

**MINUTES OF THE  
GOVERNANCE & PRIORITIES COMMITTEE MEETING  
HELD THURSDAY, MARCH 27, 2014, 9:00 A.M.**

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

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

**Absent:** Councillor Gudgeon

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

**Staff Present for a Portion of the Meeting:** D. Kalynchuk – Director of Engineering & Public Works; B. Warner – Director of Finance; M. Hayden – Manager of Bylaw & Licensing Services; I. Husu – Manager of Parking Services; D. Schaffer – Manager of Legislative Services.

**2. APPROVAL OF THE AGENDA**

Committee considered the following amendments to the Agenda:

**Open Meeting:**

- Item # 2 – Report – Financial Plan
- Item # 4A – Convention Attendance Request
- Item # 4B – Conference Attendance Approval
- Item # 5A – Councillor Sharing – Councillor Thornton-Joe
- Item # 5B – Motion – CRD Kitchen Scraps Program

**Closed Meeting:**

- Item # 6A – Minutes from the Special Closed Meeting held March 20, 2014
- Item # 9 – Report – Confidential Third Party Business Information
- Item # 10 – Legal Advice / Conflict of Interest

**Action:** It was moved by Councillor Helps, seconded by Councillor Alto, that the Agenda of the March 27, 2014, Governance and Priorities Committee meeting be approved as amended.

CARRIED UNANIMOUSLY 14/GPC136

### **3. CONSENT AGENDA**

**Mayor Fortin canvassed members of Council, who approved bringing forward the following items for approval:**

- Item # 1 – Adoption of Minutes from the Meeting held March 13, 2014
- Item # 4A – Convention Attendance Request
- Item # 4B – Conference Attendance Approval

#### **3.1 Minutes from the Meeting held March 13, 2014**

**Action:** It was moved by Councillor Helps, seconded by Councillor Coleman, that the Minutes from the Governance and Priorities Committee meeting held March 13, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC137

#### **3.2 Convention Attendance Request**

Committee received reports from Councillor Helps and Councillor Isitt requesting approval and associated costs for their attendance at the Association of Vancouver Island Coastal Communities AGM and Convention to be held in Parksville, BC on April 11 – 13, 2014.

**Action:** It was moved by Councillor Helps, seconded by Councillor Coleman, that Committee recommends that Council:

1. Approves the attendance of Councillor Helps and Councillor Isitt at the Association of Vancouver Island Coastal Communities AGM and Convention.
2. Forward this motion to tonight's Council Meeting.

CARRIED UNANIMOUSLY 14/GPC138

#### **3.3 Conference Attendance Approval**

Councillor Isitt provided Committee with a report regarding his attendance at the Young Elected Official Conference in Parksville, BC on January 19, 2014.

**Action:** It was moved by Councillor Helps, seconded by Councillor Coleman, that Committee recommends that Council:

1. Approves the attendance of Councillor Isitt at the Young Elected Officials Conference.
2. Forward this motion to tonight's Council Meeting.

CARRIED UNANIMOUSLY 14/139

## 4. DECISION REQUESTS

### 4.1 2014 – 2018 Draft Financial Plan Adoption Process

Committee received a report dated March 24, 2014 from Finance which outlined the proposed timelines for the 2014 – 2018 Financial Plan in order to meet the requirements set out in sections 165 and 166 of the *Community Charter*, including the requirement for public consultation and to obtain input as to whether the proposed public consultation meets Council's expectations, and request Council's feedback.

Committee discussed the following:

- Details regarding the public consultation process with respect to the material being used, timelines and reporting options for feedback received.
- The proposed open house and options for structuring the meeting.
- Changes in consultation that are being proposed for subsequent years.
- Reviewing and discussing the tax increase for the residential class tax rate in comparison to the business class tax rate.
- Council's willingness to make changes in response to information received from the public;
  - Concerns regarding timelines and being able to analyse that information.
  - Concerns that staff won't have time to respond to direction from Council in response to public input.
- Noting that there is substantive information in the citizen survey that represents the views from a wide range of citizens.

**Action:**

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

1. Direct staff to schedule a Budget Open House on April 14 from 4 pm to 8 pm at City Hall.
2. Direct staff to schedule Special Council meetings on May 1 and May 12.
3. Direct staff to bring forward a work plan on a revised Financial Plan process, including public participation that incorporates the City's core values for public participation by June 30, 2014.
4. That Council direct staff to inform the public with regard to the 2014-2018 Financial Plan with the exception of the 3.25% tax increase and the share between the business class and residential class both of which the City will consult the public on.

