



REVISED AGENDA - COMMITTEE OF THE WHOLE

Thursday, October 15, 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

Pages

A. APPROVAL OF AGENDA

*B. CONSENT AGENDA

Proposals for the Consent Agenda:

- H.1 - Investing in Canada Infrastructure Program - Grant Funding Application
- H.4 - Proclamation - World Pneumonia Day - Pneumolight - November 12, 2020

C. READING OF MINUTES

D. UNFINISHED BUSINESS

E. 10:15 AM "SHAKEOUT" EXERCISE

F. Presentation

F.1. Youth Council

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A report providing information regarding the 2019/2020 activities and initiatives organized and delivered by the City of Victoria Youth Council Members and partners.

*F.2. Accountability Report - Period Two 2020

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Addendum: Attachment F - Grants Update and Presentation

A report providing information and recommendations regarding the major highlights, accomplishments and challenges for the period of May 1, 2020 to August 30, 2020.

G. LAND USE MATTERS

*G.1. 202 Harbour Road: Development Permit Application No. 000549 (Victoria West)

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Addendum: Presentation and Correspondence

A report providing information and recommendations regarding a Development Permit Application to allow for the construction of a six-storey commercial (Office) building on a vacant site.

H. STAFF REPORTS

- H.1. Investing in Canada Infrastructure Program – Grant Funding Application** 211
- A report providing information and recommendations regarding the Investing in Canada Infrastructure Program (ICIP) and seeking support for the an application for grant funding for the artificial turf replacement project at Topaz Park.*
- H.2. Checkout Bag Regulation Bylaw Adoption** 214
- A report providing information and recommendations regarding the adoption of the Checkout Bag Regulation Bylaw.*
- H.3. 2021 Committee and Council Meeting Schedule** 219
- A report seeking approval of the 2021 Committee of the Whole and Council meeting schedule.*
- H.4. Proclamation - World Pneumonia Day - Pneumolight - November 12, 2020** 222
- A report providing recommendations regarding the proclamation for World Pneumonia Day-Pneumolight.*

I. NOTICE OF MOTIONS

J. NEW BUSINESS

- *J.1. Council Member Motion: Bastion Square Mural** 225
- Addendum: New Item and Correspondence*
- A Council Member Motion regarding the proposed next steps and alterations to the "More Justice, More Peace" mural located in Bastion Square.*
- *J.2. Council Member Motion: Shower Use at Royal Athletic Park or Parking Lot** 233
- Addendum: New Item*
- A Council Member Motion regarding the proposed direction to staff to make showers available to the public during community use hours at Royal Athletic Park.*

K. ADJOURNMENT OF COMMITTEE OF THE WHOLE

CITY OF VICTORIA YOUTH COUNCIL 2019/20 YEAR END REPORT



PREPARED BY: EJ WESTON, CITY OF VICTORIA YOUTH COUNCIL COORDINATOR

SUMMARY

This report will detail the activities and initiatives organized and delivered by City of Victoria Youth Council members and partners as well as give an overview of the 2019/20 cohort year.

MEMBERS

The 2019/20 CVYC cohort was composed of 19 members, a 90% increase in members compared to last year's CVYC cohort.

Grace Sinats (she/her)
Emma-Jane Burian (she/her)
Alex Li (she/her)
Alyssa Korol (she/her)
Anna-belle Tian (she/her)
Aza Bryson (she/her)
Ben Fyfe (he/him)
Chester Chau (he/him)
Ella Lee (she/her)
Emily Hiser (she/her)
Jolina Lee (she/her)
Leon Chen (he/him)
Lucy Coburn (she/her)
Monique Sekhon (she/her)
Raine Guitierrez (she/her)
Shae-linn Davies (she/her)
Shreya Sivakumar (she/her)
Stefanie Chen (she/her)
Talía Fay (she/her)

EJ Weston, Coordinator (they/them)
Milo the French Bulldog, CVYC honorary member

PROJECTS

City of Victoria Youth Council members decided on three (3) projects for the 2019/20 year:

- *School Dog Therapy Days*
 - Council members would collaborate with SD61 and SD63 schools to organize therapy dog days for the students to reduce stress levels
- *2nd Annual Cultural Day Festival*
 - Cultural Day Festival is a cultural celebration that brings together the many different cultures that exist in Victoria

- The festival hosts cultural dances, art, poetry as well as invitees cultural organizations and food trucks
- *Affordable Eco-Friendly Sustainable Products Project*
 - This project's idea was to provide affordable eco-friendly products to at-risk youth and youth living in poverty
 - While sustainable products are great for the environment, they're not always affordable. CVYC members wanted to remove the financial barrier behind these products and provide them to at-risk youth and youth living in poverty
- *Youth Open Mic Night*
 - City of Victoria Youth Council wanted to organize a youth open mic night to bring together the community and give youth an opportunity to share their passions and talents.

OTHER INITIATIVES

On top of organizing projects, CVYC also organized many other smaller projects.

Each week, City of Victoria Youth Council would post on social media youth job and volunteer opportunities as well as email the opportunities out to local youth organizations, youth groups, and school districts. These postings were very popular and helped many youth get jobs and access opportunities in their community.

In November 2019, CVYC hosted the 'Budget Town Hall Youth Engagement Night' in collaboration with the City of Victoria. Youth were guided through activities on budgeting and budgeting processes as well as given an opportunity to directly ask Council questions related to the 2020 budget. Youth were given an opportunity to ask council questions. The questions submitted were:

- Submitted in advance:
 - What topics highlighted in the climate leadership category in the budget will contribute to climate adaptation?
 - What money, other than CVYC funding, are you allocating to youth initiatives and services in the City of Victoria? How many of these are for at-risk or marginalized youth?
- Submitted during event:
 - 950 Kings Road is an integral part of the Quadra Village Community, being a host space for several youth programs and events such as the Halloween dance that saw over 300 youth attend. Right now, the future of this space is in jeopardy with the possibility of it turning into a seniors centre. What are you doing to save 950 Kings for our at-risk and marginalized youth?
 - When Victoria is collecting property tax from unceded territories, will any of this profit be directed towards those indigenous communities?

The City's Youth Strategy Assistant, EJ Weston, facilitated the development of the two questions during the event as well as a budget activity. Three groups of participants were provided time to learn about four City budget categories and then prioritize the

allocation of \$1,000. Each group then received an additional \$400 to allocate. All three groups placed “Environment” as the highest priority, each allotting \$400 of their \$1,200 budget. Coming in a close second was “Community Well-being”, followed by “Safe and Livable City” and “Sustainable Transportation”. Each group divided its budget in units of \$400 and \$300.

Budget Activity Summary:

Environment: \$400, \$400, \$400

Community Well-being: \$400, \$300, \$400

Safe and Livable City: \$300, \$400, \$300

Sustainable Transportation: \$300, \$300, \$300

Also in November 2019, CVYC had a ‘meet and greet’ session with Victoria Council answering any questions and inquiries that Council had.

In December 2019, City of Victoria Youth Council hosted their 2nd annual Community Soup Night in Centennial Square. Council members had made homemade fresh chicken noodle soup and hot chocolate and handed it out in Centennial Square from 6 - 8 p.m.

City of Victoria Youth Council also worked with the City’s Youth Poet Laureate and hosted many community workers and organizations during meetings.

As a response to COVID-19, City of Victoria Youth Council created and shared a youth resource toolkit for students and youth to access.

While COVID-19 had cancelled CVYC’s events and projects, members were still able to advise the City on projects for the remainder of the 2019/20 cohort. Recently, City of Victoria Youth Council assisted Rhiannon Moore, Zero Waste Engagement Strategist, with a Zero Waste Youth Engagement event which connected the City’s Zero Waste team with over 14 youth who advised on sustainability and zero waste.

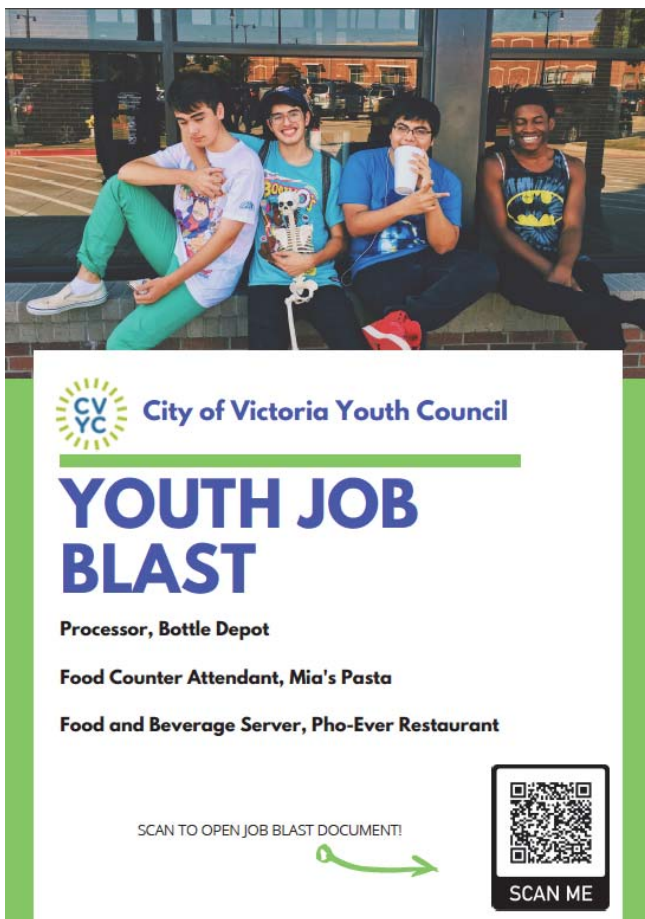
SOCIAL MEDIA

Twitter:

- The council’s Twitter following grew from 262 followers in September 2019 to 401 in September 2020, a 54% increase

Instagram:

- The council’s Instagram following grew from 222 followers in September 2019 to 521 in September 2020, a 135% increase



Word search made for Earth Day, April 2020

Front page of Youth Wellness Toolkit



Graphic made for National Dinosaur Day, June 2020



Committee of the Whole Report For the Meeting of October 15, 2020

To: Committee of the Whole
From: Jocelyn Jenkyns, City Manager
Subject: Accountability Report – Period Two 2020

Date: October 9, 2020

RECOMMENDATION

That Council

1. Receive this report for information.
2. Forward the information contained in Attachment K regarding the International Decade for People of African descent to the 2021 Financial Planning process for Council consideration.

EXECUTIVE SUMMARY

The following report provides a summary of major highlights, accomplishments, and challenges for the period of May 1, 2020 to August 31, 2020. Due to the impacts of the COVID-19 pandemic, the City is moving to three (3) Triannual Accountability Reports that cover four-month periods for 2020 (formerly quarterly reports).

During the second period, a key focus of City operations was to maintain all essential services, while addressing issues and impacts related to the COVID-19 pandemic. There have been significant operational impacts to staff in public works, parks, bylaw services, engagement and human resources to manage the COVID-19 response, while also delivering core services. These workload impacts are continuing and anticipated to be on-going into 2021. Staff have been planning on how to maintain the COVID-19 response needs, while anticipating potential new issues with the seasonal variation in workloads.

In addition to balancing operational needs, Council adopted the draft economic action plan *Victoria 3.0 – Recovery Reinvention Resilience – 2020-2041* and held a *Build Back Victoria Town Hall*. Pro-active measures undertaken by the City included, but not limited to:

- Development and implementation of a new program to provide support for restaurants and cafes to operate in public spaces
- The introduction of pedestrian priority measures on Government Street
- The implementation of several physical distancing projects for pedestrians in public spaces including village centres
- Shifted funding to create a one-time *Everyday Creativity Grant* program to support the arts and culture sector

- Introduced a second intake of *Strategic Plan* grants related to COVID-19 and increased funding for the *My Great Neighbourhood* Grant program
- Re-allocation of previously approved resources to support Topaz Park policing costs
- Additional resources allocated to addressing temporary sheltering in parks and enforcement, as well as parks clean up and security
- Continued reduction in parking rates
- Increased cleaning of washrooms and public spaces
- Agreement to operate a temporary shelter in the Save on Foods Memorial Arena
- Re-prioritized Victoria Housing Strategy actions to support response and recovery

In August, Council revisited the 2020 budget items that were postponed in April due to decreased City revenue as a result of COVID-19. Council reallocated approximately \$2 million in funding from operating budget initiatives and deferred \$17 million in capital projects to offset projected revenue shortfalls, primarily from parking and the cancellation of convention business, and additional pandemic-related costs.

Three paused initiatives were approved to move ahead in 2020, including a \$3.8 million investment in the bike skills and skate park at Topaz Park. Design will begin in 2020 with construction anticipated in 2021. Council also allocated funding to install a new public washroom downtown at the south end of Douglas Street. In addition, City will establish an Office of Equity, Diversity and Inclusion, which will initially be staffed with two positions to carry out a number of strategic plan priorities.

At the same time, the City has been able to adapt to use technology and find innovative ways to continue to do business while maintaining health and safety during the ongoing pandemic. Some examples that occurred during the second reporting period include:

- Re-opening of the Public Service Centre at City Hall
- Development of safety plans for resumption of in-person public services to meet WorkSafeBC requirements
- Monthly youth transit pass applications available online and mailed to recipient
- Virtual Canada Day celebrations and other arts and culture events
- Re-opening of playgrounds, spray parks, lacrosse box, basketball courts and outdoor fitness areas
- Offer summer camp and public recreational programs at Royal Athletic Park
- Continued public participation to address Council remotely through phone access
- Continued support for staff working remotely, including enhanced technology and training, mental health support and other resources

Implementation of robust health and safety protocols, including safe job procedures and personal protective equipment (PPE), have enabled the majority of staff to continue to work from City facilities and in the public realm as usual throughout the pandemic. This includes staff of the Fire Department, Public Works, Parks, Facilities, and By-law Services, among others. During the early stages of the pandemic, the City successfully transitioned over three hundred office-based staff to remote work. Consistent with the City's recovery planning, many staff have returned to working from the City Hall campus on a full-time or part-time basis, to the extent allowable under ongoing physical distancing requirements mandated by public health officials. On average, approximately 125 staff are working from the City Hall campus on a daily basis.

In response to evolving information from public health authorities regarding COVID-19 and in anticipation of a predicted second wave, the City updated its Pandemic Exposure Control and

Safety Plan and developed and implemented new safe job procedures, work practices and operational guidelines to ensure the health, safety and wellness of staff and the public accessing City services.

Strategic Plan Progress Report – Attachment A

A progress report on the 2019-2022 Strategic Plan is contained in Attachment A. Several of projects have been delayed due to COVID-19, and or hold due lack of resources to initiate. Of the 67 staff led projects to be initiated in 2019 and 2020, 30% (20 of 67) are on track and 3 projects were completed. Another 30% of projects were experiencing challenges (20 of 67) and 35% (24 of 67) were on hold, deferred or inactive. A work plan of Council led initiatives is also contained in Attachment A.

Status	# of Projects
On Track	20
Some Challenges	18
Major Challenges	2
On Hold, Deferred or Inactive	24
Complete	3
Total	67

During the second period of the year, staff have also been assessing new projects contained in the Strategic Plan to be initiated in 2021 and the resource implications of these new initiatives from the planning perspective that all deferred items from the 2020 Financial Plan will proceed in 2021. Further information of these resource requirements will be included in the draft 2021 Financial Plan for Council consideration in November.

As part of the City's on-going commitment to accessibility, Attachment A has been modified to better allow readability for individuals with colour blindness. Additionally, the City's website now contains a screen readable version of the 2019-2022 Strategic Plan as amended in March 2020.

Operational Highlights, Accomplishments and Metrics – Attachment B

Major operational accomplishments and metrics are contained in Attachment B and organized by Department. In addition to highlights and performance metrics, all departments have identified issues and challenges related to maintaining essential services as well as new work related to COVID-19.

Additional metrics regarding development application processing and turn-around times are planned to be re-introduced into accountability report through year-end reporting to Council starting with the 2020 Annual Report.

Core Service Delivery Work Plan – Attachment C

The City of Victoria provides over 200 services to residents, businesses and visitors. Attachment C highlights some of the main service and program areas, as well as key activities, that are expected to be undertaken throughout the year. The work plan will continue to be adjusted at the next accountability report as further impacts of the COVID-19 pandemic unfold as well as new Council direction provided to staff to address emerging community issues.

Budget Update – Attachment D

Attachment D contains an update on the capital and operating budgets as of August 31, 2020. Overall operating revenues and expenditures/transfers are 78% and 50% respectively, of the annual budgeted amount. This compares to 85% and 62% to the prior fiscal period. Due to the

COVID-19 pandemic, revenues are not expected to meet budget. The City is currently experiencing significantly reduced revenues for parking.

Due to the Victoria Conference Centre closure, no events were held in the second period of the year and the majority of bookings for 2020 have been cancelled or re-booked for future years. The Crystal Pool and Fitness Centre closure resulted in revenue loss, although with offsetting lower expenditures, the net financial impact is negligible. Reduced seasonal programs, summer camps and outdoor recreation programs started in June, though revenues are expected to be lower. Property lease revenue is trending lower due to rent adjustments for City tenants whose businesses have been impacted by COVID-19. In addition, the City is experiencing a decrease in seasonal revenues from special events and ticket surcharge revenue related to the arena. To mitigate the uncertainty of revenue shortfalls and additional expenditures due to COVID-19, Council deferred a variety of initiatives.

Seasonal variations in municipal operations and accounting processes that occur outside the triannual basis affect the proportion of revenues received or expenditures incurred. Seasonal impacts are reflected in Parks and Corporate budgets due to work programs that will commence in T2 and T3, such as the Parks boulevard maintenance program. In addition, for Sustainable Planning and Community Development, implementation of the Official Community Plan and Downtown Area Core Plan have varying timelines.

Actual capital expenditures are at 25% spent of total budgeted expenditures for the year, compared to 26% in the prior year. In response to the pandemic, several capital projects have been deferred. Over \$80 million in capital projects were approved to be implemented this year. Capital projects have varying schedules and most of the work planned for 2020 is scheduled to start in the latter part of the year. Staff are working diligently to complete the capital work plan according to schedule, however unplanned or unforeseen factors could arise and delay the completion date. Requests to move the capital budget forward into next year will be considered as part of the regular year-end budget process.

Council Member Expenses – Attachment E

Attachment E contains all expenses submitted by members of Council for reimbursement during the period of May 1 – August 31, 2020. During the second period of the year, Council travel was restricted due to COVID-19 resulting in few expenditure submissions.

Grant Update – Attachment F

An update on the grant activity during the period of May 1 – August 31, 2020 is contained in Attachment F.

Awarded Contracts – Attachment G

A listing of new contracts awarded for external procurement of goods and services that is expected to exceed \$50,000 is contained in Attachment G.

Council Motions – Attachment H

During the reporting period covered in this report, Council passed 161 motions and are contained in Attachment H. A significant portion of the Council motions made in the second period of the year were related to the COVID-19 pandemic.

Advisory Committee Motions – Attachment I

In 2019, Council directed, *“That motions from advisory committees be presented at Committee of the Whole at the next quarterly update or sooner if the matter is time sensitive.”* Starting in the second period, Advisory Committees that had previously cancelled or postponed meetings due to

COVID-19, in the first part of the year resumed meetings through virtual platforms. Attachment I contains motions for Council consideration approved by the Renters Advisory Committee, Active Transportation Committee and the Accessibility Committee during the period of May 1 – August 31, 2020. It should be noted that while these committees have several recommendations for staff that are captured within their respective committee meeting minutes, only the recommendations for Council are captured in the Triannual Report.

Urban Forest Master Plan Update – Attachment J

As requested by Council, the Accountability Report includes an update on the Urban Forest Master Plan. This Plan outlines 26 recommendations to help achieve the vision for the urban forest. In late 2020 Council approved an implementation plan for several priority recommendations. Attachment J provides an update on progress made on the implementation of these actions. Staff have made progress, however there are some projects that have been delayed as a result of COVID-19. These projects primarily relied on consultant support or community engagement.

Council Motions Referred to the Triannual Report – Attachment K

1. International Decade for People of African Descent

On July 23, 2020, Council approved the following Council Member Motion dated July 16, 2020 from Councillor Dubow and Mayor Helps regarding the international decade for people of African descent as follows:

1. *That the City of Victoria joins the government of Canada, the province of Ontario, the cities of Toronto and Ottawa, in acknowledging the International Decade for People of African Descent for the purpose of promoting respect, protection and fulfillment of all human rights and fundamental freedoms of people of African descent, as recognized in the Universal Declaration on Human Rights.
That Council directs staff to report back at the Period 2 2020 Update on the resource implications of reporting back as part of the 2021 budget on how to implement the International Decade of People of African Descent from 2021-2024 including:*
2. *i) Raising awareness in the general public about the heritage and culture of people of African descent and around the International Decade of People of African Descent's broader goals and actions in Victoria.
ii) Delivering anti-racism including anti-black racism training to prevent systematic racism in city policy, bylaws, programs and services.*
3. *Creating an advisory committee of people of African descent to work with and advise staff between 2021-2024 on the implementation of the International Decade for People of African Descent and commitment to People of African descent.*
4. *Developing a capacity building grant program for Black-led organizations, black business owners, and institutions supporting and working with people of African descent.*
5. *Tracking and demonstrating progress with respect to City hiring practices at all levels to reflect the diversity of the community.*
6. *Creating internship opportunities for people of African descent to diversify the city's workforce*

Information from staff on the resources required to scope this work for inclusion in the 2021 Financial Plan is included in Attachment K.

2. City Council Meeting Dashboard

On November 28, 2019, Council requested staff to “*report back on the options for adding attendance for COTW and Closed meetings to the dashboard*”. Reporting back on the implementation of the dashboard has been delayed due to a focus on other emerging issues related to COVID-19. In order to implement the changes to the council meeting dashboard to accommodate attendance for the other meetings, the changes could be undertaken by re-prioritizing existing work in the Information Technology Department and be implemented no later than Q2 2021.

CONCLUSIONS

2020 continues to be a challenging year for the City with continued uncertainty as to how the year will unfold and the need to address new emerging issues and challenges related to the current pandemic. Staff continue to focus on delivering essential services to residents as well as shift focus on recovery activities to support the community.

Respectfully submitted,



Jocelyn Jenkyns
City Manager

List of Attachments






- A. Strategic Plan Progress Report
- B. Operational Plan Highlights, Achievements and Metrics
- C. Core Service Delivery Work Plan
- D. Budget Update
- E. Council Member Expenses
- F. Grants Update
- G. Contracts Awarded
- H. Council Motions
- I. Advisory Committee Motions
- J. Urban Forest Master Plan Update
- K. Council Motions forwarded to Accountability Report

Strategic Plan Progress Report

The following report provides a summary of the status of Strategic Plan Actions that were initiated in 2019, or were to be initiated in 2020, based on amendments to the 2018-2022 Strategic Plan in March 2020, as approved by Council. While the funding for a number of the new initiatives has been deferred to 2021 through the Financial Plan, they are included in this Triannual Accountability Report for 2020 as a reflection of work that was planned at the beginning of 2020 and subsequently delayed due to COVID-19 and other emerging issues. The first section of this attachment provides a status report on staff led Strategic Plan initiatives. The second section starting on Page 18 are action items that are led by members of Council.

Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
#1 Good Governance and Civic Engagement							
Measurement and Monitoring (CI)	Develop measurement and monitoring process for Strategic Plan Outcomes		Participate in Budget Well-Being Network Discussions	Continue to monitor potential opportunities	On Hold	On Hold or Inactive	Funding for staff to undertake this work not approved for 2020. Initiative largely on hold.
Citizen's Assembly (LS)	Work with Saanich Council to develop and implement a Citizens Assembly process		TBD based on COVID-19 recovery		On Going	Some Challenges	COVID-19 re-allocated resources to Council process restructuring and recovery.
Facilitation Training (Engage)	Offer training to staff, Council members and community leaders in best practices in respectful facilitation; identify challenging topics for engagement in advance and ensure that everyone involved (staff and community leaders) have adequate training to lead engagement				On Hold	On Hold or Inactive	Planning on hold until in-person education and workshops can be held in accordance with health guidelines.

Att. A – Strategic Plan Progress Report – Period 2 (2020)

Legend:  On Track (Green)  Some Challenges (Yellow)  Major Challenges (Red)
 Complete (Blue)  On Hold or Inactive (Black)

Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Town Halls (Engage)	Begin holding four town halls per year, one per quarter to engage residents, youth, business, organized labour and other stakeholders, including a tri-annual check in with Council on the topics for these town halls	Town Hall on Seniors (Feb 4) to inform Seniors Action Plan recommendations	Build Back Victoria Virtual Town Hall (June 9) to share Council's COVID-19 Recovery Plan and community to ask questions*	2021 Budget Town Hall (virtual engagement) to obtain public feedback	On Going	On Track	Staff will be launching an enhanced engagement platform in early fall to improve virtual engagement with the community.
Closed Meeting Disclosure (LS)	Improve proactive disclosure of closed meeting records and decisions quarterly	Implement process improvements			2020	Some Challenges	Initially delayed due to April by-election and COVID-19. Further delay due to restart of preparation for a 2020 by-election.
Youth Strategy (Engage)	Continue to implement Youth Strategy	<p>Held first of three planned City Hall School Days *</p> <p>Began planning on potential Aboriginal Youth Mentorship Project*</p> <p>Collaborated with Neighbourhoods Team on "NeighbourHub" for Youth programming *</p> <p>Helped promote Youth Poet Laureate's "Youth Verses" project</p>	<p>Helped promote Youth Poet Laureate's "Youth Verses" project</p> <p>Developed directory of local youth-servicing organizations</p> <p>Developed listings of mental health service support for youth during pandemic</p> <p>Assisted program staff with planning youth outreach engagement for Zero Waste Strategy, AAA cycling network, Missing Middle Housing</p>	<p>Assist program staff with youth outreach and engagement activities to support Zero Waste Strategy development, AAA cycling network, and Missing Middle Housing</p> <p>Promote City arts and culture, neighbourhood grant opportunities to youth</p> <p>Lead youth engagement on Draft 2021 Budget</p>	On Going	Some Challenges	Two City Hall School Days, Aboriginal Youth Mentorship Program and Neighbour Hub did not move forward to implementation due to COVID-19.

Att. A – Strategic Plan Progress Report – Period 2 (2020)

Legend:
● On Track (Green)
● Some Challenges (Yellow)
● Major Challenges (Red)
● Complete (Blue)
● On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
			Distributed listings for jobs, volunteer opportunities, programs and funding to school counsellors and youth organizations				
Real Estate Strategy (SRE)	Complete and implement Real Estate Strategy	Elements of draft plan implemented with recent acquisition in support of affordable housing & community space co-location	Elements of draft plan implemented with recent acquisition in support of affordable housing & community space co-location, acquisition of park space within Jubilee Region	Provide Strategic Plan	2021	Some Challenges	Work delayed due to reallocation of resources for affordable housing project developments and COVID-19 economic response to commercial leasing.
Video Submissions (LS)	Allow people to make video submissions to public hearings and requests to address Council	Actioned as part pf COVID-19 process adjustments. Permanent use requires a small amount of policy work to complete in future terms based on capacity.		Report and draft policy to Committee of the Whole	2020	On Track	
Public Hearing Only Council Meetings (LS)	Hold public hearing-only Council meetings	Actioned as a result of COVID-19			2020	Major Challenges	A move toward public hearing only council meetings is intended to move more quickly applications through the system. Staff resources to support this action deferred to 2021.
Lobbyist Registry (LS)	Create a lobbyist registry		Provide report to COTW		2020	Some Challenges	Report to be provided by the end of 2020.

Att. A – Strategic Plan Progress Report – Period 2 (2020)

Legend: ● On Track (Green) ● Some Challenges (Yellow) ● Major Challenges (Red)
● Complete (Blue) ● On Hold or Inactive (Black)

Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Equity Framework (CI)	Develop an Equity Framework	COTW Report on Equity Related Positions and Functions Release RFP for Consulting Services to develop Equity Framework	Evaluate RFP Submissions and begin preliminary work with Consultants Initiate Hiring Process	Council Workshop	2021	Some Challenges	Council authorized proceeding with 2 equity related positions previously deferred to 2021. Anticipate posting for these positions to occur during T3.
#2. Reconciliation and Indigenous Relations							
Reconciliation Training (HR)	Develop and implement an ongoing, mandatory training program for Council and all City staff, and to have the cognitive portion of the training for all City staff and the experiential portion of the training for those interested participants first	73% of Leadership have completed online learning	100% of Leadership registered or completed online learning	Procurement Agreement in place for experiential learning	On Going	Some Challenges	Online foundational learning continues to roll out at a reduced pace. Experiential learning is on hold due to COVID-19 public health orders and budget reallocation.
Indigenous Relations Function (EO)	Establish an Indigenous Relations function				On Hold	On Hold or Inactive	Funding deferred to 2021
#3. Affordable Housing							
Affordable Housing Measurement and Tracking (SPCD)	Set targets, define affordable housing and track and measure the creation of affordable housing units		Implementation of software to enhance and increase efficiency with annual housing reporting	User testing of software and staff training	On Going	On Track	Software improvements in progress to improve data collection. In meantime, ongoing manual tracking of affordable housing by staff.
Rental Zoning (SPCD)	Implement rental-only zoning				2021	On Track	Rental zoning implementation has been incorporated into the Rental Housing Incentives project (see below)

Att. A – Strategic Plan Progress Report – Period 2 (2020)

Legend:  On Track (Green)  Some Challenges (Yellow)  Major Challenges (Red)
 Complete (Blue)  On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Rental Housing Incentives (SPCD)	Incentivize development of rental housing and look for further opportunities to expedite and simplify development processes for affordable rental housing		Economic analysis undertaken Stakeholder engagement	Project website launch	2021	On Track	Economic Analysis initiated, early engagement with stakeholders underway, and project website set to launch on the City's engagement portal.
Market Rental Revitalization (SPCD)	Implement Market Rental Revitalization Program	Rental Property Standards of Maintenance Bylaw work delayed due to litigation in another jurisdiction with implications in Victoria.	Rental Property Standards of Maintenance Bylaw considered by Council	Rental Property Licencing Bylaw considered by Council	On Going	On Track	Request for Expression of Interest (to identify building owners interested in participating in the Seismic and Energy Upgrade Pilot Project) deferred by COVID recovery reprioritization
Housing Conversion Opportunities (SPCD)	Develop city-wide strategy for additional house conversion opportunities			Public Hearing to consider Housing Conversion Bylaw Scheduled for October 22, 20	2020	On Track	Will require ongoing resources to implement, monitor and tweak as needed and implement "sprint" actions identified by Council
Family Housing (SPCD)	Incentivize and mandate the creation of family-appropriate two- and three-bedroom rental units	Policy research			2021	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete.
Funding for Land (SPCD)	Identify funding mechanisms to acquire land to facilitate federal, provincial and regional investment in affordable housing				On Hold	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete. When launched, coordinate with Strategic Real Estate & Grant Specialist.
Tax Exemptions (SPCD)	Explore the expanded use of tax exemptions to create more affordable housing				On Hold	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete

Att. A – Strategic Plan Progress Report – Period 2 (2020)

Legend:
● On Track (Green)
● Some Challenges (Yellow)
● Major Challenges (Red)
● Complete (Blue)
● On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Houseplexes and Townhouses (SPCD)	Undertake a city-wide planning exercise to identify suitable locations for townhouses and houseplexes; Support houseplexes as a form of multi-unit housing that provide a sensitive transition within neighbourhoods; Support more family housing including townhouses and row houses; Support new ground-oriented housing forms and lock-off suites	Early engagement	Online survey and economic analysis	Initial directions presented to Council. Public engagement.	Q2 2021	Some Challenges	This is captured within the Missing Middle project (see below)
Missing Middle (SPCD)	Consider a comprehensive amendment to the Zoning Bylaw to permit all "Missing Middle" housing forms without need for rezoning or development permit. <i>This builds on 2019 Action "Houseplexes and Townhouses: Undertake a city-wide planning exercise to identify suitable locations for townhouses and houseplexes."</i>	Early engagement	Online survey and economic analysis	Initial directions presented to Council. Public engagement.	Q2 2021	Some Challenges	Completion of early engagement delayed due to COVID-19.
Municipal Housing Service (SPCD)	Create a municipal housing service to acquire land and enter into partnerships for the purposes of providing affordable (de-commodified) housing			Report to Council as part of Housing Strategy Annual Review	On Going	On Track	In partnership with Strategic Real Estate

Att. A – Strategic Plan Progress Report – Period 2 (2020)

Legend:  On Track (Green)  Some Challenges (Yellow)  Major Challenges (Red)
 Complete (Blue)  On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Tenant Housing Ambassador (SPCD)	Create a Tenant Housing Ambassador position to make it easier for renters to navigate the Tenant Assistance Policy, Standards of Maintenance Bylaw and other issues			Commence recruitment process	2021	On Track	Position approved for 2021
Tiny Homes (SPCD)	Allow moveable tiny homes in all backyards that currently allow garden suites at rents of no more than \$500 per month				2021	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete.
Secondary Suite Grant Program (SPCD)	Consider a grant program for secondary suites including those that are accessible and serve an aging population				2021	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete.
Garden Suite Grant Program (SPCD)	Examine a grant program to incentivize the creation of affordable garden suites				2021	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete.
Tiny Homes and Garden Suites (SPCD)	Allow tiny homes and garden suites on lots that already have secondary suites or duplexes				2021	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete.

Att. A – Strategic Plan Progress Report – Period 2 (2020)

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 Complete (Blue)  On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Garden Suite Program Expansion (SPCD)	Review garden suite program to consider larger units on larger lots				2021	On Hold or Inactive	Deferred until priority Housing Strategy actions are complete.
#4. Prosperity and Economic Inclusion							
Arts and Culture Funding (ACE)	Examine effectiveness of arts and culture grants funding versus direct staff support		COTW Report June 4			Complete	Part of Create Victoria Progress Report
Industrial Land (SPCD)	Talk with industrial landowners, managers and users about industrial land — its use, zoning, taxation, etc. — review industrial land use and values every five years		Victoria 3.0 Recovery Reinvention Resilience 2020-2041 adopted by Council including action to develop a vision and implementation framework for the Innovation District.	Create a project plan	2021	Some Challenges	Project commencement subject to funding for staffing and consultant resources needed for implementation.
Pop-Up Businesses and Art Exhibits (ACE) (ED)	Encourage “pop-up” businesses and art exhibits in vacant retail and office space		Call to Artist Issued	Installations	On Going	Complete	Vacant storefront exhibitions installed in August 2020.
Accessibility Framework (EPW)	Develop and implement an Accessibility Framework	Complete public engagement Initiate 2020 accessibility projects as planned by various departments	Council Report – Final adoption of Framework, Council Policy and Short-Term Action Plan	Accessibility Framework Follow-Up Report to COTW	Ongoing	Some Challenges	Accessibility Framework, short term action plan and policy endorsed by Council in August 2020. Staff to report back on additional motions in September 2020

Att. A – Strategic Plan Progress Report – Period 2 (2020)

Legend:  On Track (Green)  Some Challenges (Yellow)  Major Challenges (Red)
 Complete (Blue)  On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Vacant Storefronts (ACE)	Work with Downtown Victoria Business Association for rotating mural artists to beautify empty storefronts and large windows		Issue Call to Artists	Installations	On Going	Complete	Artwork installed in August 2020.
Accessible Parking Standards (EPW)	Adopt accessible parking standards for on-street and off-street parking	Issue and Award RFP for services	Stakeholder engagement; Technical analysis	Stakeholder engagement; Bylaw Amendment Process	2021	On Track	
#5. Health, Well-Being and a Welcoming City							
Play Streets and School Streets (EPW)	Consider the implementation of play streets, school streets and other child-friendly strategies				2021	Some Challenges	Resources prioritized to delivery of 2021 traffic calming program which includes traffic calming adjacent to parks and outside schools. School streets pilot supported at Sir James Douglas in 2019. Staff developed new guidelines for school street applications for future requests. COVID recovery measures also allow for temporary lane / road closures outside of schools.
Urban Agriculture (PRF)	a. Urban Agriculture: Explore opportunities for increasing food production on private land b. Support food infrastructure including	Community Garden Volunteer Coordinator and Micro-Grant's issued Development of Get Growing, Victoria! Program Distribution of gardening materials (compost, wood chips etc.)	Food seedling distribution Education program development and delivery Community garden licence renewals and EOI/Proposal reviews	Launch of Community Garden Start-Up Grant Review of Get Growing, Victoria Program Investigate re-introduction of Sharing Backyards Program,	Ongoing	Some Challenges	Resources dedicated to implementing various activities under the Growing in the City Program were primarily focused on the Get Growing, Victoria! program in T2 as part of the City's response to the COVID-19 pandemic.

Att. A – Strategic Plan Progress Report – Period 2 (2020)

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 Complete (Blue)  On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
	farmers markets, and storage and distribution c. Soil test and consider shade implications of City-owned land and potential land acquisition		Development of Community Garden Start-Up Grant	Distribution of gardening materials (compost, wood chips etc.) GITC Council Update and Community Garden approvals Planning for City-built allotment garden pilot (Deferred to 2021)			The planning for a City-built allotment garden has been deferred to 2021 as resources have been reallocated to the Get Growing, Victoria! program.
Central Library (PRF)	Develop a plan including site selection, funding strategy and partnerships to develop a new Central Library				On Hold	Some Challenges	Recruitment of a new Manager of Facility Development, who will lead this initiative, was deferred due to COVID-19 demands. Recruitment in T3.
Crystal Pool and Wellness Centre (PRF)	Crystal Pool and Wellness Centre Replacement				On Hold	On Hold or Inactive	This project was deferred by Council as part of the COVID-19 economic response.
#6. Climate Leadership and Environmental Stewardship							
Zero Waste Strategy (EPW)	Develop a zero Waste Strategy	Complete draft strategies and actions for consultation.	Stakeholder engagement on strategy and development of 3-year implementation plan.	Council Report on Completed Draft Zero Waste Strategy	2020	On Track	Staff are conducting the final focus groups with stakeholders and preparing draft Strategy and implementation plan for Council consideration in Q4.

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 Complete (Blue)  On Hold or Inactive (Black)

Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Climate Leadership Plan (EPW)	Implement the Climate Leadership Plan	<p>Launched Oil to Heat Pump Campaign and Incentive</p> <p>Launched EV Charging Incentive for Multi-unit residential buildings</p> <p>Development of Climate Lens Framework</p> <p>Council Report: Facilities Energy Improvements</p> <p>Expanded Climate Action Team</p>	<p>Launched “Bring it home for the climate” in partnership with CRD</p> <p>Council approval of fees for EV Charging and EV Strategy Development work awarded.</p> <p>Council approval of EV Readiness Bylaw</p>	<p>Council update: Climate Leadership Plan Report Card</p> <p>Finalize Corporate Energy & Emissions System (CEEMS)</p> <p>Finalize Adaptation Strategy</p> <p>Launch of new EV charging stations on Broad St</p> <p>Launch of new BC Hydro DCFC EV charging on Store St</p> <p>Finalize EV Strategy</p>	On Going	On Track	
Urban Forest Master Plan (PRF)	Implement the Urban Forest Master Plan	Comprehensive technical review of the Tree Preservation Bylaw	Comprehensive technical review of the Tree Preservation Bylaw	<p>Canopy cover and ecosystem targets established</p> <p>Council Report - Tree Preservation Bylaw Approval</p>	On Going	Some Challenges	<p>COVID-19 impacts have resulted in a deferral of projects relying on consultant support or requiring public engagement.</p> <p>Deferred projects: neighborhood planting plans, stewardship and education outreach initiatives</p>
Renewable Energy Generation (EPW)	Explore opportunities for renewable energy generation and district energy opportunities starting in 2019, including the option of establishing a municipal energy utility in 2021	On hold	On hold	Develop scope for a study of opportunities by external consultant and initiate pending additional resources	On Hold	On Hold or Inactive	Work is instead focusing on climate emergency priority actions identified in Nov 2019

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 Complete (Blue)  On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Tree Planting (PRF)	Facilitate tree planting events and celebrations in partnership with residents and community organizations, and other public bodies, including participating in the United Nations Trees in Cities Challenge with a goal of planting at least 5,000 trees.	Launched Trees in Cities Initiative including planting, education and stewardship programs			On Going	Major Challenges	COVID-19 impacts have resulted in the deferral of programs relying on public engagement and community events/workshops. City will meet target for tree planting in 2020.
Green Shore Practices (SPCD)	Mandate green shores practices on waterfront development				On Hold	On Hold or Inactive	New staff position to lead this work deferred to 2021 budget process
Parks and Open Spaces Acquisition Strategy (PRF)	Initiate a Parks and Open Spaces Acquisition Strategy to identify priorities for parkland acquisition that align with Official Community Plan, Parks and Open Spaces Master Plan, and other approved City plans				On Hold	On Hold or Inactive	Project has not advanced due to high volume of other priority projects, COVID-19 demands
Shoreline and Garry Oak Ecosystem Protection (SPCD)	Increase protection for shoreline areas and Garry Oak ecosystem including the shoreline between Gonzales Bay and Ross Bay and the shoreline along Gorge Waterway				On Hold	On Hold or Inactive	New staff position to lead this work deferred to 2021 budget process

Att. A – Strategic Plan Progress Report – Period 2 (2020)

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● Complete (Blue) ● On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Single Use Items (EPW)	Introduce regulations to ban and/or restrict problematic single use items (coffee cups, take out containers, straws, etc.) while taking into consideration accessibility needs	On Hold: Reintroduce Checkout Bag Regulation Bylaw under Ministerial Approval.	On Hold	Checkout Bag Regulation adoption in October 2020 Additional SUI regulation considerations to be included as part of Zero Waste Victoria for consideration Q4 2020	2020	On Hold or Inactive	Reintroduction of Checkout Bag Regulation will be informed by COVID-19 recovery considerations. Additional SUI regulation TBD based on Provincial and Federal legislation announcements (update as of August 30, 2020). Zero Waste Strategy for Council consideration planned for Q4 2020.
Inflow and Infiltration (EPW)	Begin to plan for mitigating the inflow and infiltration issues on private property		Staff review and options consideration	Report to Council	2020	On Track	A comprehensive inflow and infiltration reduction plan has been prepared and will be used as a basis for the upcoming report to Council.
BC Step Code (SPCD)	Expedite implementation of the BC Step Code (climate emergency response included a timeline to expedite implementation)			Data analysis	2020 - Step 3 2022 – Step 4 2025 – Step 5	On Track	Step code acceleration on track.
#7. Sustainable Transportation							
Child and Youth Transit Pass Program (FIN)	Depending on response from the VRTC, implement creative financing mechanism to fund transit for children 18 and under in Victoria			Report to Council on Pilot outcomes and funding strategy for 2020/2021 program	2020	On Track	Program delivery underway.

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 Complete (Blue)  On Hold or Inactive (Black)






Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Sustainable Mobility Strategy (EPW)	Develop and begin implementation of the Sustainable Mobility Strategy including improvements to pedestrian, cycling and transit travel		Finalize document and publish GO Victoria		On-Going	On Track	Implementation underway.
Low Income Bus Pass Program (EPW)	Explore bus pass tied to income program, including for low-income seniors (could be added to LIFE Pass program)				On Hold	On Hold or Inactive	
Floating Car Share Service (EPW)	Work to bring a “floating” car share service to Victoria	Project initiation with car share service providers			On Going	On Track	Car share operators significantly impacted by COVID-19. No further updates in T2.
Greenways (EPW)	Support greenway improvements in neighbourhoods including renewing Subdivision and Development Servicing Bylaw, Greenways Plan and associated City policies and bylaws to allow for alternate design treatments for shared streets on identified greenways				On Going	Some Challenges	Greenway enhancement projects and pilot treatments underway in several locations. Updates to applicable bylaws not yet started due to resourcing requirements and other Council directed priorities.

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Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Bike Master Plan (EPW)	Bike Master Plan Implementation		<p>Construction start Vancouver, Graham, Jackson and Harbour Road</p> <p>Report to Council on design recommendations for Kimta Road, Richardson, Kings/Haultain, and Government Street North</p> <p>Consultation on 2021 designs for Pandora East, Fort Central, Oaklands Connector, Fernwood Connector.</p> <p>Consultation on Jubilee priority route section.</p>	<p>Council workshop</p> <p>Consultation on 2021 designs for Pandora East, Fort Central, Oaklands Connector, Fernwood Connector.</p> <p>Consultation on Jubilee priority route section</p>	On Going	On Track	Community engagement activities shifted with new COVID-19 restrictions – virtual consultation underway to inform 2021 financial plan.
#8. Strong, Liveable Neighbourhoods							
Placemaking Guide and Toolkit (SPCD)	Create a place-making guide and tool kit and host workshops to support citizens and businesses to take action to create public play spaces, parklets, and gathering places within neighbourhoods			Stakeholder engagement	On Hold	On Hold or Inactive	Budget for public engagement was removed from the 2020 Financial Plan as per Council direction in August, however work will proceed with the rescoping of engagement plan.

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 Complete (Blue)  On Hold or Inactive (Black)

Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
Municipal Alcohol Policy (NEI)	Develop a Municipal Alcohol Policy to address concerns brought forward by the Late Night Advisory Committee	Staff created a consolidated Municipal Property Alcohol Guidelines document. BC Healthy Communities grant was completed		Draft Municipal Alcohol Policy report to Council	2020	On Track	
Quadra Village Centre and Greenspace (PRF)	Explore opportunities to expand the Quadra Village Community Centre and greenspace in partnership with the Downtown Blanshard Advisory Committee and the CRD	PRF and Real Estate staff commenced discussions relating to the establishment of new greenspace	Reviewing potential for greenspace improvement within proximity of QVCC		On Hold	On Hold or Inactive	Progress has been delayed due to high volume of other priority projects and COVID-19 response
Local Area Plans (SPCD)	Develop local area plans for villages and corridors. Phase 1 to include Hillside-Quadra, North Park, Fernwood (west). Phase 2 to include Fort St/Oak Bay Ave corridor neighbourhoods including Fernwood (east), Jubilees, Rockland. Phase 3 to include Oaklands and James Bay	Phase 1 public engagement (in-person events, online survey)		Phase 2 public engagement	2021	Some Challenges	Project will experience extended timeline due to COVID-19 as public engagement events were cancelled in spring/summer 2020 with staff considering alternate forms of online engagement and adjusting project plan as necessary.
Noise Bylaw (LS)	Review the Noise Bylaw		Determine future timelines based on staff capacity		On Hold	On Hold or Inactive	Work to be aligned with the Municipal Alcohol Policy report

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Topic	Strategic Plan Action	T1	T2	T3	Target to Complete	Status for Projects	Comments (Optional)
CALUC Process (SPCD)	Review CALUC process including clear terms of reference for increasing diversity (youth, renters, etc.), capacity building, term limits and a transparent and democratic process for selecting members				On Hold	On Hold or Inactive	Current work is focusing on how to ensure community involvement during COVID-19
CALUC Resources	Review and consider additional resources (financial and training) for CALUCs				On Hold	On Hold or Inactive	Current work is focusing on how to ensure community involvement during COVID-19
North Park Community Centre (PRF)	Establish a community centre for North Park				TBD	Some Challenges	Staff continue to explore opportunities relating to establishing a new community centre
DRA Meeting Space (BCR)	Explore partnerships to create meeting space and a home base for the Downtown Residents Association	DRA provided access to use the newly named 'NeighbouHub' space at 709/711 Douglas St.			On Hold	On Hold or Inactive	Due to COVID-19 the space was temporarily closed. Council has deferred the budget for this space to 2021 as per direction in August.
Pedestrian Street (EPW&SPCD)	Continue the 'Open Government Street to Pedestrians' pilot and consider pedestrian-only Government Street in 2020-2021 budget process		Temporary pedestrian priority street changes implemented through Covid-19 recovery initiatives	Review and evaluate temporary Government Street changes with stakeholders, public and Council	2021-2022	On Track	Recommendations for next steps, to be considered in the 2021 financial planning process.

Legend:

On Track (Green)

Some Challenges (Yellow)






Major Challenges (Red)

Complete (Blue)

On Hold or Inactive (Black)






Council Led Strategic Plan Actions						
Topic	Action	T1 Activities	T2 Activities	T3 Activities	Target to Year to Complete	Comments
#1 Good Governance and Civic Engagement						
Regional Police Services	Work to regionalize police services and consider the possibility of a single, amalgamated police service for the region				On Hold	
Committee Appointment Accountability	Create a structure/process for Councillors to share and be accountable for their work on committees and other appointments				On Hold	This action may be rolled into the governance review
Community Input Gathering	Develop and implement processes for convening the community and gathering input on what the community is interested in giving input on — not only engaging when City Hall has a question for the community				On Hold	

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Council Led Strategic Plan Actions						
Topic	Action	T1 Activities	T2 Activities	T3 Activities	Target to Year to Complete	Comments
Governance Review	Strike a Council working group to recommend a process for a governance review			Council working group to provide a COTW report on scope	TBD	
#2. Reconciliation and Indigenous Relations						
Reconciliation Dialogues	Create the Victoria Reconciliation Dialogues	Delivered Dialogues 3 and 4	Dialogues 5 and 6 On Hold		On Hold	Mayor Helps and the City Manager recently presented the latest edition of the Strategic Plan to the elected Councils of both the Esquimalt and Songhees Nations, seeking their comment on the City's action plan to continue and strengthen the city's relationship with both Nations. We await their wisdom and advice.
Statue Relocation	Determine appropriate context for the Sir John A. Macdonald Statue	Reconciliation Dialogues 4 complete, first phase of discussion			On Hold	
Meegan Co-Governance	Explore co-governance of Meegan (Beacon Hill Park) and shoreline areas with the Lekwungen speaking people				On Hold	
#4. Prosperity and Economic Inclusion						
Create Victoria 3.0	Create Victoria 3.0 – Recovery Reinvention	Public engagement on economic action plan Victoria 3.0: Recovery,	Repurposed to address the impacts of the pandemic on the local economy and		On Going	

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Council Led Strategic Plan Actions						
Topic	Action	T1 Activities	T2 Activities	T3 Activities	Target to Year to Complete	Comments
	Resilience – 2020-2041 Economic Action Plan	Reinvention, Resilience 2020-2041	adopted by Council on May 14, 2020.			
Creative Arts Hub	Continue ongoing support efforts to launch a Creative Hub for Arts		Community-led/City supported Open House to update community on the project		On Going	
Predatory Lending	Explore land use and business licence regulations to limit predatory lending and pay-day loans and work with the Province with respect to limiting pay-day loans and predatory lending			Council members to bring forward motion to COTW	2020	
Childcare Strategy and Action Plan	Create a city-wide Childcare Strategy and Action Plan	Draft Childcare Action Plan complete	Childcare Action Plan coming to COTW in June	Childcare Action Plan to COTW in September	2020	CAP was initially planned to report back in March, but delayed to T3 due to COVID-19. UBCM granted an extension on the project.
Barrier Free Business Program	Partner (potentially with the Downtown Victoria Business Association) to create a program to make businesses barrier free				On Hold	
Seniors Task Force	Create a Seniors Task Force and develop a Seniors Strategy				On Hold	

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Council Led Strategic Plan Actions						
Topic	Action	T1 Activities	T2 Activities	T3 Activities	Target to Year to Complete	Comments
Sexual Harassment	Explore ways to end sexual harassment and assault in Victoria, including using the Good Night Out international model to create a safe nightlife campaign for Victoria venues, bars, clubs and festivals		Stakeholder engagement	Report to Council aligned with the draft Municipal Alcohol Policy	On Going	
Welcoming City	Create a Welcoming City Strategy.			Launch the Welcoming City Task Force	TBD	
Doctors Strategy	Create a strategy to attract doctors to Victoria				On Hold	
WHO Social Determinants of Health and UN Rights of the Child	Consider adopting the World Health Organization Social Determinates of Health and United Nations Declaration on the Rights of the Child				On Hold	
#6. Climate Leadership and Environmental Stewardship						
Climate Champion Program	Create Climate Champion program	Three Climate Champions gatherings held RFP for program coordinator completed and placed on hold			On Hold	

Legend:

On Track (Green)

Some Challenges (Yellow)

Major Challenges (Red)

Complete (Blue)

On Hold or Inactive (Black)

Council Led Strategic Plan Actions						
Topic	Action	T1 Activities	T2 Activities	T3 Activities	Target to Year to Complete	Comments
#8. Strong, Liveable Neighbourhoods						
Neighbourhood Boundaries	Resolve anomalies in neighbourhood boundaries				On Hold	

CITY OF VICTORIA OPERATIONAL HIGHLIGHTS, ACCOMPLISHMENTS AND METRICS

Two

Second Period Report 2020

May 1 – August 31, 2020

Business & Community Relations

Highlights & Accomplishments:

Arts, Culture & Events:

- **Everyday Creativity Grant** - Launched a new grant program in response to COVID-19 and the need for creative outlet during the pandemic.
- **Programming in Community during COVID-19** – Pivoting to pop-up concerts, new partnerships in neighbourhoods and streaming online concerts was the new normal this summer. Highlights include:
 - **Eventide Music Series** - Online livestream series, streaming eight free shows.
 - **Canada Day** - Produced by the City in collaboration between Do250, Roll Focus Productions, CHEK TV. The one-hour program featured local music performances with over 263,000 viewers on five different viewing platforms.
 - **Creative Spotlight Pop-Up Performances** - Musicians performed in mini 'pop-up' gigs in Victoria parks, plazas and squares.
 - **Royal Athletic Park Arts Programs** - Free community programming was re-located to Royal Athletic Park, including art and craft workshops and dance classes.
 - **Creative Spotlight: Locals Supporting Locals** - Instagram promotion series featuring a different local artist each week who offered up activity suggestions that supported local businesses and artists.
- **Vacant Storefronts and Kiosks** - Artwork installations from local artists animated 10 kiosks along Douglas Street and City parkades and five vacant commercial spaces.
- **Commute and Commercial Alley Art Installations** - Two successful ongoing public art programs continue including six downtown bus shelters and art by Emily Thiessen in Commercial Alley.



Canada Day



Eventide Music Series

Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

- **John Barton's Victoria Poems Video** - *Victoria Poems* showcase John's personal relationship with the city from the time when he was at the University of Victoria in the late 1970s.
- **Wilde About Sappho** - A Pride Reading of Local Queer Writers was adapted to an online setting showcasing the work of five 2SLGBTQIA+ readers.
- **Neko Smart Youth Verses Showcase** - A series of three free workshops for 12 youth (ages 14-19). Participants took part in conversations about harnessing creativity while navigating mental illness.
- **Opening Act** - A new series of songwriting and performance workshops for youth facilitated by Kathryn Calder. Participants between ages 14-24 were invited to discover the world of songwriting; learn about composing, discuss melody and lyrics, arrangement and production, as well as how to put together an engaging performance.
- **Filming** - 19 film permits covering 39 days of filming for seven film productions were issued during Phase 3 from June 24-August 31.

