a report on options for permitting beach fires within the Fire Prevention and Regulation Bylaw.

CARRIED 14/GPC562

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

RECESS AT 12:32 P.M.

Action: It was moved by Councillor Helps, seconded by Councillor Alto, that Committee adjourn until 1:05 p.m.

CARRIED UNANIMOUSLY 14/GPC563

Committee adjourned at 12:32 p.m.
Committee reconvened at 1:05 p.m.

Councillor Isitt was absent from meeting at 1:05 pm

Councillor Helps declared a non-pecuniary conflict of interest and withdrew from the meeting at 1:32 p.m. due to her association with owner / operators who earn a living and are involved with Airbnb which creates a conflict with the following item.

8.5 Update on Possible Partnership with Airbnb

Committee received a report from Sage Baker, Executive Director, Economic Development, regarding a possible partnership with Airbnb and related discussions to short term accommodations options and regulations within the City and to seek support for staff to continue discussions towards a potential working partnership with Airbnb to attempt to address some of these areas of concern.

Councillor Isitt returned to meeting at 1:10 p.m.

Committee discussed:

- This is a reality that has come to most major cities in the world.
- Strata at Hudson, how will the rights of strata corporations be protected when the Strata might limit or do not allow to operate a vacation rental. How will these issues be addressed? This will be looked at when addressing the zoning. Staff advised that the Strata corporations could apply more restrictive guidelines. They cannot do anything outside what the zoning will allow. Residents concerned about codes being given away for one night in apartment buildings or strata buildings.
- Complaints in the past were actually from the people renting apartments, noise and location not what they expected. Staff advised that Airbnb has regulations; our intent is to engage in those discussions.
- Will some apartment buildings end up looking like hotels?
- We have an opportunity to get involved and enhance what is already out there.

Action: It was moved by Councillor Alto, and seconded by Councillor Madoff, that Committee recommends that Council direct staff to continue strategic discussions with Airbnb towards a possible working partnership to address the core areas of concern.

CARRIED UNANIMOUSLY 14/GPC564

Councillor Helps returned to the meeting at 1:31 p.m.

8.6 Victoria Morioka 30th Anniversary, 2015

Committee received a report from the Director of Citizen Engagement & Strategic Planning regarding Victoria Morioka 30th Anniversary, 2015.

In May 2015, the City of Victoria will celebrate the 30th Twin City Anniversary with Morioka, Japan.

In anticipation of the anniversary, it is timely to consider celebration activities and the tradition of exchanging gifts between the two cities. It is traditional to invite our Twin Cities to visit on the anniversary date to renew commitments and celebrate the long-standing relationship.

Action: It was moved by Councillor Alto, and seconded by Councillor Coleman, that Committee recommends that Council:

1. Approve Centennial Park for installation of the 'Bell of Friendship', a gift from Morioka, Japan to mark the 30th Anniversary of the Twin City relationship between Victoria and Morioka.
2. Invite a delegation to Victoria from Morioka to celebrate the 30th Anniversary of Twinning, in May 2015.

CARRIED UNANIMOUSLY 14/GPC565

8.7 Review of Parking Enforcement - Update

The Director of Engineering and Public Works provided the Committee with a report dated October 20, 2014 regarding a review of parking enforcement. On June 12, 2014, Council endorsed a number of recommendations related to the Parking Services Review, including the following motion:

- (i) Request that staff come back with a business plan that outlines if parking enforcement services should be contracted out or held in-house.

The purpose of this item is to provide the Committee with an update on this work. Legislative and Regulatory Services and Engineering Department staff are currently examining options for in-house delivery of parking enforcement services. In-house options include expanding the role of parking enforcement staff to include enforcement of other City bylaws, and/or expanding the roles of Bylaw Enforcement Section staff to include parking enforcement.

The current contract for parking services expires November 30, 2014. To ensure parking enforcement services continue through the review of parking enforcement model options, staff are seeking an extension of the current contract with the Corps of Commissioners to March 2015.