Committee discussed the motion as follows:

- Concerns regarding the proposed timeline and the inability to respond to input.
- Concerns that more information is needed on what is going to be consulted on.
- The suggestion that the motion be refined to better reflect the possible timelines.

The City Manager recommended that Council direct those questions to staff who will respond by advising what changes can realistically be made, based on the feedback received.

**Action:** It was moved by Mayor Fortin, seconded by Councillor Alto, that the question be divided to consider recommendations 1 to 3 separate from recommendation 4.

CARRIED UNANIMOUSLY 14/GPC140

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

1. Direct staff to schedule a Budget Open House on April 14 from 4 pm to 8 pm at City Hall.
2. Direct staff to schedule Special Council meetings on May 1 and May 12.
3. Direct staff to bring forward a work plan on a revised Financial Plan process, including public participation that incorporates the City's core values for public participation by June 30, 2014.

Councillor Isitt advised that April 14 is the first night of Passover and that scheduling another date would be preferable.

**Action:** It was moved by Councillor Isitt, seconded by Councillor Helps, that the motion be amended as follows:

That Council:

1. Direct staff to schedule a Budget **Workshop and** Open House ~~on April 14 from 4 pm to 8 pm~~ at City Hall.
2. Direct staff to schedule Special Council meetings on May 1 and May 12.
3. Direct staff to bring forward a work plan on a revised Financial Plan process, including public participation that incorporates the City's core values for public participation by June 30, 2014.

On the amendment:

CARRIED UNANIMOUSLY 14/GPC141

Committee discussed the main motion as follows:

- The preference for a quicker timeline but having to deal with statutory requirements in terms of bylaw adoption.
  - Time constraints for the adoption of bylaws and noting that the bylaws must be adopted by May 15.
  - The option of scheduling special meetings to meet the deadlines and ensuring the budget reflects Council direction.
- The value of consultation in terms of how it can inform the position of the Strategic Priorities in the work plan.

On the main motion as amended

CARRIED UNANIMOUSLY 14/GPC142

**Action:** It was moved by Councillor Helps, seconded by Councillor Isitt, that the Committee recommends that Council direct staff to inform the public with regard to the 2014-2018 Financial Plan with the exception of the 3.25% tax increase and the share between the business class and residential class both of which the City will consult the public on.

Committee discussed the information that they will be receiving from staff on April 10 and how that will affect the decision they make with respect to the consultation process.

**Action:** It was moved by Councillor Helps, seconded by Councillor Alto, that consideration of this motion be postponed to the April 10, 2015, Governance & Priorities Committee.

CARRIED UNANIMOUSLY 14/GPC143

Staff spoke to the final slide of the presentation and described the financial plan with respect to the planning process that will be completely revamped in 2015. Staff will review best practices and bring forward a work plan for Council's consideration and feedback by June 30, 2014.

#### **4.2 Application for a Permanent Change to Occupant Load for the Bedford Regency, 1140 Government Street**

Committee received a report dated March 6, 2014 from Legislative & Regulatory Services regarding an application for a permanent change to Occupant Load for the Bedford Regency at 1140 Government Street. The purpose of the report is to seek a Council resolution, in accordance with the requirements of the *Liquor Control and Licensing Act*, regarding an application by the Bedford Regency (Bedford Hotel Ltd.) in relation to their Liquor Primary Liquor Licence for the premises located at 1140 Government Street, for a change to increase the occupant load.

**Action:** It was moved by Councillor Alto, seconded by Councillor Helps, that Committee recommends that Council, after conducting a review with respect to noise and community impacts regarding the application to amend the occupant load respecting liquor service for the Liquor Primary Liquor Licence of the Bedford Regency, Liquor Licence No. 116081, located at 1140 Government Street, supports:

1. The application of the Bedford Regency to amend its Liquor Primary Licence to allow an increase in occupant load to 90 persons.
2. The Council provides the following comments on the prescribed considerations:
  - a. The location is in a designated neighbourhood commercial area which authorizes restaurants, retail stores, neighbourhood pubs, hotels and office space. There is no residential use in the immediate vicinity. The Liquor Primary operation within the hotel is compatible with the neighbouring land uses. The business is located within the Historic Commercial District and is within the Intermediate Noise District which allows for a higher noise threshold.
  - b. There is expected to be minimal impact on the neighbourhood due to the relatively small increase in capacity that would result from this request being approved. There is no concern that this change would result in the business being operated contrary to its primary purpose.
  - c. The views of residents were solicited via a mail out to neighbouring property owners and occupiers within 50 metres of the restaurant/lounge and a notice posted at the property. One response,

not in favour of the proposed change, was received from a neighbouring business owner.