Economic Development:

- **Build Back Victoria Program (BBV)** - The BBV program launched on June 8, 2020 and has had to date, 112 total applications, of which 80 were approved and 5 are currently in review. The BBV program has been widely successful with participants across several business sectors and locations throughout the City. Since the start of BBV, the City has approved:
 - **80 Temporary Commercial Use Permits.** Of these, four Temporary Loading Zones; **12 Mobile Vendors**; seven locations city-wide were available, with a total of 14 vending spaces
 - Approx. 5-10 mobile vendors have been operating every week since the start of the program

Engagement Kiosks

Kiosk A Parkade locations:

- 1 Fisgard - June Yeo
- 2 Johnson - Bobbi Bjornholt
- 3 View - Claire Gaulin-Brown

Kiosk A Library location:

- 4 Broughton - Chin Yuen

Kiosk B Douglas Street Locations:

- 1 Fisgard - Sharon Lam
- 2 View - Lydia Beauregard
- 3 Fort - Shannon Clayton
- 4 Broughton - Jessie Paterson
- 5 Courtney - Trevor Husband
- 6 Humboldt - Mike Lathrop



Build Back Victoria Fernwood

Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

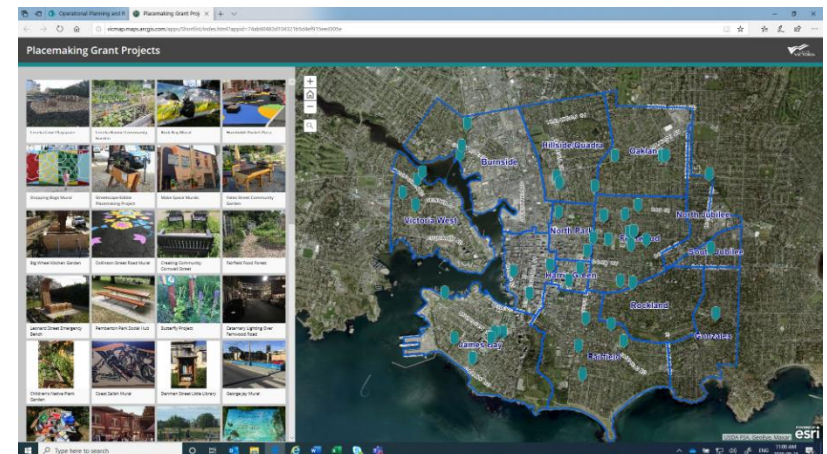
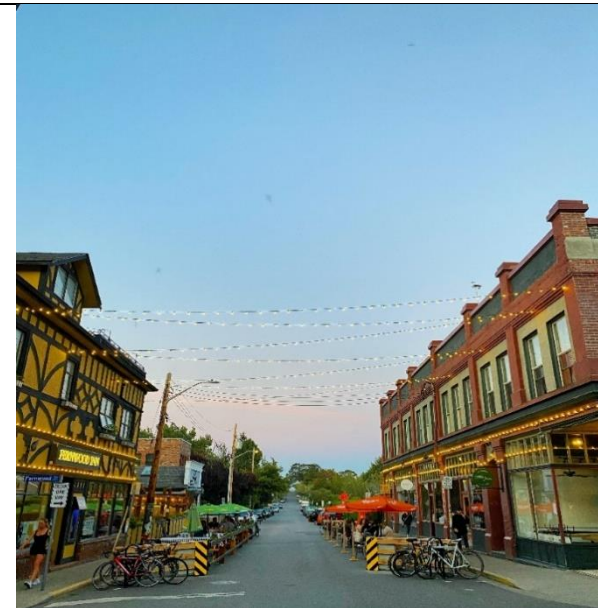
- **64 Flex Zones.** Of these, 15 on Government Street closure; 5 on Broad Street closure; 4 on Gladstone Street closure; 16 built their own or purchased a city-owned parklet
- Of the 40 flex zones or parklets NOT in a street closure, 25 permits in on-street parking space; 7 in park/blvd/plaza; and 5 on sidewalks
- **Ocean Futures Innovation Hub (OFIH)** – Through the Ocean Futures Cluster Development working group, a smaller committee focused on the OFIH as an initial action within *Victoria 3.0* helped to create the RFP deliverables for a feasibility study and business case. The group also applied to Western Diversification and secured \$100k in federal funding to support the cost of the study and business case. The contract was awarded to Urban Systems with a deadline of November 30. This important initiative will help to accelerate Victoria's economic recovery.

Neighbourhoods:

- **My Great Neighbourhood Grant** – Opened application period on June 1 and distributed ten grants into the neighbourhoods worth \$36,000.
- **GIS Map: Placemaking Projects** – Completed a gallery of placemaking projects on VicMap.

Victoria Conference Centre:

- **Sales Initiatives** – A client virtual cooking class from the London Chef involving Victoria hotel partners focused on key clients from Toronto, Ottawa and Montreal.
- **Marketing Initiatives** – #MyVictoriaMeeting Campaign offered as a social media contest to encourage people to post photos from past meetings at the VCC to generate positive memories. Staff completed a suite of 360degree photographs of key meeting spaces, along with updated Covid-19 capacity updates to showcase on the website. A one-page summary sheet of all the facilities safety measures for meetings during a pandemic was created.



GIS Map - My Great Neighbourhood Grant Placemaking Projects

Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

- **Virtual Sales Conferences & Events** – The sales team continues to stay connected and selling through the following virtual events; Canadian Society of Special Event Planners, Sustainable Events, Rediscover Canada, Business Events Canada Team Educational Webinar, International Congress and Convention Association Exchange.
- **Contracts** – Ten contracts were executed during T2, some included groups that cancelled in 2020, but signed a new contract for a future year.

Emerging Issues and Challenges:

- **Bookings** – No events were held at the VCC during T2. All conferences during this time had to cancel or post pone due to the Provincial health orders.

D	2020 Confirmed Events Pre-Covid-19 (as of Feb 21 st , 2020)	2020 Remaining Events (Actual, no more projected)	2020 Events Cancelled	2020 Events Rebooked for Future Years
Number of Events	68 (39 Citywide)	12	24	19
Number of Delegate Days	117,791	15,756	-55,755	20,590
Number of Room Nights	35,940	6,652	-14,290	9,908
Estimated Economic Impact	\$53M	\$7.1M	-\$25.1M	\$9.3M

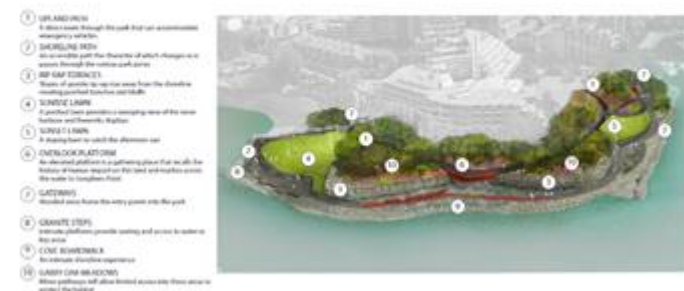
Engagement

Highlights and Accomplishments:

- COVID-19 Response and Recovery** – Communication planning and support to the City's COVID-19 Facebook Live updates and corresponding public information, as well as City services and programs, including:
 - Re-opening the Public Service Centre at City Hall
 - Branding and promotion of free online *Fun For Life Go* recreation programs and communicating the safe restart to outdoor recreation facilities
 - Summer camp programs, Neighbourhood and Everyday Creativity grants
 - Build Back Victoria initiatives
 - The COVID-19 latest news web page was the second most viewed in T2 over 25,000 page views
- Build Back Victoria Virtual Town Hall** – The City's first Virtual Town Hall took place in June to introduce the *Build Back Victoria* Re-opening and Recovery plan to the community. The Virtual Town Hall was live webcast and the community had the opportunity to call-in or post questions online for response by Council during the Facebook Live streamed event, which had 287 people tuning in.
- Participatory Budgeting** – Staff supported the community-led Participatory Budgeting Steering Committee seeking proposals for projects or activities to enhance or enrich the lives of newcomers to Victoria. A high number of project proposals were received and public voting will take place online from Oct. 5 – Nov. 6.
- Engagement During Pandemic** – Staff engaged the community virtually due to the pandemic on the following:
 - A virtual open house was held in June to gather public feedback on the concept design for Peter Pollen Waterfront Park.



SITE CONCEPT DIAGRAM
REVEALING LAYERS OF THE LAND

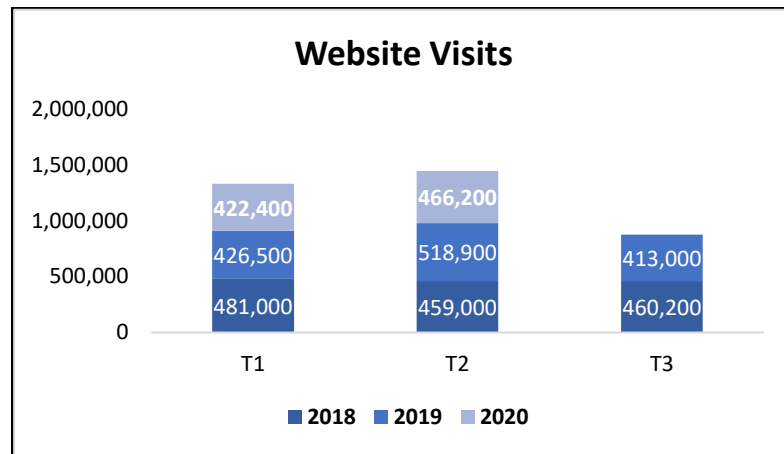


Engagement

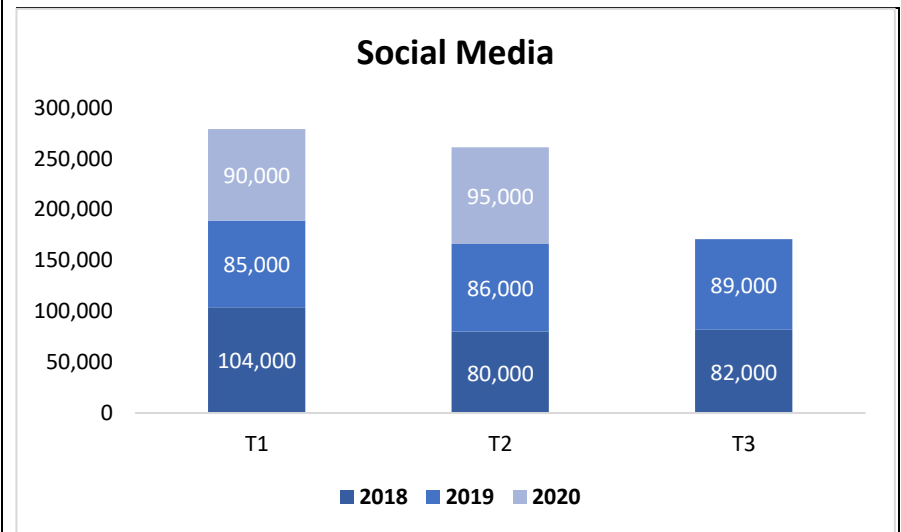
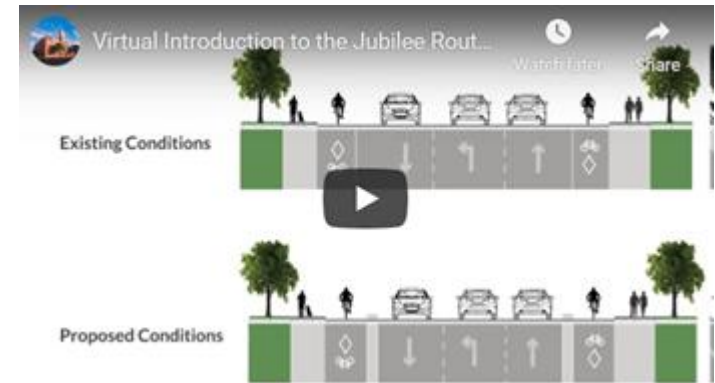
- The community was invited to provide input to help determine the best route for the All Ages and Abilities cycling network in the Jubilee neighbourhood, including a project overview video and route selection survey.

EMERGING ISSUES AND CHALLENGES:

- **In-person Engagement** – Due to events being limited to under 50 people and requiring physical distancing to curb the spread of COVID-19, in-person community engagement was replaced by virtual engagement using the City's engagement portal.
- **Online Engagement Research** – Online tools were researched to provide new and enhanced virtual engagement opportunities to Victoria citizens this fall and for the City to move forward with project engagement that was delayed due to the pandemic.



In T2 2020 there was a decrease of 52,724 (10.16%) in user sessions on the City's website compared to T2 2019, which could be attributed to COVID-19 delaying engagement projects and the cancellation of annual festivals, programming and events.

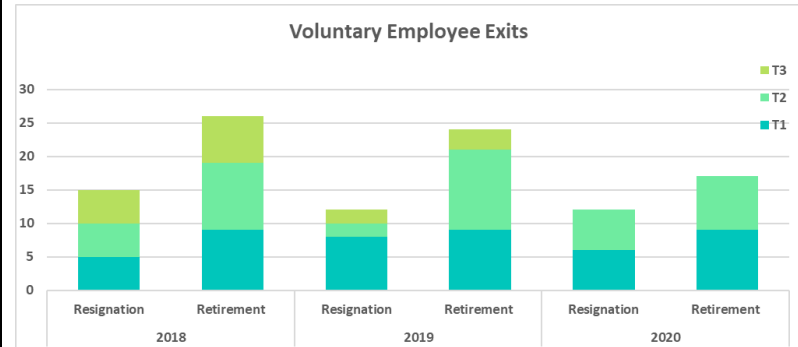


Compared to T2 2019, the total combined social media audience (Twitter, Facebook, Instagram) increased by 9,131 (10.62%) in T2 2020, representing growth in the City's online conversations.

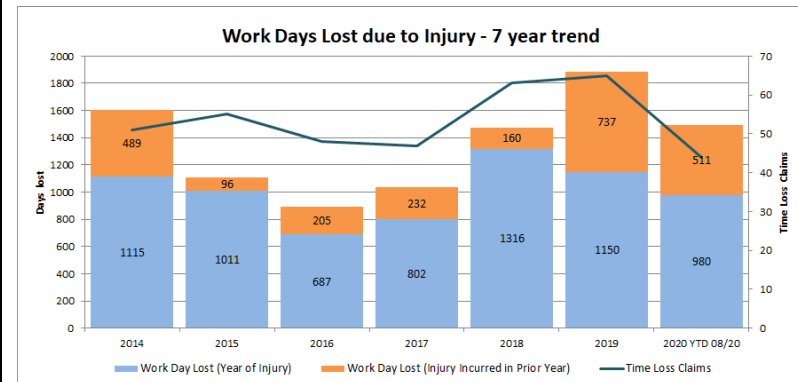
Corporate Services

Highlights and Accomplishments:

- **2021 Financial Planning** – Staff from across the City departments were involved in the financial planning process, including development of plans, refining budget numbers and compiling information to introduce to Council in T3.
- **2019 Annual Report** – The City's annual report was completed and filed with the Province of BC. The City has won the Government Finance Officers Associations' award for excellence in financial report for 15 consecutive years, and the 2019 annual report was submitted electronically for consideration.
- **Coastal Communities Social Procurement Initiative** – In June, the City requested information from suppliers able to identify social value elements of their business in order to develop a Social Value Directory. This directory will inform local governments across Vancouver Island and the Coast region of suppliers whose practices align with their goals.
- **Property Taxes** - The property tax season for residential, utility and supportive housing properties which were due August 4, concluded with 90% of taxes collected; which is similar to previous years.
- **Strategic Plan Grants** – The External Grant Review Committee, comprised of five members of the public, presented their recommendations to Council in July. Council voted to approve the committee's recommendation and further awarded additional grant amounts for a total award of \$604,335 to 62 organizations in the city.



The number of employees who voluntarily leave the City due to retirement or resignation has remained relatively constant at 5% of FTEs.



The number of work days lost due to injury is higher than in previous years and two thirds of time loss claims result from injuries caused by strains.

Corporate Services

- **Strategic Plan Grant COVID-19 Stream** – Council awarded an additional \$250,000 to 18 organizations in the city for projects with an exclusive focus on recovery projects related to COVID-19.
- **Real Estate and Economic Development** – Completion of negotiations for the conditional sale of the City's downtown Apex site to support development of the Telus Ocean commercial project. The sale of the property is subject to TELUS successfully bringing the TELUS Ocean project through the City's formal land use approval process.
- **COVID-19 Response and Recovery** – Resources to support the health, safety and wellness of City staff were expanded and revised, including the development of safety plans for resumption of in-person public services as required by WorkSafeBC.

Emerging Issues and Challenges:

- Managing additional costs, revenue shortfalls and cash flow issues due to COVID-19.



Bylaw Services

Highlights and Accomplishments:

COVID-19 Sheltering Response

- After the declared Provincial State of Emergency in March, local shelters and service providers were forced to dramatically downsize or close their doors to satisfy public health guidelines, causing an influx of people living outside.
- By April, there were 340 people taking shelter in Topaz Park and the Pandora Corridor.
- Bylaw Officers worked closely with Police, Public Works, Parks and Facility staff to maintain public order and cleanliness in the face of crisis.
- Bylaw Officers also worked closely with BC Housing, local service providers, Island Health and others to support the unhoused.

CRD Intergovernmental Exchange

- In response to increased bylaw service demand pertaining to outdoor sheltering, Emergency Management BC funded CRD Bylaw Officers to work alongside Victoria Bylaw Officers.

Additional Staff

- After funding for CRD officers ended, Council approved 5 new FTEs to assist with the ongoing outdoor sheltering crisis.

Beacon Hill Park Injunction

- In July, the City petitioned the court ordering the removal of people and their belongings from the Environmentally Sensitive Areas of Beacon Hill Park and all prohibited areas.



Bylaw Services

- Compliance with the order was achieved by the end of August without incident.

Housing Action Response Team (HART)

- Bylaw Services continues to be an integral part of an award-winning multi-disciplinary team of people reaching out to people experiencing homelessness, where they are.

Provincial Orders/Bylaw Enforcement

- Bylaw Officers were authorized to investigate and write \$2000 Violation Tickets for price gouging under the Emergency Programs Act.
- Bylaw Services was responsible for assisting regional and provincial agencies with complaints about mass gatherings, failure to self-isolate, and personal service and restaurant public health order violations.

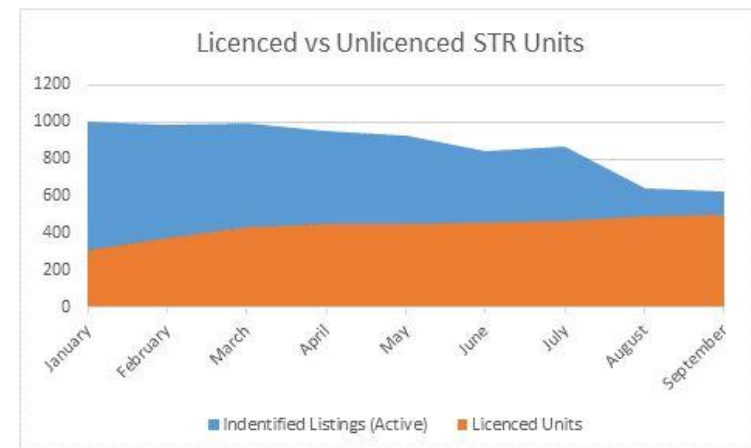
Short Term Rental (STR)

- Approximately 400 fewer illegal Short-Term Rental listings were recorded in T2.
- Development of City of Victoria STR tracking software and a formal STR appeal process for denied applications underway.

Emerging Issues and Challenges:

Encampments.

- There are still approximately 250 people living outside with unmet food, hygiene, health, and shelter needs.
- Sheltering communities and neighborhoods are working with the city and police to address social disorder and crime issues that are a direct result of outdoor encampments.



Bylaw Services

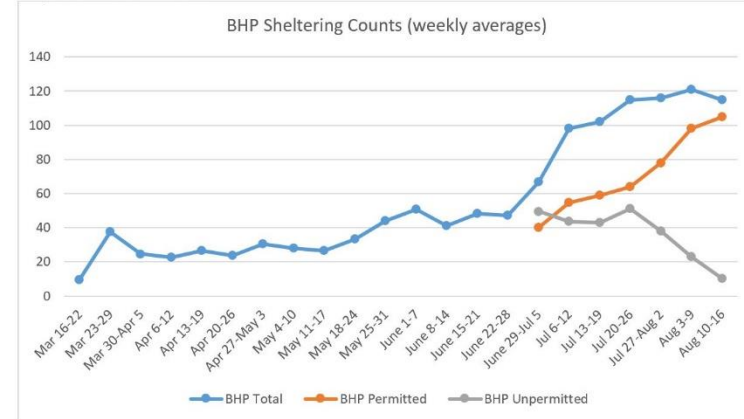
Increasing Demand

- The demand for Bylaw Services over the past year has increased substantially.
- There has been an increase of more than 50%, in calls-for-service between 2019 and 2020.
- Further, the average number of cases per officer has increased by 80%.
- Life Safety Calls for Service will continue to take priority.
- The demand for bylaw services is anticipated to remain high for the foreseeable future.

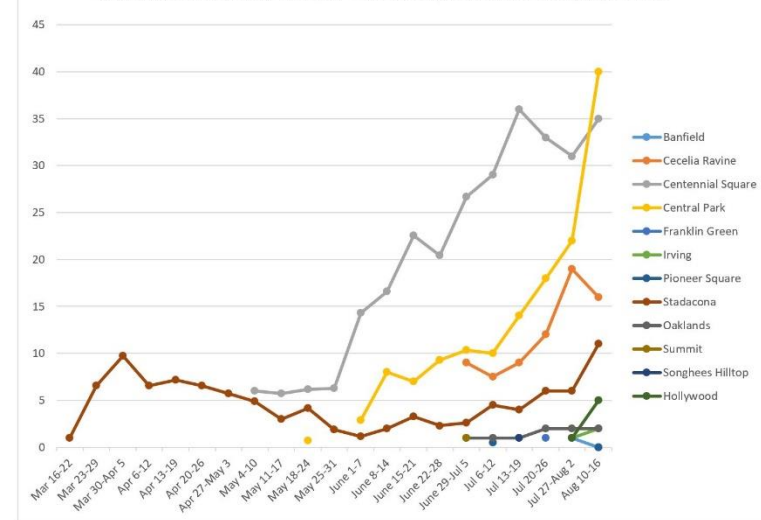
Short Term Rental

- STR's continue to have a negative impact on the housing availability and affordability
- Significant number of outstanding STR violations requiring enforcement

Graph 1: Beacon Hill Park



Graph 2: All other City Parks (does not include BHP, Topaz or spaces that PRF does not manage e.g. Rock Bay Landing)
Sheltering Counts (weekly averages) - All Other City Parks Not Including Topaz or BHP



Engineering and Public Works

Highlights and Accomplishments:

Climate Action and Environmental Sustainability:

- New recycling receptacles introduced for street cleaning and janitorial staff to reduce the waste associated with increased use of PPE.
- First batch of Zero Waste Stations introduced downtown to improve options for recycling and composting in the public realm.
- New electric vehicle readiness bylaws introduced requiring new residential and commercial developments to provide electrical capacity for electric vehicle charging.
- New streets and traffic bylaws introduced to collect fees for the charging of electric vehicles starting Jan 1, 2021.

Engineering:

- Substantial Completion of the Dallas Road Balustrade replacement, new bikeway and public open space
- Completed Water Distribution System Master Plan
- 500 m of storm drains replaced along Rithet St. and Basil Ave.
- 90 m of sanitary sewer replaced along Shelbourne St.
- 2,150 m of storm drains mains rehabilitated
- 700 m of sanitary sewer mains rehabilitated
- 1050 m of watermain rehabilitated along Lampson St, Oswego St and Vancouver St.
- VicMap updated for improved functionality with modern web browsers and significantly faster generation of property reports

Transportation:

- Continued implementation of Build Back Victoria Program
- Vancouver St, Jackson and Harbour Rd tendered and construction initiated



New PPE-specific recycling receptacles for sanitation and janitorial crews



Zero Waste Station

Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

- Community engagement for Jubilee AAA route selection initiated; Design consultation on Fort Central, Oaklands Connector and Fernwood Connector starting in September 2020
- Motor Vehicle Act Pilot Program preliminary planning and analysis on speed limit reductions and use of approved micro-mobility devices
- Final construction of Dallas Road – sign and paint plans for multi-use designation along with place-making and accessibility features like tactile domes
- Triangle Green public open space construction initiated including erection of Commerce Canoe
- Implemented the downtown traffic signal timing updates
- Commissioned a new traffic signal at the intersection of Gorge Rd and Rock Bay Rd.
- Introduced traffic calming on 10 blocks of local residential streets

Public Works:

- Support Services team responded to approximately 2000 calls for service from residents and businesses for issues such as watermain breaks, street debris, pothole repairs and traffic signal outages
- Essential municipal services and business continuity maintained during COVID-19
- Ongoing COVID-19 staff health and safety measures with increased awareness for upcoming Fall/Winter seasons

Civic Services:

- Continued daily street cleaning downtown and throughout City with additional support to areas experiencing sheltering issues
- Provided enhanced street cleaning services on Government Street in support of the Build Back Victoria program



Harbour Road BMP project substantially completed



Traffic Signal Removal on Government Street at View Street as part of Build Back Victoria pedestrian priority initiative

Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

- Removed 760 abandoned items, cleaned 30 spills, cleanup of 15 motor vehicle collisions and 180 cleanups of temporary outside shelters
- Operated the Saturday Garden Drop Off service collecting 560 tons of Garden Waste
- Collected 1100 tons of residential waste
- Collected 730 tons of food waste - roughly 40% diversion
- Hauled 1700 tons of total waste to Hartland Landfill
- Replaced 730 bins

Fleet:

- 250 vehicle maintenance and 620 vehicle repair work orders completed
- 2 new heavy duty Utilities Maintenance vacuum trucks prepped and placed in service
- 2 new solid waste trailers placed in service
- Continue to migrate more tools from gasoline to battery power.
- Preparation of new Parking Ambassador Scooters
- Dual Pressure Washer assembly for a bin truck deck

Streets:

- Repaired over 4400 square metres of high-volume arterial roads by milling and paving 750 tons of new asphalt.
- Recycled over 700 tons of asphalt while making 100% recycled hot-mix asphalt with PW's in-house Asphalt Plant.
- Removed 225 sidewalk tripping hazards by grinding over 350 lineal meters of uneven concrete lip edges.
- Converted 27 150-watt HPS style street lights on Langley Street to more efficient 25-watt LED style lights.
- Modified 43 traffic signal touch style walk-signal request buttons to come up automatically in response to COVID-19 recommendation.



New Utilities Maintenance combo vacuum truck



New traffic signal Gorge Rd. E @ Rock Bay Ave.

Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

Surface Infrastructure:

- Installed signage and bollards to raise awareness of entering school safety zones at 6 elementary schools as part of the 2020 traffic calming program
- Constructed and implemented the Government Street pedestrian priority project as part of Build Back Victoria
- Implemented several new widened temporary sidewalks across the city to assist with social distancing

Utilities Operations:

- Repaired 8 sewer and storm sewers
- Completed 9 watermain break repairs
- Completed 19 water service repairs
- Flushing of 13.5km of watermain
- Inspected and cleaned 2200 catch basins
- Completed 18 km of underground camera inspections
- Cleaned 9.7km of sanitary sewer mains
- Inspected and maintained 110 fire hydrants

Emerging Issues and Challenges:

- Managing additional resource demands of Build Back Victoria Program - including temporary road closure projects on Broad Street and Government Street with increased street cleaning, repair and repainting of street furniture plus review and management of temporary patio permits
- Maintaining essential municipal engineering operations services during continuation of COVID-19 into Fall/Winter
- Growing impacts of sheltering in public places with additional resources to sanitize streets and boulevards, remove graffiti, pick up litter and remove dumped items



Downtown bus stop and bike lane asphalt repair



Oaklands School – School Zone/Pedestrian Safety/ Sir James Douglas School – School Zone Awareness

Parks, Recreation & Facilities

Highlights and Accomplishments:

- **COVID-19 Parks and Recreation Recovery Plan:** All outdoor recreation facilities including playgrounds, spray parks, tennis and basketball courts, and skate and bike parks re-opened as part of the City's Parks and Recreation COVID-19 Recovery Plan. Royal Athletic Park was also introduced has the City's recreation hub providing high value community services:
- **Summer Camps** – Weekly camps were designed for children aged 6-12 years. More than 800 local children have attended camps at RAP this summer.
- **Outdoor Fitness Programs** – Program opportunities offered for residents included Boot Camp, Zumba, Yoga, Older Adult Strength and Conditioning, and Personal Training services. More than 700 adults have participated these active programs.
- **Community Access** – Royal Athletic Park has been open to the public 26 hours a week during evenings and weekends. Staff have collaborated with the North Park Neighbourhood Association and the City's Arts, Culture and Events department to provide free programs, activities and performances, for more than 1,500 residents.



Summer Camps at Royal Athletic Park

Parks, Recreation & Facilities

- ləkʷəŋən | Songhees Park Expansion** – In July, the Songhees Nation provided the Indigenous name for the land known as Songhees Park: *ləkʷəŋən*, which translates to “people of the smoked herring”. The detailed design process for the park has experienced some delays due to the COVID-19 pandemic, however staff are finalizing the documents and preparing for construction to begin in early 2021.
- ᵗᵗəmaθən | Peter Pollen Waterfront Park** – The City held its first entirely Virtual Public Open House this summer to engage citizens on the draft design concept for the expanded waterfront park. Feedback was collected from 681 residents of Greater Victoria, and 79% of respondents agreed that the proposed design aligned with the key objectives for the project. Staff continue to work with representatives of the Songhees Nation to identify opportunities for Indigenous cultural expression in the design. Staff will present the proposed concept design to Council in the fall.
- Topaz Park Artificial Turf Field Replacement Project** – The City awarded a consulting contract for the replacement of the artificial turf field facility at Topaz Park. The project team is working on the detailed design of the project. The new facility is anticipated to be ready for play by the end of 2021.
- Hanging Basket Installation** – For 80+ years, the placement of flower baskets on lamp posts every June has signaled the start of summer in Victoria. This year, 1,300 baskets were constructed and hung in the downtown core.



Outdoor Fitness Programs at Royal Athletic Park



ləkʷəŋən | Songhees Park Expansion

Parks, Recreation & Facilities

- **Get Growing, Victoria!** – 81,000 vegetable seedlings were grown by staff and distributed by over 40 community partners to support citizens disproportionately impacted by the COVID-19 pandemic.

Emerging Issues and Challenges

- **Significant increase in the number of individuals sheltering in parks and public spaces:** Due to the pandemic the City has experienced a large increase in outdoor sheltering, which has resulted in extensive impacts that required additional City resources. Staff have worked continuously with external stakeholders to mitigate impacts and risks to staff working in parks, individuals sheltering outdoors, and citizens using parks and public spaces.
 - Hand-washing stations and potable water provided in locations where vulnerable populations are sheltering
 - 24/7 access to all public washrooms, as well as additional portable washrooms
 - Increased cleaning of washrooms and outdoor spaces
 - Additional security to mitigate conflict in select locations
 - Distribution of information on community services available for individuals experiencing homelessness
 - BC Housing and RG Properties reached an agreement to operate a temporary sheltering in Save On Foods Memorial Centre for up to 45 people



Image from sçəmaθən / Peter Pollen Waterfront Park concept design



Hanging baskets brighten Government Street above the David Foster Harbour Pathway

Sustainable Planning & Community Development

Highlights and Accomplishments:

- **Affordable Housing** – Council approved two Victoria Housing Reserve Fund grant applications to support affordable housing. This included a revised grant of \$105,000 for development of 19 affordable units at 2558 Quadra Street (Forest Heights) by the Greater Victoria Housing Society, and a new grant of \$450,000 to assist the Victoria Cool Aid Society's construction of 70 units of affordable housing as part of the Crosstown project at 3020 Douglas Street.
- **Downtown Core Area Plan (DCAP) Update** - Staff brought forward a project plan for undertaking a review and update of the DCAP design guidelines to improve the quality and livability of new development. Early consultation with a stakeholder Working Group was conducted with more broad public consultation to come.
- **COVID-19 Response** – Staff completed a number of actions to ensure the continued processing of development applications while complying with public health orders and providing transparency and accountability to applicants and the public. This included changes to the application process to allow for digital submissions, circulation and review of applications, and a shift to holding remote online application reviews and meetings. Staff also established alternate approaches for:
 - Community Association Land Use Committee (CALUC) Community meetings
 - advisory committee meetings, including the Advisory Design Panel and the Heritage Advisory Panel
 - Public Hearings and Opportunities for Public Comment
 - Board of Variance meetings.



Forest Heights affordable housing project – 2558 Quadra Street



Crosstown project at 3020 Douglas Street

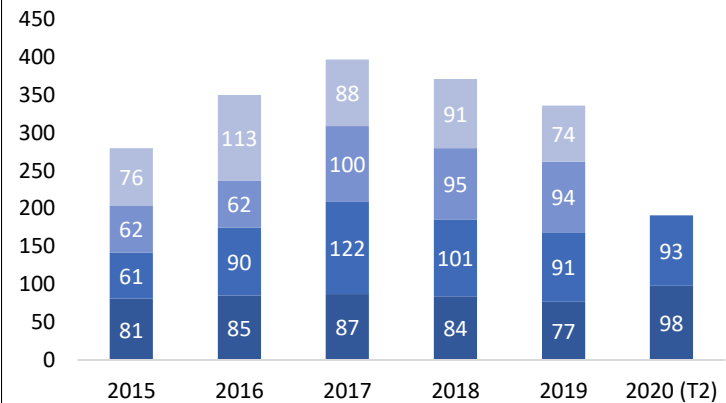
Sustainable Planning & Community Development

- COVID-19 Recovery** – Staff brought forward recommendations to re-prioritize Victoria Housing Strategy actions as part of COVID-19 response and recovery. Council approved the following actions as 2020 priorities including: 1) supporting the rapid supply of affordable and supportive housing; 2) completing a Rental Property Standards of Maintenance Bylaw; 3) creating a Rental Licensing Bylaw to prevent evictions from renovations and demolitions; and 4) exploring a non-profit administered Rent Bank on a pilot basis.
- Renter Engagement** - A Renters Engagement Toolkit was created with input from the Renters Advisory Committee, to help increase the participation and voice of renters in City engagements. This toolkit is intended to complement the City's Engagement Framework.
- Climate Action** – Following consideration at a public hearing, Council approved amendments to the City's zoning bylaws to require EV readiness in new construction, where parking stalls must be energized and ready for the future installation of EV chargers. All new residential and 5% of commercial, industrial and institutional developments must be EV ready.

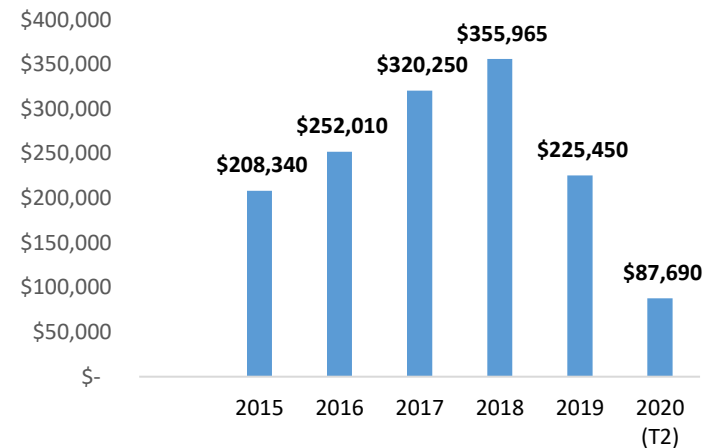
Emerging Issues and Challenges:

- COVID-19 Recovery** - Re-prioritization of Victoria Housing Strategy actions in 2020 resulted in a delay of other Housing Strategy actions that will be revisited and progressed in 2021.
- COVID-19 Pandemic** – During the second period, project plans and engagement methods continued to be reconsidered to accommodate online engagement techniques. Virtual charrettes (workshops) to be held in the fall as part of village and corridor planning were conceived and planned during this period. This has resulted in extension of project timelines.

Development Permit Application Volume



Construction Values - Issued Permits (\$000)



Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

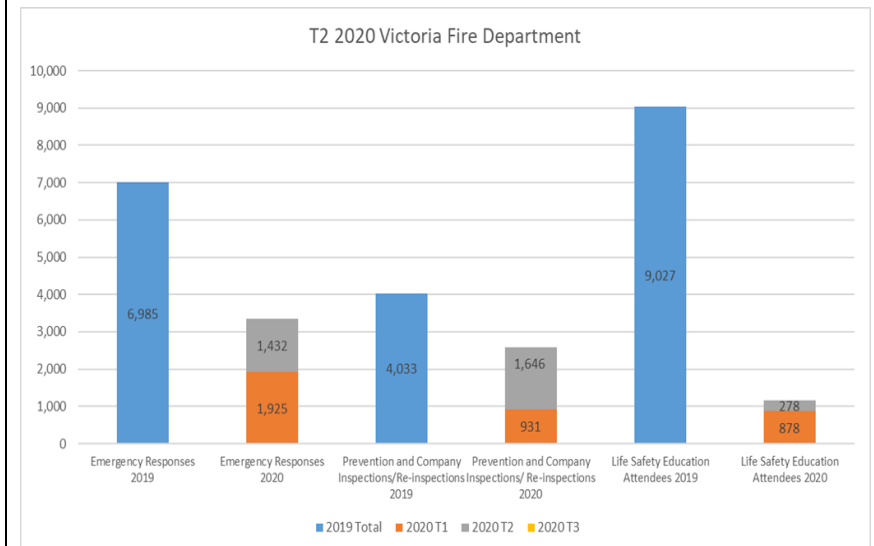
Victoria Fire Department

Highlights and Accomplishments:

- **Emergency Responses** - The Fire Department received 1,624 requests for service resulting in 1,432 responses, including 310 responses to fires including structure fires, rubbish fires, beach fires, car fires, and other miscellaneous fires.
- **Beach Fires and Illegal Backyard Burning** - Since the declaration of the pandemic in March, the department has experienced substantial increases in both beach fire activity and illegal outdoor burning complaints, largely centralized around areas of temporary sheltering.
 - The three-year average for beach fire responses for the same time period 2017-2019 was 113.6 and trending downward; 2020 responses for beach fires were 192.
 - The three-year average for illegal outdoor burning responses for the period 2017-2019 (March 1 thru August 31) was 42.6 responses; 2020 responses for illegal outdoor burning were 139.

Beach Fires and Illegal Burning				
March 31 - August 31	2017	2018	2019	2020
Beach Fires	164	97	80	192
Illegal Outdoor Burning	30	49	49	139

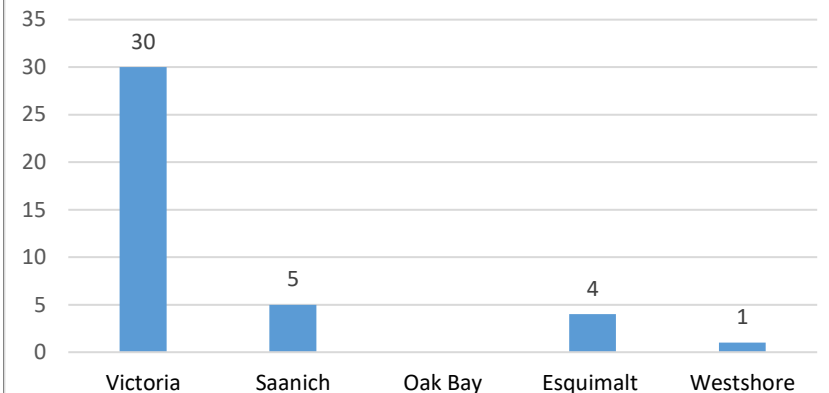
- **Medical Aid Responses** - There has been a reduction in our call volume this year as a result of the COVID-19 pandemic, most notably this is a result of the reduction in medical aid responses. This reduction is partially attributed to the Province's temporarily discontinuation of first responder responses to "red calls" for overdoses. With our department now responding to overdose calls there has been an increase in call volume, but in comparison to January 1 to August 31, 2019, we have responded to 45% less medical aid calls this year.



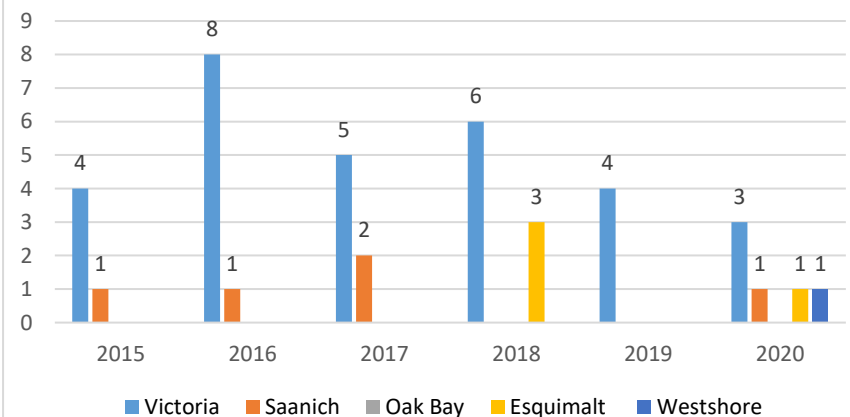
Victoria Fire Department

- Overdoses** - In review of overdose related calls, the number of overdose calls this year is consistent with 2019, however, overdose calls contributed to 20% of all medical aid calls in 2019 in comparison to 36% in 2020. Fire Fighters have administered Naloxone at 15 incidents in T2, for a total of 27 incidents this year.
- Absence Management** - In review of sick hours from T1 and T2 in 2020 in comparison to T1 and T2 2019, we have seen a reduction in sick hours. In 2019, up to August 31, there were 6,205 sick hours and in 2020 in the same time period, there were 5,710 sick hours, a reduction of 495 sick hours. Of the 5,710 sick hours in 2020, 656 of these hours were as a result of public health mandated quarantine, and when these hours are removed, it shows a net reduction of 1,151 hours. This decrease in sick hours in the light of a pandemic demonstrates the success in effective absence management in the department.
- Specialized Training – COVID-19 Protocols** - Recognizing the need for maintenance of COVID-19 protocols for the scheduling and delivery of independent industry training requirements:
 - Completed 3,809 skills training hours.
 - Completed 135 hours of Hazmat Training
 - Completed 242 hours of Marine Operations Training and 449 hours of Technical High Angle Training.
- THARRP (Technical High Angle Rope Rescue Program)** – As there is a requirement through Occupational Health and Safety to have qualified rescuers in place to respond to workers working at heights, CSABC in collaboration with WorkSafeBC and the Greater Vancouver Regional District Fire Chiefs established THARRP in 1991. The program is currently administered by the BC Construction Safety Alliance (BCCSA) and overseen by the Technical High Angle Rope Rescue Steering Committee, which is comprised of representatives from the BC Fire Chiefs Association, BC Professional Fire Fighters Association, employers, labour, BC Construction Safety Alliance and WorkSafeBC. The City of Victoria joined with the District of Saanich for the Victoria Regional portion of the program in 2006. The THARRP Program funds training for fire departments in specialized technical rope and tower crane rescue procedures to respond safely and effectively to workers working at

2015 - 2020 Regional Tower Cranes



2015 - 2020 Regional Tower Cranes



Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

Victoria Fire Department

heights. This 3rd party specialized training funding for fire departments has benefited all participants of the program.

The City of Victoria has seen most of the tower crane installations and operations since inception in 2006. The participation in the program has proven beneficial for the advancement of the members skills and readiness to respond to rescue incidents involving workers working at heights as well as inspecting tower cranes for operational responses. The specialized training members have received through THARRP over the years are cost neutral for the City and through participation in the program and training, these skill sets have expanded into other areas of our operations.

- Community Education** - Community education programming was delivered to over 278 recipients. In compliance with COVID restrictions, there has been a reduction of community education sessions. The department has provided information through fire drills, smoke alarm in assessments, outdoor birthday visits in the community when operationally feasible, and emergency management education sessions through a collaboration of Fire Prevention, Suppression and Emergency Management.
- Connect and Prepare** - In person Connect and Prepare gatherings were put on hold in March. EM staff with partners Building Resilient Neighborhoods held 3 online Champions Circles to support resident champions to connect with their neighbours. These were well received by champions as well as giving staff more insight into struggles residents are currently facing due to the pandemic. In July Connect and Prepare successfully resumed in-person gatherings at two of the original four sites and were able to complete the final gatherings in the series.
- Hoarding Education Action Team** - In T2, the H.E.A.T. Program received 45 calls on the H.E.A.T. hotline. There were 5 home visits, of which some were to the same citizen, in the City of Victoria. The new H.E.A.T. Facebook Group has grown to 116 members and this platform has been effective in sharing information. Staff have dedicated 28 hours to support the H.E.A.T. program.

- Victoria Fire Department (VFD) Strategic Plan** - Reviewed the VFD Strategic plan through a wholistic approach to our operational planning, taking into account the changing and fragile current economic climate, requirements for staff occupational health and safety in relation to the prevention of transmission of disease, and concentration on a safe, effective and efficient provision of core services.
- COVID-19** - Emergency Management staff continued to work in Planning Section, EOC management, and Business Continuity until the EOC was deactivated on June 23rd. EM staff then participated in After Action Review discussions lead by the PREOC and REMP and initiated an internal AAR process to analyze the City's EOC activation with a hired consultant.
- Fire Fighting Aid** - In T2, Victoria Fire Department has responded to 1 incident in Oak Bay to provide Fire Fighting assistance. In T2, Victoria Fire Department did not require any firefighting assistance.

Firefighting Aid Provided To:	Date	Incident Type	Apparatus Deployed
Oak Bay	2020/01/14	House Fire	Engine, Battalion
Oak Bay	2020/03/22	House Fire	Engine, Battalion
Oak Bay	2020/03/25	House Fire	Engine, Battalion
Oak Bay	2020/08/22	House Fire	Engine, Battalion
Firefighting Aid Provided To:	Date	Incident Type	Apparatus Deployed
Victoria	N/A	N/A	N/A

- Fire Inspections** - Fire Prevention and Suppression have completed 1,646 life safety inspections and re-inspections between May and August, for a total of 2,577 this year. This was accomplished during a time when occupancies were temporarily closed or operating during limited hours. COVID-19 protocols including pre-scheduled arrangements, social distancing and the use of PPE are required to maintain Provincial Health Orders and ensure employee safety.
- Oil Tank Program** – in T2, the Fire Department completed 19 Oil Tank Removal Inspections, 24 Oil Tank Installations Inspections, and 1 Oil Burner Installation Inspection. In total this year, there have been 35 Oil

Attachment B – Operational Highlights, Accomplishments and Metrics (T2 2020)

Victoria Fire Department	
<ul style="list-style-type: none"> • Hoarding Education Action Team – The clinician at Island Health supporting the H.E.A.T. Program left and had not been filled until just recently. As there has been some internal changes to this role, it is uncertain how this will affect support moving forward. The peer support groups were suspended due to COVID and to continue to provide support during this time, people are encouraged to join the Facebook group. The goal with the Facebook platform is to continually develop and make it more interactive. In July, Dr. Ochs presented a live session on animal hoarding and then addressed questions from members in attendance. Future topics for presentation are being cultivated by input from the group members. Outside of the online support, the team continues to provide consults and attempt to assist those struggling with clutter and hoarding disorder. • Public Engagement - With in-person Emergency Preparedness Workshops still on hold, efforts have been made to engage with the public around emergency preparedness in different ways. A video version of the EPW was created, published on the website and shared on social media. EM staff are also working with Engagement to update and streamline the VictoriaReady.ca website for better accessibility as well as working on a social media campaign to promote the '4 Steps to Preparedness' until ShakeOut in October. • EM Webinars - EM staff presented with partners Building Resilient Neighbourhoods on the importance of neighbourhood connections for community resilience on three different webinars. Audiences included the Health Built Environment Alliance, Selkirk College, BC Non-Profit Housing Association and other municipalities and stakeholders. Staff were able to share best practices and anecdotes from the current pandemic. • Cyclist Response Team - With staff busy working in the EOC, the Cyclist Response Team meetings were put on hold. In May, the team met virtually to write protocols for exercises and activations during COVID 19. In July and August, the CRT were able to test these procedures as well as practice using e-bikes and trailers with in-person on-bike exercises. These have been well received and ensure volunteers are ready and comfortable to activate during the pandemic if necessary. 	<p>Removal Inspections, 30 Oil Tank Installation Inspections, and 3 Oil Burner Installation Inspections</p> <ul style="list-style-type: none"> • Tsunami/Sea Level Rise - Regional Tsunami and Sea Level Rise modelling complete and report published. Staff are now working on updated planning and public education messaging. • Evacuation Route Planning - Regional and local evacuation route planning has been completed through a UBCM Community Emergency Preparedness Funding (CEPF) stream. Due to the COVID-19 pandemic the exercising and testing of the plan through EOC exercises had to be put on hold. We will be resuming the exercising of the evacuation plan in collaboration with the Township of Esquimalt and Victoria Police Department this quarter using virtual technologies to maximize collaboration among the core agencies while also maintaining the health and safety of the participants. • ESS Modernization - The Emergency Management Division is working on the ESS modernization project supported by a UBCM grant. We are working with IT to assist in testing and procuring new technology that will assist our ESS volunteers to respond to activations virtually using EMBC's online Evacuee Registration and Assistance (ERA) tool. The ESS team will be exercising their new virtual skills and technology in a workshop and exercise in Fall. • ESS activations - ESS was activated 5 times and assisted 51 individuals in T2 through the provision of food, shelter, clothing, and incidentals to evacuees affected by fires and water damage. • REMP - A revised work plan and annual business plan was developed for the Regional Emergency Management Partnership (REMP) due to the need to adapt to COVID-19. A few of the new activities REMP will be Conducting in 2021 include: a phased COVID-19 Regional After-Action Review on response and recovery in the Capital Region, developing regional Heat Alert and Response Guidelines, and conducting a regional concept of operations exercise with CAO's and EMBC leadership.

Victoria Fire Department	
Emergine Issues and Challenges <ul style="list-style-type: none">• COVID-19 - During the COVID Epidemic, the department continues to take steps to effectively continue operations with respect to staff health and safety through City Policies and the implementation of the VFD Pandemic Plan, which speaks to fire operations includes cleaning and decontamination procedures, response to medical emergencies with potential COVID infection, fire investigations and apparatus deployment considerations.• Personal Protective Equipment - As result of the pandemic, and global demand for personal protective equipment, we have had challenges securing some protective equipment as well as increased costs for items that are available.	