Committee discussed:

- A Parking Enforcement staff person would be valuable to have as a “good will ambassador” for the City
- Acknowledge the hard work it must to do day after day

Action: It was moved by Councillor Madoff, and seconded by Councillor Alto, that Committee receive this report for information.

CARRIED UNANIMOUSLY 14/GPC566

Action: It was moved by Councillor Coleman, seconded by Councillor Helps, 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 items deal with matters specified in Sections 12(3) and/or (4) of the Council Bylaw, namely:

- Section 12 (3) (c) - Labour Relations or employee relations
- 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 (3) (g) - Litigation or potential litigation affecting the City
- Section 12 (3) (i) - The receipt of advice that is subject to solicitor-client privilege including communications necessary for that purpose.

CARRIED UNANIMOUSLY 14/GPC567

9. CLOSED MEETING AT 1:56 P.M.

Committee Members Present: Mayor Fortin in the Chair; Councillors Alto, Coleman, Helps, Isitt, Madoff, Thornton-Joe and Young.

Committee Members Absent: Councillor Gudgeon

Staff Present: J. Johnson – City Manager; J. Jenkyns – General Manager, Victoria Conference Centre; D. Day – Director of Sustainable Planning & Community Development; K. Hamilton – Director of Corporate Communications & Civic Engagement; D. Kalynchuk – Director of Engineering & Public Works; T. Zworski – City Solicitor; S. Thompson – Acting Director of Finance; E. Robertson – Assistant Director, Public Works; S. Baker – Executive Director, Economic Development; P. Bruce – Fire Chief; J. Sturdy – Assistant Director, Underground Utilities; N. Turner - Property Manager; R. Woodland – Director of Legislative & Regulatory Services; C. Brinton – Recording Secretary

10. APPROVAL OF THE CLOSED AGENDA

Action: It was moved by Councillor Isitt, seconded by Councillor Helps, that the Closed Agenda of the Governance and Priorities Committee meeting of October 23, 2014, be approved.
CARRIED UNANIMOUSLY 14/GPC568

11. MINUTES

11.1 Minutes from the Closed Meeting held October 9, 2014

Action: It was moved by Councillor Isitt, seconded by Councillor Madoff, that the Closed Minutes from the Governance and Priorities Committee meeting held October 9, 2014, be adopted as corrected.
CARRIED UNANIMOUSLY 14/GPC569/570

12. DECISION REQUESTS

12.1 Land / Intergovernmental Negotiations

Committee received legal advice on this matter.

The discussion and motion were recorded and kept confidential.

CARRIED UNANIMOUSLY 14/GPC571

12.2 Land / Legal Advice

Committee received an update regarding this matter.

The discussion and motion were recorded and kept confidential.

CARRIED UNANIMOUSLY 14/GPC572

12.3 Labour Relations

Committee received information and discussed this matter.

The discussion and motion were recorded and kept confidential.

CARRIED UNANIMOUSLY 14/GPC573

12.4 Legal / Potential Litigation

Committee received legal advice on this matter.

The discussion and motion were recorded and kept confidential.

CARRIED UNANIMOUSLY 14/GPC574

12.5 Lease Renewal – 681 / 685 Humboldt Street

Committee received information from staff on this matter.

The discussion and motion were recorded and kept confidential.

CARRIED UNANIMOUSLY 14/GPC575

13. REPORT FOR INFORMATION

13.1 Late Item – Intergovernmental Negotiations

Committee received an update on this matter.

13.2 Quarterly City Manager Update

Committee received a verbal update from the City Manager.

CARRIED UNANIMOUSLY 14/GPC576

15. ADJOURNMENT

Action: It was moved by Councillor Coleman, seconded by Councillor Madoff, that the Governance & Priorities Committee meeting of October 23, 2014, be adjourned at 3:42 p.m.

CARRIED UNANIMOUSLY 14/GPC577

Mayor Fortin, Chair