Committee discussed the following:

- Should issues arise, is it the Bedford Regency that responds or a tenant?
  - The Bedford Regency owns and operates the pub.
- Is the applicant permitted to have live entertainment at this establishment?
  - It is a liquor primary application which allows for that kind of activity.
- Concerns about the amount of liquor seats downtown and acknowledging how that impacts policing costs.
- The location is in an area with a concentration of liquor establishments that doesn't create a family-friendly environment.
  - Noting that proposed changes to Provincial regulations would permit families to attend pubs during certain hours.
- The suggestion that the applicant subscribe to VicPD's bar watch program;
  - Staff will investigate if this can be added as a requirement or if it is voluntary.

CARRIED 14/GPC144

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

Against: Councillor Isitt

#### **4.3 Additional Information Regarding the Parking Services Review**

Committee received a report dated March 21, 2014 from Engineering and Public Works which provided additional information regarding the Parking Services Review that was presented to Committee on February 13, 2014. This report is responding to that request and staff is seeking direction to proceed with implementing parking demand management strategies and customer service improvements.

Mayor Fortin noted that Council received late correspondence from the Downtown Victoria Business Association (DVBA) and Tourism Victoria for consideration.

*Councillor Helps withdrew from the meeting at 10:09 a.m. and returned at 10:10 a.m.*

Committee discussed the following:

- Frontline staff's involvement in the proposed changes and public consultation;
  - Staff will be consulted, noting that the Parking Manager interacts with staff daily.
- Concerns around a suggested move to automation as outlined in item # 11 on page 16 of the report.
- The suggestion that the proposal for paid, on-street parking in the evenings be reinstated to ensure turnover of parking.

**Action:** It was moved by Councillor Isitt, that Committee recommends that Council:

1. Direct staff to undertake consultation on the proposed customer service, parkade safety and six draft demand management strategies outlined in the report dated March 21, 2014, **with the exception of Item # 11 on page 16 of the report.**
2. Direct staff to report back to Council on May 8, 2014, with a report on the results of consultation for Council's consideration on adopting Parking Demand Strategies.
3. Direct staff to report back to Council on customer service enhancements in January 2015.

Failed due to no seconder

**Action:**

It was moved by Councillor Thornton-Joe, seconded by Councillor Coleman, that Committee recommends that Council:

1. Direct staff to undertake consultation on the proposed customer service, parkade safety and six draft demand management strategies outlined in the report dated March 21, 2014.
2. Direct staff to report back to Council on May 8, 2014, with a report on the results of consultation for Council's consideration on adopting Parking Demand Strategies.
3. Direct staff to report back to Council on customer service enhancements in January 2015.

Committee discussed the following:

- Working with transportation staff to ensure parking lines are clearly painted.
- Super host training for Commissionaires and measuring that training.
- The Car Share program for on-street parking or in parkades.
- Support for not increasing the evening hours of paid, on-street parking, though it may happen in the future.
- Continuing to improve parkade safety; adding features such as advertising or public art;
  - Staff is developing a policy for advertising in the parkades.
- The suggestion the "one hour free" coupon be kept to provide an additional free hour in certain circumstances.
- The proposed public consultation timeline and what feedback is expected;
  - Meeting with various stakeholders including all community associations.
- Concerns that customers patronizing evening businesses get free parking whereas daytime customers do not.
- The suggestion that there be a time limit for free parking on Sundays and evenings;
  - Staff has discussed this option and need to gather more data;
- Support for new technology and automation and options to better employ staff in the parkades.
- Customer service with respect to the Parking Review office and the suggestion it be moved into City Hall.

**Action:**

It was moved by Councillor Isitt, seconded by Councillor Helps that Committee amend the motion as follows:

That Council:

1. Direct staff to undertake consultation on the proposed customer service, parkade safety and six draft demand management strategies outlined in the report dated March 21, 2014.
2. Direct staff to report back to Council on May 8, 2014, with a report on the results of consultation for Council's consideration on adopting Parking Demand Strategies.
3. Direct staff to report back to Council on customer service enhancements in January 2015.
4. **Direct staff to report on the rationale for expanding parkade automation and potential human resource impacts, when this recommendation is considered by Council.**

On the amendment:  
CARRIED UNANIMOUSLY 14/GPC145

On the main motion as amended:  
CARRIED UNANIMOUSLY 14/GPC146

*Councillors Alto and Helps withdrew from the meeting at 11:30 a.m.*

## 5. NEW BUSINESS

### 5.1 Motion of Support for Tla-o-qui-aht First Nation

Committee received a motion from Councillor Isitt who provided information on the Tla-o-qui-aht First Nation's request for support for a moratorium on mining activity within their territories.