Service Area	Description	Department	T1	T2	T3
Business Hub	To guide new and existing businesses thru the City's processes, find ways to reduce or mitigate red tape, provide resources in the community to assist businesses	Business and Community Relations	COVID-19 Business Resource page for website	Create COVID-19 Recovery Toolkit, Emergency Resilience Toolkit for the future	Initiate Victoria 3.0 Retail Strategy and Mitigation Strategy
Create Victoria Master Plan	Implementation of Create Victoria Arts and Culture Master Plan	Business and Community Relations	Launch Creative Mornings, Survey distributed for Music Strategy to seek feedback	Everyday Creativity approach to expand programming and increase access to art city-wide	Engagement begins for Rent, Lease Own Study on non-profit space needs, draft Music Strategy presented to Council
Creative Animation and Programming of Public Space	Programming includes free arts and culture activities in Centennial Square and Cameron Bandshell, poet laureate and youth poet laureate events and readings, artist in residence and Indigenous artist in residence programs, Canada Day celebrations, public art programs, Indigenous symposium, seasonal animation and banner program.	Business and Community Relations	Calls to Artists: Commute, Commercial Alley, Butler Book Prize submissions, April Poetry Month. Chinese New Year celebration and decor	City-wide programming including live stream concerts and programs from Artist In Resident programs, virtual poetry events from both poet laureates, online CityVibe guide, installation of Commute and Commerce Canoe, pivoting to digital platforms to expand creative opportunities to citizens, summer banners	Butler Book Prize and Children Awards presented, youth poet laureate nomination process, Winter decor installed, online engagement with community during COVID, ongoing programs from IAIR and AIR programs, vacant storefront exhibitions installed
Festival and Event Support	Includes regulation of public space use for film and event requests, and event resource support including Festival Investment Grant program, Festival Equipment Loan program and liaison role with community groups.	Business and Community Relations		COTW report on Festival Investment Grant (FIG) 2020 Alternative Use COTW report on FIG funding recommendations	Applications received for 2021 Festival Investment Grant program
Late Night Program	Receive input from the Late Night Advisory Committee on arising issues and interests and monitor the late night economy activity on a quarterly basis through the Multi Agency Task Force which includes City staff, VicPD, LCRB inspectors, Fire Dept and VIHA	Business and Community Relations	Late Night Program operated until mid-March and then discontinued due to COVID-19 closures of late night venues		COTW report on draft Municipal Alcohol Policy
Neighbourhood Liaison Activities	Facilitate efforts to improve communication between neighbourhood groups and residents with the City of Victoria. Assist neighbourhoods to access information and understand City processes and decision making. Assist staff in understanding neighbourhood issues and better collaborating with neighbourhood groups and residents.	Business and Community Relations	Local Champions Program Launch in Feb and to continue through to T3 Neighbour Day (May 3) online promotion initiative launched April 24	My Great Neighbourhood (MGN) Grant - annual intake launch on June 1 VicMap - initiated a new layer to feature placemaking projects	MGN Grant - interim report to Council in Sept MGN Grant - final report to Council in Dec

Service Area	Description	Department	T1	T2	T3
Victoria Conference Centre	Sell, manage and service 77,000 sq.ft. of space in the Victoria Conference Centre including 25,000 sq. ft. of space in Crystal Garden for conferences, special events, meetings and trade consumer shows in Victoria.	Business and Community Relations	Customer Advisory Board Annual Meeting CSAE in Ottawa GM Mission - Mississauga/Toronto, Ottawa, and Montreal Facility closed March 14	Sales focus on rebooking cancelled business	Sales focus on rebooking cancelled business
Protocol Office	The protocol program handles various events, activities and services that benefit, promote, celebrate or enhance Victoria. The office also provides guidance and support for First Nations relationships, and works to hold events with dignitaries or when Mayor and Council are called upon to act in an official capacity.	City Manager's Office	New Years Day Levee at City Hall	TBD	TBD
Bylaw and Licensing Services	Responsible for bylaw enforcement (compliance and investigations), business licence reviews and compliance checks, and developing a City strategy aimed at regulating short term rental market. Collaborate with community partners to reduce homelessness and improve the situation for those who are currently unhoused.	Bylaw Services	Initiate summer foot and bike patrols in the downtown core and nearby surrounding communities in an effort to support all right of way issues (including flex zones) enforce all other bylaws in a proactive manner and increase visibility and availability.	Create/design a City of Victoria Short Term Rental investigative tool designed to replace HOST COMPLIANCE - a costly and questionably effective tool.	To maintain and improve relationships and participate in collaborative solutions to reduce the number of persons experiencing homelessness and to improve the situation for those that remain.
Corporate Initiatives	Advance the City's Corporate Plan objectives through process and service improvements, performance monitoring, and sustainment of the Project Management Framework implementation.	Corporate Services	Revise Project Management training to online platform	Initiate service improvement review of select service areas	Initiate open data strategy development
Finance	Responsible for safeguarding the City's financial assets, and leading financial planning to ensure the financial stability and viability of the City. Provides financial reporting and information and advice to all City departments, Council and the general public.	Corporate Services	Start of the External Audit, Final Financial Plan, Application deadlines for Strategic Plan Grants and Micro Grants	Annual Report and Audited Financial Statements Released, Property taxes due August 4	Draft Financial Plan introduced to Council, Financial Plan Discussions
Fire Hall #1 Replacement	Replacement of the Fire Hall #1 located on Yates Street.	Corporate Services		Construction underway	

Service Area	Description	Department	T1	T2	T3
Human Resources - Learning Services	Plan and deliver learning programs to support corporate priorities including leadership capacity, change management and business enablers.	Corporate Services	<p>Conduct Employee Engagement Survey</p> <p>Offer Leadership Development Program Level 1 and Level 2</p> <p>Continue rollout of Indigenous Cultural Safety Training</p> <p>Various Core and Business Enabling Learning</p>	<p>Communicate findings of Employee Engagement Survey</p> <p>Continue rollout of Indigenous Cultural Safety Training</p> <p>Offer Leadership Development Program</p>	<p>Offer Core Learning and Business Enabling Learning online and through modified delivery</p> <p>Continue rollout of Indigenous Cultural Safety Training</p>
Human Resources - Health and Safety	Develop and implement safety management systems to proactively prevent workplace accidents, and coordinate rehabilitation programs to provide ill or injuries employees with stay at work and return to work opportunities.	Corporate Services	<p>COVID-19 Pandemic Response: ECP, Risk Assessments & Control documents, SJPs, SWPs, Operational Guidelines, Mental Health resources, communications</p> <p>OHS Policy Update</p> <p>Injury Reporting flowchart & guidelines, Incident Reporting Checklist and Investigation Guidelines</p> <p>New Traffic Control Manual and Guidelines</p> <p>Safety training 2020 initiated</p> <p>Develop RFO for Safety Management System software</p>	<p>Roll out new OHS Policy</p> <p>Update OHS Program Manual, New Worker Orientation Package, OHS Supplementary Programs, Worker Package</p> <p>Increase Jobsite inspections</p> <p>Continue development/revisions of SJPs and OGs</p> <p>Develop Disability Management Program Manual and Training Materials</p> <p>Select vendor for SMS software</p>	<p>Updates to OHS Program Manual and Supplementary Programs</p> <p>New Worker Orientation package to Managers/supervisors</p> <p>Complete Safety Training for 2020</p> <p>Roll out DM Program to Managers/supervisors</p>
Human Resources - Talent Acquisition	Full cycle recruitment support including new employee onboarding and orientation	Corporate Services	<p>Recruitment to new and existing vacant positions approved by Council through Financial Plan</p> <p>Commenced annual Seasonal Recruitment process</p>	<p>Recruitment to new and existing vacant positions approved by Council through Financial Plan</p> <p>Complete annual Seasonal Recruitment process</p> <p>Initiate Talent Acquisition process review</p>	<p>Recruitment to fill vacant positions</p> <p>Develop and implement phase one of Talent Acquisition process improvement</p>
Information Technology	Helpdesk	Corporate Services	<p>Provide IT client support to all city staff with extra attention to COVID-19 work from home enablement, participate in IT project work and lead corporate refresh of city's last remaining Windows 7 desktops</p>	<p>Provide IT client support to all city staff with extra attention to COVID-19 work from home enablement, participate in IT project work and perform annual refresh of desktops and laptops</p>	<p>Provide IT client support to all city staff with extra attention to COVID-19 work from home enablement, participate in IT project work and perform annual refresh of desktops and laptops</p>

Service Area	Description	Department	T1	T2	T3
Information Technology	Technical Infrastructure	Corporate Services	Maintain city core IT Infrastructure, provide cyber protection, participate in IT project work including COVID-19 related solutions and proactively improve system operations to minimize unscheduled down time	Maintain city core IT Infrastructure, provide cyber protection, participate in IT project work including COVID-19 related solutions and proactively improve system operations to minimize unscheduled down time	Maintain city core IT Infrastructure, provide cyber protection, participate in IT project work including COVID-19 related solutions and proactively improve system operations to minimize unscheduled down time
Information Technology	Business Solutions	Corporate Services	Lead corporate projects involving technology implementation including COVID-19 related solutions, support and maintain internally developed software applications, lead the modernization of the city's office productivity tools (Modern Workplace)	Lead corporate projects involving technology implementation including COVID-19 related solutions, support and maintain internally developed software applications, lead the modernization of the city's office productivity tools (Modern Workplace)	Lead corporate projects involving technology implementation including COVID-19 related solutions, support and maintain internally developed software applications, lead the modernization of the city's office productivity tools (Modern Workplace)
Information Technology	Information Management	Corporate Services	Lead citywide Electronic Document and Records Management (EDRMS) project rollout and support the update and modernizing of the city's office productivity tools (Modern Workplace)	Lead citywide Electronic Document and Records Management (EDRMS) project rollout and support the update and modernizing of the city's office productivity tools (Modern Workplace)	Lead citywide Electronic Document and Records Management (EDRMS) project rollout and support the update and modernizing of the city's office productivity tools (Modern Workplace)
Legislative Services - Council Process	Legislative Services manages the council meeting process preparing and publishing Council and Committee of the Whole meetings, recording minutes and webcasting	Corporate Services	Bring forward reports in relation to Council processes to adapt to restrictions resulting from COVID-19	Implement further COVID-19 Process modifications	TBD pending determination of by-election
Legislative Services - Policy	Legislative Services undertakes policy related projects on a variety of issues in the City not lead by other departments	Corporate Services	Policy review and amendments to Vehicles for Hire Bylaw for Ride Hailing Services	Policy reviews for Deer Management fencing and funding future work. Banning sale of cats and dogs	TBD pending determination of by-election
Parking Services	Operation of five parkades, three surface parking lots and over 2,000 on street parking spaces downtown.	Corporate Services	Ongoing proactive block by block analysis to maximize parking capacity, implemented Commercial Vehicle Licensing Program	Ongoing proactive block by block analysis to maximize parking capacity, Annual update report to Council, Pay by Space Model Pilot in Johnson Street Parkade	Ongoing proactive block by block analysis to maximize parking capacity
Real Estate	Leads all aspects of the City's strategic real estate program and holdings including the City's active portfolio of commercial properties. In particular, the business unit seeks to maximize the City's returns from its property holdings and ensure the City has the appropriate real estate portfolio to meet its current and long terms needs	Corporate Services	Investigating and developing options for affordable housing projects and securing necessary staffing assets in support. Negotiations on Laurel Point acquisition and other David Foster Harbour Pathway projects north of JSB. Complete renewal of leases including Myplace.	Investigating and developing options for affordable housing projects. Negotiations with BC Housing on partnership MOU. Recruitment for new positions in support of affordable housing and implementation of strategic plan. Complete renewal of leases including key lease at Crystal Gardens	Caledonia and Burnside Housing Project agreements completed and rezoning initiated

Service Area	Description	Department	T1	T2	T3
Coastal Communities Social Procurement Initiatives	Social Procurement means leveraging a social value from your existing procurement. An additional way that local governments can direct resources towards community benefit.	Corporate Services	Support Scale Collaborative, the contractor hired to advance this initiative with member municipalities	Support Scale Collaborative, the contractor hired to advance this initiative with member municipalities	Support Scale Collaborative, the contractor hired to advance this initiative with member municipalities
Supply Management Services	Provides businesses and suppliers transparent, fair and equal access to business opportunities with the City. Provide purchasing expertise and advice to foster a consistent and standardized approach to purchasing within the City.	Corporate Services	Management of City's purchases, insurance, risk management and claims processing. Competitive bidding processes in accordance with applicable laws, regulations, and trade agreements. Stores inventory management of supplies and products for City projects. Maintain sufficient insurance coverage of City owned property and assets and appropriate liability coverage. Provide list of purchases over \$50,000 as part of the Quarterly Reporting to Council	Management of City's purchases, insurance, risk management and claims processing. Competitive bidding processes in accordance with applicable laws, regulations, and trade agreements. Stores inventory management of supplies and products for City projects. Maintain sufficient insurance coverage of City owned property and assets and appropriate liability coverage. Provide list of purchases over \$50,000 as part of the Quarterly Reporting to Council	Management of City's purchases, insurance, risk management and claims processing. Competitive bidding processes in accordance with applicable laws, regulations, and trade agreements. Stores inventory management of supplies and products for City projects. Maintain sufficient insurance coverage of City owned property and assets and appropriate liability coverage. Provide list of purchases over \$50,000 as part of the Quarterly Reporting to Council
Emergency Management - Business Continuity (Corporate Services)	Support Emergency Management in furthering corporate wide support to advance planning and preparation for potential events.	Corporate Services	Initiate Hazards, Risk and Vulnerability Assessment Planning	Update BCA and BIA Plans	
Communications	Provide strategic communications for City department programs, services and initiatives.	Engagement	Significant communications support for City's COVID-19 response including daily/weekly press briefings, media & stakeholder relations, signage/branding for facility closures and openings. Developed bi-weekly What's Up at Council video series; provided support for planned municipal by-election, new programs such as Climate Champions, Trees in Cities Challenge, and Victoria Reconciliation Dialogues series	Continued to provide communications support to City's COVID-19 response and recovery of programs, services and initiatives for residents and businesses	Continued to provide communications support to City's COVID-19 response and recovery of programs, services and initiatives for residents and businesses Highlights include: Virtual Orange Shirt Day ceremony, leaf collection, ongoing planning for future restart of recreation programs, Waste Reduction Week, ShakeOut, cycling network construction, Climate Progress Report

Service Area	Description	Department	T1	T2	T3
Engagement	Provide strategic engagement services for City department's programs, services and initiatives.	Engagement	Major initiatives include: Topaz Park Revitalization, two Victoria Reconciliation Dialogues community conversations, Accessibility Framework open house, Victoria 3.0 draft economic action plan engagement, Seniors Action Plan draft recommendations, Harbour Road Neighbour Hub open house, Music Strategy survey; local area planning for Quadra, Fernwood and North Park, Missing Middle Housing	Major initiatives include: Build Back Victoria Virtual Town Hall, Design concept for Peter Pollen Waterfront Park, completed Victoria 3.0 economic action plan, began preliminary feedback opportunity on route selection for All Ages and Abilities cycling network in Jubilee neighbourhood	Major initiatives to include: new virtual engagement opportunities for City initiatives such as Participatory Budgeting public voting, Village and Corridor Planning, Missing Middle Housing, AAA cycling network, Zero Waste Strategy and Draft 2021 Budget
Engagement Summit	Work with community to update the City's current Engagement Framework to further support the meaningful and equitable inclusion of diverse voices in the City's public engagement processes.	Engagement	Planning for in-person Engagement Summit put on hold due to COVID-19	Research and planning to redesign the Engagement Summit to achieve the intended outcomes through a virtual community engagement process	Determine approach and timing
Participatory Budgeting	Support annual Participatory Budgeting process. The 2020 theme is enhancing/enriching the lives of newcomers.	Engagement	Established the community-led Participatory Budgeting Steering Committee who created the 2020 program criteria	Invited community to generate project ideas and submit proposals Held a series of online workshops to raise awareness of the PB program and help residents and community groups hone their project ideas Reviewed project proposals and advanced qualifying projects to the voting stage	Community voting (Oct 5-Nov 6), announce projects to receive funding
Fleet Management	The project management of the procurement of all new City Fleet and Equipment assets. Life cycle management and asset management of the City of Victoria Fleet. Maintenance provision for the fleet of Police vehicles. The administration and management of the corporate vehicle registration and insurance program. Administration and management of the commercial fleet to ensure CVSE compliance	Engineering and Public Works	Corporate Fleet Procurement of replacement units to support City operating departments (ongoing)	Corporate Fleet Procurement of replacement units to support City operating departments (ongoing)	Corporate Fleet Procurement of replacement units to support City operating departments (ongoing)

Service Area	Description	Department	T1	T2	T3
Land Development	Land Development administration	Engineering and Public Works	Administration of land development applications including processing applications for subdivisions and strata permits, frontage and right of way construction permits, and encroachment and excavation permits	Administration of land development applications including processing applications for subdivisions and strata permits, frontage and right of way construction permits, and encroachment and excavation permits	Administration of land development applications including processing applications for subdivisions and strata permits, frontage and right of way construction permits, and encroachment and excavation permits
Retaining Walls and Railings	Undertake the construction, maintenance and repair of city owned seawalls, railings and retaining walls	Engineering and Public Works	Replacement of Dallas Road Ballustrade	Replacement of Dallas Road Ballustrade	Complete replacement of Dallas Road Ballustrade Repairs to Ship Point seawall adjacent to Broughton Street Pier
Streets and Surface Infrastructure	Undertake the construction, maintenance and repair of the road, sidewalk, pathway surfaces (asphalt, concrete and pavers), and the infrastructure that is placed on these surfaces, such as benches, bollards, poles etc. to ensure safety, extend the useful life, ensure good esthetics and to replace or install when required.	Engineering and Public Works	Annual maintenance programs and undertaking new capital projects on behalf of Engineering	Annual maintenance programs and undertaking new capital projects on behalf of Engineering	Annual maintenance programs and undertaking new capital projects on behalf of Engineering
Transportation	Manage the planning, operations and function of the City's transportation infrastructure and associated network to support the safe movement of people, goods and services.	Engineering and Public Works	<p>Undertake the design, engagement and construction planning for approved capital construction projects including sidewalks, crosswalks, bike lanes, road restoration and transit stop replacement;</p> <p>Review and process re-zoning, subdivision and/or development applications for Council's consideration;</p> <p>Review and process street occupancy permits;</p> <p>Review and process building permits</p> <p>Undertake approved transportation policy and bylaw work</p>	<p>Continue the design, engagement and construction planning for approved capital construction projects including sidewalks, crosswalks, bike lanes, road restoration and transit stop replacement;</p> <p>Review and process re-zoning, subdivision and/or development applications for Council's consideration;</p> <p>Review and process street occupancy permits</p> <p>Review and process building permits</p> <p>Continue with approved transportation policy and bylaw work</p>	<p>Continue the design, engagement and construction planning for approved capital construction projects including sidewalks, crosswalks, bike lanes, road restoration and transit stop replacement;</p> <p>Review and process re-zoning, subdivision and/or development applications for Council's consideration;</p> <p>Review and process street occupancy permits</p> <p>Review and process building permits</p>

Service Area	Description	Department	T1	T2	T3
			<p>Manage requests for changes to public right-of-way including parking, loading, and speciality zones; Collect local transportation and traffic data</p> <p>Participate in regional and provincial transportation policy and regulatory planning processes</p> <p>Oversee the management of Advisory Committees (ATAC) Pandemic Response Mitigation through Mobility Systems</p>	<p>Manage requests for changes to public right-of-way including parking, loading, and speciality zones Collect local transportation and traffic data</p> <p>Participate in regional and provincial transportation policy and regulatory planning processes</p> <p>Oversee the management of Advisory Committees (ATAC) Pandemic Response & Business Recovery Programs for COVID-19</p>	<p>Continue with approved transportation policy and bylaw work</p> <p>Manage requests for changes to public right-of-way including parking, loading, and speciality zones Collect local transportation and traffic data</p> <p>Participate in regional and provincial transportation policy and regulatory planning processes Business Recovery Programs for COVID-19</p>
Underground Utilities	Underground Utilities Section oversees maintenance and renewal of City's underground infrastructure (water, sanitary sewer and storm drains).	Engineering and Public Works	<p>Gorge Road, Harriet to Balfour and Cave (Esquimalt) watermain replaced. Blackwood St, Summit to Hillside stormdrain replaced.</p> <p>Tender for 2020 Storm Drains and Sanitary Sewer Mains Lining is closed. The work starts in T2. RFP for design of DMAF grant funded projects closed. Work starts in T2.</p> <p>Ongoing design of 2020 underground infrastructure capital projects.</p> <p>Ongoing review and process of building permit, subdivision, development and rezoning applications</p>	<p>2020 Lining of brick storm drains Tender closed. Contract awarded to Insituform and PW Trenchless Completed Water Distribution System Master Plan 750 m of storm drains replaced along Blackwood, Rithet and Basil 90 m of sanitary sewer replaced along Shelbourne 2,150 m of storm drains mains rehabilitated 700 m of sanitary sewer mains rehabilitated 400 m of watermain replaced along Gorge and Cave 1050 m of watermain rehabilitated along Lampson, Oswego and Vancouver</p>	<p>Installation of watermain on Jutland, Haultain, Highrock, Wellington, Reed and Kindersley. Installation of Huron sanitary force main and sanitary sewer on Hamley and in Viaduct Park Installation of stormdrain on Caledonia, Superior, and 3000 block of Washington. Construction of DMAF funded projects: High pressure watermain on Cook and Yates Sanitary Sewer on Cook, Southgate to McClure Installation of duckbill valves in outflows 222 and 627 start of work on Superior Lift Station</p>
Waterfront Public Realm Improvements	Implementation of the designs for the public realm improvements, including a pedestrian connection underneath the Johnson Street bridge, boulevard landscaping, Janion Plaza and Northern Junk Plaza improvements, and expansion of Songhees Park.	Engineering and Public Works / Parks, Recreation and Facilities	Continue detailed design of the Songhees Park Expansion Project and finalize design for Triangle Green	Continue detailed design of the Songhees Park Expansion Project; develop construction packages and onboard contractor for installation of the Commerce Canoe and initial landscape works for Triangle Green	Continue detailed design of the Songhees Park Expansion Project; complete installation of the Commerce Canoe and initial landscape works, and prepare tender for landscape construction for Triangle Green
Crystal Pool & Wellness Centre Replacement	Replacement of the Crystal Pool and Fitness Centre	Parks, Recreation and Facilities	Project on hold due to COVID-19 Economic Recovery Response		

Service Area	Description	Department	T1	T2	T3
Facilities - Building Services	Cleaning and janitorial support to City buildings to provide effective, healthy space for municipal operations	Parks, Recreation and Facilities	Clean and provide janitorial services for all City owned buildings, including carpets, floor, washroom cleaning and waste removal from work spaces. Includes new COVID-19 enhanced cleaning protocols	Clean and provide janitorial services for all City owned buildings, including carpets, floor, washroom cleaning and waste removal from work spaces. Includes new COVID-19 enhanced cleaning protocols	Clean and provide janitorial services for all City owned buildings, including carpets, floor, washroom cleaning and waste removal from work spaces. Includes new COVID-19 enhanced cleaning protocols
Facilities - Maintenance	Preventative and corrective maintenance on 1.9 million square feet of City owned facilities	Parks, Recreation and Facilities	Elevator inspections, electrical maintenance, snow and ice removal. Included Crystal Pool annual maintenance shutdown, HVAC repair requires facility closure	Roof inspection and repair program, water fountain maintenance program	Winterization protocols, heating and control system calibration, and back-up generator testing and repair program
Facilities - Corporate Security Strategy	This assessment is to review the security services needs for the City and provide a strategy for future operations and investment based on risk	Parks, Recreation and Facilities	Complete technical analysis and stakeholder engagement		Final draft for review.
Facilities Master Plan	The project will deliver a strategic plan to guide investment in City facilities for the next two decades. The document will be shaped by Condition Assessment data, organizational priorities, including the Climate Leadership Plan targets, as well as stakeholder input.	Parks, Recreation and Facilities	Undertake technical assessment and conduct stakeholder interviews	Develop public engagement strategy. Project on-hold until early 2021 to prioritize staff resources to address other urgent needs	
Peter Pollen Waterfront Park Improvement Plan	Redevelopment of the waterfront lands following the remediation project, currently underway by Transport Canada. Staff will develop a park design, with input from the community, for construction in 2020.	Parks, Recreation and Facilities	Public engagement and development of preliminary concept design	Public engagement and development of concept design	Concept design refinement, cost estimating, and Council presentation
Parks - Horticulture and Nursery Operations	Maintenance of all gardens in parks and medians, including hanging baskets, plantings, hedges and the orca display	Parks, Recreation and Facilities	Propagation of plant including food starts, garden bed renovations, chip trail maintenance	Hanging basket installation, orca display installation, summer display installation, garden and median maintenance	Hanging basket decommissioning, orca display decommissioning, garden and median maintenance, propagation of winter display plants, winter planting program in BHP and poinsettia display installation
Parks - Infrastructure	Maintenance of hard assets/ infrastructure in parks, including fences, playgrounds, outdoor sport facilities and equipment, benches, picnic tables, pathways, signage, and irrigation systems.	Parks, Recreation and Facilities	Facility closures due to COVID-19 Playground and sport infrastructure safety inspections, furnishing dedication program installations	Capital construction program and repair program	Irrigation winterization protocols, back-flow prevention testing program, snow and ice removal
Parks - Tree Care	Maintenance of public trees in parks and on boulevards. Oversight of Tree Preservation Bylaw and administration of permits for removal and pruning.	Parks, Recreation and Facilities	Maintenance of existing trees, tree planting program, risk assessments of existing trees and removal if required, annual branch pick-up program	Young tree care program (summer watering and maintenance), maintenance of existing trees, risk assessments of existing trees and removal if required	Young tree care program, maintenance of existing trees, Fall/Winter tree planting begins, risk assessments of existing trees and removal if required, Tree Appreciation Day event

Service Area	Description	Department	T1	T2	T3
Parks - Turf and Boulevard Management	Maintenance of City green space, including all parks and boulevards	Parks, Recreation and Facilities	Annual leaf pick-up program, edging program, turf top dressing begins	Field top dressing, mowing program, sport field change-over (baseball to soccer)	Mowing and weeding, annual leaf pick-up program begins
Recreation - Programs and Services	Planning and delivery of community recreation programs and services	Parks, Recreation and Facilities	Facility closures due to COVID-19	Outdoor recreation programs, summer day camps and Fun for Life Go program	Outdoor recreation programs, Fun for Life Go program
Recreation - Royal Athletic Park	Facility and event coordination, including sales/ ticketing, food and beverage operations, field maintenance, building operations and public inquiries.	Parks, Recreation and Facilities	Facility closure due to COVID-19	Outdoor recreation programs and summer day camps, drop-in community use	Outdoor recreation programs, day camps and drop-in community use
Recreation - Sport	Sport service coordination, including ice rink programs, sport field and court bookings	Parks, Recreation and Facilities	Facility closures due to COVID-19	Sport field and court bookings allowable under Return to Play guidelines.	Sport field and court bookings allowable under Return to Play guidelines
Topaz Park Improvements	The Topaz Park Improvement Plan was approved in June 2018. The plan includes a phased implementation strategy that considers replacement timelines for existing amenities, impacts on park users including user groups, construction efficiencies, priorities from public consultation and financial impacts. The detailed design of the artificial turf project and design of the Southern Park enhancements are scheduled for 2019.	Parks, Recreation and Facilities	The skateboard and bike skills park development project was deferred as part of the COVID-19 economic recovery plan	The artificial turf field replacement project was tendered for detailed design	The contract for detailed design award and work initiated
Emergency Management - Business Continuity (Parks, Recreation and Facilities)		Parks, Recreation and Facilities	Update COVID-19 Pandemic Business Continuity Plans, gain practical departmental experience supporting corporate and community emergency response efforts due to the provincial state of emergency	Update our departmental emergency management Hazard, Risk, and Vulnerability plans; identify next steps required to commission and test our Departmental Operations Command centre	Assess departmental training and exercise opportunities to build skills, identify gaps, and build resilience
Community Planning	Community Planning provides services to guide decision making through preparation of long range policy plans, public realm plans and heritage conservation initiatives. This includes city-wide and local area planning, zoning updates, Housing Strategy implementation, Victoria Housing Reserve Fund administration, plan monitoring and adaptation, and data collection and reporting.	Sustainable Planning and Community Development	March 31 intake deadline for Victoria Housing Reserve Fund applications	Victoria Housing Reserve Fund applications considered by Council	September 30 intake deadline for Victoria Housing Reserve Fund applications. Annual Reviews of OCP and Victoria Housing Strategy.

Service Area	Description	Department	T1	T2	T3
Development Services	Development Services coordinates the processing of all types of development applications including rezoning, development permit, heritage alteration permit and variance applications. Additionally it provides staff support for the Board of Variance and Council's Heritage Advisory Panel, Advisory Design Panel and Renters Advisory Committee and provides ongoing liaison with the CALUCs. This Division is also responsible for a number of short term policy initiatives and making ongoing process improvements to ensure a streamlined approach to development review.	Sustainable Planning and Community Development	Ongoing	Ongoing	Ongoing
Downtown Core Area Plan	Update and improve DCAP design guidelines	Sustainable Planning and Community Development	Pre-project consultation to determine project scope	Project scope and required consultation directed by Council. Public engagement conducted.	Plan updates considered by Council
Heritage Conservation	Heritage policy initiatives, ongoing identification and conservation of heritage sites and areas	Sustainable Planning and Community Development	On hold pending recruitment of Heritage Planner		
Permits and Inspections	Front line customer service, administrative and field review services related to the responsibilities set out in the Building and Plumbing Bylaw, Electrical Bylaw, Sign Bylaw, Liquor Licencing and other miscellaneous responsibilities. Administrative Services includes circulation of applications to all City departments, coordinating review outcomes to applicants, and record management. Regular business also includes service delivery improvements, development of online application capabilities, and delivery of work flow management tools.	Sustainable Planning and Community Development	Ongoing	Ongoing	Ongoing
Wayfinding Implementation	Phase 1 signage implementation started in August 2017 and will be completed in by the end of 2020. Phase 1 includes the installation of 56 signs Downtown, along the Harbour Pathway and in James Bay.	Sustainable Planning and Community Development			Phase 1 signage installation complete

Service Area	Description	Department	T1	T2	T3
VFD - Administration	Office of the Fire Chief, two Deputy Fire Chiefs and administrative professionals.	Victoria Fire Department	Implementation of VFD Pandemic Plan and Business Continuity Plans	Update to Fire Prevention and Regulation Bylaw, Victoria Fire Department Strategic Plan update to incorporate COVID-19, Alarm Dispatch Operator Recruitment-During the COVID Epidemic, ensuring the department continues to take steps to effectively continue operations with respect to staff health and safety through City Policies and the implementation of the VFD Pandemic Plan, which speaks to fire operations includes cleaning and decontamination procedures, response to medical emergencies with potential COVID infection, fire investigations and apparatus deployment considerations.	Ongoing
VFD - Emergency Management	Coordinating an emergency response in the event of a disaster. Responsible for facilitation of Emergency Social Service programs in post incident programs.	Victoria Fire Department	Emergency Operations Centre (EOC) - The City's Emergency Operations Centre was activated in response to COVID-19 planning and response. Emergency Management staff worked in the Planning Section, EOC management, and Business Continuity as well as assisted in site operations with setting up Topaz park with tents, tarps, cots, etc. Emergency Planning - Emergency Management Staff worked with Service Innovation and Improvement Corporate Initiatives to develop a corporate wide approach to emergency planning in the City. The plan was presented to SLT and departmental managers.	Responsible for preparation, mitigation, response, and recovery planning for major emergencies including the provision of Emergency Support Services for those affected by emergencies. The City's EOC was de-activated and staff focussed efforts on an Interim Action Review which will inform future activations by looking at what went well and areas for potential improvement. Staff continue to participate in regional and Provincial coordination calls and planning for the next phases of COVID-19. Evacuation route planning was completed with deliverables including a local evacuation plan and templates and a regional traffic analysis tool to estimate evacuation times down to the neighbourhood level. Tsunami and Sea Level rise modelling was completed with a final report containing updated data for various scenarios and recommendations around planning and mitigation for Tsunamis and SLR. Staff continue to work on Emergency Support Services modernization and training on delivering services virtually.	Great British Columbia ShakeOut

Service Area	Description	Department	T1	T2	T3
VFD - Fire Prevention	Provision of Fire and Life Safety Inspections to meet Fire Prevention and Regulation Bylaw, Fire Investigations as required by the Fire Services Act, and Community Education programming	Victoria Fire Department	Fire Safety - Fire Prevention members conducted patrols of Topaz Park and other sites around the City to identify hazards and provide fire safety education. Community education programming was delivered to over 878 attendees through 47 sessions. These education sessions included Fire Safety Talks, Emergency Program Workshops, fire drills, school education programs, Car Seat Installation Clinics, fire station tours, smoke alarm installations through a collaboration of Fire Prevention, Suppression and Emergency Management.	Provision of Fire and Life Safety Inspections to meet the Fire and Prevention and Regulations Bylaw. Fire Investigations as required by the Fire Services Act, and Community Education programming. This was accomplished during a time when occupancies were temporarily closed or operating during limited hours. COVID-19 protocols including prescheduled arrangements, social distancing and use of PPE are required to maintain Provincial Health Orders and ensure employee safety.	Fire Prevention Week
VFD - Mechanical	Provides mechanical maintenance and servicing of fire apparatus and equipment to the Victoria Fire Department (VFD) and Regional Fire Department customers on a "fee for service" basis. Regular maintenance of department power tools and equipment including oversight of departmental fuel and lubricant use, apparatus design, as well as the maintenance two fire boats required to support marine responses.	Victoria Fire Department	Repairs and preventative maintenance to VFD specialized fire apparatus, fleet and equipment.	Repairs and preventative maintenance to VFD specialized fire apparatus, fleet and equipment. Repair and maintenance to Fire Boat Protector.	Ongoing
VFD - Suppression	Provision of Fire, Rescue, Medical and Marine emergency response	Victoria Fire Department	Suppression Staff in collaboration with VicPD conducted late night tours of Topaz to identify any hazards provide safety education. Completed 3,780 specialized training hours.	Specialized Training - Recognizing the need for maintenance of COVID-19 protocols for the scheduling and delivery of independent industry training requirements. Completed 3,089 specialized skills training hours including hazardous materials, marine operations, and technical high angle rescue.	Ongoing

Attachment D

Budget Update

This report outlines the actual results compared to the budget for operating and capital budgets and staffing levels for the second triannual period ending August 31, 2020.

Council approves a five-year financial plan bylaw annually in accordance with Section 165 of the Community Charter. The financial plan allocates the financial and human resources required to achieve the objectives of the City's Strategic Plan.

The City performs monthly variance analyses of the revenues and expenditures as they compare to the approved financial plan and for 2020 will be reporting the progress every four months to Council.

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. All budgetary amendments require Council's approval.

Operating Budget

As of August 31, 2020, the overall operating revenues and expenditures/transfers are 78% and 50% respectively, of the annual budgeted amount. This compares to 85% and 62% to the prior fiscal period. A summary of the actual operating revenues and expenditures/transfers compared to the budget is attached.

Due to the COVID-19 pandemic, revenues are not expected to meet budget. The City is currently experiencing significantly reduced revenues for parking. Due to the Victoria Conference Centre closure, no events were held in T2 and the majority of bookings for 2020 have been cancelled or re-booked for future years. The Crystal Pool and Fitness Centre closure resulted in revenue loss, although with offsetting lower expenditures, the net financial impact is negligible. Reduced seasonal programs, summer camps and outdoor recreation programs started in June, though revenues are expected to be lower. Property lease revenue is trending significantly lower. In addition, the City is experiencing a decrease in seasonal revenues from special events and ticket surcharge revenue related to the arena.

To mitigate the uncertainty of revenue shortfalls and additional expenditures due to COVID-19, Council deferred a variety of initiatives. Seasonal variations in municipal operations and accounting processes that occur outside the triannual basis affect the proportion of revenues received or expenditures incurred to August 31, 2020. Seasonal impacts are reflected in Parks and Corporate budgets due to work programs that will commence in T2 and T3, such as the Parks boulevard maintenance program. In addition, for Sustainable Planning and Community Development, implementation of the Official Community Plan and Downtown Area Core Plan have varying timelines.

We continue to improve our accounting processes to better align the triannual actual to budget reporting.

Attachment D

Capital Budget

As of August 31, 2020, the actual capital expenditures are at 25% spent of total budgeted expenditures for the year, compared to 26% in the prior year. In response to the pandemic, several capital projects have been deferred. Over \$80 million in capital projects were approved to be implemented this year. Capital projects have varying schedules and most of the work planned for 2020 is scheduled to start in Q2 and Q3.

Staff are working diligently to complete the capital work plan according to schedule, however unplanned or unforeseen factors could arise and delay the completion date. Requests to move the budget forward into next year can be made as part of the regular year-end budget process.

Staff Levels

The City's full-time equivalent employees for 2020 is 887.11 as attached.

City of Victoria - Operating Budget Revenues/Funding Sources
For the Eight Months Ending August 31, 2020

	T2 2019 Actual	T2 2020 Actual	2020 Budget	Variance	%	Explanation for Variance
Business and Community Relations						
Arts, Culture and Events	53,781	5,176	518,750	513,574	1%	Transfers from reserve entries not recorded yet for Public Art Creation and Maintenance. Seasonal revenues from special events, film permits and rental of festival equipment are forecasted to decrease due to COVID-19
Third Party Billing - Special Events	6,199	12,731	-	(12,731)	-	Full cost recovery of related expenses
Economic Development	-	3,000	3,000	-	100%	
Neighbourhoods	5,600	-	15,600	15,600	-	Downtown urinals paid for by late night businesses; program deferred due to COVID-19
Victoria Conference Centre (VCC)	2,402,038	863,720	3,748,787	2,885,067	23%	Facility temporarily closed since March due to COVID-19; seasonal revenues are forecasted to decrease
VCC Event Costs Paid by Clients	3,802,099	1,350,569	3,460,000	2,109,431	39%	Facility temporarily closed since March due to COVID-19; full cost recovery of related expenses
Legislative Services	47,400	40,600	35,000	(5,600)	116%	Rezoning Fees
Bylaw Services	776,454	816,784	872,490	55,706	94%	Dog and Short Term Rental licenses
Bylaw Enforcement Third Party Billing	12,214	6,331	-	(6,331)	-	Full cost recovery of related expenses
City Manager's Office	17,475	-	12,830	12,830	0%	UBCM Grant for the Child Care Action Plan and Strategy to be received later in year
Human Resources	-	-	25,000	25,000	0%	Funding for Training for Accessibility Framework implementation carried over from previous year; offsetting expenses
Real Estate	1,307,425	1,123,632	1,944,820	821,188	58%	Future lease revenue is forecasted to decrease due to COVID-19
Engagement	-	-	114,267	114,267	0%	Funding for Strategic Plan Support, Youth Strategy Coordinator and Respectful Facilitation Training and Engagement carried over from previous year; offsetting expenses
Engineering and Public Works						
Engineering and Public Works	270,314	363,098	2,201,130	1,838,032	16%	Funding for projects carried over from previous years include Traffic Calming Initiatives, Accessibility Framework and Zero Waste Strategy; offsetting expenses. Transfer from reserve entries not recorded yet, grant payments not yet received
Third Party Billings	845,941	755,826	528,400	(227,426)	143%	Full cost recovery of related expenses
Solid Waste and Recycling	2,149,092	1,964,053	3,333,827	1,369,774	59%	Timing of billings
Sewer Utility	5,650,594	4,746,178	8,138,432	3,392,254	58%	Timing of billings
Water Utility	13,773,218	11,590,673	22,197,705	10,607,032	52%	Timing of billings
Storm Drain Utility	1,298,165	-	6,996,856	6,996,856	0%	Billings in the fall
Finance						
Parking Services	12,971,090	8,248,677	20,000,074	11,751,397	41%	Total parkade transactions decreased by 42%, parking on street transactions decreased by 30% and ParkVictoria transactions decreased by 14%; compared to T2 2019. Revenue is forecasted to significantly decrease due to COVID-19
Information Technology	-	-	195,002	195,002	0%	Funding for Records Management carried over from previous year; offsetting expenses
Parks, Recreation and Facilities	2,228,735	1,215,702	3,241,158	2,025,456	38%	Crystal Pool & Fitness Centre temporarily closed since March, Seasonal programs, Summer Camps, Outdoor Recreation and RAP Food and Beverage revenues have decreased due to COVID-19; offsetting costs reduction. Transfer from reserve entries not recorded yet
Sustainable Planning and Community Development	4,196,224	3,814,948	4,688,473	873,525	81%	Building permits and rezoning revenues are trending higher; year end entry to transfer amount to Development Stabilization Reserve account not recorded yet. Funding for Downtown Core Area Plan, Official Community Plan and Victoria Housing Strategy Implementation carried over from previous year; offsetting expenses
Victoria Fire Department	100,988	137,042	266,562	129,520	51%	Funding for Emergency Management Pilot programs carried over from previous year; offsetting expenses. Mechanic program revenue, confined space and fire technical high angle rope rescue cost sharing and emergency management grants are received later in year
Corporate						
Payment in Lieu of Taxes/Special Assessments	4,625,542	4,302,439	7,639,500	3,337,061	56%	Payments received later in the year
Fees and Interest	4,263,699	3,320,566	3,990,000	669,434	83%	Investment income received throughout the year
Business and Other Licences	1,417,364	1,438,771	1,504,000	65,229	96%	Majority of business licenses revenue recognized in T1
Overhead Recoveries	2,419,793	2,446,540	3,887,876	1,441,336	63%	
Miscellaneous	8,776,690	7,913,763	8,545,720	631,957	93%	Traffic Fine Revenue and Fortis revenue trending higher by \$340,000 and \$50,000 respectively. Higher revenues received from Bonus Density and Parkland Provision; offset by transfer to reserves at year end and ticket surcharge revenue related to the arena is forecasted to decrease due to COVID-19
Prior Year's Surplus	4,544,049	-	3,329,825	3,329,825	0%	
Victoria Police Department	6,292,366	6,034,269	10,116,159	4,081,890	60%	
Property Taxes	139,700,938	143,327,322	143,327,240	(82)	100%	
Total	\$ 223,955,487	\$ 205,842,410	\$ 264,878,483	\$ 59,036,073	78%	

**City of Victoria - Operating Budget Expenditures/Transfers to Reserve
For the Eight Months Ending August 31, 2020**

	T2 2019 Actual	T2 2020 Actual	2020 Budget	Variance	%	Explanation for Variance
City Manager's Office	603,962	631,015	984,243	353,228	64%	
Council	512,541	497,653	863,732	366,079	58%	Salaries and Conferences/Travel trending lower
Corporate Initiatives	194,392	196,036	547,930	351,894	36%	Vacancies; Office of Equity, Diversity and Inclusion budget approved in T2
Business and Community Relations						
Arts, Culture and Events	987,000	664,755	1,954,272	1,289,517	34%	Events are seasonal; costs related to events are forecasted to decrease due to COVID-19; offsetting decrease in revenues
Third Party Billing - Special Events	5,287	4,583	-	(4,583)	-	Full cost recovery; offsetting revenues
Economic Development	475,953	516,256	644,290	128,034	80%	Grant to SIPP paid in T2
Neighbourhoods	370,122	290,909	467,990	177,081	62%	Council reallocated \$152,500 from the Late Night Great Night Program budget to provide support services for the vulnerable population and additional public safety measures at Topaz Park due to COVID-19
Victoria Conference Centre (VCC)	2,050,478	1,626,959	3,120,016	1,493,057	52%	Facility temporarily closed since March due to COVID-19, costs are forecasted to decrease; offsetting decrease in revenues
VCC Event Costs Paid by Clients	3,471,862	1,349,655	3,460,000	2,110,345	39%	Facility temporarily closed since March due to COVID-19. Full cost recovery; offsetting revenues
Legislative Services	918,144	986,875	1,710,908	724,033	58%	By-election has been deferred due to COVID-19
Bylaw Services	1,188,438	1,463,515	2,367,336	903,821	62%	
Third Party Billing - Bylaw Enforcement	12,126	6,717	-	(6,717)	-	Full cost recovery; offsetting revenues
Real Estate	722,034	725,027	1,913,613	1,188,586	38%	Transfer to reserve for 812 Wharf Street done at year end
Engagement	765,003	869,105	1,556,424	687,319	56%	Participatory budgeting project scheduled for later in year
Engineering and Public Works						
Engineering and Public Works	10,914,275	10,497,594	19,338,244	8,840,650	54%	Climate Action, NTMP initiatives, Accessibility Framework, Zero Waste Strategy in progress
Third Party Billings	672,911	619,294	428,400	(190,894)	145%	Full cost recovery; offsetting revenues
Solid Waste & Recycling	2,014,242	1,997,014	3,333,827	1,336,813	60%	Transfer to capital and reserves not done yet
Water Utility	10,443,206	10,470,181	22,197,705	11,727,524	47%	Transfer to capital and reserves not done yet
Sewer Utility	2,509,927	2,571,222	8,138,432	5,567,210	32%	Transfer to capital and reserves not done yet
Stormwater Utility	2,343,834	2,387,324	6,996,856	4,609,532	34%	Transfer to capital and reserves not done yet
Finance						
Finance	2,691,724	2,702,136	4,471,074	1,768,938	60%	
Parking Services	6,189,873	7,269,062	11,419,562	4,150,500	64%	Portion of Broughton parkade revenue share with Province not done yet and this cost is forecasted to decrease due to COVID-19
Human Resources	1,150,721	1,293,386	2,443,165	1,149,779	53%	Vacancies
Information Technology	2,868,900	3,173,690	4,662,260	1,488,570	68%	Timing of software licensing payments
Legal Services	510,348	560,288	878,921	318,633	64%	
Parks, Recreation and Facilities						
Parks	7,035,983	7,645,494	12,897,478	5,251,984	59%	Vacancies, seasonal work programs that are continuing on in T3 include the Parks Boulevard Program, Turf and Field Management and Natural Resources
Recreation	3,397,224	2,275,245	5,171,855	2,896,610	44%	Crystal Pool & Fitness Centre and RAP food and beverage services temporarily closed since March due to COVID-19; phased return to seasonal programs started mid June that include summer camps, outdoor recreation; offsetting revenues
Facilities	3,647,249	3,978,513	6,305,808	2,327,295	63%	
Sustainable Planning and Community Development	3,336,118	3,574,100	6,916,812	3,342,712	52%	The Downtown Core Area Plan, Official Community Plan and Victoria Housing Strategy work is scheduled for later in the year
Victoria Fire Department	11,906,163	11,825,080	17,816,836	5,991,756	66%	
Corporate						
Contingencies	-	-	2,509,033	2,509,033	0%	Includes delayed one-time and ongoing initiatives
Debt Principal, Interest and Reserve Transfer	2,283,025	2,259,945	8,167,942	5,907,997	28%	Timing of debt payments; transfer to reserve not done yet
Grants	3,131,883	3,873,164	4,848,719	975,555	80%	Timing of grant payments
Miscellaneous	1,179,312	1,995,187	4,096,229	2,101,042	49%	Crest Levy expenses not recorded yet and Canada Day expenses not recorded yet; offsetting revenue, timing of initiatives including Citizen Assembly and Community Wellness
Transfers to Reserve	19,787,415	-	15,270,404	15,270,404	0%	Transfers to reserves not recorded yet
Transfer to Capital Budget	11,140,000	-	11,640,000	11,640,000	0%	Transfer to reserve not recorded yet
Greater Victoria Public Library	3,837,408	3,654,807	5,542,404	1,887,597	66%	
Victoria Police Department	36,690,769	37,275,607	59,795,810	22,520,203	62%	
Total	\$ 161,959,852	\$ 131,727,393	\$ 264,878,531	\$ 133,151,138	50%	

**City of Victoria - Capital Budget Expenditures
For the Eight Months Ending August 31, 2020**

	T2 2019 Actual	T2 2020 Actual	2020 Budget	Variance	%	Explanation for Variance
Active Transportation	5,516,894	2,193,796	12,224,000	10,030,204	18%	Vancouver, Graham, Jackson and Harbour Road bike lane project is scheduled to issue tender in T2 and project to be complete in early 2021, the JSB Public Realm is substantially complete with a scheduled completion date in T3, pathway, majority of sidewalk projects complete and crosswalk and traffic calming projects are underway
Complete Streets	2,062,850	2,868,897	6,693,000	3,824,103	43%	In progress with a majority of projects scheduled to be complete in T3; several projects are coordinated with underground utilities, BMP and CRD projects
Parks	1,282,385	391,771	7,848,000	7,456,229	5%	Songhees Park Expansion design phase in progress; tender and construction scheduled to start in T3, Laurel Point Park concept design complete in T2, Parks infrastructure projects are scheduled to start in T3, design for the Artificial Turf Field Design awarded in July and scheduled to start in T3 and complete in early 2021 and the Dallas Road Dog Park is in progress and scheduled to complete end of T3
Street Infrastructure	604,748	1,003,506	2,550,000	1,546,494	39%	Majority of projects underway and to be complete by end of year
Retaining Walls and Railings	713,022	2,088,607	4,374,000	2,285,393	48%	Dallas Road Seawall Balustrade and Clover Point Shoreline Remediation is in progress and scheduled to be complete in T3, Ship Point Pier is complete and Dallas Road Bluff Study is on hold pending the outcome of the CRD Wastewater Project.
Bridges	2,166,662	584,021	1,763,000	1,178,979	33%	Point Ellice Bridge Rehabilitation/Painting is in progress
Facilities	1,590,239	891,651	10,009,000	9,117,349	9%	Carry forward projects in progress; planning in progress with projects to start in T2 and T3
Equipment	1,319,155	2,782,877	12,196,000	9,413,123	23%	Vehicle and Heavy Equipment procurement underway, majority of projects to start throughout the year
Environmental Remediation	105,429	54,059	1,964,000	1,909,941	3%	Laurel Point Park Environmental Remediation monitoring and reporting; budget spent only if needed
Sanitary Sewers	3,336,161	2,670,548	8,835,000	6,164,452	30%	Mains replacement and inflow and infiltration carry forward projects in progress; design for Disaster Mitigation Adaptation project to be tendered in T3; lining projects awarded in T2 and construction is scheduled to start in T3
Stormwater	2,658,357	2,439,859	9,469,000	7,029,141	26%	Carry forward mains replacement, lamping and system condition assessment projects are in progress, brick main rehabilitation project designs are complete with construction scheduled to start in T3
Waterworks	3,479,204	3,361,482	8,194,000	4,832,518	41%	Carry forward mains replacement projects are complete; design for 2020 mains replacement projects are underway with construction scheduled to start in T3
Contingency	-	-	350,000	350,000	0%	
Victoria Police	530,059	717,120	1,975,000	1,257,880	36%	Vehicle and furniture replacement, building upgrades and IT projects underway
Total	25,390,637	22,048,194	88,444,000	66,395,806	25%	

**City of Victoria - Budgeted Full-Time Equivalent Employees
For the Eight Months Ending August 31, 2020**

	FTE 2020
City Manager's Office	7.00
Mayor's Office	1.00
Corporate Initiatives	5.00
Business and Community Relations	
Arts, Culture & Events	8.29
Economic Development	2.00
Neighbourhoods	3.00
Victoria Conference Centre	11.62
Legislative Services	10.88
Bylaw Services	12.00
Real Estate	5.00
Engagement	11.00
Engineering & Public Works	309.72
Finance	85.07
Human Resources	15.00
Information Systems	24.00
Legal Services	4.00
Parks, Recreation and Facilities	198.51
Sustainable Planning and Community Development	49.93
Victoria Fire Department	124.09
Total	887.11

Attachment E - Council Member Expenses (Period 2 2020)

Statement of Council Expenses Processed (May - August 2020)

Mayor Lisa Helps

No expenses processed

Councillor Ben Isitt

No expenses processed.

Councillor Charlayne Thornton-Joe

<u>Vendor/Event</u>	<u>Description</u>	<u>Amount</u>
Sociable City Summit-Seattle-Feb29-Mar2	Accommodation	1,270.34
Sociable City Summit-Seattle-Feb29-Mar2	Meals	185.00
Sociable City Summit-Seattle-Feb29-Mar2	Ferry	153.92
Sociable City Summit-Seattle-Feb29-Mar2	Taxi	44.40
	Total	1,653.66

Councillor Geoff Young

No expenses processed.

Councillor Jeremy Loveday

No expenses processed

Councillor Marianne Alto

No expenses processed

Councillor Sarah Potts

No expenses processed

Councillor Sharmarke Dubow

No expenses processed

Attachment F: Grant Update

External Grants Update City of Victoria As of August 31, 2020

The following table shows the status of external grant applications **directly applied for by the City of Victoria**, the amount requested and the amount, if any awarded between May 1 – August 31, 2020.

Grant Provider	Grant Program Name	Project Name	Description of Project	Grant Expiry Date	Grant Status	Amount Requested	Amount Awarded	Comment
Ministry of Municipal Affairs and Housing	Investing in Canada Infrastructure Program – Environmental Quality	Inflow and Infiltration reduction through separation of combined manholes	This project will address inflow and infiltration of rain and groundwater into the sanitary sewer system caused by combined manholes.	N/A	Award decision pending	\$7,505,325	N/A	Decisions expected in Q1 2021.
Employment and Social Development Canada	Canada Summer Jobs	Summer Camp Staff	Funding to support 2 camp coordinators and 18 day camp leaders.	N/A	Award Decision pending	\$53,436	\$63,000	City was awarded more than originally quoted. usually receive reimbursement in November.
Ministry of Transportation and Infrastructure	Active Transportation Infrastructure Program	Harbour Road AAA	Construction of a two-way protected bike lane on Harbour Road between JSB and GG Trail.	N/A	Contract Awarded	\$401,250	\$401,250	Under construction
Canadian Tire Foundation	Parasport Jumpstart	Adaptive Aquatics	To support 1:1 Adapted Aquatics lessons and an Inclusion Instructor who works with children in group lessons to support their individual needs	N/A	Not Awarded	\$12,747	N/A	Program has been deferred due to COVID

Attachment F: Grant Update

Accessibility Standards Canada	Accessibility Standards	Standards and Specifications for the Built Environment – Transportation and Mobility	Development of accessibility standards and specifications for the built environment - Transportation and mobility.	N/A	Not Awarded	\$100,000	Not successful	See Accessibility Framework Action Plan
ParticipACTION	Community Better Challenge	VeeDub	Vee Dub Skateboard Competition is a community focused skateboarding event open to all ages, genders and abilities.	N/A	Not Awarded	\$1,000	N/A	Event did not occur because of COVID
UBCM	Emergency Support Services	Modernizing and Digitizing ESS	Modernize nad Digitize ESS including acquiring new hardware.	N/A	Award decision pending	\$25,000	N/A	Decision expected in Q2.
Culture, History and Sport	Celebrate Canada	Canada Day Celebrations	Cultural Programming for Canada Day	N/A	Award decision pending	\$51,000	N/A	Decision expected in Q2.
Natural Resources Canada	Zero-Emission vehicle Infrastructure Program	Electric Vehicle Infrastructure Program	Installation of six level 2 charging connectors for public/on-street use.	Project complete	Awarded	\$30,000	\$30,000	
Natural Resources Canada/BC Hydro	Zero-Emission vehicle Infrastructure Program	NRCAN's Zero Emissions Vehicle Infrastructure Program (MURBs, Workplaces and LDV Fleets)	Installation of 17 Level 2 charging connectors in multi-units residential buildings, workplaces and/or for light-duty vehicle fleet charging	N/A	Award decision pending	\$71,250	N/A	Requested \$57,250 from NRCAN through BC Hydro and TBD request of \$14,000 through GO Electric if timelines match

Attachment F: Grant Update

Ministry of Municipal affairs and Housing	Clean BC Communities Fund	Updated HVAC system for the Oaklands Community Centre	Updated HVAC system for the Oaklands Community Centre	N/A	Not awarded	\$118,000	-	
BC Hydro	Urban/Curbside ZEV Readiness Demonstration Sites	Demonstration sites include Victoria, Surrey, Vancouver, North Van, UBC, BCIT and PowertechLabs	Natural Resources Canada	EV Infrastructure	Not awarded	N/A		The City will provide site, signage, wayfinding and in-kind staff time.

Attachment F: Grant Update

NOT UPDATED FROM T1

The following table shows external grant applications the City of Victoria has **supported partner organizations to apply for**, with information about the project, the amount the partner requested and the amount, if any awarded between January 1-April 30, 2020.

Partner Organization	Project Name	Description of Project	Grant Provider Name	Grant Program Name	Grant Status	Amount Requested	Amount Received	Comment
Food Eco District	Street to Sky Project	To double the number of urban gardens from 12 to 24 by 2022.	Real Estate Foundation British Columbia	General Grants	Contract Awarded	\$39,850	\$28,000	City providing \$20,000 GIK to support the project.
Capital Regional District	Housing Needs Assessment Reports	Development of Housing Needs Reports for 11 CRD municipalities, including the City of Victoria	UBCM	Housing Needs Reporting Program	Contract Awarded	\$150,000	\$150,000	The City will participate in meetings, review reports and support engagement.
Pacific Institute for Sport Excellence	Strength and Skill for Girls	Physical Literacy and Strength and Conditioning program designed for girls 9-15 in Greater Victoria.	Canadian Parks and Recreation Association	Gender Equity in Recreational Sport	returned the funding, no agreement was signed	\$5,000	\$5,000	withdrew from the program as we could not accommodate due to COVID
Simon Fraser University	Sustainable Development Goal (SDG) Fusion Collective	A three-year project to identify and address gaps in knowledge and/or data to support local government efforts to meet the SDGs. proposal uses active transportation as the initial basis for the project.	Government of Canada – Employment and Social Development Canada	Sustainable Development Goals Funding Program - Contributions	Award decision pending	\$900,000	N/A	This academic research grant led by SFU also involves the municipalities of Ottawa/ Gatineau and Halifax.

Attachment F: Grant Update

BC Hydro	Electric Vehicle Infrastructure Program	Installation of a DCFC at 810 Blanshard Street	Natural Resources Canada	Zero-Emission Vehicle Infrastructure Program (ZEVIP)	Award decision pending	TBD	N/A	The City will provide site, signage, wayfinding and in-kind staff time.
BC Hydro	Urban/Curb-side ZEV Readiness Demonstration Sites	Demonstration sites include Victoria, Surrey, Vancouver, North Van, UBC, BCIT and Powertech Labs	Natural Resources Canada	EV Infrastructure Demonstration Program	Award decision pending	TBD	N/A	The City will provide site, signage, wayfinding and in-kind staff time.

Purchases Exceeding \$50,000 - T2 2020

Description	Department	Awarded To	Value	Term Ending	Renewal Option
Brick storm drain rehabilitation	Engineering	INSITUFORM TECHNOLOGIES LTD	\$2,387,625.00		
Asphalt paving and cold milling	Engineering	ISLAND ASPHALT LTD	\$63,100.71		
Asphalt paving and cold milling	Engineering	ISLAND ASPHALT LTD	\$63,300.36		
AAA bike lanes - Harbour Road and Vancouver/Graham corridors	Engineering	RALMAX CONTRACTING LTD	\$4,244,623.00		
Asphalt paving and cold milling	Engineering	ISLAND ASPHALT LTD	\$60,308.72		
Asphalt paving and cold milling	Engineering	ISLAND ASPHALT LTD	\$51,239.50		
Consulting services - Disaster mitigation and adaption fund grant	Engineering	AECOM CANADA LTD	\$270,169.00		
Sanitary sewer / storm drain main lining 2020	Engineering	INSITUFORM TECHNOLOGIES LTD	\$748,980.00		
Asphalt paving and cold milling	Engineering	ISLAND ASPHALT LTD	\$101,400.00		
Sanitary sewer / storm drain mainline CCTV inspections	Engineering	VICTORIA DRAIN SERVICES LTD	\$82,336.28		
Isuzu NRR cab & chassis	Engineering Fleet	BERKS INTERTRUCK LTD	\$55,774.00		
Supply of service truck body	Engineering Fleet	EXPRESS CUSTOM TRAILER MFG INC	\$110,305.00		
Supply of Bandit heavy duty tree stump grinder	Engineering Fleet	RADIUS INDUSTRIAL WORKS INC	\$70,145.00		
Chassis extension and service truck conversions	Engineering Fleet	COMMERCIAL TRUCK EQUIPMENT CORP	\$141,786.00		
Software licencing	Information Systems	MICROSOFT CORPORATION	\$365,376.68		
ArcGIS migration planning	Information Systems	ESRI CANADA	\$66,745.00		
Consulting services - Topaz Park artificial turf field replacement	Parks, Rec & Facilities	CORE GROUP CIVIL CONSULTANTS LTD	\$244,230.00		
Consulting services - Urban forest implementation plan	Parks, Rec & Facilities	DIAMOND HEAD CONSULTING LTD	\$89,060.00		
BC Hydro electrical design - Fire station #3	Parks, Rec & Facilities	BC HYDRO	\$59,949.10		
Glazed curtain wall replacement - Centennial Square parkade	Parks, Rec & Facilities	FARMER CONSTRUCTION	\$136,931.00		
Consulting services - Economic analysis of rental housing in Victoria	Sustainable Planning and Development	CORIOLIS CONSULTING GROUP	\$59,960.00		

\$ 9,473,344.35

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
1	Council (to follow COTW)	CTFCOTW_May07_2020	Bylaw Officer Appointments	Pandemic	<p>That Council approve the following appointments for a 30-day term from May 9, 2020 to June 7, 2020:</p> <p>Jody Bedwell Andrew Britton Robert Carrie Adam Carter Gordon Hodson Richard Illi Jesse Long Daniel Lundin Steven McKellar Barry McLean Taylor Marsh Joseph Milkowski Won Namgoong Tod Purdy Christopher Woods Thomas Barry Anthony Dobos Shayne Gorman Lance Hurrell Wilfred Marquis Philip Williams</p> <p>as Bylaw Officers pursuant to section 2(a) of the Inspection Bylaw (06-061) and as Business Licence Inspectors for the City of Victoria.</p>
2	Council (to follow COTW)	CTFCOTW_May07_2020	Council Member Motion - Ensuring Housing Options with Supports for Everyone	Pandemic	<p>That Council request that the Mayor write, on behalf of Council, to the Premier of British Columbia, the Solicitor General and the Ministers of Housing, Health, and Mental Health and Addictions, copying Members of the Legislative Assembly representing constituencies in the Capital Region and the executive leadership of BC Housing and Island Health, as follows:</p> <p>Thanking the Provincial Government for their decisive action to provide indoor sheltering with support services for people currently sheltering at Topaz Park and Pandora Green.</p> <p>Requesting that the Provincial Government offer the provision of temporary housing options with supports of all unhoused people in the Capital Region, with no one to be evicted back to the street, as a step towards ending chronic homelessness and providing safe, secure, adequate, and affordable homes for all, while ensuring that there is an equitable distribution of housing across the region and equitably across neighbourhoods.</p> <p>Requesting that safer supply services be instituted without delay including ensuring appropriate staffing levels, 24-hour supports and that support services staff are trained in the provision of harm reduction. Further, requesting that BC Housing and other agencies utilize the expertise of local peer-run and peer-informed harm reduction services while providing supports.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
3	Council (to follow COTW)	CTFCOTW_May07_2020	Council Member Motion: Request for Clarity on Rent Relief Measures and Businesses Falling Through the Cracks	Pandemic	<p>That Council request the mayor to write to the federal government to request clarity on a priority basis on details as to how the Canada Emergency Commercial Rent Assistance (CECRA) program will work, so that tenants and landlords can work together to make plans to take advantage of this important program.</p> <p>That Council request that the mayor write to the federal government to request consideration of financial relief for small businesses who are unable to reach agreement with their landlord or are ineligible for CECRA and for small businesses in the hospitality sector such as event and wedding planners who have fallen through the cracks of existing programs and whose services will be required once larger gatherings are permitted in the future.</p>
4	Council (to follow COTW)	CTFCOTW_May07_2020	Council Member Motion - Development Permit with Variances Application No. 00106 for 1700 Blanshard Street	Pandemic	<p>That Council waive the standard practice of holding an opportunity for public comment for this application but direct staff to continue other standard practices related to sign posting and public notification, including a request for written commentary to come back to Council for consideration prior to issuing the Development Permit with Variances.</p>
5	Council	VCC_May14_2020	650 Speed Avenue: Temporary Use Permit Application No. 00016	Operational	<p>E.1.a Opportunity for Public Comment Consideration of Approval Motion:</p> <p>That Council authorize the issuance of Temporary Use Permit Application No.00016 for 650 Speed Avenue in accordance with plans submitted to the Sustainable Planning and Community Development department, date stamped April 2, 2020, to permit the additional use of multiple dwelling, subject to the following conditions:</p> <p>No less than 15 parking spaces shall be provided for residents.</p> <p>The planting beds in the front and rear yards shall be cleaned up and reinstated.</p> <p>The Temporary Use Permit, if issued, expires two years from the date of this resolution.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
6	Council	VCC_May14_2020	1023 Tolmie Avenue: Rezoning Application No. 00672 and Development Permit with VariancesApplication No. 00097	Operational	<p>Rezoning Application No. 00672 That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00672 for 1023 Tolmie Avenue, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.</p> <p>Development Permit with Variance Application No. 00097 That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00097, if it is approved, consider the following motion: That Council authorize the issuance of Development Permit with Variance Application No. 00097 for 1023 Tolmie Avenue, in accordance with: Plans date stamped April 6, 2020. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances: reduce the front yard setback on the south lot from 6.0m to 4.2m to the building and 3.0m to the deck; reduce the rear yard setback on the south lot from 6.0m to 3.5m; reduce the south side yard setback on the south lot from 2.4m to 1.5m for any portion of a dwelling used for habitable space and which has a habitable window; and reduce the south side yard setback on the north lot from 2.4m to 1.73m for any portion of a dwelling used for habitable space and which has a habitable window.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
7	Council	VCC_May14_2020	1700 Blanshard Street: Update Report - Development Permit with Variances Application No. 00106	Operational	<p>That Council consider the following revised motion: That Council authorize the issuance of Development Permit with Variance Application No.000106 for 1700 Blanshard Street, in accordance with: Plans date stamped April 24, 2020. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances: reduce the building setback above 10m from 12.35 to 4.8 metres, measured at the highest building elevation on Blanshard Street increase the balcony encroachment into the setback from 0.6 to 2.0 metres on Blanshard Street above the twentieth storey reduce the building setback above 10m from 2.26 to 0.5 metres, measured at the highest building elevation on Fisgard Street reduce the setback above 10m from 12.35 to 6.20 metres, above the fifteenth storey on Herald Street increase the balcony encroachment into the setback from 0.6m to 2.8 metres on Herald Street above the twentieth storey reduce the number of on-site short-term bicycle stalls from thirty-one to sixteen. Registration of a Statutory Right-of-Way on Blanshard Street to secure passage over the fronting sidewalk. Registration of an Encroachment agreement for building canopies. The Development Permit lapsing two years from the date of this resolution.</p>
8	Council	VCC_May14_2020	Downtown Victoria Business Association 2020 Budget	Operational	That Council receive the presentation for information and approve the 2020 DVBA Budget.
9	Council	VCC_May14_2020	Council Member Motion - 2020 Financial Plan Review - COVID- 19	Pandemic	<p>That Council amend the April 9, 2020 Financial Plan motion item (g) to: That Council review and consider amendments to the 2020 budget at the August 6, 2020 Committee of the Whole meeting with specific attention to the tables on pages 7 and 9 of this report.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
10	Council	VCC_May14_2020	1230 Grant Street, 1209, 1218, 1219, 1220, 1226 North Park Street, 1219 Vining Street, 1235 Caledonia Avenue and 1211 Gladstone Avenue: Rezoning Application No. 00715, Development Permit Application No. 00567 and Associated OCP Amendment (Fernwood)	Operational	<p>Rezoning Application No. 00715 and associated Official Community Plan Amendment. That Council instruct the Director of Sustainable Planning and Community Development to prepare the necessary Official Community Plan Amendment Bylaw in accordance with Section 475 of the Local Government Act and the necessary Zoning Regulation Bylaw Amendments that would authorize the proposed development outlined in Rezoning Application No. 00715 for 1230 Grant Street, 1209, 1218, 1219, 1220 and 1226 North Park Street, 1219 Vining Street, 1235 Caledonia Avenue and 1211 Gladstone Avenue, and change the OCP designation from Public Facilities, Institutions, Parks and Open Space and Traditional Residential to Urban Residential That first and second reading of the Zoning Regulation Bylaw Amendments be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Preparation and execution of the appropriate legal agreements executed by the applicant in order to secure the following:</p> <ul style="list-style-type: none"> a housing agreement to ensure the residential rental units remain affordable or below market in perpetuity in accordance with the City's definition of affordability and below market in the Victoria Housing Strategy 2016-2025 (Phase Two: 2019-2022) that the applicant provides a minimum of 14 three-bedroom, eight four-bedroom dwelling units, 15 accessible dwelling units in accordance with in accordance with CAN/CSA-B651-95, the National Standard of Canada for barrier-free design, and private amenity space with a minimum floor area of 139m² a Statutory Right-of-Way of 3.928m on Grant Street and 1.90m on Vining Street be registered on title to the satisfaction of the Director of Engineering and Public Works a Statutory Right-of-Way of 10.85m along the proposed driveway at Grant Street be registered on title to the satisfaction of the Director of Engineering and Public Works construction of a vehicle turnaround on Grant Street adjacent to the subject properties to the satisfaction of the Director of Engineering and Public Works construction of community gardens or contribution of cash in lieu equivalent to the installation of such gardens within the 145m² road closure area on the north side of North Park

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
11	Council	VCC_May14_2020	1230 Grant Street, 1209, 1218, 1219, 1220, 1226 North Park Street, 1219 Vining Street, 1235 Caledonia Avenue and 1211 Gladstone Avenue: Rezoning Application No. 00715, Development Permit Application No. 00567 and Associated OCP Amendment (Fernwood)	Operational	Development Permit Application No. 000567 That, subject to: the preparation and execution of legal agreements to secure housing affordability, unit types, accessible dwelling units, and amenity space, Statutory Right-of-Ways, and the construction of a greenway, to the satisfaction of the Director of Community Planning and Sustainable Development and Direction of Engineering and Public Works. revisions to the driveway and underground parkade entrance of the four-storey, multi-unit residential building on Grant Street to accommodate the Grant Street turnaround, to the satisfaction of the Director of Community Planning and Sustainable Development and Director of Engineering and Public Works. That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion: That Council authorize the issuance of Development Permit Application No. 000567 for 1230 Grant Street, 1209, 1218, 1219, 1220 and 1226 North Park Street, 1219 Vining Street, 1235 Caledonia Avenue and 1211 Gladstone Avenue, in accordance with: Plans date stamped April 6, 2020. The Development Permit lapsing two years from the date of this resolution.
12	Council	VCC_May14_2020	601 Trutch Street: Rezoning Application No. 00678 and Heritage Alteration Permit with Variances Application No. 00012 (Fairfield)	Operational	That Council refer back to staff to discuss with applicant staff concerns, comments made by Council and the CALUC.
13	Council	VCC_May14_2020	Victoria 3.0 - Recovery Reinvention Resilience 2020-2041	Strategic Plan	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. Receives an annual report on the implementation of Victoria 3.0.
14	Council	VCC_May14_2020	Open Air Recovery Support for Restaurants and Cafes in Public Spaces	Pandemic	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, ample room for pedestrians in high-traffic areas and livability for residents.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
15	Council	VCC_May14_2020	Supporting the Recovery of the Arts and Culture Sector	Pandemic	<p>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</p> <p>That Council direct staff to report back with options for a special round of grants to:</p> <p>Encourage events with alternative formats that build community and social connection while allowing for physical distancing;</p> <p>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.</p> <p>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.</p> <p>Staff report back on equity and inclusion at the same time as the regular report back on Create Victoria.</p>
16	Council	VCC_May14_2020	Extending Reduced Parking Fee Policy	Pandemic	<p>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.</p>
17	Council	VCC_May14_2020	Commercial Loading Zones to Free Time Limited Zones	Pandemic	<p>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.</p>
18	Council	VCC_May14_2020	Assistance with Recovery Phase for Business	Pandemic	<p>That Council request that staff create temporary bylaw amendments that would:</p> <p>Allow businesses to display and sell their merchandise in front of their business</p> <p>Allow tables and chairs outside restaurants, coffee shops, bakeries</p> <p>Allow businesses to use areas of public spaces or squares adjacent to a business</p> <p>Consider how larger City spaces could be shared by businesses</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
19	Council	VCC_May14_2020	COVID -19 Community Recovery Grants Program	Pandemic	<p>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.</p> <p>Authorize up to \$500,000 from the 2020 contingency toward the Strategic Plan Grant Program.</p> <p>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.</p>
20	Council	VCC_May14_2020	COVID Recovery: Housing Security	Pandemic	<p>That staff explore opportunities reprioritize, expedite, or amend actions within the Victoria Housing Strategy to address certain growing housing precarity within Victoria.</p> <p>That, via council liaisons, staff solicit written recommendations from existing City Task Forces and Committees regarding potential actions to support housing security.</p>
21	Council	VCC_May14_2020	COVID Recovery: Food security for low income tenants	Pandemic	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.
22	Council	VCC_May14_2020	Recovery Town Hall	Pandemic	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.
23	Council	VCC_May14_2020	Capital Projects	Pandemic	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.
24	Council	VCC_May14_2020	Safe Indoor Sheltering Locations	Pandemic	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.
25	Council	VCC_May14_2020	Hospitality Industry	Pandemic	<p>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.</p> <p>Respond quickly to requests by hospitality industry to changes in zoning, occupancy, etc. to allow for physical distancing.</p>
26	Council	VCC_May14_2020	Pathway to Recovery for a Caring, Low Carbon Community	Pandemic	That Council endorse in principle the Moving Forward, Not Backward 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.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
27	Council	VCC_May14_2020	Food Security during COVID-19 Recovery	Pandemic	<p>That Council continue to support the shift toward more resilient food systems by: 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.</p> <p>Endorse the continuation of the Get Growing Victoria 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.</p>
28	Council	VCC_May14_2020	Council Member Motion - Continuation of Youth Bus Pass Program	Pandemic	<p>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.</p> <p>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.</p>
29	Council	VCC_May14_2020	Sustainable Transportation during COVID-19 Recovery	Pandemic	<p>That Council endorse the following actions for sustainable transportation during Covid-19 recovery:</p> <p>Request that the Mayor write, on behalf of Council, to the Victoria Regional Transit Commission, indicating the City of Victorias support for the following priorities for public transit during Covid-19 recovery:</p> <p>Retain the current fare-free public transit program during the pandemic, to ensure driver safety, economic relief for passengers and low-carbon transport.</p> <p>Deploy the existing BC Transit fleet with maximum service hours for bus and handyDart to substantially improve service and equity, alongside fast-tracking the purchase of new buses and expansion of fleet maintenance facilities.</p> <p>Implement transit priority including bus lanes on existing roads, to increase transit capacity, speed and reliability at peak periods.</p> <p>Request that the Mayor write, on behalf of Council, to the Federal and Provincial Ministers of Transportation, indicating the City of Victorias support for the following priorities for public transit during Covid-19 recovery:</p> <p>Job-creation investment in a third fleet maintenance facility for the Victoria Regional Transit System, to allow for major service expansion and rapid transit.</p> <p>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.</p>
30	Council	VCC_May14_2020	2019 Financial Statements	Operational	That Council approve the 2019 Financial Statements

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
31	Council (to follow COTW)	CTFCOTW_May21_2020	Council Member Motion: Sheltering-in-place	Pandemic	<p>That Council reaffirms the existing direction, consistent with advice of Public Health Officials to reduce the risk of transmission of Covid-19, of sheltering-in-place through deferred enforcement of the 7 am 7 pm bylaw provision in locations where overnight sheltering is permitted (outside of Topaz and Pandora) until June 25, 2020.</p> <p>That Council adopts the following Policy relating to regulation of sheltering-in-place in locations where overnight sheltering is permitted during the public health emergency until June 25, 2020:</p> <p>That Council directs staff not to remove shelters and belongings that are abandoned or unoccupied until 72 hours after they have been tagged by a Bylaw Officer, and ensure that any notices are consistent with this policy.</p> <p>That Council directs staff to store impounded items in a secure facility, for retrieval by the owner for up to thirty (30) days, to the extent that this policy is consistent with workplace safety requirements and the advice of local public health authorities, and ensure that any notices are consistent with this policy.</p> <p>Maintain and improve dialogue between the City of Victoria Bylaw Division, people living outside and the people who work with them regarding sheltering-in-place in locations where overnight sheltering is permitted, under the purview of the City Bylaw division, to mitigate unintended harms of City bylaws to those who are living outside.</p> <p>That staff report to Council on June 25 with an update on sheltering in parks as well as a report from partners on opportunities for indoor sheltering options.</p>
32	Council	VCC_May28_2020	1700 Blanshard Street: Development Permit with Variance Application No. 00106	Operational	<p>That Council authorize the issuance of Development Permit with Variance Application No.000106 for 1700 Blanshard Street, in accordance with: Plans date stamped April 24, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <ul style="list-style-type: none"> reduce the building setback above 10m from 12.35 to 4.8 metres, measured at the highest building elevation on Blanshard Street increase the balcony encroachment into the setback from 0.6 to 2.0 metres on Blanshard Street above the twentieth storey reduce the building setback above 10m from 2.26 to 0.5 metres, measured at the highest building elevation on Fisgard Street reduce the setback above 10m from 12.35 to 6.20 metres, above the fifteenth storey on Herald Street increase the balcony encroachment into the setback from 0.6m to 2.8 metres on Herald Street above the twentieth storey reduce the number of on-site short-term bicycle stalls from thirty-one to sixteen. <p>Registration of a Statutory Right-of-Way on Blanshard Street to secure passage over the fronting sidewalk.</p> <p>Registration of an Encroachment agreement for building canopies.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
33	Council	VCC_May28_2020	1700 Blanshard Street: Development Permit with Variance Application No. 00106	Operational	<p>That Council authorize the issuance of Development Permit with Variance Application No.000106 for 1700 Blanshard Street, in accordance with: Plans date stamped April 24, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <ul style="list-style-type: none"> reduce the building setback above 10m from 12.35 to 4.8 metres, measured at the highest building elevation on Blanshard Street increase the balcony encroachment into the setback from 0.6 to 2.0 metres on Blanshard Street above the twentieth storey reduce the building setback above 10m from 2.26 to 0.5 metres, measured at the highest building elevation on Figgard Street reduce the setback above 10m from 12.35 to 6.20 metres, above the fifteenth storey on Herald Street increase the balcony encroachment into the setback from 0.6m to 2.8 metres on Herald Street above the twentieth storey reduce the number of on-site short-term bicycle stalls from thirty-one to sixteen. <p>Registration of a Statutory Right-of-Way on Blanshard Street to secure passage over the fronting sidewalk.</p> <p>Registration of an Encroachment agreement for building canopies.</p> <p>The Development Permit lapsing two years from the date of this resolution</p>
34	Council	VCC_May28_2020	1023 Tolmie Avenue: Rezoning Application No. 00672 and Development Permit with Variances Application No. 00097 (Hillside/Quadra)	Operational	<p>Rezoning Application No. 00672</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00672 for 1023 Tolmie Avenue, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
35	Council	VCC_May28_2020	1023 Tolmie Avenue: Rezoning Application No. 00672 and Development Permit with Variances Application No. 00097 (Hillside/Quadra)	Operational	<p>Development Permit with Variances Application No. 00097</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00097, if it is approved, consider the following motion:</p> <p>That Council authorize the issuance of Development Permit with Variance Application No. 00097 for 1023 Tolmie Avenue, in accordance with:</p> <p>Plans date stamped April 6, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the front yard setback on the south lot from 6.0m to 4.2m to the building and 3.0m to the deck;</p> <p>reduce the rear yard setback on the south lot from 6.0m to 3.5m;</p> <p>reduce the south side yard setback on the south lot from 2.4m to 1.5m for any portion of a dwelling used for habitable space and which has a habitable window; and</p> <p>reduce the south side yard setback on the north lot from 2.4m to 1.73m for any portion of a dwelling used for habitable space and which has a habitable window.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>
36	Council	VCC_May28_2020	1820 Government Street: Update on Application for a new Food Primary License with Entertainment Endorsement for January Gin Joint & Eatery (Downtown)	Operational	<p>That Council receive this report for information.</p> <p>That Council direct staff to provide the following response to the Liquor Licensing Agency:</p> <p>Council, after conducting a review with respect to noise and community impacts, does support the application, as long as it meets the requirement of a food primary as written in the liquor control board policy of the January Gin Joint & Eatery located at 1820 Government Street to have hours of operation from 9:00 am to 12:00 am Sunday through Wednesday and 9:00 am to 1:00 am Thursday through Saturday, an occupant load of 43 people and an entertainment endorsement.</p> <p>Providing the following comments on the prescribed considerations:</p> <p>The impact of noise on the community near the establishment was considered in relation to the request and assumptions are the noise impacts would be comparable in proportion to existing licence capacity in the vicinity.</p> <p>If the application is approved, the impact on the community is expected to be positive economically as the approval supports this new business and the long-term viability of the establishment.</p> <p>The views of residents were solicited via a mail out which included 474 letters to neighbouring property owners and occupants within 100 metres of the licensed location and a notice posted at the property. The City received one letter from the Downtown Residents Association opposing the application in response to the request.</p> <p>Council recommends the hours supported for the establishment be approved.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
37	Council	VCC_May28_2020	2003 Shakespeare Street: Development Variance Permit Application No. 00233 (Fernwood)	Operational	That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion: That Council authorize the issuance of Development Variance Permit Application No. 00233 for 2003 Shakespeare Street, in accordance with: Plans date stamped April 9, 2020. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances: reduce the north side yard setback of the Lot 1 (south lot) from 2.45m to 1.60m; reduce the lot width of the Lot 2 (north lot) from 15m to 14.33. The Development Permit lapsing two years from the date of this resolution.
38	Council	VCC_May28_2020	727-729 Johnson Street: Heritage Designation Application No. 000153 (Downtown)	Operational	That Council approve the designation of the exterior of the property located at 727-729 Johnson Street, first constructed in 1910 and restored in 2019, pursuant to Section 611 of the Local Government Act, as a Municipal Heritage Site, and that first and second reading of the Heritage Designation Bylaw be considered by Council and a Public Hearing date be set.
39	Council	VCC_May28_2020	2558 Quadra Street: Revised Victoria Housing Reserve Fund Grant (Forest Heights) (Hillside/Quadra)	Operational	That Council: Reduce the grant, approved on March 21, 2019, from the Victoria Housing Reserve Fund to the Greater Victoria Housing Society for the Forest Heights project located at 2558 Quadra Street from \$440,000 to \$105,000 to reflect changes to the project, specifically a reduction in number of eligible units and level of affordability. Confirm that all other terms and conditions of the grant approval continue to apply in accordance with the March 21, 2019 approval, except for levels of affordability of the proposed units.
40	Council	VCC_May28_2020	Public Hearings and Opportunities for Public Comment during the COVID-19 Pandemic	Pandemic	That Council: Authorize an amended process and move forward with public hearings and opportunities for public comment in accordance with the Ministerial Order M139 for receiving oral submissions during public hearings by allowing the public to participate via live phone and pre-recorded video as a substitute to in-person attendance while authorized by the provincial government. Restore the public request to address Council and question period to regular council meetings by electronic participation or written submissions during the COVID-19 pandemic. Restore the holding of twice monthly evening council meetings with remote participation in Public Hearings and Opportunities for Public Comment, Request to Address Council and Question Period. That staff proactively communicate opportunities for public participation in the City of Victoria public processes and information regarding all public hearings be sent to all CALUCs. That staff provide a verbal progress report on public participation at the June 18 COTW meeting.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
41	Council	VCC_May28_2020	My Great Neighbourhood Grant Program New Category of Community Recovery & Resiliency	Pandemic	<p>That Council approves:</p> <p>The new interim category of Community Recovery & Resiliency and the updated policy for the 2020 My Great Neighbourhood Grant Program</p> <p>A rolling intake from June to December 2020, giving the City Manager the decision-making power to approve the grants following the usual staff review process and report back at the end of the year.</p> <p>That the maximum allocated for recovery and resilience grants will be \$5000.</p>
42	Council	VCC_May28_2020	404 Henry Street: Heritage Designation Application No. 000189 (Victoria West)	Operational	That Council approve the designation of the property located at 404 Henry Street, pursuant to Section 611 of the Local Government Act, as a Municipal Heritage Site, and that first and second reading of the Heritage Designation Bylaw be considered by Council and a Public Hearing date be set.
43	Council	VCC_May28_2020	324/328 Cook Street and 1044, 1048 and 1052/1054 Pendergast Street: Rezoning Application No. 00634 and DPV No. 000527 - Advance for Consideration after Postponement (Fairfield)	Operational	That Council advance Rezoning Application No. 00634 and Development Permit with Variance Application No. 000527 for 324/328 Cook Street and 1044, 1048 and 1052/1054 Pendergast Street for consideration, in accordance with the recommendation stated in the attached Committee of the Whole Report from the meeting of March 19, 2020.
44	Council	VCC_May28_2020	750 and 780 Summit Avenue: Development Permit with Variance Application No. 00136 (Burnside)	Operational	<p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:</p> <p>That, subject to the proposed metal panels being reviewed and determined to be to the satisfaction of the Director of Sustainable Planning and Community Development, Council authorize the issuance of Development Permit with Variance Application No. 00136 for 750 and 780 Summit Avenue, in accordance with:</p> <p>Plans date stamped April 14, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variance:</p> <p>No provision of a loading space (Part 7.2, Section 9).</p> <p>Provision of a short-term bike rack (6 spaces) in a location to the satisfaction of the Director of Engineering and Public Works.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
45	Council	VCC_May28_2020	500, 504, and 506 Herald Street: Development Permit with Variance No. 00105 (Downtown)	Operational	<p>That Council, after giving notice, extending the notification area to 100 metres, and allowing an opportunity for public comment at a meeting of Council, consider the following motion:</p> <p>That Council authorize the issuance of Development Permit with Variance Application No. 00105 for 500, 504, and 506 Herald Street, in accordance with: Plans date stamped April 16, 2020.</p> <p>Development meeting all Zoning Bylaw 2018 requirements, except for the following variance:</p> <p>allowing new construction and building features to be erected partly on one lot and partly on another lot (Administration, Part 1, Section 12).</p> <p>Conditional upon:</p> <p>the applicant providing security to replace two street trees (species to be determined by the Parks Department) on the frontage and to include grate, guard and structural soil to the satisfaction of the Director of Parks and Recreation; and the applicant providing a financial contribution of \$1000 for two bicycle racks to be placed on Herald Street.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>
46	Council	VCC_May28_2020	1035 Joan Crescent: Development Permit with Variance Application No. 00129 (Rockland)	Operational	<p>That the matter be referred back to staff to work with the applicant to ensure greater consistency with the spirit and letter of the duplex guidelines.</p>
47	Council	VCC_May28_2020	Downtown Core Area Plan Update	Operational	<p>That Council:</p> <p>Direct staff to undertake an update of the Downtown Core Area Plan focused on enhancing liveability through improved building design considerations.</p> <p>Direct staff to report back with proposed updates to the Downtown Core Area Plan and a related Official Community Plan Amendment Bylaw to update development permit area and heritage conservation area guidelines.</p> <p>Consider consultation under Section 475(2)(b) of the Local Government Act and direct staff that no referrals of the Official Community Plan Amendment Bylaw are necessary to the Capital Regional District Board, Island Health, Songhees Nation, Esquimalt Nation, provincial or federal governments, Township of Esquimalt, District of Saanich and the District of Oak Bay.</p> <p>Consider consultation under Sections 475(1) and 475(2) of the Local Government Act and direct staff to undertake consultation with the project technical working group along with downtown property owners, residents, businesses, the development industry and heritage community on the proposed amendments to the Official Community Plan through a combination of printed materials and digital engagement tools such as an online open house and a project website.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
48	Council	VCC_May28_2020	Temporary License of Occupation for DC Fast Charger at 1400 Blk of Store Street	Operational	That Council, authorize the City to enter into a License of Occupation (Electric Vehicle Charging Stations) agreement, allowing BC Hydro Power Authority (BC Hydro) the use of a defined portion of land at 1400 Store Street to install, maintain and operate a publicly accessible Direct Current Fast Charge (DCFC), electric vehicle station as shown in Appendix A.
49	Council	VCC_May28_2020	Motor Vehicle Act Pilot Project	Operational	That Council direct staff to: Communicate with the Province of British Columbia that the City of Victoria will work collaboratively with other municipalities and the Capital Regional District to explore a proposal for the second call under the Motor Vehicle Act Pilot Program focused on reduced speed limits and new mobility devices. Prepare the associated corporate resourcing requirements to participate in the Motor Vehicle Act Pilot Program for consideration by Council as a part of the 2021 Financial Planning process. Request expansion of provincial road safety and active transportation grant funding programs to support municipal participation in the Motor Vehicle Act Pilot Program.
50	Council	VCC_May28_2020	Reallocation of Funding to Support 'Get Growing, Victoria!'	Pandemic	That Council approve the reallocation of \$30,000 from the 2020 Community Garden Coordinator Grant to provide direct awards grants to community organizations supporting distribution and education components of the Get Growing, Victoria! food production program.
51	Council	VCC_May28_2020	Council Member Motion - Housing and Supports during Covid Phase 2	Pandemic	Motion: That Council requests that the Mayor write, on behalf of Council, to the Premier of British Columbia, copying Members of the Legislative Assembly representing constituencies in the Capital Region, reiterating the City of Victoria's request that the Government of British Columbia mobilize sufficient resources to offer housing with appropriate social care and health care to all unhoused people in the Province of British Columbia. That Council directs City of Victoria staff to: Resume booking hotel and motel rooms in the Capital Region without delay for people currently sheltering outdoors in the City of Victoria, working with partner organizations to offer housing with appropriate social care and health care services (and all supports and wraparound services that may be required), and with informed consent of people to be housed, drawing from unspent funds from \$300,000 in previously approved Covid-19 response funding, and that the city seek reimbursement from the province for these expenditures. Maintain access to hygiene for people currently sheltering outdoors, including handwashing facilities and washrooms in proximity to authorized outdoor sheltering locations on a 24-hour basis, drawing from unspent funds from previously approved Covid-19 response funding. Maintain funding for shower facilities at Our Place, drawing from unspent funds from previously approved Covid-19 response funding.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
52	Council	VCC_May28_2020	Council Member Motion - Advocacy for Paid Sick Leave for All	Council Initiated	<p>WHEREAS British Columbia has entered Phase 2 of the provinces Restart Plan allowing for the reopening of a broad range of businesses and services;</p> <p>AND WHEREAS paid sick leave is an essential measure to protect public health and prevent disease transmission as the economy begins to reopen and contacts increase;</p> <p>AND WHEREAS paid sick leave provides substantial benefits to the public, firms, and workers;</p> <p>AND WHEREAS municipalities have fundamental powers to regulate, prohibit or impose requirements to protect public health;</p> <p>AND WHEREAS the public health emergency is most effectively combatted with all levels of government working together;</p> <p>THEREFORE BE IT RESOLVED THAT Victoria City Council request that the province implement amendments to the Employment Standards Act to introduce a minimum of 21 paid sick leave days for the duration of the Provincial State of Emergency with a legacy of at least 10 days of paid sick leave for workers in British Columbia in perpetuity.</p> <p>AND BE IT FURTHER RESOLVED THAT Victoria City Council requests that the federal government increase the EI Premium Reduction Program for employers that offer paid sick leave or introduce a refundable corporate income tax credit to support firms in meeting their paid sick leave obligations for the duration of the current crisis.</p> <p>AND BE IT FURTHER RESOLVED THAT Victoria City Council requests that, in the event that the federal government is unwilling to offer financial support for firms offering paid sick leave, the province implement a partially offsetting credit to the Employers Health Tax or WorkSafeBC premiums for the duration of the current crisis.</p>
53	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix A H.1.c. Supporting the Recovery of the Arts and Culture Sector:	Pandemic	<p>Appendix A H.1.c. Supporting the Recovery of the Arts and Culture Sector:</p> <p>That Council:</p> <p>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.</p> <p>Direct staff to report back on the Everyday Creativity Grant program criteria and process by end of June 2020.</p> <p>That funding for the cultural spaces grant program and at spaces roadmap be allocated as part of the 2021 budget.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
54	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix B H.1.h. COVID -19 Community Recovery Grants Program	Pandemic	<p>That Council authorize:</p> <p>An increase in the funding for the My Great Neighbourhood COVID-19 grant stream by \$100,000 funded from 2020 contingencies.</p> <p>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.</p> <p>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.</p> <p>An increase in the funding for the current intake of the Strategic Plan Grants by \$350,000 and that the Canada Day Special Duty policing, first 3 officers for special events, coordinated implementation of Pandora Task Force, Protocol and reconciliation dialogues totaling \$310,000 to be repurposed for the strategic plan grants second intake and the remaining amount would come from the 2020 contingency.</p> <p>Direct staff to undertake a second round of Strategic Plan grants of up to \$250,000 with an exclusive focus on recovery projects,</p> <p>that Council review the applications;</p> <p>that the due date is July 15, 2020; and,</p> <p>that funds are dispersed as soon as is practicable.</p>
55	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix C H.1.i. COVID Recovery Housing Security	Pandemic	<p>That Council endorse the following Victoria Housing Strategy priorities in 2020 to improve housing security as part of COVID-19 recovery:</p> <p>Advance and support the rapid supply of affordable and supportive housing in the neighbourhoods throughout the city, with government partners and non-profit housing providers;</p> <p>Bring forward an expanded Rental Property Standards of Maintenance Bylaw for consideration;</p> <p>Develop a Rental Property Licensing Bylaw to prevent renovations and demovictions;</p> <p>Explore the creation of a non-profit administered rent bank on a pilot basis.</p>
56	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix D H.1.l. Capital Projects	Pandemic	<p>That Council receive the following for information.</p> <p>That Council direct staff to share all of these projects with the Federal Ministry of Infrastructure and Communities and find out which ones are most likely to be funded and report back to Council with a prioritized list based on the Ministry's feedback.</p>
57	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix E H.1.b. Open Air Recovery Support for Restaurants and Cafes in Public Spaces	Pandemic	<p>That Council endorse the proposed program described in Appendix E - H.1.b. Open Air Recovery Support for Restaurants and Cafes in Public Spaces.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
58	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix E - H.1.d. Increasing Physical Distancing for Pedestrians in Public Space	Pandemic	That Council endorse the proposed programs to provide additional space for physical distancing for pedestrians.
59	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix E - H.1.d. Increasing Physical Distancing for Pedestrians in Public Space	Pandemic	<p>That Council adopt the proposed Business Recovery from Pandemic Bylaw that would:</p> <p>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.</p> <p>Waive fees for all delegated Development Permits and Heritage Alteration Permits proposing outdoor commercial use, with or without parking variances.</p>
60	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix E H.1.g. Assistance with Recovery Phase for Business and H.1.n Hospitality Industry	Pandemic	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.
61	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix E - H.1.g. Assistance with Recovery Phase for Business Business Recovery from Pandemic Bylaw No. 20-72	Pandemic	<p>Appendix E - H.1.g. Assistance with Recovery Phase for Business Business Recovery from Pandemic Bylaw No. 20-72</p> <p>For section 8(3) to add, immediately after the words in subsection (1), the words and the property owner.</p> <p>That the following be forwarded to the daytime special council meeting:</p> <p>That Council give first second and third readings to Business Recovery from Pandemic Bylaw 20-072.</p> <p>That Council reconsider and adopt Business Recovery from Pandemic Bylaw No. 20-072.</p>
62	Special Council (to follow COTW)	Special Council (to follow COTW)_Jun04_2020	Appendix E - Liquor Licensing changes resulting from the COVID-19 pandemic	Pandemic	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.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
63	Council (to follow COTW)	CTFCOTW_Jun11_2020	1475 Fort Street - Development Permit with Variance Application No. 00120 (Rockland)	Operational	<p>Subject to the applicant undertaking a CALUC community meeting that includes mail notices to owners and occupiers within 50 metres of the subject property and subject to staff providing an update report to COTW along with a revised motion reflecting any changes to the proposal.</p> <p>That, subject to the preparation and execution of the following legal agreements in a form satisfactory to the City Solicitor:</p> <p>A Housing Agreement to secure rental tenure of the dwelling units in perpetuity while allowing all or a portion of the dwelling units to be leased to a third party housing provider for non-market housing, to the satisfaction of the Director of Sustainable Planning and Community Development</p> <p>A Section 219 covenant to ensure that the dwelling units are not strata titled, to the satisfaction of the Director of Sustainable Planning and Community Development</p> <p>A Section 219 covenant to secure a Statutory Right-of-Way of 0.72m along Fort Street, to the satisfaction of the Director of Engineering and Public Works.</p> <p>An agreement to secure sixteen car share memberships, to the satisfaction of the Director of Engineering and Public Works.</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:</p> <p>That Council authorize the issuance of Development Permit with Variance Application No. 00120 for 1475 Fort Street, in accordance with:</p> <p>Plans date stamped April 8, 2020</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the vehicle parking from 45 stalls to 26 stalls;</p> <p>reduce the visitor parking from 3 stalls to 2 stalls;</p> <p>increase the building height from 12 metres to 14.39 metres;</p> <p>reduce the front setback from 10.5 metres to 1.81 metres</p> <p>reduce the rear setback from 7.2 metres to 3.96 metres</p>
64	Council (to follow COTW)	CTFCOTW_Jun11_2020	COVID-19 Update (Verbal)	Pandemic	That the report from the City Manager be received for information.
65	Council (to follow COTW)	CTFCOTW_Jun11_2020	Festival Investment Grant Report	Operational	<p>That Council direct staff to:</p> <p>Report back with 2020 Festival Investment Grant recommendations based on organizations' programming intentions outlined in their grant applications</p> <p>Require recipients to observe provincial health orders in their planning and delivery of cultural programming</p> <p>Require recipients to submit final reports detailing how funds were used to pay artists, deliver cultural programming and engage audiences by December 31, 2020.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
66	Council (to follow COTW)	CTFCOTW_Jun11_2020	Tree Preservation Bylaw Update	Strategic Plan	<p>That Council direct staff to prepare a new Tree Protection Bylaw generally consistent with this report in order to:</p> <p>Differentiate permit applicant types and requirements according to the complexity and magnitude of projects</p> <p>Clarify information required from applicants for tree removal permit applications</p> <p>Define tree retention and replacement requirements to maintain a stable or expanding tree canopy, consisting of new tree replacement ratios, tree planting standards, and tree density targets</p> <p>Update the requirements for security deposits and update tree permit application fees</p> <p>Require modification or relocation of proposed building footprints or structures within the zoning setbacks, to retain protected trees</p> <p>Establish transition provisions to apply the new bylaw in order to minimize impacts to existing applications</p> <p>Repeal the existing Tree Preservation Bylaw No. 05-106.</p>
67	Council (to follow COTW)	CTFCOTW_Jun11_2020	Create Victoria Progress Report	Operational	<p>That Council receive this report for information.</p>
68	Council (to follow COTW)	CTFCOTW_Jun11_2020	Curbside Fees for Parking Stands and Yellow Curb Use	Pandemic	<p>That Council:</p> <p>Approve the suspension of Parking Stand fees for Horse Drawn Carriages for 2020</p> <p>Approve the suspension of Parking Stand fees for Sightseeing vehicles for 2020.</p>
69	Council (to follow COTW)	CTFCOTW_Jun11_2020	Parks and Recreation COVID-19 Recovery Plan	Pandemic	<p>That Council approve the Parks and Recreation COVID-19 Recovery Plan (Attachment A), with implementation commencing on June 12, 2020.</p>
70	Council (to follow COTW)	CTFCOTW_Jun11_2020	Proposed Adjustments to Parking Fees	Pandemic	<p>That Council:</p> <p>Extend the reduced parking fees as follows:</p> <p>Reduced rates in all parkades:</p> <p>Daily rate - \$1 per hour with the 1st hour free</p> <p>Monthly rate - \$85</p> <p>Daily rate maximum of \$5 in all parkades excluding the Yates Street Parkade and Centennial Square Parkade, which would have a maximum of \$9 per day</p> <p>Reduced on-street metered rates:</p> <p>In the 90 minute zone- \$2 per hour, and reinstate the time limit to 90 minutes</p> <p>All other zones- \$1 per hour, with no time limits</p> <p>Reduced parking lot rates - \$1 per hour with a \$5 daily maximum</p> <p>Suspend enforcement of unmetered time-limited zones, except for 30 minute zones</p> <p>Direct staff to report back as soon as parking capacity becomes a challenge with proposed policy changes for Council's consideration.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
71	Council (to follow COTW)	CTFCOTW_Jun11_2020	Council Member Motion - Welcoming Cities Task Force	Strategic Plan	That Council allocated \$40,000 from the Mayor and Council travel budget to the Welcoming Cities Initiative. That Council direct staff to extend the application phase for three more weeks and promote the opportunity to submit applications.
72	Council	VCC_Jun11_2020	Public Hearing & Consideration of Approval	Operational	That the following bylaw be adopted: Zoning Regulation Bylaw, Amendment Bylaw (No. 1215) No. 20-018 Housing Agreement (1301 Hillside Avenue) Bylaw (2020) No. 20-019
73	Council	VCC_Jun11_2020	Public Hearing & Consideration of Approval	Operational	That Council authorize the issuance of Development Permit with Variances Application No. 00074 for 1301 Hillside Avenue in accordance with: Plans date stamped January 20, 2020. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances: reduce the number of residential vehicle parking stalls from 48 to 19; reduce the number of visitor vehicle parking stalls from 5 to 4; increase the site coverage from 40% to 75.5%; and reduce the open site space from 50% to 20.9%. The Development Permit lapsing two years from the date of this resolution.
74	Council	VCC_Jun11_2020	Public Hearing & Consideration of Approval:	Operational	That the following bylaw be adopted: Zoning Regulation Bylaw, Amendment Bylaw (No. 1223) No. 20-050 Housing Agreement (3020 Douglas Street and 584 Burnside Road East) Bylaw (2020) No. 20-030 Housing Agreement (3020 Douglas Street and 584 Burnside Road East) Bylaw (2020) No. 20-031
75	Council	VCC_Jun11_2020	Public Hearing & Consideration of Approval:	Operational	That Council authorize the issuance of Development Permit with Variance Application No. 000542 for 3020 Douglas Street and 584 Burnside Road East in accordance with: Plans date stamped March 9, 2020. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances: increase the height of the building from 17m to 23.93m; and locate 54 long-term bicycle parking spaces on parking level 2. The Development Permit lapsing two years from the date of this resolution.
76	Council	VCC_Jun11_2020	Public Hearing & Consideration of Approval	Operational	That staff be directed to undertake an evaluation of residential parking only on Basil Avenue, East of Higgins Street and Vista Heights, within six months of occupancy of the building.
77	Council (to follow COTW)	CTFCOTW_Jun18_2020	Greater Victoria Harbour Authority Member Representative Appointment	Operational	That Council request that the Mayor write to the Greater Victoria Harbour Authority indicating that Councils proposed appointee for 2021, Councillor Dubow, will remain as Councils appointee.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
78	Council (to follow COTW)	CTFCOTW_Jun18_2020	1314 and 1318 Wharf Street - Rezoning Application No.00701 and Heritage Alteration Permit with Variances No. 00236 (Downtown)	Operational	That Council refer the application back to staff with the direction that the application adheres more to the heritage and old town guidelines.
79	Council (to follow COTW)	CTFCOTW_Jun18_2020	1601-1609 Douglas Street (Fairfield Hotel) Housing Grant (Downtown)	Operational	That Council: Instruct the Director of Sustainable Planning and Community Development to notify Pacifica that: Pacifica is required to repay its dispersed housing grant of \$250,000, pro-rated to the amount remaining on September 15, 2019 (\$162,500), in accordance with the Grant Agreement dated December 17, 2017; No further funds will be provided under the existing Housing Grant Agreement due to Pacifica terminating operations of the Fairfield Hotel; Any funds remaining in Pacificas accounts will be converted to an extraordinary circumstances grant, and no further funds will be provided for the Fairfield Hotel. Instruct the City Solicitor to: Prepare a new extraordinary circumstances grant agreement from the 2020 contingency budget in an amount equivalent to the housing grant returned to the City (\$162,500), to allow Pacifica to spend the balance remaining (\$162,500 less operating funds spent since September 2019) to: Operate the hotel until such time as all tenants requesting to be relocated have moved from the building; rehouse any tenant requesting to move from the Fairfield Hotel; Include in this agreement the following provisions: This shall be a one-time only grant for extraordinary circumstances; This grant agreement covers a conversion of funds remaining from those dispersed in December 2017 and no cash payment shall be issued to Pacifica; Any further requests for funding should be directed to appropriate funding bodies such as BC Housing; The grant is provided to cover such costs as: Operational costs at the Fairfield Hotel until such time as Pacifica ceases operation at the building; Relocation costs, including moving costs, furnishing, household goods and food
80	Council (to follow COTW)	CTFCOTW_Jun18_2020	CALUC Community Meetings during COVID-19 Pandemic	Pandemic	That Council direct staff to bring forward amendments to the Land Use Procedures Bylaw and any necessary Council resolutions to enable posting of development application plans on the Development Tracker while maintaining current notification requirements, as a substitute for the current Community Association Land Use Committee Community Meeting in response to the COVID-19 pandemic.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
81	Council (to follow COTW)	CTFCOTW_Jun18_2020	Council Member Motion - Late Items for the Agendas	Council Initiated	<p>That Council direct staff to bring forward amendments to the Council Procedures Bylaw so that:</p> <p>Council member motions must be submitted by Monday by 11am to be included in the current weeks agenda under items of new business.</p> <p>Any late motions submitted after this time will be put into a new section of the agenda called Late Items.</p> <p>Late item motion reports must include rationale as to time sensitivity.</p>
82	Council (to follow COTW)	CTFCOTW_Jun18_2020	Council Member Motion: Council Endorsement of Letter to Federal Minister re Emergency Income Support	Council Initiated	<p>That Council endorse the attached letter to federal Minister Maryam Monsef, and that the Mayor write a further letter to Minister Monsef to advise her of that endorsement, with a copy to PEERS Victoria.</p>
83	Council (to follow COTW)	CTFCOTW_Jun18_2020	Council Member Motion: Meeting with Island Health	Council Initiated	<p>That the Mayor invite the CEO of Island Health and other representatives of Island Health to attend a Closed session of COTW for an opportunity to discuss mutual areas of interests and concerns.</p>
84	Council (to follow COTW)	CTFCOTW_Jun25_2020	580 and 582 Niagara Street: Rezoning Application No. 00721 (James Bay)	Operational	<p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No.00721 for 580-582 Niagara Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Preparation and execution on the propertys title to secure:</p> <p>a Statutory Right of Way, to the satisfaction of the Director of Engineering; and</p> <p>a Housing Agreement to secure two of the four units as rental in perpetuity.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
85	Council (to follow COTW)	CTFCOTW_Jun25_2020	324/328 Cook Street and 1044, 1048 and 1052/1054 Pendergast Street: Rezoning Application No. 00634 and DPV No. 000527 - Advance for Consideration after Signage Replaced (Fairfield)	Operational	<p>Rezoning Application No. 00634</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00634 for 324/328 Cook Street and 1044, 1048 and 1052/1054 Pendergast Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Preparation and execution of the following legal agreements:</p> <p>Statutory Right-of-Way securing 1.38 metres of the site adjacent to Pendergast Street, to the satisfaction of the Director of Engineering and Public Works.</p> <p>Housing Agreement ensuring that future strata bylaws cannot restrict the rental of units to non-owners, to the satisfaction of the Director of Sustainable Planning and Community Development.</p> <p>Section 219 Covenant securing an amenity contribution in the amount of \$136,163.47 toward the Local Amenities Reserve Fund, to the satisfaction of the Director of Sustainable Planning and Community Development.</p> <p>Section 219 Covenant to secure the construction of the following public realm improvements, to the satisfaction of the Director of Engineering and Public Works:</p> <p>raingardens along Pendergast Street;</p> <p>enhanced boulevard planting and low seating walls; and</p> <p>permeable and impermeable concrete sidewalk pavers.</p> <p>Section 219 Covenant to secure the maintenance of the proposed rain gardens and boulevard planting for a period of one year to the satisfaction of the Director of Parks, Recreation and Facilities.</p> <p>Section 219 Covenant securing an amenity contribution in the amount of \$161,356.80 toward the Victoria Housing Reserve Fund, to the satisfaction of the Director of Sustainable Planning and Community Development.</p> <p>Update report to Council on the potential acquisition of the commercial strata unit</p>
86	Council (to follow COTW)	CTFCOTW_Jun25_2020	Electric Vehicle Ready Requirements for New Construction	Strategic Plan	<p>That Council:</p> <p>Direct staff to forward Zoning Amendment Bylaw Nos. 20-001 and 20-075 to require that Electric Vehicle (EV) readiness be provided for all new residential development and five percent of new institutional, commercial and industrial development to the July 9th Council meeting for introductory readings.</p> <p>Direct staff to monitor EV demand and the use of charging infrastructure in institutional, commercial and industrial land uses and bring forward recommended amendments to the requirement levels as deemed necessary.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
87	Council (to follow COTW)	CTFCOTW_Jun25_2020	Council Member Motion: Alternative Response	Operational	<p>A) That Council direct staff to report back on how to develop a framework for an accessible, culturally safe, and appropriate Alternative Response model in time for consideration as part of Councils 2021 budget deliberations, and that this process include research to review and consider other municipalities approaches to alternative response models including the Cahoots model, and consideration of what community wellness and safety means to communities in Victoria.</p> <p>B) That the first public dialogue of what community wellness and safety means to communities in Victoria be achieved via a virtual community town hall (due to social distancing requirements) and an information gathering period, ensuring a range of opportunities for individuals and communities to engage, and strong representation of those disproportionately harmed within the current system namely black, Indigenous, and POC communities, TNB2s people, persons with lived and living experience (PWLLE) of poverty, homelessness, mental health challenges, or substance use. This engagement will help inform the development of an Alternative Response and other actions that support community wellness and safety. Funding to be drawn from the unused engagement budget of Councillor Potts or remaining Community Wellness Task Force budget.</p> <p>That Council appoints one or more council liaisons to attend the community partner meetings and engagement sessions that are held in the development of the Alternative Response model.</p> <p>That Council endorse the three overarching statements of the Community Wellness Task Force.</p> <p>That funding for this initial project development work be drawn from the remaining research budget in the Community Wellness Task Force budget and the 2020 contingency if needed.</p> <p>Direct staff to report back on how they plan to engage.</p>
88	Council (to follow COTW)	CTFCOTW_Jun25_2020	"Pride Week" - June 28 to July 5, 2020	Operational	<p>That the following proclamation be endorsed:</p> <p>"Pride Week" - June 28 to July 5, 2020</p>
89	Council (to follow COTW)	CTFCOTW_Jun25_2020	"Parachute National Injury Prevention Day" - July 6, 2020	Operational	<p>That the following proclamation be endorsed:</p> <p>"Parachute National Injury Prevention Day" - July 6, 2020</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
90	Council	VCC_Jun25_2020	Opportunity for Public Comment & Consideration of Approval	Operational	<p>Application No. 00132 for 11 Chown Place, in accordance with:</p> <p>Plans date stamped December 20, 2019.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>increase the building height from 11 m to 12.57m; increase the number of storeys from 2 to 4; reduce the horizontal distance between existing Building J and the proposed multi-unit residential building from 12.19m to 9.66m; reduce the horizontal distance between existing Building K and the proposed multi-unit residential building from 12.19m to 8.64m; reduce the horizontal distance between existing Building L and the proposed multi-unit residential building from 12.19m to 10.34m; reduce the horizontal distance between the proposed multi-unit residential building and proposed cistern from 12.19m to 0.69m; reduce the horizontal distance between the west side of the proposed multi-unit residential building and surface parking spaces from 6m to 2.40m; reduce the horizontal distance between the east side of the proposed multi-unit residential building and surface parking spaces from 6m to 3.29m; reduce the horizontal distance between the north side of the proposed multi-unit residential building and surface parking spaces from 6m to 3.14m.</p> <p>Discharge existing Section 219 Covenant (Registration No. L3326) from title, to the satisfaction of the Director of Sustainable Planning and Community Development.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>
91	Council	VCC_Jun25_2020	Opportunity for Public Comment & Consideration of Approval	Operational	<p>That the following bylaw be adopted:</p> <p>Housing Agreement (11 Chown Place) Bylaw (2020) No. 20-038</p>
92	Council	VCC_Jun25_2020	Public Hearing & Consideration of Approval:	Operational	<p>That the following bylaw be adopted:</p> <p>Heritage Designation (1009 Southgate Street) Bylaw No. 20-073</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
93	Council	VCC_Jun25_2020	Opportunity for Public Comment & Consideration of Approval	Operational	That Council authorize the issuance of Heritage Alteration Permit with Variance Application No. 00020 for 582 St. Charles Street, in accordance with: Plans, date stamped January 28, 2020. Development meeting all Zoning Regulation Bylaw requirements, except for the following variance: to permit a roof deck. Final plans to be generally in accordance with the plans identified above to the satisfaction of the Director, Sustainable Planning and Community Development. Heritage Alteration Permit lapsing two years from the date of this resolution.
94	Council (to follow COTW)	CTFCOTW_Jul02_2020	Council Member Motion - Late Items for the Agendas	Council Initiated	That this matter be reviewed as part of the governance review.
95	Council (to follow COTW)	CTFCOTW_Jul02_2020	1023 Tolmie - Update Report for Rezoning Application No. 00672 and Development Permit with Variances Application No. 00097 for 1023 Tolmie Avenue (Hillside-Quadra)	Operational	Rezoning Application No. 00672 That first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set for the proposed development outlined in Rezoning Application No. 00672 for 1023 Tolmie Avenue.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
96	Council (to follow COTW)	CTFCOTW_Jul02_2020	1023 Tolmie - Update Report for Rezoning Application No. 00672 and Development Permit with Variances Application No. 00097 for 1023 Tolmie Avenue (Hillside-Quadra)	Operational	<p>Development Permit with Variances No. 00097</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00627, if it is approved, consider the following motion:</p> <p>That Council authorize the issuance of Development Permit with Variance Application No. 00097 for 1023 Tolmie Avenue, in accordance with:</p> <p>Plans date stamped April 6, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the front yard setback on the south lot from 6.0m to 4.2m to the building and 3.0m to the deck;</p> <p>reduce the rear yard setback on the south lot from 6.0m to 3.5m;</p> <p>reduce the south side yard setback on the south lot from 2.4m to 1.5m for any portion of a dwelling used for habitable space and which has a habitable window; and</p> <p>reduce the south side yard setback on the north lot from 2.4m to 1.73m for any portion of a dwelling used for habitable space and which has a habitable window.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
97	Council (to follow COTW)	CTFCOTW_Jul02_2020	BC Housing's Affordable Homeownership Program Memorandum of Understanding	Operational	<p>That Council authorize the Mayor and City Clerk to execute a memorandum of understanding (MOU) with BC Housing, on the terms satisfactory to the City's Director of Sustainable Planning and Community Development, and in the form satisfactory to the City Solicitor, to guide the City of Victoria's participation in BC Housing's Affordable Home Ownership (AHO) Program, generally in accordance with the following terms and conditions:</p> <p>that contributions by BC Housing in the form of below market construction financing, from the City in the form of extra density, parking and other zoning relaxations, and from the developer in the form of in-kind community amenity contributions, will be pooled to reduce the cost of home ownership to eligible participants;</p> <p>that for all AHO Program participants, homes will be sold to eligible purchasers at fair market value, but a portion of the purchase price (between 10% - 20%) will be covered by a 25 year interest free mortgage in favour of BC Housing (known as the second mortgage);</p> <p>that eligible purchasers must meet a number of eligibility criteria, principal among which is that their household income cannot exceed the 75th income percentile for families with children for units with two or more bedrooms, and for families without children for units with less than two bedrooms, as determined by BC Housing from time to time;</p> <p>that the second mortgage will not be repayable until the owner defaults on any mortgage registered against title, until there is a change of ownership to a non-qualifying buyer, or to a qualified buyer (through registration discharge of the existing mortgage and a new second mortgage on title of the new qualified buyer), or if the unit ceases to be the owner's principal residence during the first five years of ownership or the 25 year term ends;</p> <p>that when that mortgage is repayable, a percentage (between 10% - 20%) of the sale price equivalent to the percentage of the vendor's original purchase price secured by that mortgage will be payable to BC Housing;</p>
98	Council (to follow COTW)	CTFCOTW_Jul02_2020	Sheltering in Place	Pandemic	<p>That Council reaffirms the existing direction, consistent with advice of Public Health Officials to reduce the risk of transmission of COVID-19, of sheltering-in-place through deferred enforcement of the 7am-7pm bylaw provision in locations where overnight sheltering is permitted until advice is received from the Provincial Health Officer or Island Health Medical Officer that updates or changes the direction from the June 8th guidance from the BC Centre for Disease Control, "Responses to Homeless Encampment Health Issues in the Context of COVID-19";</p> <p>Direct staff to report back July 9 on access to basic needs such as clean water, hygiene, sanitation and basic services.</p> <p>The City Manager report back if more budget is required for staffing in relation to sheltering in parks.</p>
99	Council (to follow COTW)	CTFCOTW_Jul02_2020	1010 Fort Street - Update for Rezoning Application No. 00643 (Harris-Green)	Operational	<p>To refer the application back to staff to work with the applicant to develop a proposal more in keeping with all the design guidelines for the subject property.</p> <p>Direct staff to request that the applicant pay the \$250,000 the City's Housing Reserve Trust Fund prior to the December 31, 2020 deadline.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
100	Council (to follow COTW)	CTFCOTW_Jul02_2020	2558 Quadra Street - Update to the Housing Agreement for Rezoning Application No. 00707	Operational	That Council amend condition #2 in the March 12, 2020 Council resolution for the Rezoning Application No. 00707 at 2558 Quadra Street so that it reads: Preparation and execution of a Housing Agreement for a term of 60 years to secure the building as rental, on terms to the satisfaction of the Director of Sustainable Planning and Community Development.
101	Council (to follow COTW)	CTFCOTW_Jul02_2020	Everyday Creativity Grant Program	Pandemic	That Council: Approves the new one-time Everyday Creativity Grant Program and Guidelines. Approves a rolling intake until December 31, 2020 and authorizes the City Manager to approve the grants following the staff review process. Direct staff to report back at the end of the year on grant allocations and evaluation of the grant program.
102	Council (to follow COTW)	CTFCOTW_Jul02_2020	Ministerial Order M192 - Open Meetings Public Attendance	Pandemic	That Council, pursuant to Ministerial Order M192 of the Minister of Public Safety and Solicitor General, passed June 17, 2020, authorize that until there are changes to the restrictions on gatherings and social distancing requirements, all open meetings of Council, including Committee of the Whole shall be conducted without members of the public present in council chambers. That openness, transparency, accessibility and accountability of these meetings are ensured subject to the provision of: Full live-stream webcasting and archived meetings on the City's website, including closed captioning services for all open meetings. Public participation by electronic means for request to address council and question period for regular meetings of council. Remote participation for opportunities for public comment and public hearings through: Written submissions Pre-recorded video submissions Pre-registered speakers list (remote participation) Real-time call-in during the hearing
103	Council (to follow COTW)	CTFCOTW_Jul02_2020	Council Member Motion - Financial Contribution toward the City of New Westminster's Legal Costs	Council Initiated	That Council authorize staff to offer an expenditure offer \$5,000 from the 2020 contingency as a contribution toward the City of New Westminster's legal costs of defending an appeal in relation to the Business Regulations and Licensing (Rental Units) Bylaw No. 6926.
104	Council (to follow COTW)	CTFCOTW_Jul02_2020	Appointment of Bylaw Officers	Pandemic	That Council approve the appointment of Tina Lockhart, Anna Kebaien, and Tyrus Sleightholme: As a Bylaw Officer pursuant to section 2(a) of the Inspection Bylaw (06-061); and As a Business Licence Inspector for the City of Victoria

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
105	Council (to follow COTW)	CTFCOTW_Jul02_2020	Appointment of Animal Control Officer	Operational	That Tyson Taylor be appointed as Animal Control Officer pursuant to section 49(1) of the Community Charter, and That his appointment be rescinded upon termination of his employment by Victoria Animal Control Services Ltd.
106	Council (to follow COTW)	CTFCOTW_Jul02_2020	Proposed Capital Regional District Liquid Waste Management Core Area and Western Communities Service Establishment Bylaw No. 4304	Operational	That Council consent to the adoption of Capital Regional District Bylaw 4304, Liquid Waste Management Core Area and Western Communities Service Establishment Bylaw No. 1, 1995, Amendment Bylaw No. 3, 2020
107	Council (to follow COTW)	CTFCOTW_Jul02_2020	Increase Arts in Public Places Committee Membership	Council Initiated	To amend the Terms of Reference for number of members to a minimum of 5 and a maximum of 7.
108	Council (to follow COTW)	CTFCOTW_Jul02_2020	First Triannual Accountability Report 2020	Operational	That Council receive this report for information.
109	Council (to follow COTW)	CTFCOTW_Jul02_2020	Bylaws for 359-369 Tyee Road (Dockside Green): Development Permit Application No. 000550	Operational	That the following bylaw be adopted: Housing Agreement (359, 363, & 369 Tyee Road) Bylaw (2020) No. 20-045 Housing Agreement (359, 363, & 369 Tyee Road) Bylaw (2020) No. 20-046
110	Council (to follow COTW)	CTFCOTW_Jul09_2020	Letter from the Minister of Finance and Deputy Premier	Council Initiated	That the letter dated June 8, 2020 from the Minister of Finance and Deputy Premier be received for information.
111	Council (to follow COTW)	CTFCOTW_Jul09_2020	Letter from the District of Oak Bay	Operational	That the correspondence dated June 30, 2020 from the District of Oak Bay be received for information and that staff present to Oak Bay Council for information before tendering the project.
112	Council (to follow COTW)	CTFCOTW_Jul09_2020	1400 Quadra Street and 851 Johnson Street - Rezoning Application No. 00738	Operational	That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendments that would authorize the proposed development outlined in Rezoning Application No. 00738 to add storefront cannabis retailer as a permitted use at 1400 Quadra Street and remove storefront cannabis retailer as a permitted use at 851 Johnson Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
113	Council (to follow COTW)	CTFCOTW_Jul09_2020	43, 45 and 55 Gorge Road East and 2827, 2829 and 2831 Irma Street - Rezoning Application No. 00720 and Development Permit with Variances Application No. 00135 (Burnside)	Operational	<p>Rezoning Application No. 00720</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00720 for 43, 45 and 55 Gorge Road East and 2827, 2829 and 2831 Irma Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council, and that a Public Hearing date be set once the following conditions are met:</p> <p>Preparation and execution of the appropriate legal agreements executed by the applicant in order to secure the following:</p> <p>a housing agreement to ensure the residential rental units remain rental in perpetuity</p> <p>Statutory Right-of-Ways of 4.82m on Grant Street and 1.38m on Irma Street be registered on title to the satisfaction of the Director of Engineering and Public Works</p> <p>construction of a public plaza on the corner of Gorge Road East and Irma Street to the satisfaction of the Director of Community Planning and Sustainable Development and Director of Engineering and Public Works.</p> <p>purchase of two car share vehicles with assigned parking spaces on-site, 121 car share memberships for the life of the building along with \$100 usage credit for each membership and 6 commercial parking spaces assigned to residential visitors after business hours and on weekends to the satisfaction of the Director of Community Planning and Sustainable Development.</p> <p>preparation of the appropriate legal agreement to ensure the appropriate construction methodology would not impact the health of the Garry Oak tree to be retained.</p> <p>The applicant confirms that all the current tenants have reviewed the Tenant Assistance Plan and had an opportunity to identify their individual needs and that</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
114	Council (to follow COTW)	CTFCOTW_Jul09_2020	1224 Richardson Street - Rezoning Application No. 00705 and Development Permit with Variances Application No. 00149 (Rockland)	Operational	<p>Rezoning Application No. 00705</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00705 for 1224 Richardson Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Preparation and execution of legal agreements for the following:</p> <ul style="list-style-type: none"> to ensure that a future strata cannot restrict the rental of units to non-owners, to the satisfaction of the Director of Sustainable Planning and Community Development; to secure the following transportation demand management measures, to the satisfaction of the Director of Engineering and Public Works: <ul style="list-style-type: none"> one car share vehicle one car share parking spot one care share membership per dwelling unit one hundred dollars in car share usage credits per membership two oversized bicycle parking stalls one bicycle repair station; to secure a 1.43 metre statutory right-of-way adjacent to the lane; to secure the initial sale prices at a maximum average of \$330,000 for one bedroom units and \$480,000 for two bedroom units; and to ensure that an owner contribute 50% of the difference between their purchase price and the increased sale price to the Citys Housing Reserve Fund if the unit is sold within three years of purchase. <p>That Council direct staff to work with the applicant to establish an administrative way to implement affordable home ownership and report to Council at first and second reading of the bylaws for this proposal.</p> <p>Development Permit with Variances Application No. 00149</p> <p>That Council, after giving notice and allowing an opportunity for public comment</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
115	Council (to follow COTW)	CTFCOTW_Jul09_2020	146 Kingston Street - Application for a Change to Hours for Coast Victoria Harbourside Hotel, Liquor Primary License (James Bay)	Operational	<p>That Council direct staff to provide the following response to the Liquor Licensing Agency:</p> <p>Council, after conducting a review with respect to noise and community impacts, does support the application of Coast Victoria Harbourside Hotel located at 146 Kingston Street having hours of operation from 9:00 am to 1:00 am daily with the existing occupant load of 52 people.</p> <p>Providing the following comments on the prescribed considerations:</p> <p>The impact of noise on the community in the vicinity of the establishment has been considered in relation to the request, and assumptions are that the noise impacts would be negligible as the establishment proposes closing one hour later on Sunday only and opening two hours earlier each day, and the increase affects only indoor service area. The requested hours of operation in conjunction with the existing occupant load are not expected to result in negative impacts to the community.</p> <p>If the application is approved, the impact on the community is expected to be positive economically as the approval supports the business plan and long-term viability of the establishment.</p> <p>The views of residents were solicited via a mail out which included 276 letters to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice was posted at the property. The City received twelve letters in response to the request where 9 respondents were opposed to the adjustment and 3 were in support of the change. The James Bay Neighbourhood Association did not provide comment. Council recommends the license endorsements be approved.</p>
116	Council (to follow COTW)	CTFCOTW_Jul09_2020	Bicycle Master Plan - 2020 Project Designs and Network Update	Strategic Plan	<p>Main Motion as amended:</p> <p>That staff report back as part of 2021 budget process with information regarding implementing traffic calming on Fernwood Road between Haultain and Ryan and adjacent roads in the 2600 block.</p> <p>Carried</p> <p>Main Motion as amended:</p> <p>Direct staff to work with Songhees Neighbourhood residents, Boom and Batten and Victoria International Marina to address parking nuisance and livability concerns on Songhees Road, Paul Kane Place, Cooperage Place and Kimta Road.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
117	Council (to follow COTW)	CTFCOTW_Jul09_2020	Bicycle Master Plan - 2020 Project Designs and Network Update	Strategic Plan	<p>That Council:</p> <p>Approve the design for the Kings-Haultain corridor as per the details of this report and direct staff to complete engineering drawings and prepare construction tender documents;</p> <p>Carried</p> <p>Motion: That # 2 be placed on tonights Council agenda:</p> <p>Approve the design for the Kimta Road / E&N Connector and direct staff to complete engineering drawings and prepare construction tender documents; and Authorize City Staff to apply for funding for the Kimta Road / E&N Connector project through the Province of BC Active Transportation Grant Program. If successful, authorize the City Clerk to execute the agreement under terms similar to those of the 2020/2021 grant program; and Authorize the City to enter into an agreement with the Capital Regional District (CRD), on terms acceptable to the Acting Director of Engineering and Public Works and in the form satisfactory to the City Solicitor, for cost-sharing towards the detailed design of the Kimta Road / E&N Connector project that includes the following general provisions:</p> <p>Consent and agreement of the use of Island Corridor Foundation parcels, project representatives, design, tendering and award, project management, communications and debt due.</p> <p>Development of a Project Charter to detail project representatives, design, tendering and award, project management, communications and implementation costs.</p> <p>Citys total contribution not to exceed \$1.38M.</p> <p>Carried</p> <p>Approve the design for the Richardson Street corridor as per the details of this report and direct staff to complete engineering drawings and prepare construction tender documents;</p> <p>Carried</p> <p>Approve the design for the Government Street North corridor as per the details of</p>
118	Council	VCC_Jul09_2020	Public Hearing & Consideration of Approval	Operational	<p>That the following bylaw be adopted:</p> <p>Zoning Regulation Bylaw, Amendment Bylaw (No. 1224) No. 20-051</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
119	Council	VCC_Jul09_2020	Public Hearing & Consideration of Approval	Operational	<p>That Council authorize the issuance of Development Permit with Variances Application No. 000546 for 1302 Finlayson Street, in accordance with: Plans date stamped May 3, 2019.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the front yard setback from 6.0m to 2.0m (Lot A)</p> <p>reduce the rear yard setback from 6.0m to 4.63m to the building and to 3.43m to the steps (Lot A)</p> <p>reduce the side yard setback on Finlayson Street from 6.0m to 0.51 m (Lot B)</p> <p>increase the site coverage from 40% to 47.99% (Lot B).</p> <p>Revised plans, to the satisfaction of the Director of Sustainable Planning and Community Development, that address the asymmetry of the second-floor north facade windows and the width of the exterior railing supports.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>
120	Council	VCC_Jul09_2020	Public Hearing & Consideration of Approval:	Operational	<p>That this matter be referred to staff to work with the applicant to address concerns expressed by nearby residents relating to setbacks .</p>
121	Council	VCC_Jul09_2020	Bicycle Master Plan - 2020 Project Designs and Network Update	Strategic Plan	<p>Main Motion as amended:</p> <p>Approve the design for the Kimta Road / E&N Connector and direct staff to complete engineering drawings and prepare construction tender documents; and Authorize City Staff to apply for funding for the Kimta Road / E&N Connector project through the Province of BC Active Transportation Grant Program. If successful, authorize the City Clerk to execute the agreement under terms similar to those of the 2020/2021 grant program; and Authorize the City to enter into an agreement with the Capital Regional District (CRD), on terms acceptable to the Acting Director of Engineering and Public Works and in the form satisfactory to the City Solicitor, for cost-sharing towards the detailed design of the Kimta Road / E&N Connector project that includes the following general provisions:</p> <p>Consent and agreement of the use of Island Corridor Foundation parcels, project representatives, design, tendering and award, project management, communications and debt due.</p> <p>Development of a Project Charter to detail project representatives, design, tendering and award, project management, communications and implementation costs.</p> <p>Citys total contribution not to exceed \$1.38M.</p> <p>Direct staff not to implement angle parking on Cooperage and Paul Kane Place at this time as part of the Kimta Road Bike Lane Project.</p> <p>Carried</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
122	Council	VCC_Jul09_2020	Opportunity for Public Comment & Consideration of Approval	Operational	<p>That, subject to the proposed metal panels being reviewed and determined to be to the satisfaction of the Director of Sustainable Planning and Community Development, Council authorize the issuance of Development Permit with Variance Application No. 00136 for 750 and 780 Summit Avenue, in accordance with:</p> <p>Plans date stamped April 14, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variance:</p> <p>No provision of a loading space (Part 7.2, Section 9).</p> <p>Provision of a short-term bike rack (6 spaces) in a location to the satisfaction of the Director of Engineering and Public Works.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>
123	Council (to follow COTW)	CTFCOTW_Jul16_2020	2920 Prior Street: Rezoning Application No. 00708, Development Permit with Variances Applications No. 00147 & No. 00151, and Development Variance Permit No. 00245 (Hillside/Quadra)	Operational	<p>Rezoning Application No. 00708</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00708 for 2920 Prior Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.</p> <p>Development Permit with Variance Application No. 00147, Development Permit with Variance Application No. 00151 and Development Variance Permit No. 00245</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00708, if it is approved, consider the following motions:</p> <p>That Council authorize the issuance of Development Permit with Variance Application No. 00147 for 2920 Prior Street, in accordance with:</p> <p>Plans date stamped June 1, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variance to R1-S2, Restricted Small Lot (Two Storey) Dwelling:</p> <p>Decrease the side yard setback for habitable room window from 2.40m to 1.5m.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p> <p>And that Council authorize the issuance of Development Permit with Variance Application No. 00151 for 2920 Prior Street, in accordance with:</p> <p>Plans date stamped June 1, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variance to Schedule M Garden Suite</p> <p>Increase the maximum height from 3.50m to 4.15m.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p> <p>And that Council authorize the issuance of Development Variance Permit Application No. 00245 for 2920 Prior Street, in accordance with:</p> <p>Plans date stamped June 1, 2020.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
124	Council (to follow COTW)	CTFCOTW_Jul16_2020	736 Princess Avenue: Rezoning Application No. 00602 and Development Permit with Variance Application No. 00065 (Burnside-Gorge)	Operational	<p>Rezoning Application No. 00602</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00602 for 736 Princess Avenue, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Preparation and execution of the appropriate legal agreements executed by the applicant in order to secure the following:</p> <ul style="list-style-type: none"> a housing agreement to ensure the 28 supportive transitional housing units remain rental and affordable (very low income levels) for at least 60 years in accordance with the City's definition of affordability in the Victoria Housing Strategy 2016-2025 (Phase Two: 2019-2022) that all 28 non-market dwelling units are owned by a non-profit or government agency that the applicant provides a minimum of five accessible dwelling units and designed in accordance with CSA B651-12 Accessible Design for the Built Environment standards. <p>Development Permit with Variance Application No. 00065</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00602, if it is approved, consider the following motion:</p> <p>That Council authorize the issuance of Development Permit with Variance Application No. 00065 for 736 Princess Avenue, in accordance with:</p> <p>Plans date stamped June 18, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <ul style="list-style-type: none"> reduce the required number of residential parking spaces from 14 to 0; reduce the required number of commercial parking spaces from 17 to 8; reduce the required number of visitor parking spaces from 3 to 0;

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
125	Council (to follow COTW)	CTFCOTW_Jul16_2020	777 Douglas Street: Application for a New Liquor Primary Licence for The Humboldt (Downtown)	Operational	<p>That Council direct staff to provide the following response to the Liquor Licensing Agency:</p> <p>Council, after conducting a review with respect to noise and community impacts, does support the application of The Humboldt located at 777 Douglas Street having hours of operation from 9:00 am to 1:00 am daily with a total occupant load of 46 people. Providing the following comments on the prescribed considerations:</p> <p>The impact of noise on the community near the establishment was considered in relation to the request and noise impacts are not expected as the application is required by LCRB administrative process to separate an existing liquor primary licence area from an existing licence. This application to separate portions of a liquor primary licence to allow for separate ownership and operation results in no net increase to licenced capacity or hours.</p> <p>If the application is approved, the impact on the community is expected to be neutral economically as the approval does not result in a net increase to businesses capacity.</p> <p>The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 100 metres of the licensed location and a notice posted at the property. The City received seven letters in response to the notification that went to 635 owners and occupants. Four letters stated opposition and three were supportive which included one from the Downtown Residents Association.</p> <p>Council recommends the license be approved.</p>
126	Council (to follow COTW)	CTFCOTW_Jul16_2020	Electric Vehicle Charging User Fee	Strategic Plan	<p>That Council direct staff to bring forward for introductory readings:</p> <p>Amendments to the Streets and Traffic Bylaw (Bylaw No. 09-079) for the establishment and regulation of an electric vehicle charging zone, and collection of a fee for EV charging on city streets.</p> <p>A new bylaw, City Parkades Electric Vehicle Charging Fees Bylaw (Bylaw no. 20-032) for collection of a fee for EV charging in City parkades and surface parking lots.</p> <p>That Council authorize that revenue from fees collected from these bylaws be placed in the Climate Action Reserve Fund to support continued investment in EV charging infrastructure</p>
127	Council (to follow COTW)	CTFCOTW_Jul16_2020	Festival Investment Grants		<p>That Council approve the Festival Investment Grant allocations as recommended in Appendix 1 for total cash grants of \$283,749 and in-kind City services grants of up to \$159,450.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
128	Council (to follow COTW)	CTFCOTW_Jul23_2020	Strategic Grant Review Committee Recommendations	Operational	<p>Motion:</p> <p>That Council approve the External Grant Review Committees recommendations for grant awards for the Strategic Plan Grant program.</p> <p>Allocate the entire amount requested to the Burnside Gorge Community Association to the Family Self Sufficiency Program for \$5,000 from contingency.</p> <p>Allocate \$4,800 to Theatre Skam from contingency.</p> <p>That \$2,250 be awarded to the Archaeology in Schools program from the balance of the contingency fund.</p> <p>Carried</p> <p>Motion:</p> <p>Amendments to Application Form:</p> <p>In Section Six, add this question:</p> <p>How many people participate in or take advantage of the program for which you are seeking funding</p> <p>how many of those people live within the boundaries of City of Victoria?</p> <p>How many of those people live outside the City of Victoria but within the boundaries of the Capital Regional District?</p> <p>In Section Six, in response to How many will benefit from the project or program? add:</p> <p>Request applicants to provide a short answer to this question.</p> <p>In Section Seven, add this question:</p> <p>What is the minimum level of funding required for the program or project to occur?</p> <p>And provide room for comment.</p> <p>Carried</p> <p>Motion:</p> <p>2. The Application Process:</p> <p>Direct staff to report to Council on an annual basis before the strategic plan grant process begins for direction from Council as to whether there should be a particular focus for the year's strategic grant stream and direct staff to request an</p>
129	Council (to follow COTW)	CTFCOTW_Jul23_2020	Council Member Motion: Support for Destination Greater Victoria and VIATEC to promote local economic recovery	Council Initiated	<p>That Council authorize grant funding for VIATEC in the amount of \$20,000 and Destination Greater Victoria in the amount of \$24,000, requested in their Strategic Grant Plan applications and that this funding be allocated from the 2020 Contingency fund.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
130	Council (to follow COTW)	CTFCOTW_Jul23_2020	Local Government Recommendation for the Herbert Collins Group Inc. at 1010 Cook Street	Operational	<p>That Council direct staff to advise the Liquor and Cannabis Regulation Branch: The Council of the City of Victoria supports the application of the Herbert Collins Group Inc. at 1010 Cook Street to receive a provincial cannabis retail store license with following comments:</p> <p>The Council recommends that the LCRB issue a license to the Herbert Collins Group Inc. at 1010 Cook Street.</p> <p>City staff did not raise any concerns about this referral in terms of community impacts.</p> <p>The views of residents were solicited through a mail-out to property owners and occupiers within 100 meters of this address and to the relevant neighbourhood association.</p> <p>The City sent 829 notices and received 15 letters in response. The City did not receive correspondence from the Fairfield-Gonzales Community Association for this referral.</p> <p>Of the 15 respondents, 9 support issuing a license and 6 oppose issuing a license.</p> <p>Respondents opposed to issuing a license identified the following issues: cannabis consumption in the area, safety and security of residents and property in the area, and compatibility with residential and recreational uses in the area.</p> <p>The Council wishes the Province to make its own deliberations about the fact that this operation remained in operation for up to 2 weeks following legalization.</p> <p>That Council direct staff to advise the LCRB of Councils recommendation subject to the applicants compliance with applicable City bylaws and permits.</p>
131	Council (to follow COTW)	CTFCOTW_Jul23_2020	Youth Bus Passes - Proposed Funding September to December 2020	Strategic Plan	<p>That Council:</p> <p>Approve funding of up to \$200,000 from the 2020 contingency budget to fund fare free bus passes for youth 18 years and younger who live in the City of Victoria from September to December 2020</p> <p>Direct staff to bring forward funding options for the continuation of this program or the establishment of a U-Pass program, depending on ridership levels, as part of the 2021 financial planning process.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
132	Council (to follow COTW)	CTFCOTW_Jul23_2020	Council Member Motion: Ending Street Checks	Council Initiated	<p>That Council endorse the following resolution and direct staff to forward a copy to the Victoria and Esquimalt Police Board:</p> <p>Resolution: Ending Street Checks in the City of Victoria</p> <p>WHEREAS street checks occur when police or other law enforcement officers stop an individual for reasons: (1) not related to a reported or observed criminal offence, (2) not related to an investigation of a reported or observed criminal offence, or (3) not part of a random vehicle check;</p> <p>AND WHEREAS carding is the practice of recording information about an individual who is the subject of a street check in a police database;</p> <p>AND WHEREAS available data points to a pattern of discrimination against Black, Indigenous, people of colour (BIPOC) and unhoused people in the deployment of this tactic in various jurisdictions;</p> <p>AND WHEREAS the harmful effects of street checks have been well-documented across Canada and found to disproportionately and negatively impact members of the BIPOC community and unhoused people;</p> <p>AND WHEREAS the City of Victoria has adopted a strategic plan that includes ensuring a welcoming, compassionate and neighbourly atmosphere in our community where all people are welcomed, accepted, respected and encouraged to participate;</p> <p>AND WHEREAS the City of Victoria is committed to ending racism and has an important role to play in making a collective response to end fear-mongering, racism and human suffering;</p> <p>AND WHEREAS police boards and police departments should take into account the priorities, goals and objectives of local communities when establishing fiscal and operational policies;</p> <p>THEREFORE BE IT RESOLVED THAT Victoria City Council declares that street checks and carding are against the priorities, goals and objectives of the City of Victoria;</p> <p>AND BE IT FURTHER RESOLVED THAT Council requests that the Victoria and</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
133	Council (to follow COTW)	CTFCOTW_Jul23_2020	Proposed Adjustments to Parking Fees	Pandemic	<p>That Council adjust parking fees as follows effective August 4, 2020 unless otherwise specified:</p> <p>Extend reduced rates for Broughton Street, View Street and Johnson Street parkades:</p> <p>Daily rate - \$1 per hour with the 1st hour free</p> <p>Monthly rate - \$85</p> <p>Daily maximum \$9 for View and Johnson; \$5 for Broughton</p> <p>Yates Street Parkade</p> <p>Reinstate regular hourly rates</p> <p>1st hour free</p> <p>2nd and 3rd hour \$2</p> <p>4th hour and beyond \$3</p> <p>reduced daily maximum of \$14.50</p> <p>Increase the monthly rate to \$175 effective September 1, 2020</p> <p>Centennial Square Parkade</p> <p>Reinstate regular hourly rates</p> <p>1st hour free</p> <p>2nd and 3rd hour \$2</p> <p>4th hour and beyond \$3</p> <p>reduced daily maximum of \$14.50</p> <p>Increase the monthly rate to \$130 effective September 1, 2020</p> <p>Reduced parking lot rates:</p> <p>Royal Athletic Park - \$1 per hour with a \$5 daily maximum</p> <p>Royal Theatre and Wharf Street parking lots - \$2 per hour with a \$12 maximum</p> <p>Reinstate enforcement of all unmetered time-limited zones</p>
134	Council (to follow COTW)	CTFCOTW_Jul23_2020	Proposed Adjustments to Parking Fees	Pandemic	<p>That Council forward #4 - Reinstate regular on-street metered rates and time limits as per map in Appendix A - to the August 6, 2020 daytime Council Meeting and that this motion be forwarded to the Downtown Victoria Business Association.</p>
135	Council (to follow COTW)	CTFCOTW_Jul23_2020	2020 Strategic Plan Grants - Second Stream for COVID-19	Pandemic	<p>That Council approve the Proposed Amount (in column #4) in the table below.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
136	Council (to follow COTW)	CTFCOTW_Jul23_2020	Development Permit with Variances Application No. 00040 and Heritage Alteration Permit with Variance No. 00015 for 2251 Lydia Street	Operational	<p>Development Permit with Variances Application No. 00040 That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion: "That Council authorize the issuance of Development Permit with Variances Application No. 00040 for 2251 Lydia Street, in accordance with:</p> <p>Plans date stamped June 2, 2020 Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the minimum rear yard setback on Lot 2 from 6.00m to 5.25m reduce the minimum (south) side yard setback on Lot 2 from 2.40m to 1.50m reduce the minimum (north) side yard setback on Lot 2 from 2.40m to 1.64m reduce the minimum rear yard setback on Lot 3 from 6.00m to 4.80m reduce the minimum (east) side yard setback on Lot 3 from 2.40m to 1.50m.</p> <p>The Development Permit lapsing two years from the date of this resolution"</p> <p>Heritage Alteration Permit with Variance Application No. 00015 That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion: That Council authorize the issuance of Heritage Alteration Permit with Variances Application No. 00015 for 2251 Lydia Street for the existing house, in accordance with: Plans date stamped June 2, 2020 Development meeting all Zoning Regulation Bylaw requirements, except for the following variance: reduce the minimum side yard setback from 1.5m to 0.6m Final plans to be generally in accordance with the plans identified above to the</p>
137	Council	VCC_Jul23_2020	Public Hearing & Consideration of Approval	Operational	<p>That the following bylaws be adopted: Zoning Regulation Bylaw, Amendment Bylaw (No. 1228) No. 20-066 Housing Agreement (1015 Cook Street) Bylaw (2020) No. 20-067 That Council authorize the issuance of Development Permit with Variance Application No. 00131 for 1015 Cook Street, in accordance with: Plans date stamped December 18, 2019. Revisions to the landscape plan to identify the existing pear tree as "to be retained"; Development meeting all Zoning Regulation Bylaw requirements, except for the following variances: reduce the parking from 16 stalls to three stalls and the visitor parking from three stalls to one stall. The Development Permit lapsing two years from the date of this resolution.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
138	Council	VCC_Jul23_2020	Public Hearing and Consideration of Approval	Operational	<p>That the following bylaw be adopted: Zoning Regulation Bylaw, Amendment Bylaw (No. 1217) No. 20-022 Housing Agreement (913-929 Burdett and 914-924 McClure) Bylaw (2020) No. 20-023 Heritage Revitalization Agreement (923 & 929 Burdett Avenue and 924 McClure Street) Repeal Bylaw (2020) No. 20-024 That Council authorize the issuance of the Heritage Alteration Permit No. 00214 for 913-929 Burdett Avenue and 914-924 McClure Street in accordance with: Plans date stamped October 7, 2019. Development meeting all Zoning Regulation Bylaw requirements, except for the following variances: increasing the building height from 16.5m to 20.55m; reducing the front yard setback from 10.6m to 8.75m; reducing the rear yard setback from 5.4m to 4.7m; reducing the west yard setback from 3.6m to 3.2m for the principal building and from 3.6m to 3.05m for the Cartreff Residence; and reducing the vehicle parking requirement from 59 stalls to 56 stalls. Final plans to be generally in accordance with the plans identified above to the satisfaction of City staff. The Heritage Alteration Permit is subject to the conditions for Mount St. Angela (917-923 Burdett Avenue), the Cartreff Residence (913 Burdett Avenue), and the Temple Residence (924 McClure Street), detailed in Appendix A, Appendix B, and Appendix C attached to this report. The Heritage Alteration Permit lapsing two years from the date of this resolution.</p>
139	Council	VCC_Jul23_2020	Public Hearing & Consideration of Approval	Operational	<p>That the following bylaw be adopted: Zoning Regulation Bylaw, Amendment Bylaw (No. 1210) No. 20-001 Zoning Bylaw 2018, Amendment Bylaw (No. 5) No. 20-075 That Council endorse the Electric Vehicle Charging Infrastructure Technical Bulletin (2020).</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
140	Council	VCC_Jul23_2020	Council Member Motion: International Decade for People of African Descent	Council Initiated	<p>Therefore, be it resolved as follows:</p> <p>That the City of Victoria joins the government of Canada, the province of Ontario, the cities of Toronto and Ottawa, in acknowledging the International Decade for People of African Descent for the purpose of promoting respect, protection and fulfillment of all human rights and fundamental freedoms of people of African descent, as recognized in the Universal Declaration on Human Rights.</p> <p>That Council directs staff to report back at the Period 2 2020 Update on the resource implications of reporting back as part of the 2021 budget on how to implement the International Decade of People of African Descent from 2021-2024 including:</p> <p>i) Raising awareness in the general public about the heritage and culture of people of African descent and around the International Decade of People of African Descents broader goals and actions in Victoria.</p> <p>ii) Delivering anti-racism including anti-black racism training to prevent systematic racism in city policy, bylaws, programs and services.</p> <p>Creating an advisory committee of people of African descent to work with and advise staff between 2021-2024 on the implementation of the International Decade for People of African Descent and commitment to People of African descent.</p> <p>Developing a capacity building grant program for Black-led organizations, black business owners, and institutions supporting and working with people of African descent.</p> <p>Tracking and demonstrating progress with respect to City hiring practices at all levels to reflect the diversity of the community.</p> <p>Creating internship opportunities for people of African descent to diversify the citys workforce.</p>
141	Council	VCC_Jul23_2020	Opportunity for Public Comment & Consideration of Approval:	Operational	That Council receive this report for information.

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
142	Council (to follow COTW)	CTFCOTW_Aug06_2020	956 Heywood Avenue - Development Permit with Variances Application No. 00126 (Fairfield)	Operational	<p>That, subject to the preparation and execution of the following legal agreements in a form satisfactory to the City Solicitor:</p> <p>A Housing Agreement to ensure a future strata cannot restrict the rental of units, to the satisfaction of the Director of Sustainable Planning and Community Development; and</p> <p>A Section 219 Covenant to secure a car-share membership for each unit, to the satisfaction of the Director of Engineering and Public Works.</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion:</p> <p>That Council authorize the issuance of Development Permit with Variances Application No. 00126 for 956 Heywood Avenue, in accordance with:</p> <p>Plans date stamped May 26, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the vehicle parking from 9 stalls to 6 stalls and visitor parking from 1stall to zero stalls;</p> <p>increase the height from 12m to 12.98m (main roof) and 14.81m (roof access);</p> <p>reduce the front setback from 10.50 metres to 6.63 metres;</p> <p>reduce the rear setback from 7.71 metres to 1.52 metres;</p> <p>reduce the side setbacks from 7.71 metres to 1.37 metres (building) and 0.93m(window screens);</p> <p>increase the site coverage from 30 percent to 64 percent.</p> <p>Registration of legal agreements on the property's title to secure the car share memberships, to the satisfaction of the Director of Engineering and Public Works.</p> <p>Final plans to be generally in accordance with plans date stamped May 26, 2020.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
143	Council (to follow COTW)	CTFCOTW_Aug06_2020	956 Heywood Avenue - Development Permit with Variances Application No. 00126 (Fairfield)	Operational	<p>Rezoning Application No. 00694</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendments that would authorize the proposed development outlined in Rezoning Application No. 00694 for 1908, 1916, and 1920 Oak Bay Avenue, that first and second reading of the Zoning Regulation Bylaw Amendments be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Consult with the community through the South Jubilee CALUC in accordance with the Land Use Procedures Bylaw requirements (which has updated procedures during the COVID-19 pandemic) to seek feedback on the potential of adding a storey for rooftop access for common outdoor amenity space.</p> <p>Revisions to plans to add a rooftop amenity space, if deemed feasible, to the satisfaction of the Director of Sustainable Planning and Community Development.</p> <p>Preparation and execution of legal agreements to:</p> <p>ensure that a future strata cannot restrict the rental of units to non-owners, to the satisfaction of the Director of Sustainable Planning and Community Development;</p> <p>secure the following transportation demand management measures, to the satisfaction of the Director of Engineering and Public Works:</p> <p>\$25,000 towards the construction of a crosswalk one car share membership per dwelling unit one car share membership per commercial unit one hundred dollars in car share usage credits per membership electric vehicle readiness for all underground parking stalls four electric vehicle charging stations</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
144	Council (to follow COTW)	CTFCOTW_Aug06_2020	1908, 1916, 1920 Oak Bay Avenue - Rezoning Application No. 00694 and Development Permit with Variance Application No. 000551 (South Jubilee)	Operational	<p>Rezoning Application No. 00694</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendments that would authorize the proposed development outlined in Rezoning Application No. 00694 for 1908, 1916, and 1920 Oak Bay Avenue, that first and second reading of the Zoning Regulation Bylaw Amendments be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Consult with the community through the South Jubilee CALUC in accordance with the Land Use Procedures Bylaw requirements (which has updated procedures during the COVID-19 pandemic) to seek feedback on the potential of adding a storey for rooftop access for common outdoor amenity space.</p> <p>Revisions to plans to add a rooftop amenity space, if deemed feasible, to the satisfaction of the Director of Sustainable Planning and Community Development.</p> <p>Preparation and execution of legal agreements to:</p> <p>ensure that a future strata cannot restrict the rental of units to non-owners, to the satisfaction of the Director of Sustainable Planning and Community Development;</p> <p>secure the following transportation demand management measures, to the satisfaction of the Director of Engineering and Public Works:</p> <p>\$25,000 towards the construction of a crosswalk one car share membership per dwelling unit one car share membership per commercial unit one hundred dollars in car share usage credits per membership electric vehicle readiness for all underground parking stalls four electric vehicle charging stations</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
145	Council (to follow COTW)	CTFCOTW_Aug06_2020	3020 Douglas Street and 584 Burnside Road - Victoria Housing Reserve Fund Application (Burnside)	Operational	<p>That Council approve a grant from the Victoria Housing Reserve Fund to the Victoria Cool Aid Society in the amount of \$450,000 to assist in the construction of the 154-unit Crosstown affordable housing project at 3020 Douglas Street and 584 Burnside Road East, subject to the following conditions:</p> <p>The execution of a Housing Fund Grant Agreement in a form satisfactory to the Director of Sustainable Planning and Community Development and the City Solicitor; with terms for the eligible use of the grant, reporting requirements, repayment, indemnification, and communication protocols;</p> <p>The applicant fulfills the applicable requirements of the Victoria Housing Reserve Fund Guidelines;</p> <p>That the passage of this resolution creates no legal rights for the applicant or any other person, or obligation on the part of the City, until and unless all agreements are fully executed by the City; and</p> <p>\$225,000 shall be payable to the applicant upon execution of the Housing Fund Grant Agreement and the remaining balance of \$225,000 shall be payable to the applicant once the City has issued all required occupancy permits for the project.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
146	Council (to follow COTW)	CTFCOTW_Aug06_2020	2020 Budget Update and Review of Deferred Items	Pandemic	<p>That Council, for 2020, direct staff to:</p> <p>Use any unspent expense budgets towards the expected operating budget revenue shortfall and additional pandemic related costs</p> <p>Use funding from initiatives in Appendix A funded by 2019 surplus, that are not initiated by Council today, towards the expected operating budget revenue shortfall and additional pandemic related costs</p> <p>Use funding from any initiatives in Appendix A funded by new property tax revenue, less any amounts expended in 2020, towards the expected operating budget revenue shortfall and additional pandemic related costs</p> <p>Use up to \$11.64 million of the budgeted property tax funding for the capital budget to offset the remaining deficit (adjusted down by any unconditional grant amount received from the Province of BC)</p> <p>That Council reaffirm authorization for the formation of the Equity, Diversity and Inclusion Office.</p> <p>That Council authorize funding to hire an Equity, Diversity and Inclusion Officer, with particular expertise in Social Planning and sufficient authority within the organization to effectively advance Equity, Diversity and Inclusion.</p> <p>That Council authorize funding to hire an Accessibility Coordinator within the Equity, Diversity and Inclusion Office, with appropriate expertise and sufficient authority within the organization to effectively advance Accessibility in City infrastructure, facilities, programs and operations.</p> <p>That Council direct staff to report back at the next Budget meeting in October on additional resource requirements for the Equity, Diversity and Inclusion Office.</p> <p>Direct staff to bring forward items proposed in 2020 to be funded in the 2019 surplus, as supplementary items for Council's consideration in the 2021 budget.</p> <p>That Topaz Park - Southern Park Enhancements be considered in the 2020 budget in the amount of \$3.8 million.</p> <p>That the deferral amount of \$400,000 for the parks public washroom be allocated in 2020.</p>
147	Council (to follow COTW)	CTFCOTW_Aug06_2020	1118 Princess Avenue: Development Variance Permit Application No. 000246 (George Jay Elementary School) (Fernwood)	Operational	<p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, consider the following motion: That Council authorize the issuance of Development Variance Permit Application No. 00246 for 1118 Princess Avenue, in accordance with:</p> <p>Plans date stamped July 15, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>Allow the building to be constructed over a property line</p> <p>Reduce the side yard setback from 1.85m to 0.0m (West - Lot 16)</p> <p>Reduce the side yard setback from 1.85m to 0.0m (East Lot 17)</p> <p>The Development Permit lapsing two years from the date of this resolution.</p> <p>That recommendations be forwarded to the August 6, 2020 daytime Council Meeting so that an opportunity for public comment can be scheduled in September.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
148	Council (to follow COTW)	CTFCOTW_Aug06_2020	1050-1058 Pandora Avenue & 1508-1518 Cook Street: Update Report- Rezoning Application No. 00695, HD Application No. 000188 and Heritage Alteration Permit Application No. 00016 (Wellburn's Site)(North Park)	Operational	<p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00695 for 1050-1058 Pandora Avenue and 1508-1518 Cook Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:</p> <p>Preparation and execution of the appropriate legal agreements in order to secure the following:</p> <p>all dwelling units remain rental in perpetuity; a Statutory Right-of-Way of 3.083m along Cook Street, to the satisfaction of the Director of Engineering and Public Works; pay for the construction an asphalt pathway in Franklin Green Park to connect the proposed 3m wide pathway at the northwest corner of the site to an existing park pathway to the west to the satisfaction of the Director of Parks, Recreation and Facilities; provide a bus shelter on Cook Street in accordance with the site plan dated November 22, 2019, to the satisfaction of the Director of Engineering and Public Works and the Director of Sustainable Planning and Community Development; provide two car share vehicles, two assigned car share parking spaces on-site, 118 car share memberships, a \$100 of driving credits for each resident, and 40 electric bicycle charging stations (110V wall outlets) in the underground parkade, to the satisfaction of the Director of Engineering and Public Works; purchase 100 transit passes through BC Transits EcoPass program to the satisfaction of the Director of Engineering and Public Works; permit the proposed mews to access Franklin Green Park for fire exit purposes; maintain unrestricted public access to the mews from Cook Street and Franklin Green Park from 8AM-8PM each day;</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
149	Council (to follow COTW)	CTFCOTW_Aug06_2020	202 Raynor Avenue: Rezoning Application No.00724 and Heritage Alteration Permit with Variance Application No. 00021(Victoria West)	Operational	<p>Motion:</p> <p>That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No. 00724 for 202 Raynor Avenue, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set.</p> <p>Development Permit with Variances Application No. 00137</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council, and after the Public Hearing for Rezoning Application No. 00724, if it is approved, consider the following motion:</p> <p>That Council authorize the issuance of Development Permit with Variance Application No. 00137 for 202 Raynor Avenue, in accordance with:</p> <p>Plans date stamped June 9, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>Reduce the front yard setback from 6.00m to 3.49m.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p> <p>Heritage Alteration Permit with Variance Application No. 00021</p> <p>That Council, after giving notice and allowing an opportunity for public comment at a meeting of Council and after the Public Hearing for Rezoning Application No. 00724, if it is approved, consider the following motion:</p> <p>That Council authorize the issuance of Heritage Alteration Permit with a Variance Application No. 00021 for 202 Raynor Avenue, in accordance with:</p> <p>Plans, date stamped June 9, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variance:</p> <p>To reduce the required rear yard setback from 6 metres to 3 metres.</p> <p>Final plans to be generally in accordance with the plans identified above to the satisfaction of the Director of Sustainable Planning and Community Development.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
150	Council (to follow COTW)	CTFCOTW_Aug06_2020	3197 and 3199 Fifth Street and 1027, 1035, 1045, 1055, 1065 and 1075 Tolmie Avenue: Repeal of Housing Agreement Bylaw No. 14-044 and Discharge of Notice of Housing Agreement from title (Hillside-Quadra)	Operational	<p>Motion:</p> <p>That Council instruct staff to prepare the necessary documentation to repeal Housing Agreement Bylaw No. 14-044 and discharge the related Notice of Housing Agreement registered under number CA7712239 on title to the following properties: 3197 and 3199 Fifth Street, 1027, 1035, 1045, 1055, 1065 and 1075 Tolmie Avenue, legally known and described, respectively as:</p> <p>PID: 030-827-108 Legal Description: Lot 3 Section 4 Victoria District Plan EPP89848 PID: 030-827-094 Legal Description: Lot 2 Section 4 Victoria District Plan EPP89848 PID: 030-827-086 Legal Description: Lot 1 Section 4 Victoria District Plan EPP89848 PID: 030-827-116 Legal Description: Lot 4 Section 4 Victoria District Plan EPP89848 PID: 030-827-124 Legal Description: Lot 5 Section 4 Victoria District Plan EPP89848 PID: 030-827-132 Legal Description: Lot 6 Section 4 Victoria District Plan EPP89848 PID: 030-827-141 Legal Description: Lot 7 Section 4 Victoria District Plan EPP89848 PID: 030-827-159 Legal Description: Lot 8 Section 4 Victoria District Plan EPP89848</p> <p>Carried</p>
151	Council (to follow COTW)	CTFCOTW_Aug06_2020	1230 Grant Street, 1209, 1218, 1219, 1220 and 1226 North Park Street, 1219 Vining Street, 1235 Caledonia Avenue and 1211 Gladstone Avenue: Update to the Housing Agreement for Rezoning Application No.00715 (Fernwood)	Operational	<p>That Council amend condition #2.a.i in the May 14, 2020 Council resolution for the Rezoning Application No. 00715 for 1230 Grant Street, 1209, 1218, 1219, 1220 and 1226 North Park Street, 1219 Vining Street, 1235 Caledonia Avenue and 1211 Gladstone Avenue so that it reads:</p> <p>a housing agreement to ensure the residential rental units remain affordable or below-market for sixty (60) years in accordance with the City's definition of affordability and below-market in the Victoria Housing Strategy 2016-2025 (Phase Two: 2019-2022).</p>
152	Council (to follow COTW)	CTFCOTW_Aug06_2020	Save-on-Foods Memorial Arena Capital Upgrades	Operational	<p>That Council amend the 2020 Financial Plan to allocate \$280,000 for the repair of dehumidifiers and installation of handrails in the Save-On-Foods Memorial Centre, to be funded through the Multi-Purpose Equipment and Infrastructure Reserve Fund.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
153	Council (to follow COTW)	CTFCOTW_Aug06_2020	Accessibility Framework and Policy	Operational	<p>That Council endorse the Accessibility Framework and forward the Framework and the following suite of recommendations to a meeting in September for adoption to allow the AWG more time to consider the framework and comment on this motion.</p> <p>That Council request staff report back with terms of reference for a new accessibility advisory committee, allowing for some continuity of membership, to provide ongoing advice to the City of Victoria as the Accessibility Framework is implemented.</p> <p>That Council approve the Accessibility Policy as an interim policy and direct staff to report back with a strengthened policy including more specificity and guidelines to help determine appropriate courses of action and definitions.</p> <p>That Council direct staff to modify the Short-term Action Plan to include measurable outcomes including the year each issue is to be addressed and accomplished.</p> <p>That Council direct staff to report back in September with information on adding the AWGs recommended additions to the Short-Term Action Plan.</p> <p>Direct staff to report back on the accessibility lens as it relates to the future equity lens and on potential tools to assist with balancing competing rights and interests.</p> <p>Carried</p>
154	Council (to follow COTW)	CTFCOTW_Aug06_2020	Council Member Motion: Recognizing the Extraordinary Contribution of Accessibility Working Group Volunteer Members	Council Initiated	<p>That Council, by way of this motion, recognize the extraordinary contribution of AWG volunteers and request that the Mayor write letters to AWG members thanking them for their efforts to help the City of Victoria identify and eliminate barriers and make Victoria accessible for all.</p>
155	Council (to follow COTW)	CTFCOTW_Aug06_2020	Council Member Motion: Recovery Stimulus Package for BC's Tourism and Hospitality Sector	Pandemic	<p>That City of Victoria endorse the Tourism Industry Association of BC (TIABC)s Tourism Rescue Proposal and that Council request the Mayor write the Premier of British Columbia, Minister of Tourism, Arts and Culture, and MLAs representing the ridings in the CRD advocating that the Province of British Columbia provide initial investment support of \$680 million (short/medium term) and additional stimulus funding (medium/long term) to help mitigate the unprecedented impacts of COVID-19 on the B.C. tourism and hospitality industry and its workforce.</p>
156	Council (to follow COTW)	CTFCOTW_Aug06_2020	Council Member Motion: Coordinated Assessment and Access Policy Group Recommendations	Pandemic	<p>That Council requests that the Coordinated Assessment and Access Policy Group adjust its criteria for prioritizing people for housing based on the recently released 2020 Point in Time Count results including continuing to prioritize Indigenous people at the rate at which they are experiencing homelessness, broadening the age priority to reflect the most recent Point in Time Count data and prioritizing people who have lived in the region for one year or more.</p>

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
157	Council (to follow COTW)	CTFCOTW_Aug06_2020	Council Member Motion: Expediting Land Use and Permitting Applications for Schools During Covid19	Pandemic	That Council direct staff to expedite land use and permitting application processes for schools applying to place portables on school properties to accommodate the physical distancing needs of students during Covid19 while providing the regular opportunity for public input through staff bringing a report to a public meeting.
158	Council (to follow COTW)	CTFCOTW_Aug06_2020	Proposed Adjustments to Parking Fees	Pandemic	That Council: 4. Reinstate regular on-street metered rates and time limits as per map in Appendix A.
159	Council	VCC_Aug06_2020	Public Hearing & Consideration of Approval	Operational	Bylaw Approval Motion: That the following bylaw be adopted: Zoning Regulation Bylaw, Amendment Bylaw (No. 1222) No. 20-047 Heritage Designation (2659 Douglas Street) Bylaw No. 20-049 Housing Agreement (2649, 2651, 2655, 2657 And 2659 Douglas Street And 735 Hillside Avenue) Bylaw (2020) No. 20-048 Carried Development Permit Approval Motion: That Council authorize the issuance of Development Permit Application No. 00123 for 2649- 2659 Douglas Street and 735 Hillside Avenue, in accordance with: Plans date stamped November 4, 2019. Development meeting all Zoning Regulation Bylaw requirements. The Development Permit lapsing two years from the date of this resolution. Carried

	Meeting Type	Meeting Site	Agenda Item	Work Plan Category	Description
160	Council	VCC_Aug06_2020	Opportunity for Public Comment & Consideration of Approval:	Operational	<p>Motion:</p> <p>That Council authorize the issuance of Development Permit with Variances Application No. 00040 for 2251 Lydia Street, in accordance with:</p> <p>Plans date stamped June 2, 2020</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the minimum rear yard setback on Lot 2 from 6.00m to 5.25m</p> <p>reduce the minimum (south) side yard setback on Lot 2 from 2.40m to 1.50m</p> <p>reduce the minimum (north) side yard setback on Lot 2 from 2.40m to 1.64m</p> <p>reduce the minimum rear yard setback on Lot 3 from 6.00m to 4.80m</p> <p>reduce the minimum (east) side yard setback on Lot 3 from 2.40m to 1.50m</p> <p>The Development Permit lapsing two years from the date of this resolution.</p> <p>Heritage Alteration Permit with Variances Approval</p> <p>That Council authorize the issuance of Heritage Alteration Permit with Variances Application No. 00015 for 2251 Lydia Street for the existing house, in accordance with:</p> <p>Plans date stamped June 2, 2020</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variance:</p> <p>reduce the minimum side yard setback from 1.5m to 0.6m</p> <p>Final plans to be generally in accordance with the plans identified above to the satisfaction of the Assistant Director, Development Services Division, Sustainable Planning and Community Development, with the changes recommended by the Heritage Advisory Panel incorporated into the design.</p> <p>Heritage Alteration Permit lapsing two years from the date of this resolution. Carried</p>
161	Council	VCC_Aug06_2020	Opportunity for Public Comment & Consideration of Approval	Operational	<p>Motion:</p> <p>That Council authorize the issuance of Development Variance Permit Application No. 00233 for 2003 Shakespeare Street, in accordance with:</p> <p>Plans date stamped April 9, 2020.</p> <p>Development meeting all Zoning Regulation Bylaw requirements, except for the following variances:</p> <p>reduce the north side yard setback of the Lot 1 (south lot) from 2.45m to 1.60m;</p> <p>reduce the lot width of the Lot 2 (north lot) from 15m to 14.33.</p> <p>The Development Permit lapsing two years from the date of this resolution.</p> <p>Carried</p>

Attachment I: Advisory Committee Motions Referred to Council (T2 2020)

Renters Advisory Committee

Meeting Date: August 12, 2020

Motion: The Renters' Advisory Committee recommend that the compensation amounts in the Tenant Assistance Policy be reviewed at regular intervals to ensure that they are adjusted for inflation and reflective of the market rates for moving costs.
CARRIED

Motion: The Renters' Advisory Committee recommend that, given the budget situation during the pandemic, that the Renters Advisory Committee strongly encourages Council to create and hire the Tenant Ambassador position as a top priority in the 2020/2021 budget cycle to advocate on behalf of renters in the City .
CARRIED

Accessibility Working Group

Meeting Date: January 6, 2020

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

Meeting Date: July 28, 2020 (Passed via email on January 30, 2020)

Motion: The AWG recommends to Council that a dedicated advisory body for accessibility is struck to replace the Accessibility Working Group before the end of its current interim mandate and that this committee includes one or two current AWG members to provide continuity.
CARRIED

Active Transportation Advisory Committee

Meeting Date: June 30, 2020

Motion: That ATAC recommends that the City work with partners to introduce new information, resources and programs that help to encourage and inspire new residents to ride, walk, and take transit in a safe and comfortable way.
CARRIED

Attachment J – Urban Forest Master Plan Update

Urban Forest Work – 2020





UFMP Implementation Plan – T2 Update

The Urban Forest Master Plan outlines 26 recommendations to help achieve the vision for the urban forest. In late 2020 Council approved an implementation plan for several of the priority recommendations in the UFMP. This report provides an update on progress made on 2020 implementation actions.

The Urban Forest Section has made progress on a variety of actions however there are a few projects that have been delayed as a result of COVID-19. These projects primarily relied on consultant support or community engagement.

2019/2020 Actions		Status
RESOURCING		
1. Hire a Manager of Urban Forest Services and an Urban Forest Planner. (A)	✓	
2. Develop a set of actions to implement the Urban Forest Master Plan, key performance indicators and an implementation progress dashboard. (B)	●	
3. Define levels of service for urban forest management and measure the gap in current operating budgets. (I)	✓	
TREE PROTECTION		
4. Review and update of the Tree Preservation Bylaw and create material to clarify the new requirements. (Q)	●	
5. Audit the current role of Urban Forest staff in the development permit and bylaw review processes to identify procedural efficiencies. (Q, Z)	✓	
6. Develop and implement City tree and planting site protection protocols. (E)	●	
7. Update warranty and inspection requirements for contractor- and developer-planted City trees (O)	●	
MONITORING		
8. Measure city-wide tree canopy cover (LiDAR) and re-measure every 4 years. (H)	●	
9. Measure urban forest ecosystem services and re-measure every 4 years. (H)	○	
10. Establish targets for tree canopy cover, impermeable surfaces and planting opportunities across the city. (D)	○	
TREE PLANTING		
11. Develop area planting plans to prioritize and guide tree planting across the City to achieve canopy cover targets. (D, N)	■	Impacted by COVID-19
12. Host interdepartmental workshops to identify project and funding options to meet the goals of the UFMP and other City strategies or plans. (P)	■	Impacted by COVID-19
STEWARDSHIP		
13. Develop and implement a citizen stewardship plan. (D, O, S, H, U)	■	Impacted by COVID-19

Attachment J – Urban Forest Master Plan Update

IMPLEMENTATION PROGRESS	
Delayed	
On track – not started	
On track – in progress	
Completed	

Att. K – Council Motions Referred to Accountability Report (T2 2020)

Background

On July 23, 2020, Council approved the following Council Member Motion dated July 16, 2020 from Councillor Dubow and Mayor Helps regarding the International Decade for People of African Descent as follows:

That the City of Victoria joins the government of Canada, the province of Ontario, the cities of Toronto and Ottawa, in acknowledging the International Decade for People of African Descent for the purpose of promoting respect, protection and fulfillment of all human rights and fundamental freedoms of people of African descent, as recognized in the Universal Declaration on Human Rights.

That Council directs staff to report back at the Period 2 2020 Update on the resource implications of reporting back as part of the 2021 budget on how to implement the International Decade of People of African Descent from 2021-2024 including:

- i) Raising awareness in the general public about the heritage and culture of people of African descent and around the International Decade of People of African Descent's broader goals and actions in Victoria.*
- ii) Delivering anti-racism including anti-black racism training to prevent systematic racism in city policy, bylaws, programs and services.*

Creating an advisory committee of people of African descent to work with and advise staff between 2021-2024 on the implementation of the International Decade for People of African Descent and commitment to People of African descent.

Developing a capacity building grant program for Black-led organizations, black business owners, and institutions supporting and working with people of African descent.

Tracking and demonstrating progress with respect to City hiring practices at all levels to reflect the diversity of the community.

Creating internship opportunities for people of African descent to diversify the city's workforce

Response:

The following information is being provided for Council consideration on the human and financial resources required to include each aspect of the approved motion in the 2021 Financial Plan.

Public Awareness

i) Raising awareness in the general public about the heritage and culture of people of African descent and around the International Decade of People of African Descent's broader goals and actions in Victoria.

The City's Engagement Department can report back within existing resources as part of the 2021 budget on a communications plan to raise awareness about the heritage and culture of people of African descent and around the International Decade of People of African Descent's broader goals and actions in Victoria.

Anti-Racism Training

Att. K – Council Motions Referred to Accountability Report (T2 2020)

ii) Delivering anti-racism including anti-black racism training to prevent systematic racism in city policy, bylaws, programs and services.

To identify the scope or the required elements necessary for the effective development and delivery of City of Victoria specific anti-racism training (including anti-black racism training), will require consulting services estimated at \$18,000. Staff will support this work however do not have the additional capacity or expertise needed, or direct lived experience that specialized consultants can bring to this work.

Advisory Committee

Creating an advisory committee of people of African descent to work with and advise staff between 2021-2024 on the implementation of the International Decade for People of African Descent and commitment to People of African descent.

Staff recommend retaining external resources to assist with the establishment of a time-limited committee, to include support with committee meeting logistics and follow-up and research for the first year of \$5000.

New Grant Program

Developing a capacity building grant program for Black-led organizations, black business owners, and institutions supporting and working with people of African descent.

Staff recommend updating the terms of reference for the City's five available grant programs (Strategic Plan Grant, Micro Grants, Community Garden Volunteer Coordinator Grants, My Great Neighbourhood Grants, and Festival Investment Grants) to include an equity weighting for approval. The City's Business and Community Relations Department can improve awareness of all grant programs with a stronger promotional campaign that will not require additional financial resources in 2021.

Hiring

Tracking and demonstrating progress with respect to City hiring practices at all levels to reflect the diversity of the community.

Staff do not have the required expertise nor the capacity to determine the resources required to establish and track workforce metrics (including appropriate demographic categories and comparators), implement reporting mechanisms, and develop initiatives to remove barriers to employment for underrepresented groups consistent with the BC *Human Rights Code*. Staff estimate the cost of engaging an experienced consultant with the required expertise at approximately \$10,000.

Internship Opportunities

Creating internship opportunities for people of African descent to diversify the city's workforce.

Staff do not have the required expertise nor the capacity to determine the resources required to establish an effective internship program. Staff anticipate the scoping exercise may require extensive internal and external engagement and consultation, and recommend retaining a consultant with experience in successfully establishing programs providing employment opportunities to underrepresented groups. The estimated cost is approximately \$7,000.



1

Major Highlights & Accomplishments

- Supported grant applications for affordable housing at 2558 Quadra and 3020 Douglas
- Continued artwork installations in vacant storefronts, kiosks and bus shelters
- Completed negotiations for the sale of the Apex site to Telus for a major new downtown commercial office and retail project
- Constructed and hung 1,300 baskets in the downtown core
- Collected property taxes with comparable on-time payments as prior years
- Introduced 25 Zero Waste Stations across the City to increase recycling and composting



2

Major Highlights & Accomplishments

- *Get Growing Victoria* distributed 81,000 vegetable seedlings grown by City staff
- Public Works completed nearly 2,000 calls for service from residents and businesses repairing watermain breaks and traffic signal outages, clearing street debris and fixing streets and sidewalks.
- VicMap improved functionality with modern web browsers and faster generation of property reports



3

COVID-19 Impacts - Operations



- Hosted a Virtual Canada Day Victoria celebration and other online arts and culture events
- Re-opened playgrounds, spray parks, basketball and sport courts, outdoor fitness areas
- Offered summer camp and recreation programs at Royal Athletic Park
- Public participation to address Council remotely via video and phone access



4

COVID-19 Impacts - Operations



- Virtual public open House for Peter Pollen Waterfront Park to engage on the draft design concept
- Monthly youth transit pass applications available online
- Addressed increases in beach fire and illegal outdoor burning activity
- Initiated a review of the EOC following deactivation to capture lessons learned
- Increased bylaw outreach and enforcement

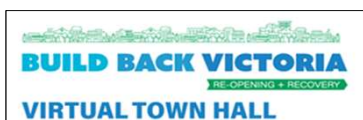


5

COVID-19 – Recovery Measures



- *Victoria 3.0 – Recovery Reinvention Resilience* and held a *Build Back Victoria Town Hall*. Pro-active measures undertaken by the City included, but not limited to:
 - Outdoor patio and flexspace for restaurants/cafes
 - Introduction of pedestrian priority measures on Government St.
 - Physical distancing pedestrian space in village centres
 - Create new *Everyday Creativity Grants* to support arts and culture sector
 - Introduced a second COVID-19 intake for *Strategic Plan Grants* and increased funding for *My Great Neighbourhood Grants*



6

COVID-19 – Recovery Measures



- Re-prioritized Victoria Housing Strategy actions to support response and recovery
- Re-allocation of previously approved resources to support Topaz Park policing costs
- Additional resources addressing temporary sheltering in parks and enforcement, parks clean up, security
- Increased cleaning of washrooms and public spaces
- Agreement to operate a temporary shelter in the Save-on-Foods Memorial Centre arena



7

COVID-19 Impacts - Staffing

- Updated the Pandemic Exposure Control and Safety Plan
- Implemented new safe job procedures, work practices and guidelines
- Provided training for staff to ensure health, safety and wellness
- Increased public awareness of safety measures for public using City services.
- Initiated planning in anticipation of a predicted 'second wave'
- Continued support for staff working remotely, including enhanced technology and training, mental health support and other resources
- Consistent with recovery planning, developed safety plans to return staff to City Hall campus to the extent possible while maintaining physical distancing

The City continues to respond to evolving information from public health authorities regarding COVID-19



8

Strategic Plan Progress

Status	# of Projects
On Track	20
Some Challenges	18
Major Challenges	2
On Hold, Deferred or Inactive	24
Complete	3
Total	67

- On track for time, budget and scope
- Minor Challenges (1 Q time delay; up to 15% budget variance; scope changes)
- Major Challenges (1+ Q time delay; 15% + budget variance, or scope TBD)
- Action item complete and in sustainment mode
- Action requires resources and planning prior to dashboard reporting or deferred

A number of new initiatives have been deferred due to COVID-19



9

Budget Update

- Reallocated approximately \$2 million from paused initiatives and deferred approximately \$17 million in capital projects to offset projected revenue shortfalls from:
 - Parking
 - VCC closure
 - Arena surcharges
 - Property leases
- Three paused initiatives approved to move ahead:
 - \$3.8 million for the bike skills and skate park at Topaz Park
 - Funding to install a new downtown public washroom
 - Establish an Office of Equity, Diversity and Inclusion (2 FTE)

The 2021 draft Financial Plan will be provided to Council in November and includes deferred projects and initiatives from 2020.



10

Additional Report Information

- Core Service Workplan – Att. C
- Budget Update – Att. D
- Council Member expenses – Att. E
- Grant activity update – Att. F
- Contracts awarded over \$50 thousand – Att. G
- Listing of Council Motions approved – Att. H
- Advisory Committee Motions – Att. I
- Urban Forest Master Plan Update – Att. J
- Council Motion – Att. K



11

Recommendation

That Council

1. Receive this report for information.
2. Forward the information contained in Attachment K regarding the International Decade for People of African descent to the 2021 Financial Planning process for Council consideration.



12

Strategic Plan Amendment Process

Part Two – Emergency Issues & Extraordinary Opportunities

Step 1

At a Committee-of-the-Whole meeting, Councillors interested in amending the Strategic Plan to address an emergency issue or extraordinary opportunity must bring a motion accompanied by a short report to request a short report from staff on the implications of adding a proposed Action. Emergency Issues and Extraordinary Opportunities don't need to be tied to a specific Strategic Objective, but if they do, this should be indicated clearly, as well as the Outcome that the new proposed Action is meant to achieve. Proposed new actions for Emergency Issues and Extraordinary Opportunities will require a two-thirds majority to pass.

Step 2

One Committee-of-the-Whole meeting later at the most, staff provide a brief report to Council outlining what Actions planned for a given year may need to be reconsidered and the implications of doing so.

Step 3

At the same meeting as outlined in Step 2, Committee votes on whether to move forward the new Action and Outcome and what Action or Actions may need to be removed. If Committee (and Council) supports proposed Actions and Outcomes that fall outside of the 8 Strategic Objectives, a new section will be added to the plan entitled *Emergency Issues and Extraordinary Opportunities*.



Committee of the Whole Report For the Meeting of October 15, 2020

To: Committee of the Whole **Date:** October 1, 2020

From: Karen Hoese, Director, Sustainable Planning and Community Development

Subject: Development Permit Application No. 000549 for 202 Harbour Road

RECOMMENDATION

That Council authorize the issuance of Development Permit Application No. 000549 for 202 Harbour Road, in accordance with:

1. Plans date stamped July 22, 2020.
2. Development meeting all *Zoning Regulation Bylaw* requirements.
3. Registration of the following legal agreements on the property's title:
 - a. a Section 219 Covenant requiring that the development be constructed to achieve LEED Gold certification, to the satisfaction of the Director of Sustainable Planning and Community Development
 - b. an extension to the Statutory Right of Way along the property frontage on Harbour Road, to the south property line, to the satisfaction of the Director of Engineering and Public Works
 - c. a Statutory Right of Way over the south plaza area to allow future access through the site to the Vic West Gateway footpath, to the satisfaction of the Director of Sustainable Planning and Community Development.
4. The Development Permit lapsing two years from the date of this resolution.

LEGISLATIVE AUTHORITY

In accordance with Section 489 of the *Local Government Act*, Council may issue a Development Permit in accordance with the applicable guidelines specified in the *Official Community Plan*.

Pursuant to Section 491 of the *Local Government Act*, where the purpose of the designation is the establishment of objectives for the form and character of intensive residential development, a Development Permit may include requirements respecting the character of the development including landscaping, and the siting, form, exterior design and finish of buildings and other structures.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Development Permit Application for the property located at 202 Harbour Road. The application proposes to construct a six-storey commercial (office) building on a vacant site.

The following points were considered in assessing this application:

- the proposal complies with the CD-9 Zone, Dockside District, and does not require any variances
- the proposal is generally consistent with *Design Guidelines for the Dockside Area*
- the application is voluntarily offering to enter into legal agreements to secure;
 - LEED Gold Certification
 - future public access across a plaza area connecting to a planned pedestrian connection into the Dockside Green development
 - a Statutory Right of Way (SRW) to ensure a continuous sidewalk alignment on the property frontage.

BACKGROUND

Description of Proposal

The application proposes to construct a six-storey commercial (office) building on a vacant site at the corner of Harbour Road and Esquimalt Road. The overall proposed density is 1.98:1 floor space ratio.

The proposal includes the following major design components:

- six-storey building with floor plate sizes ranging from 300m² to 935m²
- building oriented towards Harbour Road
- building steps back at the third and fifth storeys
- main lobby entrance set back from Harbour Road
- several balconies and extensive roof deck
- surface parking (below 2nd floor of building, accessed from Harbour Road) and one level of underground parkade
- secure bicycle parking with shower facilities, located in the underground parking area.

Sustainability

The application site is not subject to the Dockside Green Master Development Agreement (MDA), however, the applicant has confirmed that they will be designing and constructing the building to achieve LEED Gold Certification. This is the equivalent of the required green building standard for commercial development specified in the Dockside Green MDA. The applicant is willing to voluntarily enter into a legal agreement to secure the target of LEED Gold Certification.

In addition, as outlined in their letter to Mayor and Council, the applicant is also proposing landscaped rain gardens to manage the building stormwater, EV charging stations will be provided within the parking areas and the building is being designed to accommodate rooftop solar panels (although it should be noted that solar panels are not proposed as part of the current Development Permit).

Active Transportation

The applicant is providing the following measures that support active transportation:

- 20 short term visitor bike racks and secure storage for 40 bikes
- end of trip facilities (i.e. showers) located in the underground level.

Public Realm

The application proposes a small plaza with bench seating at the southern edge of the site. The plaza is located adjacent to a future planned pedestrian entrance into the Dockside Green development, referred to as the Vic West Gateway. The applicant is willing to enter into a Statutory Right of Way (SRW) to secure future public access across the plaza, to this Gateway, once it has been constructed.

In addition, the applicant is willing to enter into an SRW along the Harbour Road frontage, to extend an existing SRW, to ensure a continuous alignment of the sidewalk to the adjacent property. This sidewalk alignment will improve the pedestrian experience, separating pedestrians from vehicles through a planted boulevard along a designated greenway. The applicant has also indicated that rain gardens would be installed in the boulevard. This is discussed further in the Resource Impact section of this report.

It should be noted that the proposed off-site work is not a Development Permit consideration and will be reviewed further at the Building Permit stage.

Accessibility

Consistent with the *Design Guidelines for the Dockside Area* the applicant has employed a barrier-free design for public areas accessed directly from the street and where possible has eliminated the need for any stairs or ramps.

Existing Site Development and Development Potential

The site is presently vacant. Under Development Area F of the CD-9 Zone, Dockside District, the subject site can be developed up to a maximum floor area of 4,366m² with a wide range of commercial uses.

The following data table compares the proposal with Development Area F of the CD-9 Zone, Dockside District. The application is consistent with the current site zoning and no variances are sought in conjunction with this application.

Zoning Criteria	Proposal	CD-9 Zone (DA-F)
Site area (m ²) – minimum	2,182.5	N/A
Density (Floor Space Ratio) – maximum	1.98	N/A
Total floor area (m ²) – maximum	4,174	4,366
Height (m) – maximum	30.5	30.5

Zoning Criteria	Proposal	CD-9 Zone (DA-F)
Setbacks (m) – minimum		
Harbour Road	4	N/A
Rear (west)	4.5	N/A
Side (south)	3.5	N/A
Vehicle Parking – minimum	64	64
Bicycle parking – minimum		
Long term	40	28
Short term	20	10

Relevant History

The site was formerly owned by the Federal Government and was sold in 2012.

The site is part of the Dockside Green comprehensive development zone (CD-9 Zone), however, the property is not subject to the terms of the Dockside Green MDA.

On October 29, 2013, Council approved a Development Permit allowing the construction of a six-storey commercial building at this site. That development did not proceed and the permit has since expired.

Community Consultation

As the application does not propose variances, it has not been referred to the Victoria West Community Association Land Use Committee (CALUC) for comments.

ANALYSIS

Development Permit Area and Design Guidelines

The site is located within Development Permit Area 13: Core Songhees; therefore, the DPA objectives that are relevant to this proposal are:

- to continue to revitalize former rail yards and heavy industrial sites into areas of commercial use to increase vibrancy and strengthen commercial viability
- to achieve a high quality of architecture, landscape and urban design that is unique to the Songhees peninsula and its special places, reflecting its former industrial uses and geographic features
- to acknowledge the geographic context of the Songhees peninsula through building forms that are generally lower near the shoreline and gradually rise in height to correspond with the rise in topography.

Staff consider that the proposal is consistent with these objectives.

Design Guidelines for the Dockside Area

The *Design Guidelines for the Dockside Area* are applicable to this project. The proposal is consistent with Guidelines as follows:

- the building is designed to step up and away from the water's edge (i.e. from east to west) and the building mass steps back from existing and planned future public pathways
- the building form is asymmetrical and irregular
- the proposed building materials are compatible with other buildings located along Harbour Road
- the project includes both soft and hard landscaping and raingardens have been included to minimize the amount of storm water run-off entering storm sewers
- fenestration has been placed to overlook public pathways, open spaces and streets
- individual entrances have been provided on the Harbour Road frontage, in addition to a principle lobby entrance
- the building design accommodates overhangs and rooftop canopies
- areas used for storage of materials, waste and recycling materials are located underground
- barrier-free design will be employed for public areas accessed directly from the street
- end of trip cycling facilities are provided in the underground level
- parking stalls are located underneath the building and those stalls provided at grade are located at the side of the building, beneath a building overhang.

Staff consider that the proposal is generally consistent with the applicable Design Guidelines.

Victoria West Neighbourhood Plan

The subject site is located in Core Songhees and Master Planned Areas where development is guided by existing Master Development Agreements, Development Permit Areas and comprehensive development zones.

Tree Preservation Bylaw and Urban Forest Master Plan

The goals of the Urban Forest Master Plan include protecting, enhancing, and expanding Victoria's urban forest and optimizing community benefits from the urban forest in all neighbourhoods. The Victoria West Neighbourhood presently has 19% tree canopy cover.

There are presently no trees located on this property or along its Harbour Road street frontage.

The proposed landscaping on private property includes nine trees underplanted with shrubs. There are also two planted rain gardens proposed on private property.

Six new street trees are proposed along Harbour Road. The boulevard landscaping will include a rain garden and shrub plantings.

Advisory Design Panel

The application was first presented to the Advisory Design Panel (ADP) on August 28, 2019, and the following motion was carried:

That the Advisory Design Panel recommend to Council that Development Permit Application No. 000549 for 202 Harbour Road does not sufficiently meet the applicable

design guidelines and polices and should be declined, and the key areas that should be revised include:

- a) Refine the architecture to reflect the significant gateway position of the building and to be more consistent with the design quality at Dockside Green Advisory Design Panel Minutes Page 5 August 28, 2019*
- b) Revisit the materiality and detailing to be more consistent with Dockside Green and to address long term maintenance, and provide a materials board and renderings that more accurately reflect the proposal's materiality*
- c) Provide building details and strong landscape connections to emphasize the location of building entrances*
- d) Revisit and strengthen the pedestrian connections to the other Dockside Green buildings through the future plaza*
- e) Reconsider the raingarden design at the north property boundary to include rooftop runoff and/or improve its functionality*
- f) Include landscape elements, rooftop materials and details to ensure a high-quality roof-scape*
- g) Consider a lay-by for short term parking along Harbour Road*
- h) Screen the hydro kiosk and waste and recycling storage from the street view.*

The applicant subsequently submitted revised plans in response to the ADP motion and presented their application to ADP for a second time on December 18, 2019, where the following motion was carried:

That the Advisory Design Panel recommend to Council that Development Permit Application No. 000549 for 202 Harbour Road be approved with the following changes:

- revise, strengthen and simplify the main entrance, emphasize location and execution*
- relocation of parking stall at front entrance*
- reduce the visual competition of the fifth-floor parapet.*

Further revised plans were submitted on July 22, 2020, in response to the design revisions recommended in the ADP motion. These revisions are detailed in a letter provided by the project architect (see Attachment G) and can be summarized as follows:

- the entrance lobby has been enlarged and been re-oriented towards to Harbour Road, increasing the entrance visibility, and providing a simpler direct access from the street.
- the exterior space adjacent to the lobby has been reconfigured to increase visibility.
- the fifth floor roof parapets heights have been reduced and made identical on all facades and the top (sixth) floor roof parapet depth has been increased.

Staff have reviewed the revised plans, and based on the revisions in response to ADP comments, consider the application to be consistent with the applicable Design Guidelines.

Resource Impacts

The applicant is volunteering to install rain gardens as part of boulevard improvements that would be constructed adjacent to the site along Harbour Road. This proposal is supported by City staff as it aligns with the City's strategic goals of promoting rain gardens and improving water quality in our harbours and waterways. Again, it is important to note that the proposed off-site work is not a Development Permit consideration and will be reviewed further at the Building Permit stage. However, while the Developer would be responsible for constructing the rain gardens, there would then be an ongoing maintenance cost to the City. Staff are identifying

the cost implications at this stage so that, in the event that Council does not wish the City to carry these costs, staff can discuss an alternative boulevard treatment with the applicant prior to and during the Building Permit review process.

The estimated annual maintenance cost is as follows:

Increased Inventory	Annual Maintenance Cost
Street Trees – 6 new	\$300
Rain Gardens – 30 m ²	\$950
Shrub Beds – 105 m ²	\$2550
Irrigation System	\$400
Total Annual Cost	\$4200

The above includes the cost of maintaining the proposed rain gardens, street trees, shrub plantings and irrigation system.

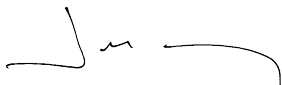
CONCLUSIONS

The proposal is consistent with the *Design Guidelines for the Dockside Area*. In addition, the applicant is voluntarily offering to enter into legal agreements that will secure the construction of the building to LEED Gold certified standard, support improved sidewalk alignment on Harbour Road and secure public access through the site to a future pathway connection into Dockside Green. Staff recommend that Council consider approving the Development Permit Application.

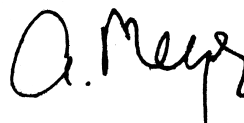
ALTERNATE MOTION

That Council decline Development Permit Application No. 000549 for the property located at 202 Harbour Road.

Respectfully submitted,



Jim Handy
Senior Planner – Development Agreements
Development Services Division



Karen Hoese, Director
Sustainable Planning and Community
Development Department

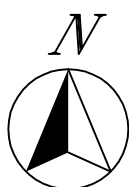
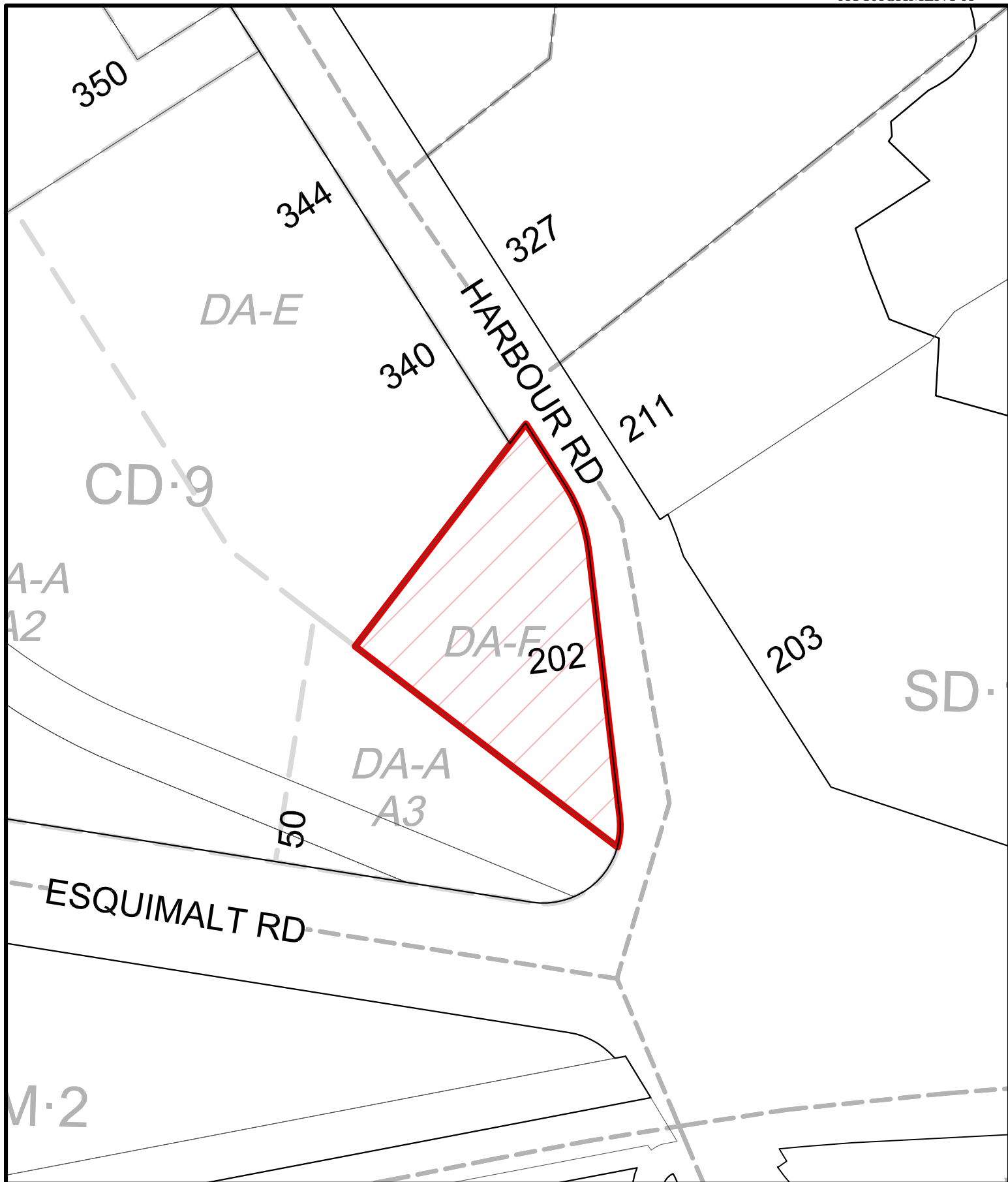
Report accepted and recommended by the City Manager:



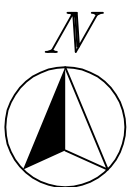
Date: October 6, 2020

List of Attachments

- Attachment A: Subject Map
- Attachment B: Aerial Map
- Attachment C: Plans dated/date stamped July 22, 2020
- Attachment D: Letter from applicant to Mayor and Council dated September 15, 2020
- Attachment E: ADP minutes dated August 28, 2019 and December 18, 2019
- Attachment F: Letter from architect received July 22 providing a response to the December 18, 2019, ADP motion



202 Harbour Road
Development Permit #000549



202 Harbour Road
Development Permit #000549

**PROJECT DIRECTORY:**

PROJECT DEVELOPER
1946318 **Ontario Limited**
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Thornhill, Ont. L4J 1A1
tel. (905) 886-8683

ARCHITECT
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tel. (250) 213-5556

LANDSCAPE ARCHITECT
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200-204 Cadourne Rd.
Victoria, B.C. V8Z 1G1
tel. (250) 412-2891

CIVIL CONSULTANT
JE Anderson & Associates
4212 Glenford Avenue
Victoria BC V8Z 4B7
tel. (250) 727-2214

LIST OF DRAWINGS:

ARCHITECTURAL:

000 COVER SHEET
A01A PROJECT INFORMATION
A02 SITE PLAN
A05 UNDERGROUND PARKING
A06 MAIN FLOOR PLAN
A08 L2 FLOOR PLAN
A08 L3 FLOOR PLAN
A07 L4 FLOOR PLAN
A08 L5 FLOOR PLAN
A08 L6 FLOOR & ROOF PLANS
A10 ELEVATION - EAST
A11 ELEVATION - SOUTH & WEST
A12 ELEVATION - NORTH
A13 ELEVATION - SOUTH, MATERIALS
A14 SECTIONS
A15 MODEL VIGNETTES
A16 MODEL VIGNETTES

LANDSCAPE:

L1.01 LANDSCAPE MATERIALS, PLAN
L1.02 LANDSCAPE PLAN L2
L1.03 STORM WATER MANAGEMENT PLAN
L3.01 PLANTING PLAN

CIVIL:

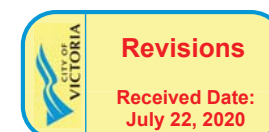
C1 SITE SERVICES PLAN



**202 HARBOUR ROAD,
VICTORIA, B.C.**

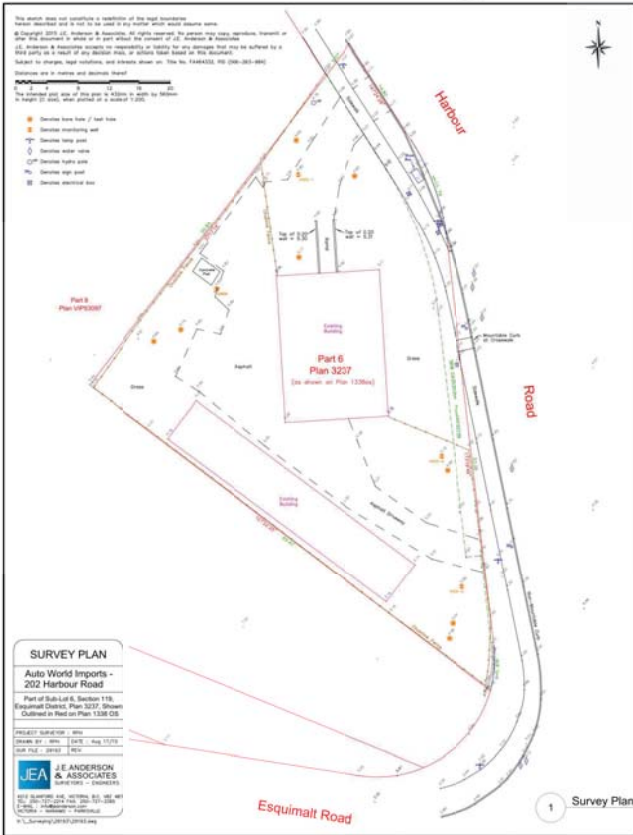


DEVELOPMENT PERMIT 27 March, 2020 Rev R5





2 Location Plan



1 Survey Plan



3 Context to Adjacent Unbuilt

Gross Floor Area	
Level	Area (m ² sq.ft.)
P1	1,637
Main Floor	632
L1	936
L2	936
L3	936
L4	733
L5	733
L6	303
Roof	39
Total GFA:	4,312 m² (46,420 sq.ft.)

Project Data	
Civic Address:	202 Harbour Road, Victoria BC
Legal Address:	Sub-kt 6, Section 118, Esquimalt District, Plan Number 3207
Zoning:	CD-9 Aone, Dockside District, Development Area- F
Site Area:	2182.5 m ² (23,492 sq.ft.)
Total Floor Area:	4174 m ² (44,672 sq.ft.) Proposed
	1: 637 m ²
	2: 902 m ²
	3: 902 m ²
	4: 706 m ²
	5: 706 m ²
	6: 296 m ²
	Roof Mass: 25 m ²
	4366 m ² (46,997 sq.ft.) Permitted
Floor Space Ratio:	1.91 : 1 (2 : 1 Permitted)
Main Floor Level:	5.1m Geodetic
Building Height:	5.1m Geodetic + 25.4m Bldg Height = 30.5 Geodetic (Maximum per Section 15.3)
Number of Stories:	6
Parking:	185 m ² GFA Office: 4174/65 = 64 stalls Required
	16 at Grade + 48 Parkadeck Rd Provided
Bike Parking:	1/150 m ² Long Term: 4150/150 = 28 Total: 40 Provided
	1/400 m ² Short Term: 4312/400 = 11 Total: 12 Provided
Building Setbacks:	4.0 m Front Yard (Harbour Road)
	4.5 m Side Yard (North)
	3.2 m Rear Yard (West/South)



BUILDING CODE SUMMARY	
Referenced Document:	British Columbia Building Code 2018- Division B, Part 3
Description	BCBC Ref.
Major Occupancy Classifications:	
Group D, Business and Personal Services	3.1.2.1
Group F, Division 3- Low-Hazard Industrial (Storage Garage)	
Separation of Major Occupancies:	
DT-3, none required	3.1.3.1
Fire resistance rating of floor assembly for one major occupancy over another to be determined by the lower major occupancy	3.2.2.7 (2)
1.5 hr Fire Separation for Storage Garage from all other occupancies	3.3.5.6
Building Height: 6 stories	
Building Area: 1060 m ²	
Streets Facing: 2	3.2.2.10
Occupant Load:	
Office: 3750/2 / 15.3	62
Office: 865/2 / 9.3	94
Office: 870/2 / 9.3	94
Office: 660/2 / 9.3	71
Office: 660/2 / 9.3	71
Office: 265/2 / 9.3	29
Total:	441 persons O.L.
Construction Requirements:	
Group D, up to 6 Stories, Sprinklered, Noncombustible Construction	3.2.2.57
-noncombustible construction	
-max. building area: 7200 m ² if 6 stories	
-floor assemblies shall be fire separations: 1RR 1 h	
-mezzanines: FRR 1 h	
-loadbearing walls/columns: FRR not less than supported assembly	
Group F, Division 3, up to 6 Stories, Sprinklered	3.2.2.82
-noncombustible construction	
-max. building area: 7200 m ² if 6 stories	
-floor assemblies shall be fire separations: 1RR 1 h	
-mezzanines: FRR 1 h	
-loadbearing walls/columns: FRR not less than supported assembly	
Fire Alarm and Detection Systems	
Fire Alarm System required for sprinklered building	3.2.4.1 (1)
Single or 2-stage fire alarm system permitted	3.2.4.3 (5)
Provisions for Firefighting	
Access Route to the building face having principal entrance required (Harbour Rd)	3.2.5.4.1 (a)
Access Route shall be located: >1m <15m to principal entrance	3.2.5.5.1 (1)
Unobstructed path for firefighter from vehicle to building: <15m	3.2.5.5.2 (2)
Standpipe System required	3.2.5.8.1 (a)
Fire Department Connection required	3.2.5.9.8 (b)
Distance from fire department connection to hydrant: <15m	
Safety Within Floor Areas:	
Separation of Suites, so fire separation required between suites of Group D	3.3.1.1 (4)
A means of egress is required from roof containing an occupancy	3.3.1.3 (2)
A roof-top enclosure shall be provided with access from	3.3.1.3.1 (b)
No fire separation required for Public Corridor (sprinklered, Group D, <15m L1)	3.3.1.4.4 (a)
Maximum travel distance within suite to nearest egress door: <40m	3.3.1.6.1 (1)
Minimum width of Public Corridor: 1100 mm	3.3.1.9.1 (1)
Doors in a Public Corridor providing access to exit: minimum 800mm clear width	3.3.1.13.1 (a)
Jamb's Room: fire separation not required to have the resistance rating (sprinklered)	3.3.1.21 (3)
Stair towers and elevators serving occupancies above the level of the storage garage shall be accessed through a vestibule conforming to 3.3.5.7.1 (4)	3.3.5.4.1 (1)
Exits:	
Every floor area is served by at least 2 exits	3.4.2.1 (1)
Minimum distance between exits: 1/2 the max. diagonal dimension of the floor area	3.4.2.3.1 (a)
but need not be more than 8 m for floor areas having a Public Corridor	
Travel distance from suite is permitted to be measured from an egress door	3.4.2.4.2 (2)
Travel distance maximum to one exit: 40m	3.4.2.5.8 (b)
Minimum width of exit stairs and corridors: 1100mm	Table 3.4.3.2.A
Minimum width of exit doors: 800mm	Table 3.4.3.2.A
Minimum clear height of exit: 2050mm	3.4.3.4 (1)
Fire resistance rating of exits per floor assembly above: 1.5 hr at P1, 1 hr L1 to L6	3.4.4.1 (1)
Not more than one exit is permitted to lead through a lobby	3.4.4.2 (2)
Health Requirements:	
Required number of water closets for each sex:	
2 w/c: Parking, 11-16 e.s.	Table 3.7.2.2.C
7 w/c: Offices: 211 persons e.s. >50+ 3 plus 1 for additional increment 50	Table 3.7.2.2.B
9 w/c: total required w/c	
11 w/c provided plus Universal toilet rooms	
Accessibility	
Access shall be provided to all areas of the building where work functions can reasonably be expected to be performed by persons with disabilities	3.8.2.1 (1)
Access provided from street to principal entrance	3.8.2.2.1 (1)
Accessible path of travel from HVC parking stalls to accessible entrance	3.8.2.5.1 (1)
Accessible washroom/universal toilet room provided on accessible floors	3.8.2.5.2 (a)
Principal entrance doors shall have power operation or passage in both directions	3.8.2.7.1 (1)
Tactile warning strips required at top of stairways	3.8.3.1.1
Energy Efficiency:	
Building to be designed and constructed to conform to ANSI/ASHRAE/IESNA 90.1	10.2.1.1 (1)
Energy Step Code applies	10.2.1.1 (1)

SPATIAL SEPARATION OF AREAS (BCBC Subsections 3.2.3, Tables 3.2.3.1.D & E)							
CONSTRUCTION REQUIREMENTS* for Exposed Building Facis (BCBC Table 3.2.3.7)							
ELEVATION	Exposed Building Facis						
	Area of Exposed Bldg. Sq. ft.	Limiting Distance M	Unprotected Area Sq. M	% Unprotected Openings	% Actual Unprotected Openings	Type of Construction Required	Type of Cladding Required Fire Resistance Rating
East Harbour Road	N/A	street >8	N/A	100 %	N/A	Comb/N.C.	Comb/N.C.
West/South	850	500	500	50%	51%	Comb/N.C.	Comb/N.C.
North	850	4.5	390	39%	39%	Comb/N.C.	N.C.

* Unprotected unprotected openings for annexing building facade of a street that is a street with limiting distance >8 m (3.2.3.10.2)

* Unlimited unprotected openings for nonseparating building face of a storey that faces a street with limiting distance >8 m (3.2.3.10 (2))



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1 Location Plan

398 Harbour Rd.
3 Story, Dec 2007
Bakery, Retail, Office



388 Harbour Rd.
3 Story, July 2008
Office



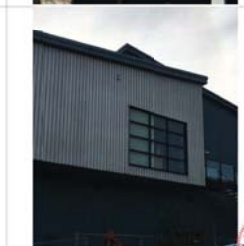
376 Harbour Rd.
3 Story, Oct. 2017
Office



360 Harbour Rd.
2 Story, 2008-11
Office



354 Harbour Rd.
2 Story, 2008
Heating Plant



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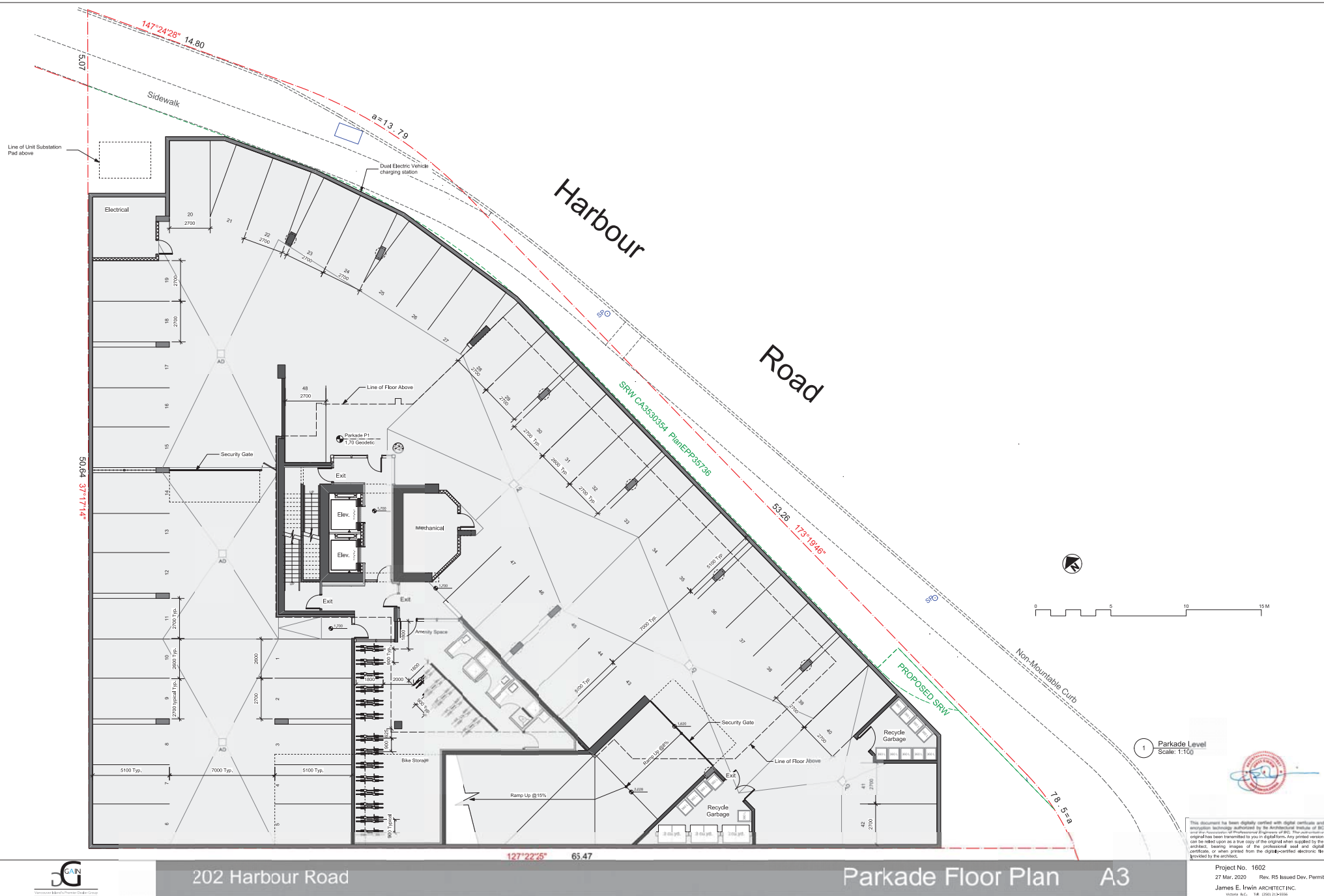


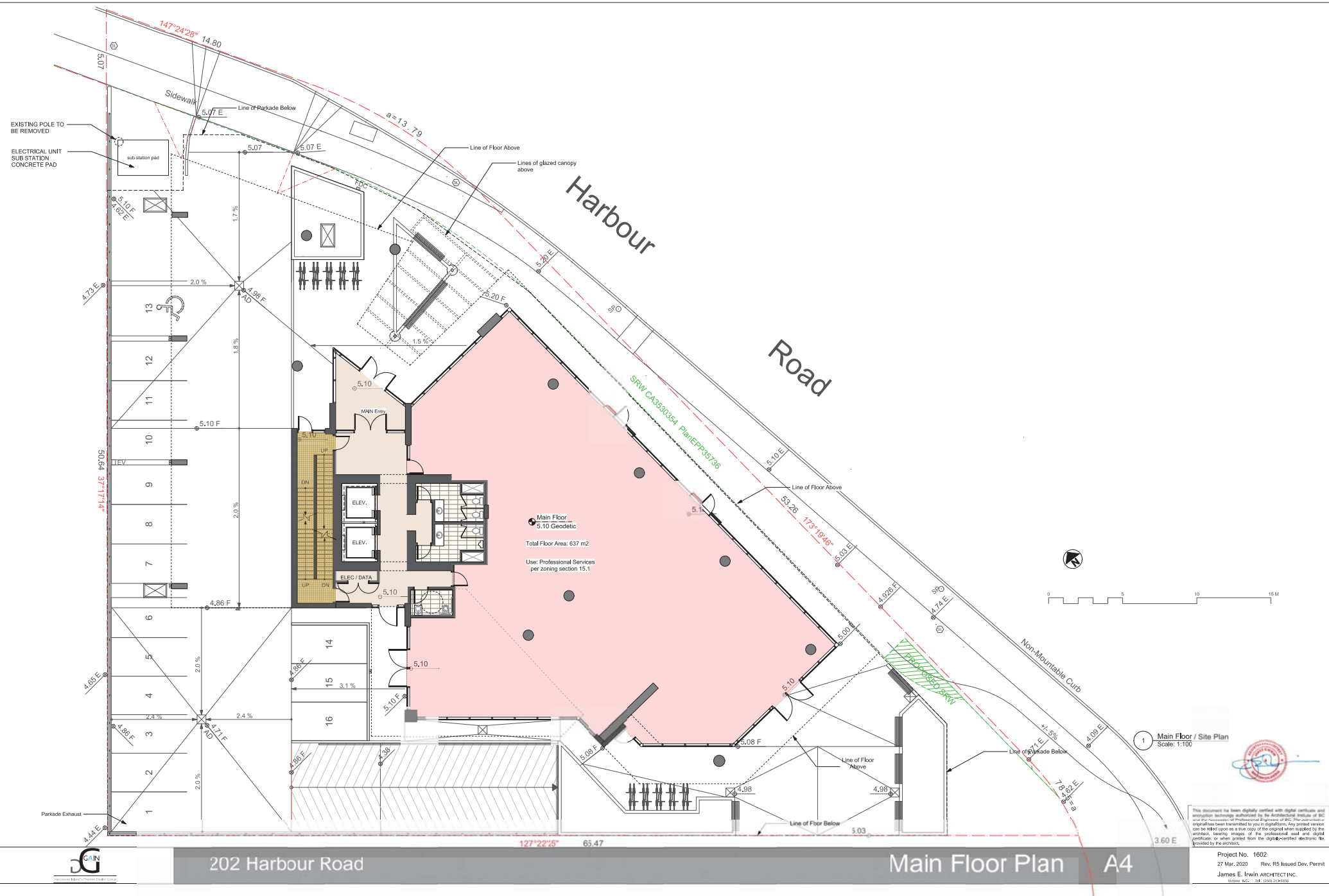
202 Harbour Road

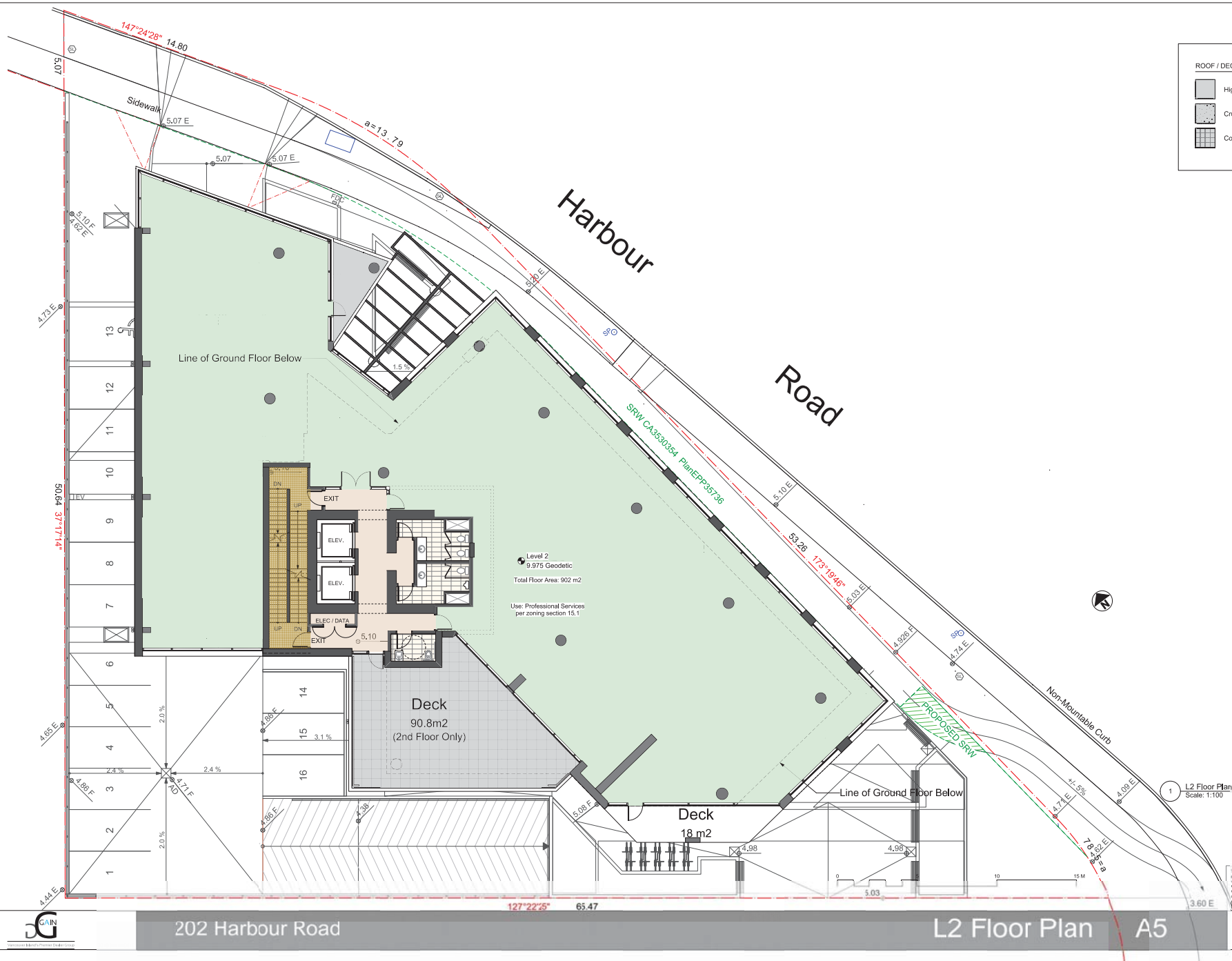
Harbour Rd. Context A1-B

Project No. 1602
27 Mar. 2020 Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
Vancouver, B.C. Tel. (604) 274-0388















ROOF / DECK FINISH LEGEND

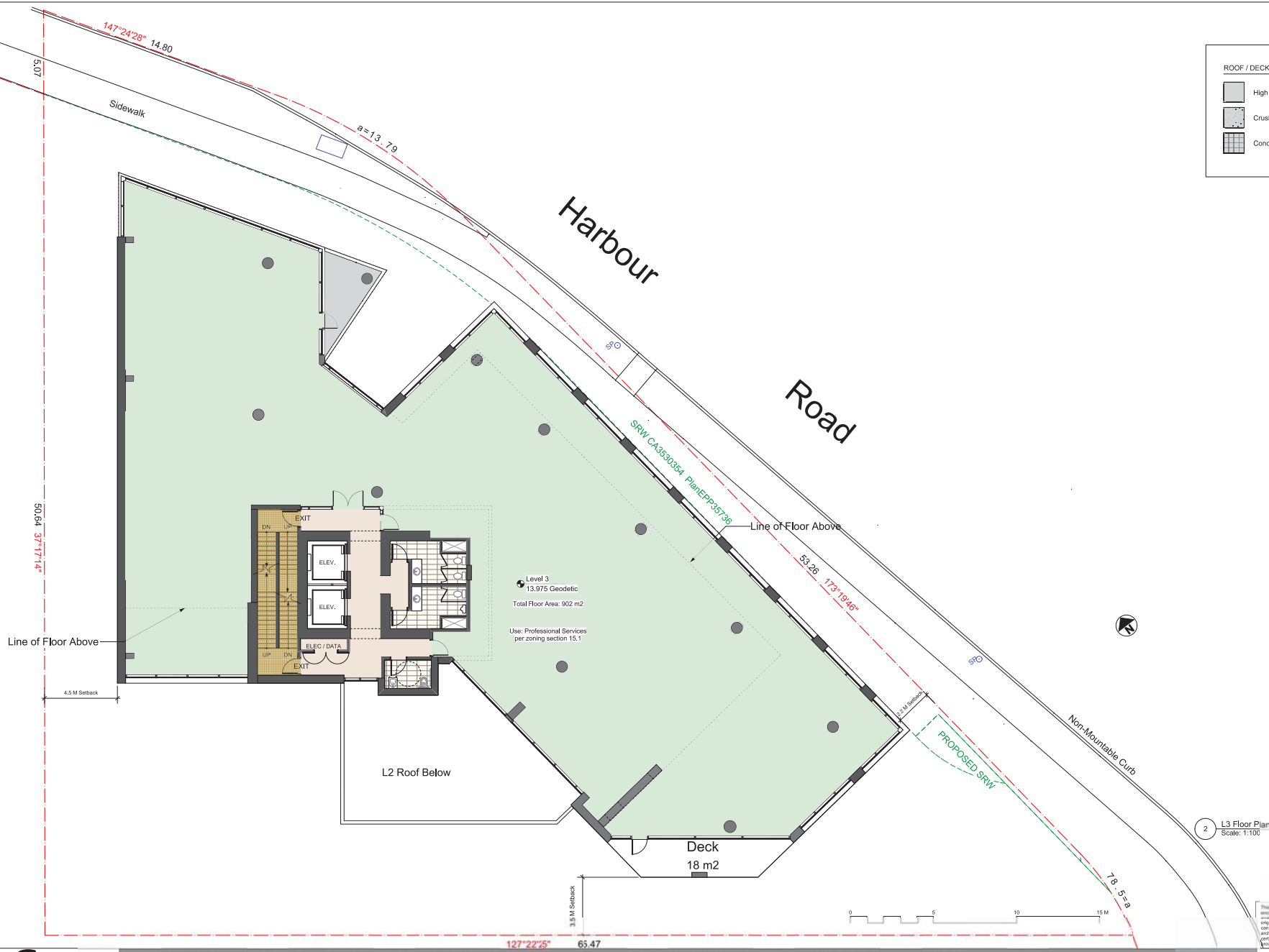
	High Albedo Membrane Roofing
	Crushed Rock Ballast
	Concrete Pavers on Pedestals

1 L2 Floor Plan
Scale: 1:100

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27 Mar. 2020 Rev. R5 Issued Dev. Permit
James E. Irwin ARCHITECT INC.
Victoria B.C. Tel: (250) 213-5556

ROOF / DECK FINISH LEGEND	
	High Albedo Membrane Roofing
	Crushed Rock Ballast
	Concrete Pavers on Pedestals



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Project No. 1602
27 Mar. 2020 Rev. 5 Issued Dev. Permit
James E. Irwin ARCHITECT INC.
Vancouver, B.C. Tel. (604) 271-2000



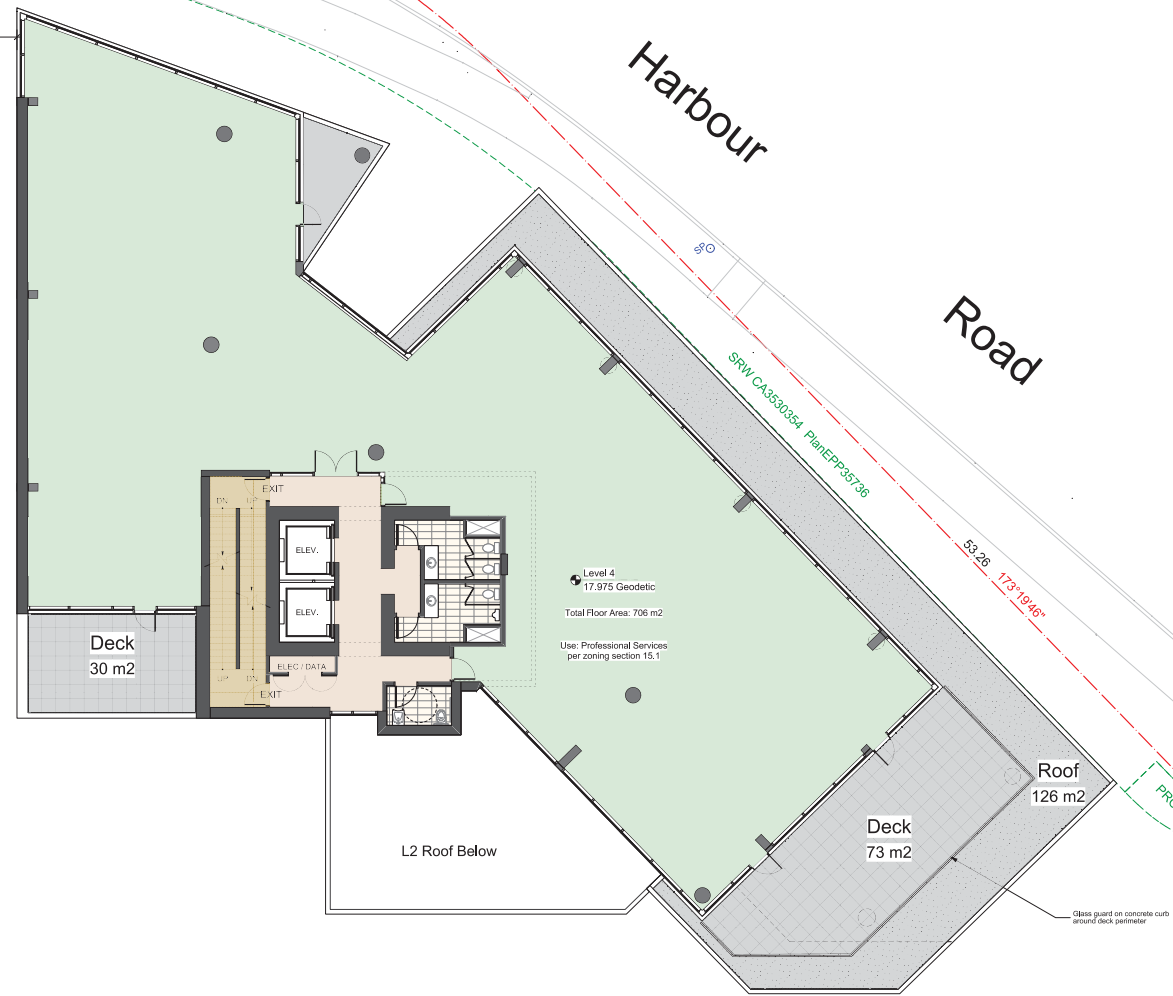
202 Harbour Road

L3 Floor Plan A6

Harbour
Road

ROOF / DECK FINISH LEGEND

- High Albedo Membrane Roofing
- Crushed Rock Ballast
- Concrete Pavers on Pedestals



2 L4 Floor Plan
Scale: 1:100






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Project No. 1602
27 Mar. 2020 Rev. R5 Issued Dev. Permit
James E. Irwin ARCHITECT INC.
Vancouver, B.C. Tel. (604) 271-2000



202 Harbour Road

L4 Floor Plan A7

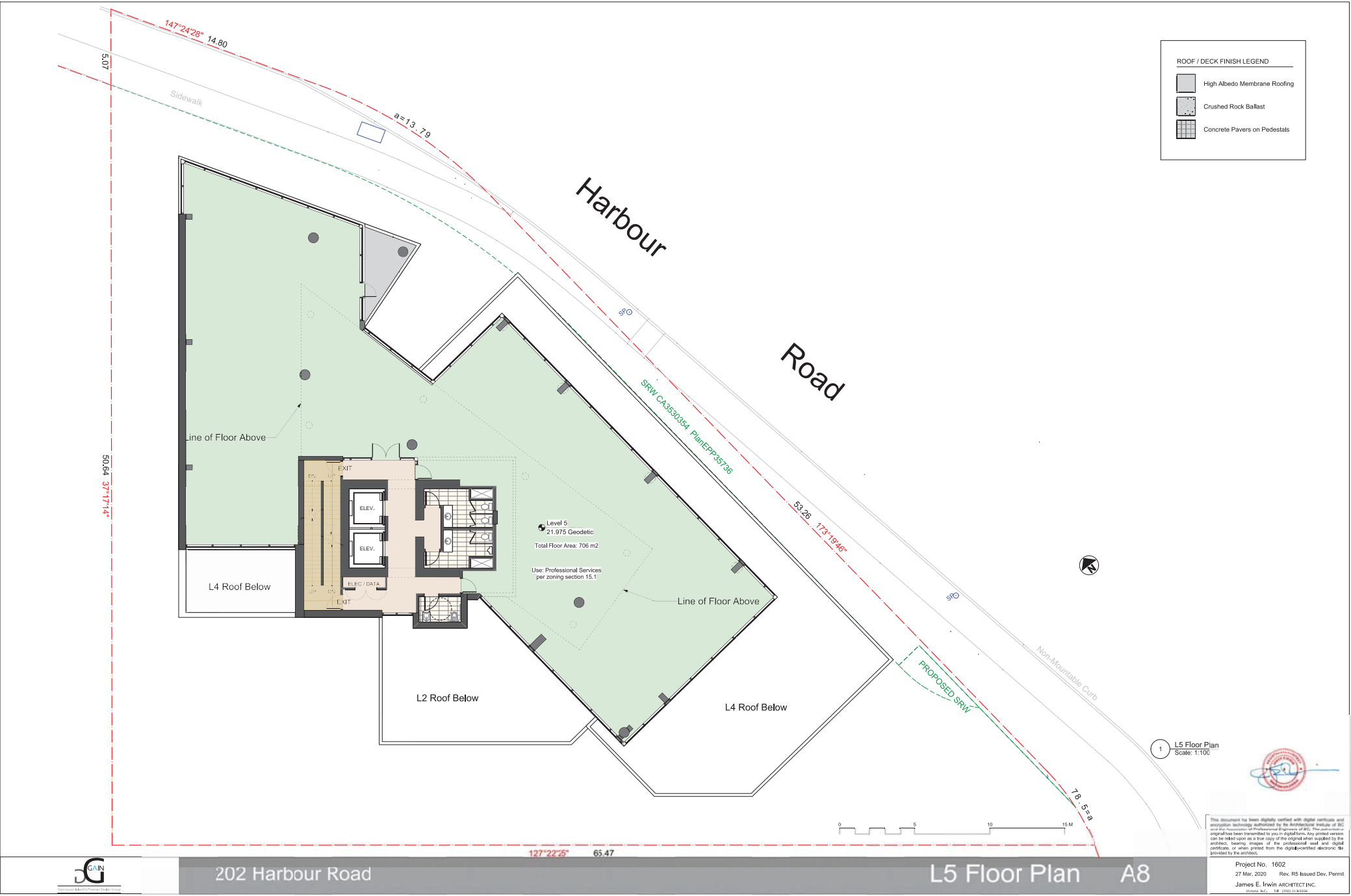
ROOF / DECK FINISH LEGEND	
	High Albedo Membrane Roofing
	Crushed Rock Ballast
	Concrete Pavers on Pedestals

1 L5 Floor Plan
Scale: 1:100



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Project No. 1602
27 Mar. 2020 Rev. R5 Issued Dev. Permit
James E. Irwin ARCHITECT INC.
Vancouver, B.C. Tel. (604) 271-2056



202 Harbour Road

L5 Floor Plan A8

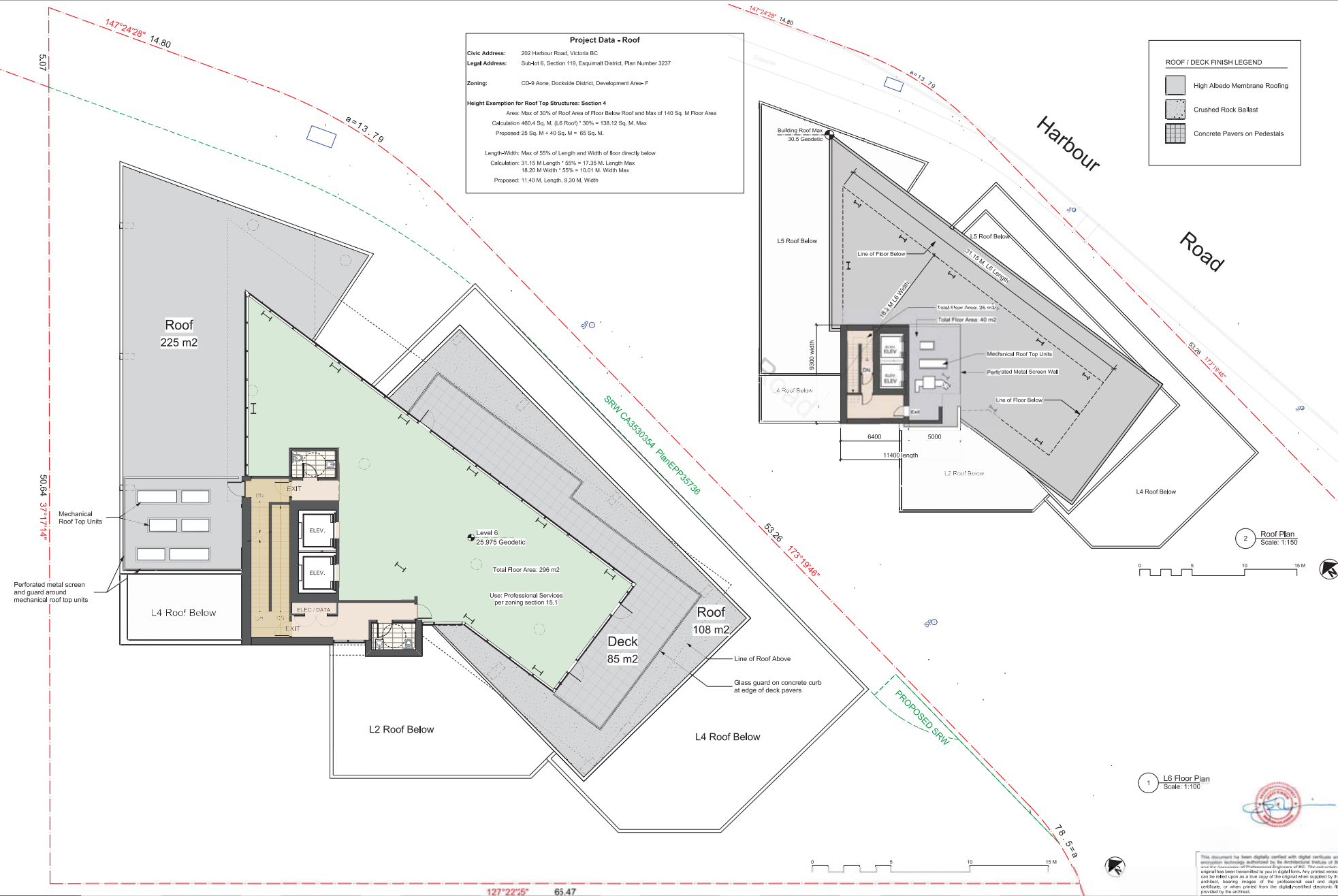
Project Data - Roof

Civic Address: 202 Harbour Road, Victoria BC
Legal Address: Sublot 6, Section 119, Esquimalt District, Plan Number 3237
Zoning: CD-9 Aone, Dockside District, Development Area- F

Height Exemption for Roof Top Structures: Section 4
 Area: Max of 30% of Roof Area of Floor Below Roof and Max of 140 Sq. M Floor Area
 Calculation $460.4 \text{ Sq. M. (L6 Roof)} \times 30\% = 138.12 \text{ Sq. M. Max}$
 Proposed $25 \text{ Sq. M} + 40 \text{ Sq. M} = 65 \text{ Sq. M.}$

Length-Width: Max of 55% of Length and Width of floor directly below
 Calculation: $31.15 \text{ M Length} \times 55\% = 17.23 \text{ M. Length Max}$
 $18.20 \text{ M Width} \times 55\% = 10.01 \text{ M. Width Max}$
 Proposed: 11.40 M. Length, 9.30 M. Width

- ROOF / DECK FINISH LEGEND**
- High Albedo Membrane Roofing
 - Crushed Rock Ballast
 - Concrete Pavers on Pedestals





MATERIALS SCHEDULE

- 1 ALUMINUM COMPOSITE MATERIAL (ACM-1)- WHITE
- 2 ALUMINUM COMPOSITE MATERIAL (ACM-2)- LIGHT GREY
- 3 ALUMINUM COMPOSITE MATERIAL (ACM-3)- SILVER
- 4 ALUMINUM COMPOSITE MATERIAL (ACM-4)- BLACK
- 5 HORIZONTAL CORRUGATED PREFINISHED METAL SIDING - SILVER METALIC
- 6 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (Clear Anodized Vertical & Horizontal Cap)
- 7 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (BLACK Anodized Vertical & Horizontal Cap)
- 8 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (SSG Vertical, Clear Anodized Deep Horizontal Cap)
- 9 GLASS SPANDREL PANEL - GREY
- 10 GLASS SPANDREL PANEL - SILVER
- 11 WOOD TRELLIS, REFER TO LANDSCAPE
- 12 METAL FLASHING PREFINISHED - SILVER METALIC
- 13 METAL FLASHING PREFINISHED - WHITE
- 14 METAL FLASHING PREFINISHED - BLACK/DARK GREY
- 15 GLAZED ANODIZED ALUMINUM FRAME DOOR
- 16 DOOR - INSULATED METAL- PTD. COLOUR DARK GREY
- 17 PREFINISHED PERFORATED METAL GUARD / PANEL - BLACK
- 18 PREFINISHED PERFORATED METAL SCREEN - RED
- 19 CONCRETE
- 20 METAL & WOOD SCREEN, REFER TO LANDSCAPE
- 21 ALUMINUM COMPOSITE MATERIAL (ACM-5)- DARK GREY
- 22 CONCRETE & METAL PARKADE EXHAUST
- 23 SIGNAGE - REFINISHED PERFORATED METAL SCREEN
- 24 GLASS GUARD
- 25 CANOPY GLASS & METAL PAINTED BLACK
- 26 PREFINISHED METAL LOUVER

1 EAST ELEVATION (Harbour Road)
A10 Scale: 1:100



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202 Harbour Road

ELEVATION - EAST A10

Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
4040 West 4th Ave., Suite 101, Vancouver, BC V6P 3C1



MATERIALS SCHEDULE

- 1 ALUMINUM COMPOSITE MATERIAL (ACM-1) - WHITE
- 2 ALUMINUM COMPOSITE MATERIAL (ACM-2) - LIGHT GREY
- 3 ALUMINUM COMPOSITE MATERIAL (ACM-3) - SILVER
- 4 ALUMINUM COMPOSITE MATERIAL (ACM-4) - BLACK
- 5 HORIZONTAL CORRUGATED PREFINISHED METAL SIDING - SILVER METALIC
- 6 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (Clear Anodized Vertical & Horizontal Cap)
- 7 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (BLACK Anodized Vertical & Horizontal Cap)
- 8 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (SSG Vertical, Clear Anodized Deep Horizontal Cap)
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- 10 GLASS SPANDREL PANEL - SILVER
- 11 WOOD TRELLIS, REFER TO LANDSCAPE
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- 16 DOOR - INSULATED METAL- PTD. COLOUR DARK GREY
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- 18 PREFINISHED PERFORATED METAL SCREEN - RED
- 19 CONCRETE
- 20 METAL & WOOD SCREEN, REFER TO LANDSCAPE
- 21 ALUMINUM COMPOSITE MATERIAL (ACM-5) - DARK GREY
- 22 CONCRETE & METAL PARKADE EXHAUST
- 23 SIGNAGE - PREFINISHED PERFORATED METAL SCREEN
- 24 GLASS GUARD
- 25 CANOPY GLASS & METAL PAINTED BLACK
- 26 PREFINISHED METAL LOUVER

1 WEST-SOUTH ELEVATION
A11 Scale: 1:100



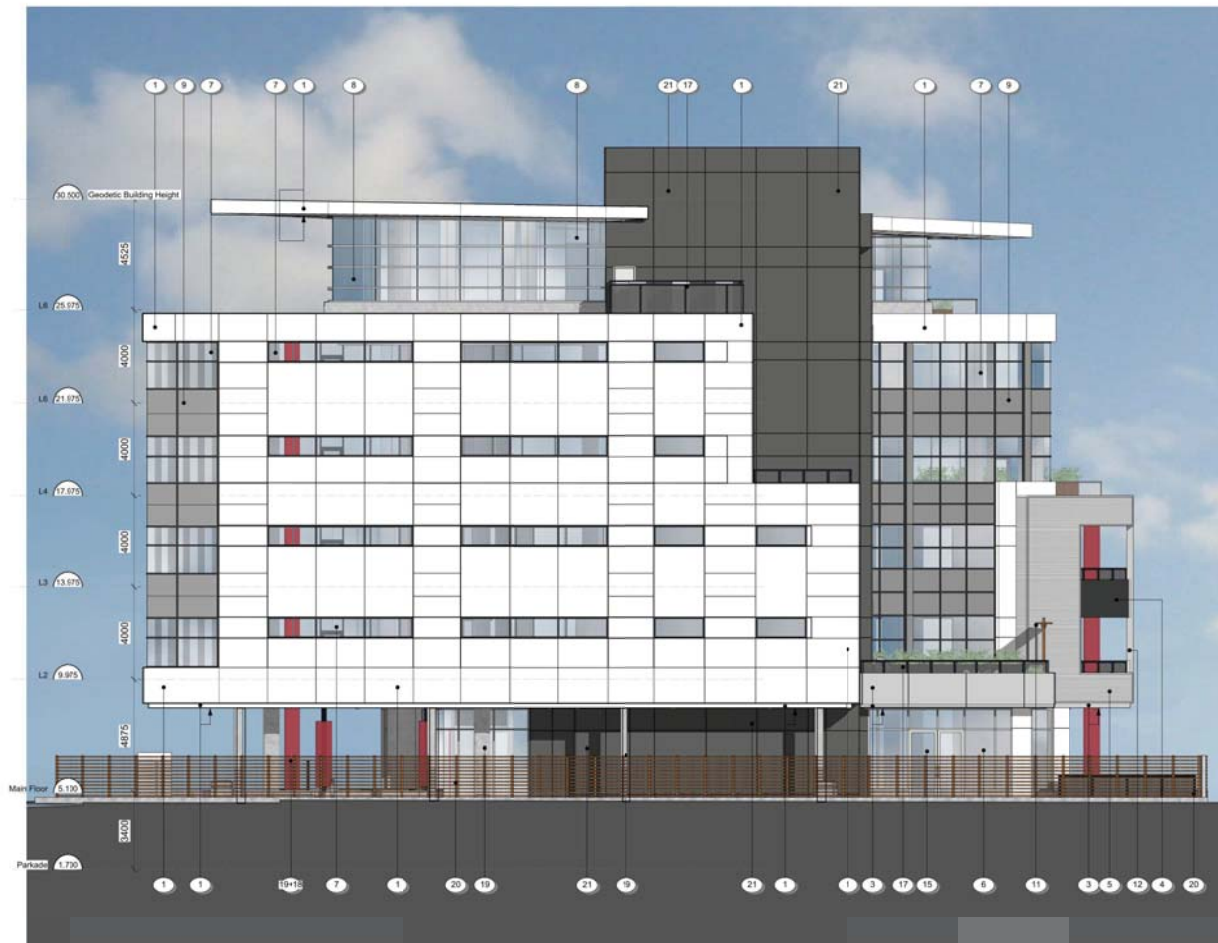
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202 Harbour Road

ELEVATION SOUTH-WEST A11

Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
4440 West 10th Avenue, Suite 101, Vancouver, BC V6P 3C1
Phone: 604.275.1100 Fax: 604.275.1101



1 NORTH ELEVATION
A12 Scale: 1:100

MATERIALS SCHEDULE

- 1 ALUMINUM COMPOSITE MATERIAL (ACM-1)- WHITE
- 2 ALUMINUM COMPOSITE MATERIAL (ACM-2)- LIGHT GREY
- 3 ALUMINUM COMPOSITE MATERIAL (ACM-3)- SILVER
- 4 ALUMINUM COMPOSITE MATERIAL (ACM-4)- BLACK
- 5 HORIZONTAL CORRUGATED PREFINISHED METAL SIDING - SILVER METALIC
- 6 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (Clear Anodized Vertical & Horizontal Cap)
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- 10 GLASS SPANDREL PANEL - SILVER
- 11 WOOD TRELLIS, REFER TO LANDSCAPE
- 12 METAL FLASHING PREFINISHED - SILVER METALIC
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- 15 GLAZED ANODIZED ALUMINUM FRAME DOOR
- 16 DOOR - INSULATED METAL- PTD. COLOUR DARK GREY
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- 18 PREFINISHED PERFORATED METAL SCREEN - RED
- 19 CONCRETE
- 20 METAL & WOOD SCREEN, REFER TO LANDSCAPE
- 21 ALUMINUM COMPOSITE MATERIAL (ACM-5)- DARK GREY
- 22 CONCRETE & METAL PARKADE EXHAUST
- 23 SIGNAGE - REFINISHED PERFORATED METAL SCREEN
- 24 GLASS GUARD
- 25 CANOPY GLASS & METAL PAINTED BLACK
- 26 PREFINISHED METAL LOUVER



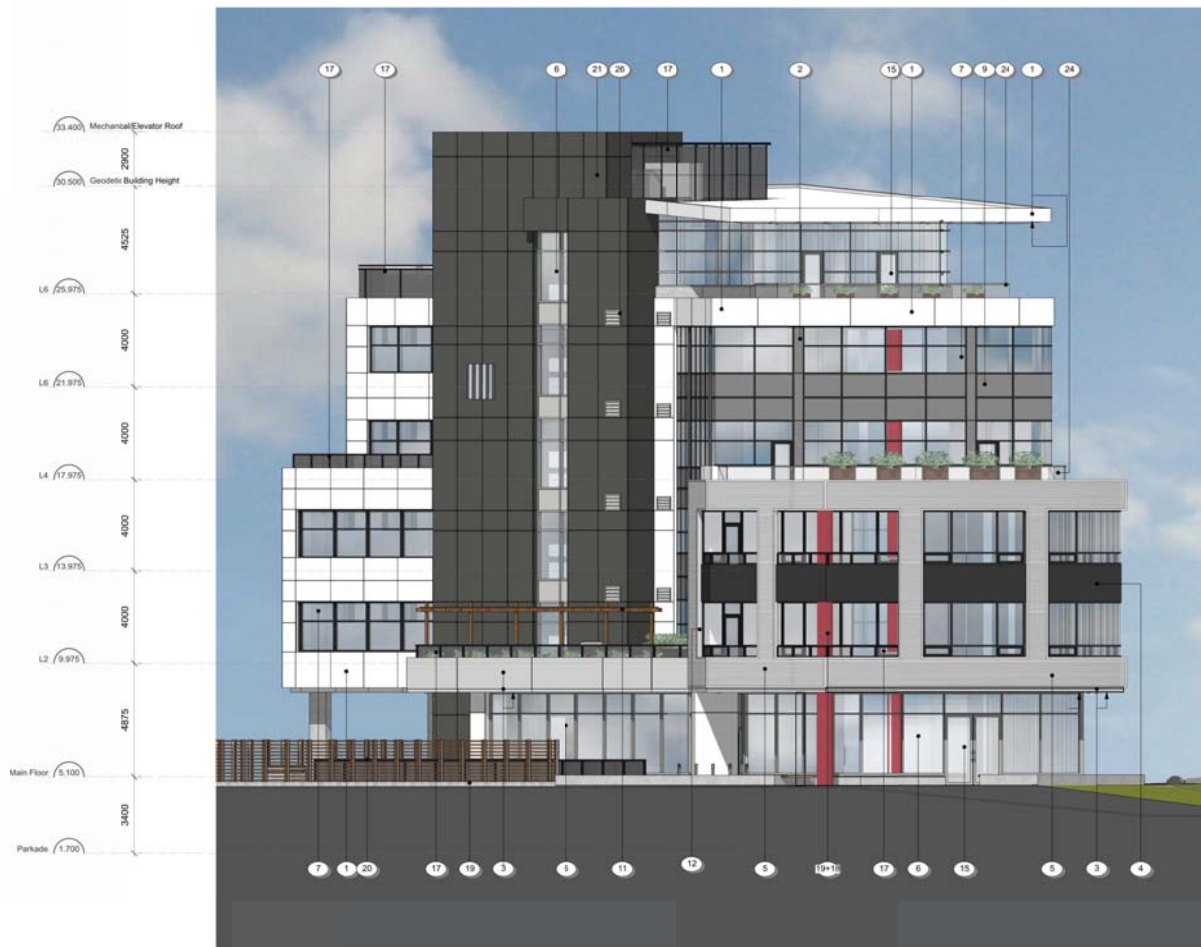
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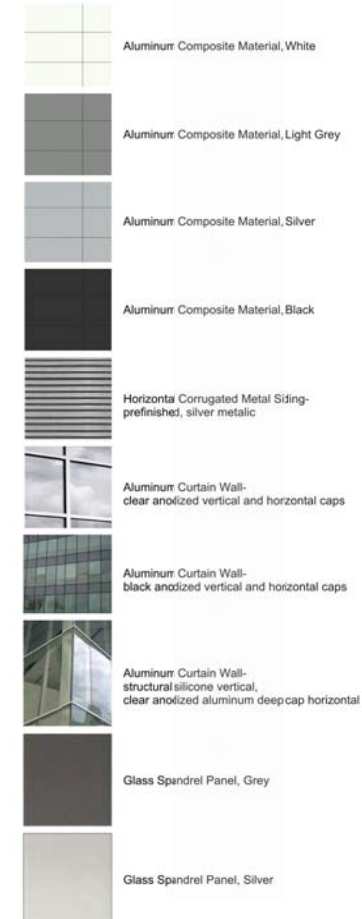
202 Harbour Road

NORTH ELEVATION A12

Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
4440 Midway Road, Surrey, B.C. V3V 1G4
Phone: 604-591-1100 Fax: 604-591-1101



1 SOUTH ELEVATION
A13 Scale: 1:100



MATERIALS SCHEDULE

- 1 ALUMINUM COMPOSITE MATERIAL (ACM-1)- WHITE
- 2 ALUMINUM COMPOSITE MATERIAL (ACM-2)- LIGHT GREY
- 3 ALUMINUM COMPOSITE MATERIAL (ACM-3)- SILVER
- 4 ALUMINUM COMPOSITE MATERIAL (ACM-4)- BLACK
- 5 HORIZONTAL CORRUGATED PREFINISHED METAL SIDING - SILVER METALLIC
- 6 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (Clear Anodized Vertical & Horizontal Caps)
- 7 ANODIZED ALUMINUM CURTAINWALL WINDOW FRAMING - (BLACK Anodized Vertical & Horizontal Caps)
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- 16 DOOR - INSULATED METAL- PTD. COLOUR DARK GREY
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- 23 SIGNAGE - PREFINISHED PERFORATED METAL SCREEN
- 24 GLASS GLAZED
- 25 CANOPY GLASS & METAL PAINTED BLACK
- 26 PREFINISHED METAL LOUVER



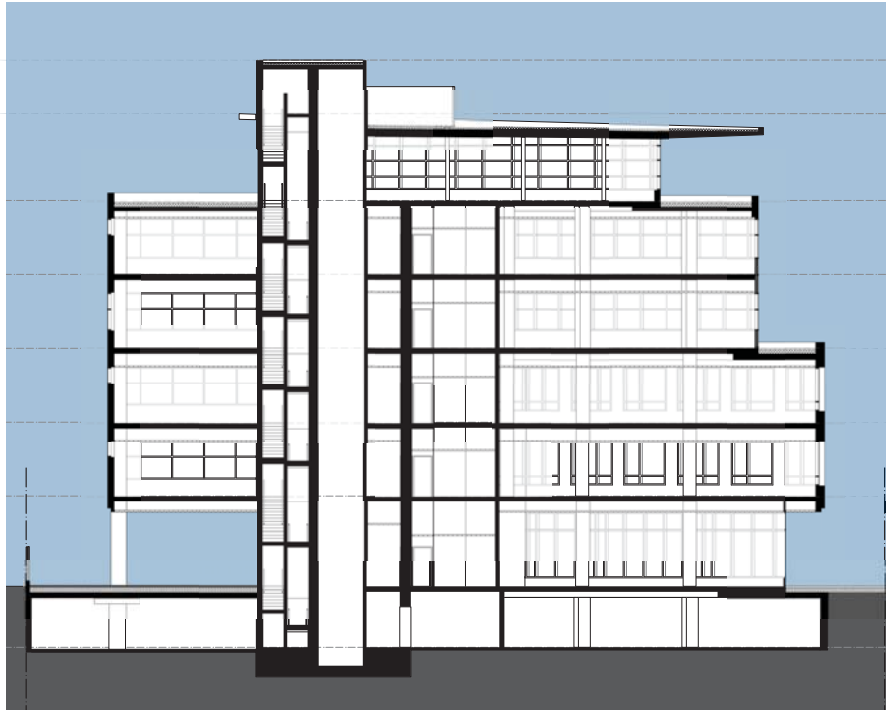
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202 Harbour Road

SOUTH ELEVATION & MATERIALS A13

Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
4000 West 10th Ave., Suite 100, Vancouver, BC V6P 3C1



1 Building Section A-A
A14
Scale: 1:125



2 Building Section B-B
A14
Scale: 1:125



1
A15 Vignette: View from Harbour Road



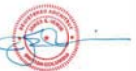
2
A15 Vignette: Entrance at Harbour Rd.



3
A15 Vignette: North East at Harbour Road



4
A15 Vignette: View along North setback



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202 Harbour Road

Model Vignettes A15

Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
1000 West 10th Ave., Suite 1000, Vancouver, B.C. V6H 3G9
Phone: 604.681.1100 Fax: 604.681.1101



1 Vignette: View to South Plaza
A16



2 Vignette: View South Plaza and East Setback
A16



3 Vignette: View to East Elevation, South Plaza.
A16



4 Vignette: View from Adjacent to South Along East Setback
A16



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202 Harbour Road

Model Vignettes **A16**

Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
4440 Highway 100, Victoria, B.C. V8N 3P1
Phone: 250.353.1000 Fax: 250.353.1001



1
A17 Photo Render: View South to Entrance Plaza



3
A17 Photo Render: View North from South Plaza along Harbour Rd.



2
A17 Photo Render: View to South at Ground Floor Street Entrances

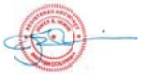


4
A17 Photo Render: View from Bike path.



202 Harbour Road

Photo Renders A17



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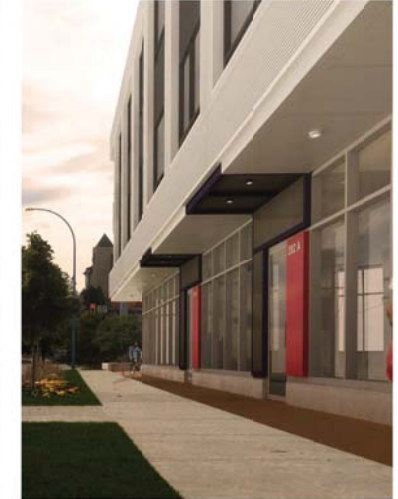
Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
1000 West 10th Avenue, Suite 100
V6H 1A1



1
A18 Photo Render: View to West from Bike Path



3
A18 Photo Render: Entrance Plaza



5
A18 Photo Render: Street Level Entrance



2
A18 Photo Render: View from South Esquimalt Rd. Overhead Bike Path



4
A18 Photo Render: South Plaza



6
A18 Photo Render: South Plaza

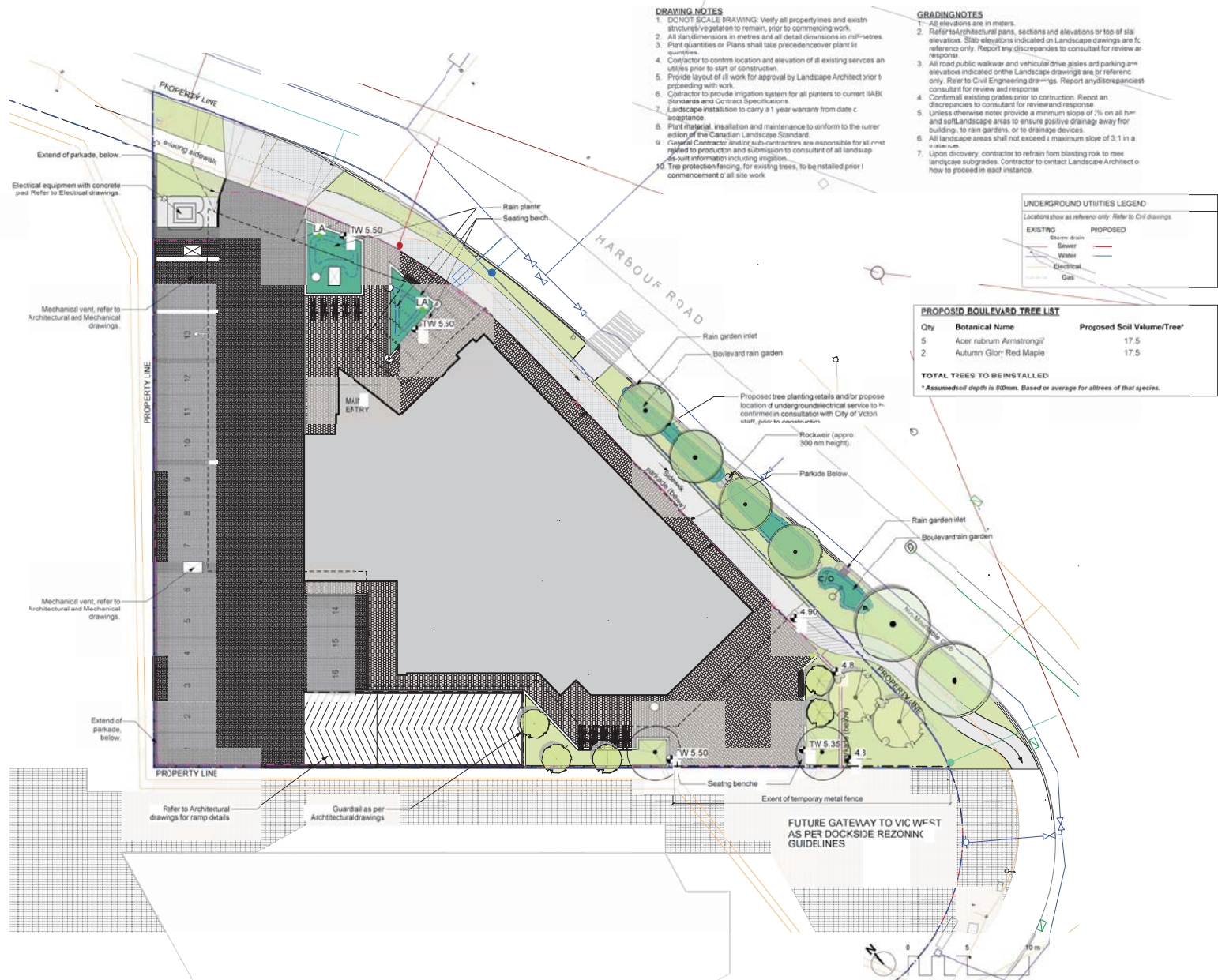
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202 Harbour Road

Photo Renders A18

Project No. 1602
27 Mar. 2020, Rev. RS Issued Dev. Permit
James E. Irwin ARCHITECT INC.
Suite 200, 1000 - 15th St., Victoria, B.C. V8W 2G1
Phone: 250-383-1111 Fax: 250-383-1112

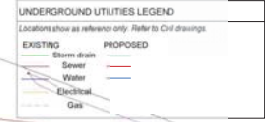


DRAWING NOTES

1. DO NOT SCALE DRAWING. Verify all property lines and existing structures/vegetation to remain, prior to commencing work.
2. All plan dimensions in metres and all detail dimensions in millimetres.
3. Plant quantities or Plans shall take precedence over plant list quantities.
4. Contractor to confirm location and elevation of all existing services and utilities prior to start of construction.
5. Provide layout of all work for approval by Landscape Architect prior to proceeding with work.
6. Contractor to provide irrigation system for all planters to current IAB standards and Contract Specifications.
7. Landscape installation to carry a 1 year warranty from date of acceptance.
8. Plant material, installation and maintenance to conform to the current edition of the Canadian Landscape Standard.
9. General Contractor and/or sub-contractors are responsible for all work related to production and submission to consultant of all landscape as-built information including irrigation.
10. Tree protection fencing, for existing trees, to be installed prior to commencement of all site work.

GRADING NOTES

1. All elevations are in metres.
2. Refer to Architectural plans, sections and elevations or top of slab elevations. Slab elevations indicated on Landscape drawings are for reference only. Report any discrepancies to consultant for review and response.
3. All road public walkway and vehicular drive poles and parking areas elevations indicated on the Landscape drawings are for reference only. Refer to Civil Engineering drawings. Report any discrepancies to consultant for review and response.
4. Confirm existing grades prior to construction. Report any discrepancies to consultant for review and response.
5. Unless otherwise noted provide a minimum slope of 1% on all hardscape and softscape areas to ensure positive drainage away from building, to rain gardens, or to drainage devices.
6. All landscape areas shall not exceed a maximum slope of 3:1 in a horizontal distance.
7. Upon discovery, contractor to refrain from blasting rock to meet landscape subgrades. Contractor to contact Landscape Architect on how to proceed in each instance.



Qty	Botanical Name	Proposed Soil Volume/Tree*
5	Acer rubrum 'Armstrong'	17.5
2	Autumn Glory Red Maple	17.5
TOTAL TREES TO BE INSTALLED		
*Assumed soil depth is 80mm. Based on average for all trees of that species.		

LEGEND

Property line

Extent of parkade below

Rain garden - TOP OF POO

Rain garden - BOTTOM OF POO

Existing Landscape Grade

Proposed Landscape Grade

Cat in Place Concrete

Concrete Unit Pavement

Concrete Unit Pavement: Parking

Hydropressed Slab Pavement: O

Hydropressed Slab Pavement: P

Tree and Shrub Plantings: O

Tree and Shrub Plantings: S

Rain Planter / Rain Garden

Concrete Wall

Concrete Flush Curb

Proposed Acer rubrum

Proposed Quercus garryana

Proposed Acer cineratum

Proposed Acer rubrum 'Armstrong'

Proposed Zelkova serrata

Wood Bench Seating

Bike Rack, 2 bicycle capacity

Landscape Forms Ring Bike Rack, 9 total

Trellis with Vine (Level 2)

Temporary Metal Fence (chain link)

Metal and Wood Slat Screen 180 mm Tall

Prefabricated Planters, Planter adjacent to guardrails to be min 100mm tall

Guardrail as per Arch.

Boveland Rain Garden Inlet

Rock Weir

Bivert Slab Drain (Locations are indicative)

Rain Garden Overflow Drain (Locations are indicative)

Boveland Rain Garden (Locations are indicative)



1 Example of Metal and Wood Slat Screen

rev no	description	date
4	DP Rev 3	2022.06
3	DP Rev 2	1911.2
2	DP Rev 1	1907.05
1	Dev Permit	1901.04

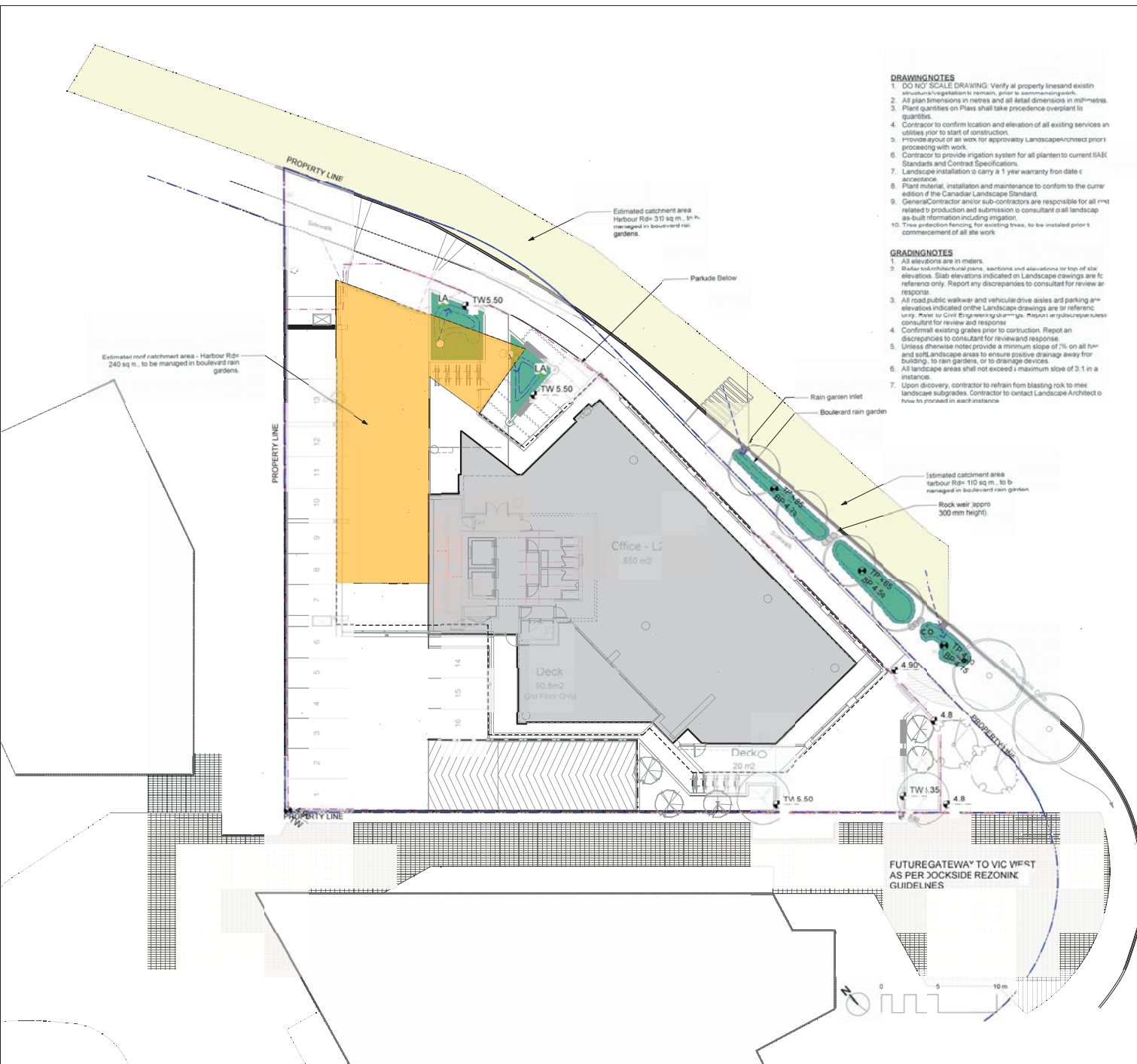


client
194318 Ontario Ltd.
 220 Beaulieu Ave. West
 Thornhill, Ontario L4J 1A1

project
 202 Harbour Road
 202 Harbour Rd
 Victoria, BC

sheet title
Landscape Materials

project no.	11839
scale	1:150 @ 24"x36"
drawn by	TSM/L
checked by	SM/PG
revision no.	sheet no.
3	L1.01



DRAWING NOTES

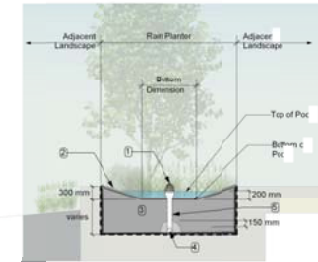
- DO NOT SCALE DRAWING. Verify all property lines and existing structures/vegetation to remain, prior to commencing work.
- All plan dimensions in metres and all detail dimensions in millimetres.
- Plant quantities on Plans shall take precedence over plant list quantities.
- Contractor to confirm location and elevation of all existing services in utilities prior to start of construction.
- Provide layout of all work for approval by Landscape Architect prior to proceeding with work.
- Contractor to provide irrigation system for all plant to current IIA&C Standards and Contract Specifications.
- Landscape installation to carry a 1 year warranty from date of acceptance.
- Plant material, installation and maintenance to conform to the current edition of the Canadian Landscape Standard.
- General Contractor and/or sub-contractors are responsible for all work related to production and submission to consultant or all landscape as-built information including irrigation.
- Tree protection fencing, for existing trees, to be installed prior to commencement of all site work.

GRADING NOTES

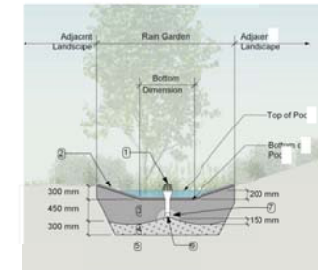
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- Confirm existing grades prior to construction. Report any discrepancies to consultant for review and response.
- Unless otherwise noted provide a minimum slope of 1% on all horizontal and landscape areas to ensure positive drainage away from building, to rain gardens, or to drainage devices.
- All landscape areas shall not exceed a maximum slope of 3:1 in a distance.
- Upon discovery, contractor to refrain from blasting rock to meet landscape subgrades. Contractor to contact Landscape Architect to how to proceed in each instance.

LEGEND

- PROPERTY LINE
- EXTENT OF UNDERGROUND PARKING (INDICATIVE)
- EXTENT OF ROOF / CANOPY LINE (INDICATIVE)
- RAIN GARDEN - TOP OF POOL
- RAIN GARDEN - BOTTOM OF POOL
- EXISTING GRADE (APPROXIMATE)
- PROPOSED LANDSCAPE GRADE
- TOP OF POOL
- BOTTOM OF POOL
- DIRECTION OF FLOW
- RAIN GARDEN ON GRADE
- IMPERVIOUS AREAS
- POOF DRAIN TO RAIN PLANTER
- PROPOSED ROAD SURFACE DRAINS TO BOULEVARD RAIN GARDEN



1 Typical Rain Planter
Scale: 1:50



2 Typical Rain Garden
Scale: 1:50

rev no	description	date
4	DP Rev 3	2022.06
3	DP Rev 2	1911.2
2	DP Rev 1	1927.05
1	Dev Permit	1921.04

2022.06.01
1922.06.01

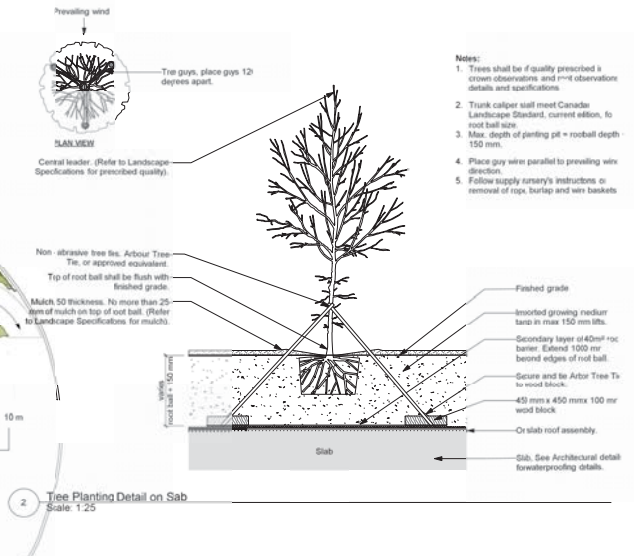
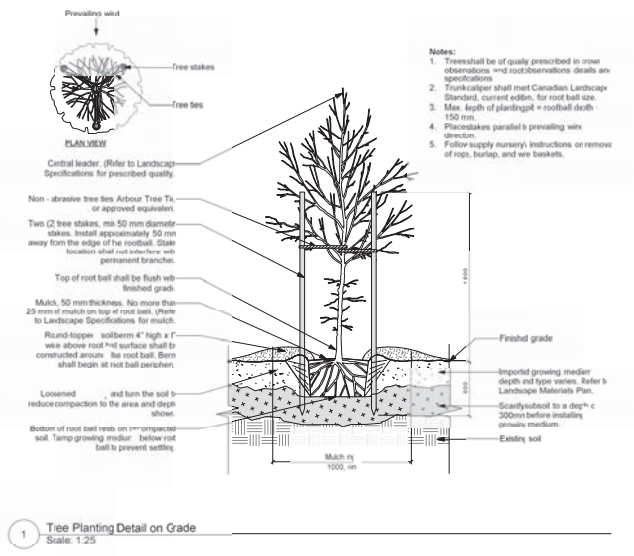
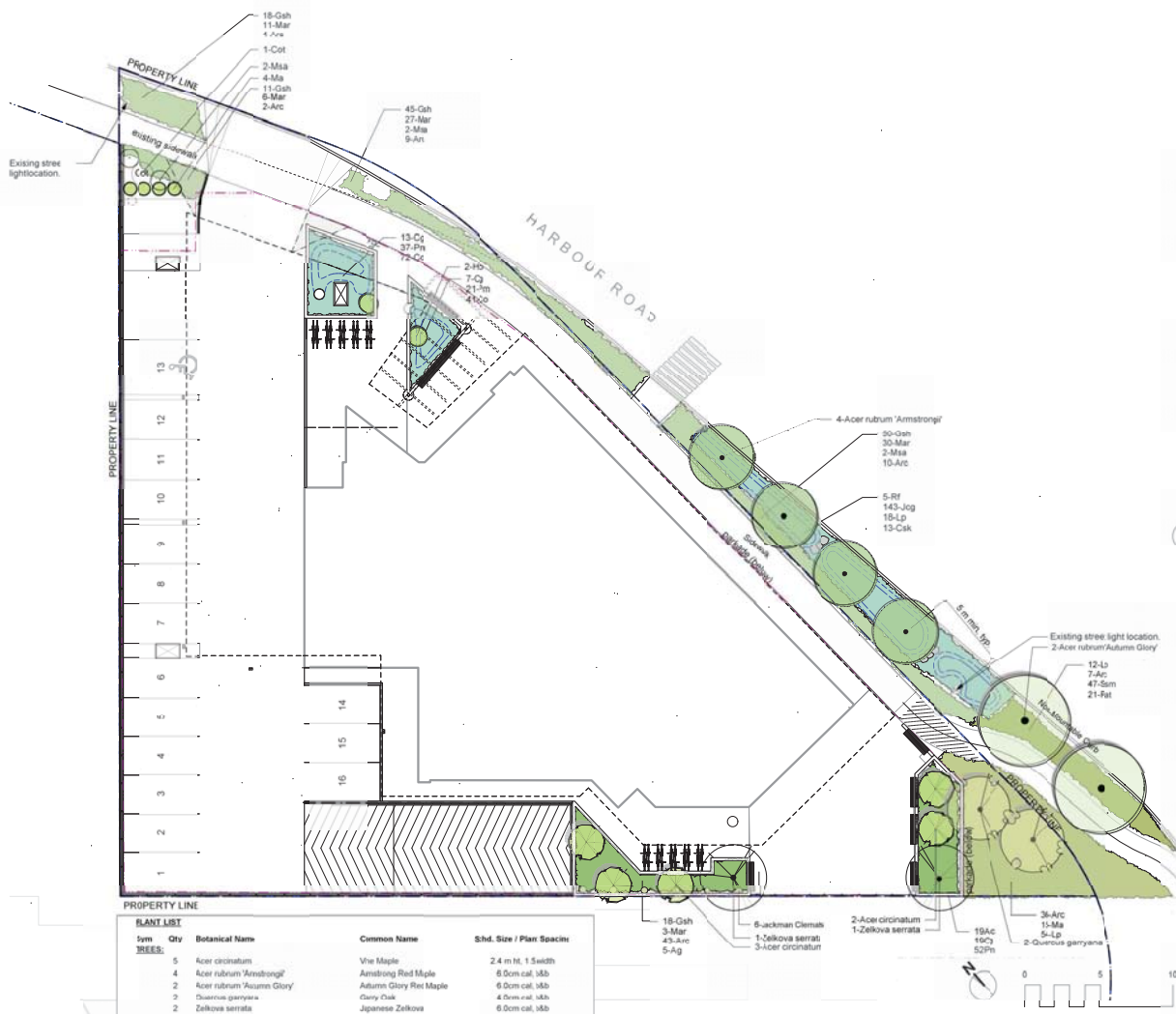
client
194318 Ontario Ltd.
250 Beaulieu Ave. West
Thornhill, Ontario L4J 1A1

project
202 Harbour Road
202 Harbour Rd
Victoria, BC

sheet title
Stormwater Management

project no.	118.39
scale	1:150 @ 24"x36"
drawn by	TSM/L
checked by	SMP/G
revision no.	sheet no.

L1.03



PLANTING NOTES

- Plant quantities and species may change between issuance of DP and construction due to plant availability and design changes.
- Final selection of boulevard trees to be determined through consultation with municipal staff.

4	DP Rev 3	2022.06
3	DP Rev 2	1911.2
2	DP Rev 1	1907.05
1	Dev Permit	1901.04

rev no	description	date
4	DP Rev 3	2022.06
3	DP Rev 2	1911.2
2	DP Rev 1	1907.05
1	Dev Permit	1901.04

Murdoch de Greeff
Landscape Planning & Design
2205 Steeles Ave. West
Toronto, Ontario M2T 1G7

client	194318 Ontario Ltd.
	2205 Steeles Ave. West
	Thornhill, Ontario L4J 1A1
project	202 Harbour Road
	202 Harbour Rd
	Victoria, BC
sheet title	Planting Plan

project no.	118.39
scale	1:150 @ 24"x36"
drawn by	TSM/L
checked by	SMP/G
revision no.	sheet no.
3	L3.01



SHEET NOTES:

- (A) CITY OF VICTORIA TO INSTALL DOMESTIC WATER AND FIRE SERVICES TO PROPERTY LINE AT DEVELOPERS EXPENSE.
- (A) CITY OF VICTORIA TO INSTALL 180mm IRRIGATION SERVICE AT DEVELOPERS EXPENSE.
- (A) CITY OF VICTORIA TO INSTALL 150mm STORM SERVICE TO PROPERTY LINE AT DEVELOPERS EXPENSE.
- (A) CITY OF VICTORIA TO INSTALL 150mm SANITARY SERVICE TO PROPERTY LINE AT DEVELOPERS EXPENSE.
- (A) CONTRACTOR TO INSTALL 7.0m DRIVEWAY TO CITY OF VICTORIA STANDARDS.
- (A) CONTRACTOR TO REMOVE EXISTING DRIVEWAY AND REINSTATE BOULEVARD AND SIDEWALK AS REQUIRED.
- (A) CONTRACTOR TO REMOVE EXISTING SIDEWALK AS REQUIRED AND CONSTRUCT BOULEVARD AND TREES AS PER LANDSCAPE PLAN.
- (A) CONTRACTOR TO INSTALL 2.0m SIDEWALK AS REQUIRED.
- (A) CONTRACTOR TO INSTALL SIDEWALK LET DOWN.
- (A) CONTRACTOR TO CAP EXISTING SERVICES AS REQUIRED.
- (A) 45m FIRE HYDRANT RADII.



KEY PLAN
NTS

202 HARBOUR ROAD DRAFT SITE SERVICING PLAN

Scale
Horizontal 1:250
Sheet 1 of 1
Eng. Project No. 31295



JEA J.E. ANDERSON & ASSOCIATES

0 5 10m

ISSUED FOR DEVELOPMENT PERMIT

\\VLP\Projects\31295 - 194818 Int Ltd - 202 Harbour Road\07 - Engineering\02 - Drawings & Statistics (Eng)\31295 04SE.dwg Plot Date: November 20, 2019



September 15, 2020

Mayor and Council
City of Victoria
1 Centennial Square
Victoria BC V8W 1P6

Re: Development Permit Application for 202 Harbour Road, Victoria
PID 006-263-984
Part of Sub-Lot 6, Section 119, Esquimalt District, Pan 3237, shown outlined
in red on Plan 1338 OS.

Your Worship and Members of Council,

On behalf of the GAIN Group of Victoria and 1946318 Ontario Limited, we are pleased to submit this Development Permit application for the above noted property. The following letter, is intended to provide an overview of this application.

Introduction of Proposal

This proposal is to construct a six-storey strata office building, situated over a one floor of underground parking. The proposal includes 64 parking stalls, 16 stalls at grade and 48 stalls in the underground parking. The proposed floor space ratio is 1.91 with a total of 4,174 m² of floor area. Floor plate sizes would range from 300 m² to 935 m².

This proposal complies with the existing site zoning CD-9, Dockside District, Development Area-F and no variances are proposed. The zoning permits buildings up to six storeys in height and a floor space ratio of 2:1. The site is bounded to the north and west by undeveloped lands that form part of the Dockside Green Development. To the east, across Harbour Road, is Point Hope Shipyards.

The site has a Statutory-Right-of-Way registered in favour of the City of Victoria to permit pedestrian access over a sidewalk that was constructed on the property along the Harbour Road frontage. This SRW was registered as part of a previously approved Development Permit and is just over 10% of the total site area.

Area-Wide Context - Relevant History

The site was formerly owned by the Federal Government and was sold in 2012. Development Permit 00314 was issued for the site in 2013. The project did not proceed and the site was sold to the current owner in 2016. The old vacant federal building and a large maintenance shed were removed in 2017.

The site is part of the Dockside Green comprehensive development zone (CD-9 Zone). This CD-9 Zone is comprised lots that were “City Lands” and “Federal Lands”. The 202 Harbour Road site is the federal lands portion of CD-9 zone and the property is not subject to the terms of the Dockside Green Master Development Agreement.

Zoning & Design Guidelines

The property is within Development Permit Area 13, Core Songhees. The objectives of the designation are to achieve a high quality of architecture, landscape and urban design. The design of new buildings should reflect the former industrial uses.

The site design guidelines are the Design Guidelines for the Dockside Area, 2005 with applicable guidelines contained in Development Area F. These guidelines also reference site-wide criteria that should be met by all new developments on the Dockside lands. These guidelines state that new buildings should reflect an innovative design and that new construction should step back from the water's edge with building forms that are asymmetrical and irregular to maintain a marine industrial character.

Massing and Streetscape

The building is orientated along the east side of the site fronting Harbour Road. The primary entrance is located towards the North end of the site adjacent to the vehicle surface parking and bike parking. The entrance is setback at the first floor creating an amenity space with rain garden. A second amenity space/public square is located at the south end of the site, with adjacent street curb rain garden, seating and connection to the future Dockside Victoria West Gateway which will be adjacent the southwest side of the site.

From the Harbour Road streetscape, the building spans 5 & 6 storeys in height, with significant setbacks at the third & fifth storeys. The building form is articulated along the statutory right of way. At the north end of the site the building is built above a portion of the surface parking spanning four floors. The main floor space is set back from the required landscape buffer, with the second & third floor podium above creating a sheltered walkway. This podium wraps the building to the south and around to the west side adjacent to the future Dockside Victoria West Gateway.

From the Southwest streetscape (Esquimalt road at a distance) and the future Dockside Victoria West Gateway, the building steps back significantly at the first, third and fifth floors. A building roof top amenity space is located on the west at the second floor. Exterior roof decks are provided adjacent the main entrance on Harbour road, and

facing the future Victoria West Gateway. Roof top decks will be provided on the 4th and 6th floors.

Landscape

Murdoch deGreeff Inc has been retained to perform all landscape design for the project.

The landscape comprises an entry plaza-streetscape fronting Harbour Road , a South Plaza adjacent to the future Victoria West Gateway, a second level amenity roof top patio space, and surface parking at the North of the building. The entry-plaza streetscape is universally accessible and features concrete pavers, a rain garden with integrated seating, connecting the site entry, the adjacent public sidewalk. Harbour road contains a curb side tree, rain garden and planting buffer. The south plaza contains public seating, with direct access to the main floor level from the plaza. Integrated site furniture, garden art and colourful plantings animate the space. A portion of the site is bounded by a decorative wood/metal fence and could be connected to the future Victoria West Gateway.

It is proposed, that an additional SRW will be negotiated to allow public access across the south plaza, connecting to the future Victoria West Gateway it is developed.

Transportation

The proposal provides 48 underground and 16 surface parking stalls totalling 64stalls. The parking proposal provides 1 parking stall per 65m² (office) and conforms to the parking requirements in CD-9 Dockside District zone. The project proposes to provide 2 public charging stations at ground level.

There are 28 Class I secured bicycle spaces located underground plus 10 Class II visitor bicycle spaces situated at the entrance of the building, and 10 Class II spaces at the junction of the south plaza and the future connection to the Victoria West Gate way, for a total of 48 bicycle stalls. The delivery of these bicycles stalls meets the bicycle requirements in Schedule C of the City's Zoning Regulation Bylaw. In addition, the secured underground spaces are located for secure and safe access, adjacent to multiple shower facilities for the building users.

Community Consultation

This Development Permit Application does not require any variances, therefore, no formal consultation with the Victoria West Community Association was required. Consultation with the adjacent Dockside Green development owners was held December 2019. 202 Harbour Rd, design information was shared with the BOSA development team, to support their overall Dockside Green modelling, development and marketing activities.

Green Building Features:

The project and building will target LEED Gold 4.0 status and has been register with the CAGBC. It is also proposed that a covenant will be registered stating the project will target LEED Gold certification. The South Plaza and Entry Plaza are planned to include Landscape Rain Gardens to manage the building storm water, and a portion of the Harbour Road rain water runoff. The project is designed to exceed the current step code requirements of level 3, nearly attaining level 4. The project is designed for future roof top solar and will provide public and private vehicle charging stations.

Infrastructure

The 202 Harbour Road site is not part of the Dockside Green Site wide infrastructure-Private utilities system. Public infrastructure is available to service the subject property. Water services would extend from Harbour Road onto the property while sanitary service would drain from the property to Harbour Road service. Streetscape enhancements include the addition of 9 new trees located along Harbour Road. The landscape plan proposes 3 Gary Oak and 6 Red Maple Trees. It also proposed, that the existing SRW be extended to included additional area to allow city sidewalk transition across the property and re-connect to the existing public sidewalks.

Conclusion:

We believe that this project would be a significant improvement to the existing streetscape, and that the neighbourhood, and City would benefit from the proposed development.

We trust that the forgoing information is satisfactory and look forward to the completion of the 202 Harbour Road.

Kind regards,



James E. Irwin ARCHITECT AIBC MRAIC

**MINUTES OF THE
ADVISORY DESIGN PANEL MEETING
HELD WEDNESDAY AUGUST 28, 2019**

1. THE MEETING WAS CALLED TO ORDER AT 12:05 PM

Present: Elizabeth Balderston, Pamela Madoff, Jessi-Anne Reeves, Carl-Jan Rupp, Karen Sander, Stefan Schulson

Absent for a Portion of the Meeting: Brad Forth, Roger Tinney

Absent: Sorin Birliga, Jason Niles, Marilyn Palmer

Staff Present: Miko Betanzo – Senior Planner, Urban Design
Jim Handy – Senior Planner – Development Agreements
Katie Lauriston – Secretary

2. MINUTES

Minutes from the Meeting held July 24, 2019

Motion:

It was moved by Roger Tinney, seconded by Jessi-Anne Reeves, that the minutes from the meeting held July 24, 2019 be adopted.

Carried Unanimously

3. APPLICATIONS

3.1 Development Permit Application No. 000549 for 202 Harbour Road

The City is considering a Development Permit to construct a six-storey commercial building on a vacant site at the corner of Harbour Road and Esquimalt Road.

Applicant meeting attendees:

JAMES IRWIN	JAMES E. IRWIN ARCHITECT INC.
TOM BAXTER	JAMES E. IRWIN ARCHITECT INC.
TAMARA BONNEMAISON	MURDOCH DE GREEF INC.

Jim Handy provided the Panel with a brief introduction of the application and the areas that Council is seeking advice on, including the following:

- the design and location of building entrances on Harbour Road
- the rear of the building and the interface with the future plaza / pedestrian pathway.

James Irwin provided the Panel with a detailed presentation of the site and context of the proposal and Tamara Bonnemaïson provided details of the landscape design.

The Panel asked the following questions of clarification:

- where are the building entrances located on Harbour Road?
 - there is an entrance at the lobby, two along Harbour Road and one at the south facing the plaza
- is a fence proposed to separate the southern corner of the lot from the public plaza?
 - temporary fencing is proposed, which would be removed subject to the future plaza design
- is the location of the parkade entrance on the adjacent site to the north confirmed?
 - based on zoning documents for the adjacent sites, this is its assumed location for the parkade entrance for five towers along Dockside
- what is the proposed garbage disposal route?
 - all garbage/recycling would be stored in two areas in the parkade, and brought out to the north end of the property along Harbour Road for pickup
- was screening the temporary garbage pickup location considered?
 - if the garbage area were screened, trucks would not have access for pickup
 - there is additional landscaping and parkade exhaust fanning located at that point, a little further from Harbour Road
- is there any proposed screening for the hydro kiosk?
 - no, this is a very tight site due to the required statutory right-of-way (SRW), which leaves no further space for landscaping
- is the SRW for a future sewer line?
 - the SRW is for Harbour Road itself, although some utilities are also run within the SRW
- is there any conflict between the utilities running along the SRW and the proposed tree plantings?
 - this has been assessed and the tree placement will work as proposed
- what landscaping, if any, is proposed on the roofs?
 - landscaping is proposed only for the second storey roof
 - the fourth and sixth floors may have walkout decks
 - no green roofs are proposed as the building's height is restricted
 - the sixth floor roof is being kept clear for the future location of solar panels, and highly reflective materials are proposed on this roof
- the lobby has two entrances, with one downsized as an emergency exit. Given the future importance of a gateway at the south end, was increasing the prominence of this entrance explored?
 - yes, the location of this entrance ensures future circulation from the plaza to Harbour Road
- was the future connection of the second level to the adjacent building considered?
 - this was explored; however, the timeline for the adjacent building makes it difficult to determine the design of the adjacent building at this stage
- will there be a one-storey difference in grade to the adjacent site at the southwest corner?
 - there could be, but it is not yet determined
 - the intention would be to make a connection to the adjacent sites, which is why the parkade entrance is located as proposed
 - the main focus is to create a connection to the corner plaza
- what materials are proposed for the uppermost roof?
 - white aluminum composite (ACM) panels are proposed, which would be very slim in profile with no flashing cap

- the staff report notes that the rooftop is designed to allow for solar panels in the future; why not integrate solar at outset?
 - there are significant costs associated with solar
 - the panels will have to protrude significantly from the slope of the roof; the proposed building height leaves room within the allowable height for panels to be added in the future
- wouldn't solar panels be considered mechanical equipment, thus allowing for the increased height within the zoning?
 - yes, however the portion of the rooftop that can be used for mechanical is limited
- what is the proposed roofing material?
 - the roof surfaces are a highly reflective white SBS material
 - other roof surfaces would likely be pavers, but this is yet to be determined
- would the mechanical equipment be contained within the penthouse?
 - most equipment would be contained within building, although heat pumps would be located on the fifth floor roof and a small mechanical area is proposed for the sixth floor
- what are the materials of the proposed black box on the top level?
 - the elevated box surrounds mechanical equipment, and would be perforated aluminum
- is the roof access for service only?
 - yes
- is there a materials board for the proposal?
 - no
- what is the proposed black siding material?
 - dark grey ACM panel
- would the stair guards be made of standard perforated material?
 - yes
- how does the proposed rain garden near the main entrance function?
 - the rain garden would have an underdrain and an overflow drain, with a rainwater leader feeding into the concrete planter box
 - water will slowly sink into the growing medium, and a perforated pipe to the sewer system is proposed to avoid any sitting water
- is the rain garden located over the parking slab?
 - yes
- what is the proposed fencing material adjacent to the plaza?
 - two materials are proposed; the permanent fence further from the plaza would be wooden, while a wire mesh (or the like) adjacent to the future plaza is designed be removed.

The Panel discussed:

- appreciation for the overall building massing
- need to screen the temporary garbage area along Harbour Road to comply with the design guidelines
- opportunity to move the hydro kiosk further towards parking stall no.14, allowing more room for landscaping and screening of the garbage area
- concern for unprogrammed spaces (e.g. the level two roof deck)
- the need for landscaping and confirmation on materials on the roof decks
- the need for the back entry feature into the site circulation
- need for a stronger entry design from Harbour Road

- desire for a pedestrian connection to the rear of the site and further into Dockside Green
- need to consider that the pathway at the rear could be quite busy
- opportunity for a short-term vehicle lay-by along Harbour Road
- opportunity to signal the importance of the main building entrance through landscaping design
- questioning the functionality of the small rain garden planter on top of the parkade slab
- appreciation for the proposed rain garden on Harbour Road
- concern that the proposed dark grey building material would show bird feces given the number of seagulls in the area
- opportunity for further development of the simple glass façades, especially the north façade
- need for something to animate and signify the building entrances along Harbour Road, such as glass awnings
- desire for more logic and detail to the façade design to better fit with Dockside Green
- the need for a high level of design given the prominent location of the site, as a gateway to Dockside and Vic West
- opportunity for the materials to be more unique to the site
- the need for a materials board for clarification on the proposed materials
- concern that the temporary fencing adjacent to the future plaza would not be removed

Roger Tinney left the meeting at 1:04pm.

- room to improve the pedestrian realm and future pathway along the south side
- appreciation for the openness to the future plaza area
- opportunity for more interesting fencing solutions (e.g. public art piece)
- need to add prominence to the building entryways, especially those at the northeast side
- appreciation for the articulation of the floorplates
- support for the general form and scale of the building
- need for a pronounced main lobby to help offset the lack of building entrance for the stratified main level
- concern for tinting or reflectivity of the glass on the main level for energy efficiency
- need for further clarity on which roof decks might be occupied
- opportunity for green roofs
- desire to see the revised project return to the Panel for review.

Motion:

It was moved by Pamela Madoff, seconded by Carl-Jan Rupp, that the Advisory Design Panel recommend to Council that Development Permit Application No. 000549 for 202 Harbour Road does not sufficiently meet the applicable design guidelines and policies and should be declined, and the key areas that should be revised include:

- a) Refine the architecture to reflect the significant gateway position of the building and to be more consistent with the design quality at Dockside Green

- b) Revisit the materiality and detailing to be more consistent with Dockside Green and to address long term maintenance, and provide a materials board and renderings that more accurately reflect the proposal's materiality
- c) Provide building details and strong landscape connections to emphasize the location of building entrances
- d) Revisit and strengthen the pedestrian connections to the other Dockside Green buildings through the future plaza
- e) Reconsider the raingarden design at the north property boundary to include rooftop runoff and/or improve its functionality
- f) Include landscape elements, rooftop materials and details to ensure a high-quality roof-scape
- g) Consider a lay-by for short term parking along Harbour Road
- h) Screen the hydro kiosk and waste and recycling storage from the street view.

Carried Unanimously

4. ADJOURNMENT

The Advisory Design Panel meeting of August 28, 2019 was adjourned at 1:25pm.

Stefan Schulson, Chair

**MINUTES OF THE
ADVISORY DESIGN PANEL MEETING
HELD WEDNESDAY DECEMBER 18, 2019**

4.2 Development Permit Application No. 000549 for 202 Harbour Road

The City is considering a Development Permit Application for a 6-storey strata office building.

Applicant meeting attendees:

JAMES IRWIN	JAMES IRWIN ARCHITECTURE
SCOTT MURDOCH	MURDOCH DE GREEFF INC
TOM BAXTER	JAMES IRWIN ARCHITECTURE
BRENT BROWNSSELL	SUPERB CONTRUCTION LTD

Michael Angrove provided the Panel with a brief introduction of the application.

James Irwin provided the Panel with a detailed presentation of the site and context of the proposal, and Scott Murdoch provided the Panel with details of the proposed landscape plan.

The Panel asked the following questions of clarification:

- what is the triangle in the front access on the main floor plan?
 - those are columns that hold up the canopy
- where is the intended public access to the building?
 - the main entrance
- is the occupancy intended mostly for commercial use?
 - the occupancy is all commercial, it is a public building
- what is the intended pavement and surfaces?
 - the bulk of the site is pavers, the sidewalk on Harbour Road will be natural pavers and parking will be two tone
- what material is the south plaza?
 - The south plaza will also be pavers in charcoal and natural tones
- what is the intent of the south plaza?
 - it is a spill over space from the ground floor, public seating space and future connection space
- what is the intent for the space behind the south plaza?
 - It's use has not yet been determined
- is the property to the west a park?
 - no, that is the last piece of the Bosa development
- what is happening with the structure and materials on the top of the roof?
 - the 6th floor is a light steel structure. The interior of the roofscape is steel. we are insulating on top and have narrowed the roof
- are there thermal breaks on the decks?
 - yes, the concrete desk on the west side are all thermally broken
- how are the thermal breaks being accomplished?
 - there is a standard composition the applicant has brought that allows that
- was the sleek design of the roof considered, or how you could introduce that elsewhere on the building to tie everything together?

- The architect looked at transitions and depth, but from a horizontal view were looking at larger bands and the roof was the floating piece that tied it all back together. The roof is supposed to be the signature piece of this building
- was a lighter entrance and canopy feature considered to clearly signal the main entrance?
 - Yes, but the architect wanted that transparency
- does parking stall 15 need to be where it is currently located?
 - it could be turned into a non-accessible spot, but the developer would like to have it as close as possible. All those parking spots are needed. This is the most efficient configuration
- were other light expressions for the canopy considered?
 - yes, but there is a fine line between weight and design
- is there a necessity for the notch out on the roof?
 - The architect went with that because the building steps back, the architect wanted to narrow it out. Otherwise it would have a large overhang and then it would have to have a column to support it
- what is the reason for the strong contrast in the white and black banding?
 - solar was talked about, it's not required. So, the money was put into other aspects. The applicant could revisit the black banding and fine tune things
- are the bands different colours?
 - they are slightly different shades of black.

Panel members discussed:

- setting good parameters on the south side
- how the building volume and articulation creates a good point to anchor the corner
- how the upper band diminishes the building's elegance
- opportunity to bringing in the sleekness of the roof scape to the front of the building
- the challenges of integration with surrounding context while not yet having neighbours
- appreciation for the sustainability aspects
- opportunity to eliminate the notch on the roofline
- making the entrance more delicate and inviting
- relocating the front entrance parking stall.

Motion:

It was moved by Sorin Birliga, seconded by Jessi-Anne Reeves, that the Advisory Design Panel recommend to Council that Development Permit Application No. 000549 for 202 Harbour Road be approved with the following changes:

- revise, strengthen and simplify the main entrance, emphasize location and execution
- relocation of parking stall at front entrance
- reduce the visual competition of the fifth-floor parapet.

For: Sorin Birliga, Stefan Schulson, Jessi-Anne Reeves

Opposed: Pamela Madoff, Carl-Jan Rupp

Carried 3-2



Jim Handy, Senior Planner

Sustainable Planning and Community Development
City of Victoria, 1 Centennial Square, Victoria BC V8W 1P6

27 March 2020

Re: 202 Harbour Rd. DP000549 Response to Advisory Design Panel of 18 Dec. 2019

Motion:

It was moved by Sorin Birliga, seconded by Jessi-Anne Reeves, that Advisory Design Panel recommend to Council that Development Permit Application No. 000549 for 202 Harbour Road be approved with the following changes:

- 1) Revise, strengthen and simplify the main entrance.
- 2) Relocate the parking stall immediately adjacent to the building at the front entrance
- 3) Reduce the visual competition between the fifth floor parapet and the top floor roof and simplify the geometry of the roofline

Revisions in Response to ADP Motion

1) Revise, strengthen and simplify the main entrance.

- *The entrance lobby has been revised with the additional 7.5 m² of space. This enables the lobby entrance doors to be re-oriented parallel to Harbour Road, increasing the entrance visibility, and providing a simpler direct access from the street. In addition the bike storage space has been relocated, allowing an increase in the size of the exterior entry plaza. The space has been reconfiguration along the exterior seating which is now integrated into the raised landscaped storm water management features.*

2) Relocate the parking stall immediately adjacent to the building at the front entrance.

- *The accessible parking stall has been relocated across from the entrance lobby, increasing the amount exterior space at the entrance.*

3) Reduce the visual competition between the fifth floor parapet and the top floor roof and simplify the geometry of the roofline.

- *The fifth floor roof parapets heights have been reduced and made the same on all facades. Additionally the top (sixth) floor roof parapet depth has been increased. The sixth floor roof edge geometry has been simplified by removing the roof edge setback along the east elevation.*

We trust that the foregoing information is satisfactory.

Kind regards,

James E. Irwin Architect AIBC

Development Permit Application for 202 Harbour Road



1



Aerial Map



2



3



Vignette: View to East Elevation, from Harbour Road



4



Vignette: Entrance at Harbour Road



5



Vignette: North East at Harbour Road



6



Vignette: View to South Plaza at Harbour Road



7



Vignette: View to South Elevation and West Setback



8



Vignette: View to West Elevation, South Plaza



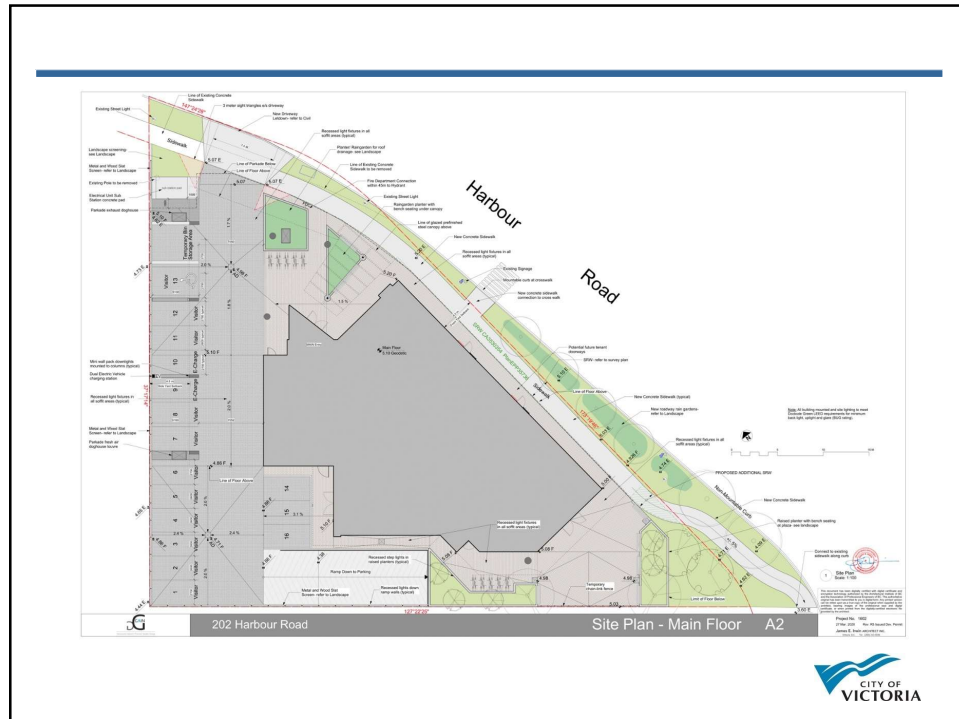
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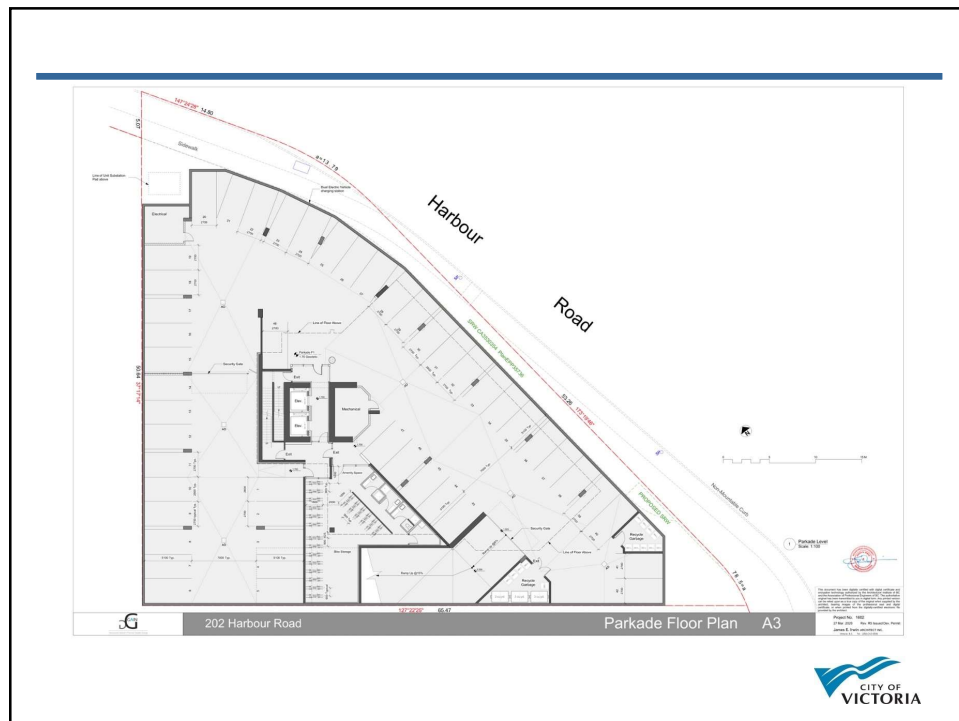
Vignette: View from adjacent to South Along West Setback



10



13



14



Dear Mayor and Council,

I'm writing to express my general support for Development Permit Application No. 000549 for 202 Harbour Road, which you are considering this Thursday. In addition, I see in the report that the proposed rain gardens on Harbour Road will be built by the developer, but maintained by the city. As someone who lives nearby, and who walks and cycles past that location multiple times a week, I think the the new plantings will make a significant contribution to the area, and I support the city taking on the maintenance.

The proposal is attractive from the bridge and from Harbour Road. Although I am not a fan of first level parking, the visible parking does not dominate the Harbour Road view, and some of it will be concealed by the proposed landscaping. My greater concern is the effect that the parking may have on the proposed "Gateway to Vic West", but as that is currently unplanned, and is on a different parcel, it's hard to see what this developer could do about it. Putting all parking below grade would have significantly increased the cost of development, and the ground level parking is mostly limited to visitor parking, so the compromises the developer has come up with seems reasonable.

I'd like to commend the developer for the following:

- They appear to have taken the issues brought up earlier by the ADP seriously and have addressed them creatively.
- They are including substantially more bicycle parking than the zoning requires.
- The rain gardens and new street trees and plantings on Harbour Road are wonderful.

Sincerely,

Jim Mayer
389 Tyee Road, Unit G3, Victoria BC V9A 0A9



Committee of the Whole Report For the Meeting of October 15, 2020

To: Committee of the Whole **Date:** October 8, 2020
From: Thomas Soulliere, Director of Parks, Recreation and Facilities
Subject: Investing in Canada Infrastructure Program – Grant Funding Application

RECOMMENDATION

That Council:

1. Approve the submission of a grant application through the Investing in Canada Infrastructure Program – Community, Culture and Recreation for \$2.4 million in funding and commits the City's share of \$1.853 million for the Topaz Park Artificial Turf Replacement Project.
2. If the grant is awarded, authorize the City entering into a shared cost agreement with the Province of British Columbia, generally described in this report, on the terms acceptable to the Chief Financial Officer and the Director of Parks, Recreation and Facilities and in a form acceptable to the City Solicitor.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information on the Investing in Canada Infrastructure Program (ICIP) - Community, Culture and Recreation (CCR) and seek Council support of the application submitted October 1, 2020 for \$2.4 million in grant funding for the artificial turf replacement project at Topaz Park.

The federal and provincial governments are investing in a second intake of applications for the ICIP CCR to create long-term economic growth, build inclusive, sustainable communities and support a low carbon, green economy. Eligible projects must improve access to and/or increase the quality of cultural, recreational and/or community infrastructure for citizens, including Indigenous peoples and vulnerable populations. The second intake is designed for projects which will be initiated in 2021 or 2022 and can be completed no later than March 31, 2026.

The CCR Program funding decisions consider multiple factors including alignment with program criteria, funding distribution, and program subscription. As such, a request representing less than the 10% of the program funding has a higher possibility of success as it provides more communities with access to funding. Applicants are guided by the project size from applications that were shortlisted in the previous CCR Program intake which had an average grant request of \$2.5 million.

The emphasis of the program is on renewal, retrofit or refurbishment projects, not new infrastructure. Staff determined that of the roster of capital projects planned by the City, the Topaz Park Artificial Turf Replacement Project aligned best with the program criteria and successful projects in previous intakes.

In January 2020, Council approved the allocation of \$3.02 million from the Building Infrastructure Reserve Fund and \$1.2 million from the Artificial Turf Field Reserve Fund for a total of \$4.253 million to complete the artificial turf field replacement project.

The City's grant application seeks funding of \$2.4 million. Should the request be successful, the City would be required to enter into a shared cost agreement with the Province of British Columbia. The agreement is a standard form agreement provided by senior levels of government and includes indemnity and release in favour of the Provincial and Federal Governments.

2019 – 2022 Strategic Plan

The proposed park improvements support Strategic Plan Objective #5: Health, Well-Being and a Welcoming City.

Impacts to Financial Plan

The City's application seeks funding of \$2.4 million for the replacement of the City's only artificial turf facility and supporting infrastructure. If the application is successful, the City's share of the project cost would be reduced to \$1.853 million from the previous Council approved \$4.253 million.

Official Community Plan Consistency Statement

The following OCP goals and objectives are supported by the recommendation in this report.

(9.12) Recognize and balance the multiple purposes and uses of parks, such as cultural events, recreation, sports, ecosystem services, commemoration and aesthetic enjoyment:

(9.14) Enhance child and youth friendly parks and recreation facilities, services and programs in the City, to promote a healthy community and to help attract and retain households with children;

Accessibility Impact Statement

Accessibility will be a primary consideration of the detailed design exercise for the field project. During the design process, feedback will be sought from stakeholders such as members of the Accessibility Working Group, and others with experience living with disabilities, along with design experts.

The concept plan for the artificial turf field replacement project incorporates features designed to improve the accessibility of this facility including low-slope pedestrian connections between the proposed field and the adjacent parking area and sidewalk. Accessible routes from the nearby parking area to the skateboard park and bike park will also be provided. Consideration of lower-allergen plantings will also be taken account during the design process.

CONCLUSIONS

Staff are seeking a Council resolution to support the grant application for \$2.4 million in funding for the Topaz Park Artificial Turf Replacement Project submitted October 1, 2020. If the application is successful, the City's share of the project cost would be reduced to \$1.853 million from a committed \$4.253 million.

Respectfully submitted,



Nav Sidhu
Assistant Director
Parks and Recreation



Thomas Soulliere
Director
Parks, Recreation and Facilities

Report accepted and recommended by the City Manager:



Date:

October 8, 2020

On September 12, 2020 the Minister of Environment and Climate Change Strategy publicly announced a number of initiatives to prevent plastic pollution. This included approval of municipal single use item bylaws and a forthcoming new regulation under the Community Charter allowing local governments to ban certain types of plastic products.

Following the Minister's announcement approving the City of Victoria's Checkout Bag Regulation Bylaw, City staff held a series of conversations with business associations and major retailers in Victoria (Save-On-Foods and London Drugs) to identify considerations regarding adoption and enforcement of the bylaw. Business representatives noted that:

- Most businesses in Victoria continue not to distribute plastic checkout bags.
- Some businesses require time to make the necessary procedural changes to comply with the bylaw.
- A clear date for enforcement helps businesses plan to be compliant.
- City education and awareness supports are encouraged.
- The incremental burden of complying with the bylaw in addition to other health and safety measures for COVID-19 is most acute for food service businesses undertaking small cost transactions (e.g. fast food).
- Reusable checkout bag alternatives for restaurant delivery do not currently exist.

Overall, business representatives indicated support for moving ahead with the adoption of the Checkout Bag Regulation Bylaw given previous experience and level of compliance with the regulatory changes but requested advanced notice to come into compliance.

It is important to note that although the initial bylaw included transition provisions and a delayed effective date to allow businesses time to make the necessary changes, the current version of the bylaw cannot be amended to add a future in-force date without resubmitting to the province for approval.

Two options are presented below for Council's consideration in addressing the reintroduction of the Checkout Bag Regulation Bylaw.

Option 1 – Notification of Future Adoption (**recommended**)

Option 1 proposes that Council consider conducting the final reading of the bylaw on a set date in the future. This will provide clarity and certainty to businesses of the intent to adopt and enforce the bylaw while providing a defined period of time for them to prepare and come into compliance as well as accommodate concerns related to the incremental burden of compliance noted from the food service sector. Staff recommend that adoption occur in 6 months time at the April 15, 2021 Council meeting.

Option 2 – Immediate Adoption

Option 2 proposes that Council consider conducting the final reading of the bylaw at the Council meeting on October 22, 2020.

Accessibility Considerations

The current version of the Checkout Bag Regulation Bylaw incorporates recommendations previously raised the Accessibility Working Group to exempt bags used to contain *seafood* (previously referenced in the bylaw as *fish*).

Financial Plan Considerations

The recommendations in this report can be accommodated into regular operations and therefore do not have implications to the Financial Plan.

Respectfully submitted,



Rory Tooke
Manager, Sustainability, Assets &
Support Services



Philip Bellefontaine
Director, Engineering and Public Works

Report accepted and recommended by the City Manager:



Date:

October 8, 2020

List of Attachments

Appendix A – Letter from Minister Heyman approving Checkout Bag Regulation Bylaw 20-025



Reference: 355788

March 11, 2020

Her Worship Mayor Lisa Helps
and Councillors
City of Victoria
1 Centennial Square
Victoria BC V8W 1P6

Sent via email: mayor@victoria.ca

Dear Mayor Helps and Council:

I am writing in response to the February 4, 2020, submission of the City of Victoria's Checkout Bag Regulation Bylaw No. 20-025.

I want to commend the City of Victoria for taking leadership on this important issue and thank you for submitting Bylaw No. 20-025 for my review.

Staff from the Ministry of Environment and Climate Change Strategy have reviewed Bylaw No. 20-025 and related documentation. Pursuant to Section 9(3) of the *Community Charter*, as the minister responsible for approving bylaws made under Section 8(3)(j) of the *Community Charter* [protection of the natural environment], I consider Bylaw No. 20-025 approved. Please ensure that a copy of the final adopted bylaw is sent to my office for our records.

My approval should not be taken as a formal approval as to the validity or enforceability of Bylaw No. 20-025 or compliance with any other procedural requirements relating to the exercise of the City of Victoria's bylaw authority.

Our government strongly supports municipal leadership to address single-use plastics and is committed to ensuring that regulations of single-use plastics in B.C. are consistent across communities. I want to assure you that the Province is taking steps to address these important issues, including proposed regulatory changes to support municipal bylaws that meet certain parameters related to accessibility, public health, and reduction of waste from alternate materials. Staff from my ministry will be consulting with local governments on those parameters soon and I hope that you and your staff will participate in that engagement.

...2

If you have any questions, please do not hesitate to contact Sonya Sundberg, Director of Clean Communities in Environmental Protection Division of the Ministry of Environment and Climate Change Strategy, at Sonya.Sundberg@gov.bc.ca.

Sincerely,

A handwritten signature in blue ink that reads "G. Heyman". The signature is fluid and cursive, with the first name "George" and the last name "Heyman" clearly visible.

George Heyman
Minister



Committee of the Whole Report

For the Meeting of October 15, 2020

To: Committee of the Whole **Date:** October 5, 2020
From: Chris Coates, City Clerk
Subject: 2021 Committee and Council Meeting Schedule

RECOMMENDATION

That Council approve the 2021 Committee of the Whole and Council meeting schedule attached to this report and make it available to the public as required under Section 127 of the *Community Charter*.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council approval of the 2021 Committee of the Whole and Council meeting schedule. Typically, Committee of the Whole meetings are held on the first four Thursdays of the month and Council meetings are held the second and fourth Thursdays of the month. Exceptions to the schedule include:

- January:
 - In January, the schedule proposes that Committee of the Whole and Council meetings start on the second Thursday due to the Christmas break.
- July:
 - In July, the schedule proposes Committee of the Whole meetings are held on the second through fifth Thursdays and Council meetings are held on the third and fifth Thursdays, as the first Thursday of the month is a Statutory Holiday for Canada Day.
- September:
 - In September, the schedule proposes Committee of the Whole meetings are held on the first, second, fourth, and fifth Thursdays and Council meetings are held on the second and fifth Thursdays, as the Union of British Columbia Municipalities convention is scheduled during the third week of September, which many Council members may wish to attend.
- November:
 - In November, the schedule proposes removing the Committee of the Whole meeting from the second Thursday and moving the Council meeting from the second Thursday to the first Thursday, as the second Thursday of the month is a Statutory Holiday for Remembrance Day.

- Summer and Winter holidays:
 - August 12 - 26, 2021
 - December 16 - 30, 2021
- Conferences that Council members may choose to attend:
 - Association of Vancouver Island and Coastal Communities: April 16-18, 2021 – Ucluelet, BC
 - Federation of Canadian Municipalities: June 3-6 or June 10-13, 2021 – Montreal, QC (Dates to be confirmed in the fall of 2020)
 - Union of BC Municipalities: September 13-17, 2021 - Vancouver, BC

The proposed 2021 schedule of Committee of the Whole and Council Meetings is attached as Attachment A for Council's consideration.

Alternatively, Council may wish to discuss the meeting schedule and direct staff to revise the meeting dates.

Respectfully submitted,



Chris Coates
City Clerk



Susanne Thompson
Deputy City Manager

Report accepted and recommended by the City Manager:



Date: October 7, 2020

Attachment A: 2021 Committee and Council Meeting Dates



2021 COMMITTEE AND COUNCIL MEETING SCHEDULE
All Meetings held in Council Chambers
City Hall 1 Centennial Square

	Committee of the Whole (COTW) 9:00 a.m.	(Closed) Council Meeting After COTW meetings as required	Council Meeting 6:30 p.m.
January	14 th , 21 st , & 28 th	14 th , 21 st , & 28 th	14 th & 28 th
February	4 th , 11 th , 18 th , & 25 th	4 th , 11 th , 18 th , & 25 th	11 th & 25 th
March	4 th , 11 th , 18 th , & 25 th	4 th , 11 th , 18 th , & 25 th	11 th & 25 th
April	1 st , 8 th , 15 th , & 22 nd	1 st , 8 th , 15 th , & 22 nd	8 th & 22 nd
May	6 th , 13 th , 20 th , & 27 th	6 th , 13 th , 20 th , & 27 th	13 th & 27 th
June	3 rd , 10 th , 17 th , & 24 th	3 rd , 10 th , 17 th , & 24 th	10 th & 24 th
July	8 th , 15 th , 22 nd , & 29 th	8 th , 15 th , 22 nd , & 29 th	15 th & 29 th
August	5 th	5 th	5 th
September	2 nd , 9 th , 23 rd , & 30 th	2 nd , 9 th , 23 rd , & 30 th	9 th & 30 th
October	7 th , 14 th , 21 st , & 28 th	7 th , 14 th , 21 st , & 28 th	14 th & 28 th
November	4 th , 18 th , & 25 th	4 th , 18 th , & 25 th	4 th & 25 th
December	2 nd & 9 th	2 nd & 9 th	9 th

“WORLD PNEUMONIA DAY - PNEUMOLIGHT”

WHEREAS *on November 12th, 2009, World Pneumonia Day was established to raise awareness about the toll of pneumonia; a leading killer of children around the world. Worldwide, 800 000 children die from pneumonia annually, more than from any other infectious disease that affects children younger than 5 years; and*

WHEREAS *the Pneumonia Awareness Campaign: Pneumolight “Light for the Education and Prevention of Pneumonia”, is a non-profit, collaborative project committed to increasing the visibility of pneumonia worldwide and to raising public awareness of its risks; and*

WHEREAS *Pneumonia Day will increase the visibility of pneumonia and allow us to educate the public and spread scientifically-proven data on this disease that continues to be a 21st-century problem treated with 20th-century therapies and diagnosed using 19th-century tools; and*

WHEREAS *Education is essential to reduce the incidence of pneumonia, especially in the major risk groups; and*

WHEREAS *Pneumonia affects everyone. Educational and awareness campaigns are urgently needed.*

NOW, THEREFORE *I do hereby proclaim Thursday, November 12th, 2020 as “**WORLD PNEUMONIA DAY**” on the HOMELANDS of the Lekwungen speaking SONGHEES AND ESQUIMALT PEOPLE in the **CITY OF VICTORIA**, CAPITAL CITY of the **PROVINCE** of **BRITISH COLUMBIA***

IN WITNESS WHEREOF, *I hereunto set my hand this October 22nd, Two Thousand and Twenty.*

LISA HELPS
MAYOR
CITY OF VICTORIA
BRITISH COLUMBIA

Sponsored by:
Catia Cilloniz
Association for the Support Patients with
Pneumonia and their Families (NEUMOAI)
Barcelona, Spain

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

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



Committee of the Whole Report For the Meeting of October 15, 2020

To: Committee of the Whole

Date: October 6, 2020

From: Chris Coates, City Clerk

Subject: World Pneumonia Day - Pneumolight – November 12, 2020

RECOMMENDATION

That the *World Pneumonia Day - Pneumolight* Proclamation be forwarded to the October 8, 2020 Council meeting for Council's consideration.

EXECUTIVE SUMMARY

Attached as Appendix A is the requested *World Pneumonia Day-Pneumolight* Proclamation. Council has established a policy addressing Proclamation requests. The policy provides for:

- A staff report to Committee of the Whole.
- Each Proclamation request requiring a motion approved at Committee of the Whole prior to forwarding it to Council for their consideration.
- Staff providing Council with a list of Proclamations made in the previous year.
- Council voting on each Proclamation individually.
- Council's consideration of Proclamations is to fulfil a request rather than taking a position.

A list of 2019 Proclamations is provided as Appendix B in accordance with the policy. Consistent with City Policy, Proclamations issued are established as fulfilling a request and does not represent an endorsement of the content of the Proclamation.

Respectfully submitted,

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

Chris Coates
City Clerk

List of Attachments

- Appendix A: Proclamation "World Pneumonia day-Pneumolight"
- Appendix B: List of Previously Approved Proclamations



Council Member Motion
For the Committee of the Whole Meeting of October 15, 2020

To: Committee of the Whole **Date:** October 12, 2020
From: Councillor Thornton-Joe and Councillor Young
Subject: Bastion Square Mural

Background

In mid August a mural was created in Bastion Square. It was funded by various donors including a grant from the City of Victoria. After the mural was created and installed, it was found that within the finished mural initials had been included that represent an acronym many find offensive and consider a hate message. Since that time there have been some discussions with varied community organizations and individuals and the City has received a letter from the AHAVI (African Heritage Association of Vancouver Island), one of the main sponsors, indicating their discomfort with the acronym included in the completed mural. They state "while we stand behind the More Justice, More Peace sentiment we do not condone the offensive ACAB acronym."

The Mural Letter of Understanding states that "The City will have the right to request that work cease on the mural project or request its removal at any stage should the following occur..... the mural is deemed to be offensive."

One of the objectives of the City's Strategic Plan is that "there is broad engagement with a diversity of participants conducted in a respectful and inclusive way."

As has been the case with the extensive dialogues underway that are nurturing Truth and Reconciliation, there is a need for a rich and ongoing dialogue that could and should take months and years, as work is done toward systemic changes.

While those dialogues unfold, the offensive acronym within the mural undermines the possibility of collegial dialogue intended to achieve mutually acceptable next steps.

RECOMMENDATION

1. That staff facilitate further dialogue among AHAVI, the artists, staff, and the police chief, and
2. That the letters ACAB be removed at the earliest opportunity possible, and
3. If the artists choose to replace the removed letters with another design, that they submit their proposal for the staff's approval.

Respectfully submitted,

A handwritten signature in cursive script, reading "Charlayne Thornton-Joe".

Councillor Thornton-Joe

A handwritten signature in cursive script, reading "Councillor Young".

Councillor Young

134 St. Lawrence Street
Victoria
V8V 1X8

October 11, 2020

Charlayne Thornton Joe
Councillor Victoria City Council
City Hall
Victoria, B.C.



Dear Councillor

It is my understanding that the ACAB message is still in the street art protest in Bastion Square. This saddens me to know that the mural has been hijacked by a message of hate.

I agree that racism in all its ugly forms must be confronted and stopped, but I do not believe that hate can be conquered by more hate. ACAB is yet one more form of negative, divisive and hateful stereotyping even when supposedly justified as artistic freedom of expression.

Please, have these letters removed and then let's have a dialogue.

Sincerely,

Mavis DeGirolamo
Chair, Global Village Store
Board Member, New Horizons
Past President, Inter-Cultural Association of Greater Victoria
Past Chair, James Bay Community Project



October 14, 2020

To whom it may concern,

A Victoria City Councillor asked me to share my views about the removal of the ACAB acronym included in the Bastion Square mural that was funded by the City of Victoria.

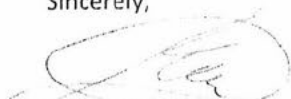
I have to start by saying that it is mind-boggling that there is even a discussion about the existence of a hate message in a publicly-sponsored art project, on a public square. The debate itself is appalling and points to a moral decline in our society.

Since I was asked, I'd like to share a few thoughts for your consideration:

- The notion that bigotry and racism can be fought through hatred against any group of people - is not only immoral and wrong, but is also not bringing us any closer to peace or justice.
- I cannot think of any worse expression of ingratitude to the men and women of the local police force who work day and night to ensure the safety of our homes and communities, often risking their lives so that we can sleep peacefully. They deserve our appreciation and not our insults.
- I personally know many members of VicPD. They are incredible women and men of integrity who serve our city honorably. As a member of a minority group myself, I have never encountered unfairness in their interaction with any citizen of the city. I have no doubt that if it were ever found that there was unethical or racist behaviour on the part of VicPD, it would be addressed immediately, without any compromise.
- Lastly, what message are we sending to our youth by degrading our law-enforcement officers? Is this going to help them grow into better, law-abiding citizens?

It is my opinion that the presence of this insulting message on a city-sponsored project, in a city square, is a despicable offence against our great city.

Sincerely,



Rabbi Meir Kaplan

Address: 2955 Glasgow Street Victoria, BC V8T 4H1

[Redacted address line]

[Redacted address line]

[Redacted address line]

Amanda Ferguson

From: Charlayne Thornton-Joe (Councillor)
Sent: October 15, 2020 9:23 AM
To: Chris Coates
Subject: Mural #4

Charlayne

Thanks for reaching out to me about this issue and asking my thoughts. It is a delicate subject and discussion, to be sure. Without full knowledge of the context or other details related to the mural, I acknowledge that my perspective tries to pull off a delicate "tight rope walk". This is my personal view and not representing the Inter-Cultural Association of Greater Victoria where I am the Community Development Coordinator.

However, having said that, my view is that the acronym ACAB is not appropriate nor should it have been included in this particular mural.

I say this for a couple of reasons:

- a. The mural is a City of Victoria public art initiative with costs were covered by public funds from the city. The funds were issued with the understanding they would be used in a manner that reflects the city's art in public spaces guidelines – i.e. promote the spirit of understanding and to provide a space to have young artists of colour express their support for the BLM and BIPOC movements. The unexpected inclusion of the ACAB acronym did not adhere or advance those guidelines.
- b. If this were NOT a publicly funded work of art, and was instead a work of art displayed on private property or exhibit, then I could defend allowing the ACAB acronym as part of an artists' right to express freely his or her views and experiences regarding police.

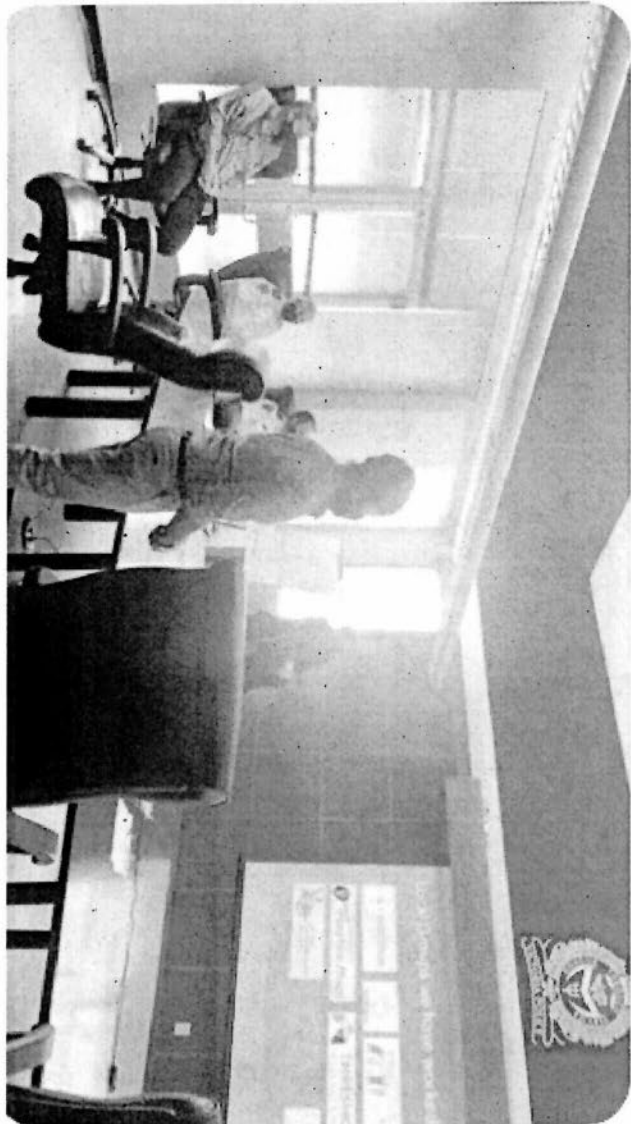
I note that the African Heritage Association of Vancouver Island said in a recent media release that "it cannot condone the appearance in the mural of the acronym ACAB, which is commonly held to mean "All Cops Are Bastards" or "All Cops Are Bad... While we stand behind the 'More Justice, More Peace' sentiment we do not condone the offensive ACAB acronym," it said in a statement.

This incident is an opportunity to continue valuable conversations with our BIPOC communities and the BLM movement regarding how our police departments are structured, and how we can eliminate bias and racism while at the same time fostering positive and meaningful community-police relationships.

Steven Baileys

SIKH YOUTH OF VICT... · 2020-09-23 ✓

With the current rhetoric concerning the police, we support the activism surrounding 'No Justice, No Peace', but reject offensive acronyms such as ACAB, which we feel take away from the core issue of police reform.





بسم الله الرحمن الرحيم

In the name of Allah, Most Gracious, Most Merciful

جمعية مسلمي بريتش كولمبيا

The B.C. Muslim Association

VICTORIA BRANCH

Charlayne Thornton-Joe
City Hall
1 Centennial Square
V8W 1P6
October 14th, 2020

Dear Madam Mayor Helps and Council Members

As the Imam of Masjid Al Iman in Victoria, I want to share my concern with aspects of the Art Mural in Bastion Square and reaffirm my support to addressing racism and police brutality in Victoria.

Islam is committed to justice and peace, these values are important to our community and we fully support efforts to transform our city into a more equitable, just and safe space. We recognise that many residents, including members of the Muslim community experience ongoing violence from the police including harassment, profiling and brutality, based on religion, race or other identities, across Canada. This is a problem that we need to acknowledge and collectively work to address. We also acknowledge the continuous effort by local police and the positive engagement that is happening throughout our many communities.

In light of this, I would urge the City to consider engaging with the artists who created the ACAB part of the mural in Bastion Square. As a racialised migrant and community leader, I believe that allowing the acronym to remain is detrimental to the overall cause of anti-racism. It allows the opinion of one artist to overshadow the collective and transformative work done by many activists and artists under the #BlackLivesMatter movement. Our attention, resources and efforts need to focus on anti racism; transforming our public institutions, including the police, and public spaces, to be safe for Indigenous and Black people and people of colour. Instead by allowing the acronym to remain, a small piece of this work is dominating the public discourse, causing division within our communities, and derailing efforts at building a more just and inclusive city.



بسم الله الرحمن الرحيم

In the name of Allah, Most Gracious, Most Merciful

جمعية مسلمي بريتش كولمبيا

The B.C. Muslim Association

VICTORIA BRANCH

Furthermore, it is important to acknowledge the hard work of those dedicated police officers, men and women, who serve our communities. We, the Muslim community, have seen first hand, the dedication of Chief Constable Del Manak amongst many, many others who strive to do their best daily. This, I strongly believe should not go unnoticed.

At the same time I would like to encourage the City to create a platform for the artists and the public to engage fulsomely on anti-racism and police brutality. The sentiments behind the acronym need to be heard, and I hope that the City provides resources for this to occur, our Masjid remains ready to work with you as needed.

Sincerely

Imam Ismail Mohamed Nur

Amanda Ferguson

From: Charlayne Thornton-Joe (Councillor)
Sent: October 15, 2020 10:49 AM
To: Chris Coates
Subject: Fwd: Mural

Chief Manak,

I am sorry to hear about the Bastion Street painting with the acronym referring to all police as bastards. This is horrible and embarrassing, and it is unfortunate that it is still there. I don't know how you or your team work in these conditions.

Please know that you have my support. Through this time of unrest I hope you have support for your emotional, mental and spiritual health because it has been an ongoing assault on all police in North America, which is ironic to paint all police with the same brush - the very thing BLM doesn't want done to blacks, and Indigenous to Indigenous

Sincerely,

Fran Hunt-Jinnouchi