**Action:** It was moved by Councillor Isitt, seconded by Councillor Madoff, that Committee recommends that Council approve the following resolution:

WHEREAS the Tla-o-qui-aht First Nation has requested that the City of Victoria support its request for a moratorium on mining activity within its territories, so as to allow for implementation of its Land Use Plan and the pursuit of economic, ecological and social priorities;

AND WHEREAS the Provincial Government has issued expanded mining exploration permits to Imperial Metals for drill sites within the Tranquil Creek watershed, notwithstanding the lack of consent from the First Nation Government;

AND WHEREAS the City of Victoria has been a leader among local governments in British Columbia in forging respectful relationships with indigenous people and First Nations governments:

THEREFORE BE IT RESOLVED that the City of Victoria supports the request of the Tla-o-qui-aht First Nation for a moratorium on mining activity within its territories, so as to allow for implementation of its Land Use Plan and the pursuit of economic, ecological and social priorities;



AND BE IT FURTHER RESOLVED THAT Council directs the Mayor to write to the Premier and Minister of Energy and Mines requesting that a moratorium on mining activity in Tla-o-qui-aht territories be introduced.

*Councillors Alto and Helps returned to the meeting at 11:32 a.m.*

Committee discussed the following:

- Concerns that this matter is outside of municipal jurisdiction.
- Making a decision without more information.
- Details regarding permits and if a moratorium has a time limit;
  - The assumption the moratorium will remain as long as the Province chooses to uphold it.

CARRIED 14/GPC147

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

### **5.3 Motion – CRD Kitchen Scrap Collection Program**

Councillor Isitt provided Committee with a motion regarding the CRD Kitchen Scraps Collection Program and outlined information regarding this proposal.

**Action:** It was moved by Councillor Isitt, seconded by Councillor Alto that Council approve the following resolution:

WHEREAS the City of Victoria and its residents have undertaken substantial capital investments in the kitchen-scrap collection program;

AND WHEREAS this program has been successfully implemented by the City and embraced by a wide cross-section of residents, with a beneficial impact in reducing the quantity of garbage in the waste stream and providing the opportunity for resource recovery;

AND WHEREAS the lack of kitchen-scrap processing capacity in the Capital Region threatens to undermine public confidence in the program, while imposing additional costs on residents and the City, which can be avoided by developing an in-region solution;

AND WHEREAS locating kitchen-scrap processing facilities on private land has been demonstrated to create conflict with adjacent property owners due to odours, transportation impacts and other nuisances;

THEREFORE BE IT RESOLVED THAT the City of Victoria write to the Capital Regional District Board, indicating its support for the installation of kitchen-scrap processing infrastructure on CRD land at Hartland Road, whether on an interim or permanent basis, and whether operated directly by CRD or as a contracted service.

A Committee member expressed concerns regarding the motion as it states the City's support for a program where no details are known about costs, etc.

**Action:** It was moved by Councillor Helps, seconded by Councillor Alto, that the motion be amended as follows:

That Council approve the following resolution:

WHEREAS the City of Victoria and its residents have undertaken substantial capital investments in the kitchen-scrap collection program;

AND WHEREAS this program has been successfully implemented by the City and embraced by a wide cross-section of residents, with a beneficial impact in reducing the quantity of garbage in the waste stream and providing the opportunity for resource recovery;

AND WHEREAS the lack of kitchen-scrap processing capacity in the Capital Region threatens to undermine public confidence in the program, while imposing additional costs on residents and the City, which can be avoided by developing an in-region solution;

AND WHEREAS locating kitchen-scrap processing facilities on private land has been demonstrated to create conflict with adjacent property owners due to odours, transportation impacts and other nuisances;

THEREFORE BE IT RESOLVED THAT the City of Victoria write to the Capital Regional District Board, indicating its support **for exploring** for the installation of kitchen-scrap processing infrastructure on CRD land at Hartland Road, whether on an interim or permanent basis, and whether operated directly by CRD or as a contracted service.

Committee discussed the amendment as follows:

- Concerns that this will result in delays.
- Working towards a long-term solution yet allowing the CRD to explore options.
- The original wording underlines the importance of moving ahead with this option especially when considering the cost of trucking food scraps to the mainland.

**Action:** It was moved by Councillor Coleman that Committee refer this motion to tonight's Council meeting.

Failed due to no seconder

**Action:** It was moved by Councillor Thornton-Joe, seconded by Councillor Helps, that the motion be amended as follows:

That Council approve the following resolution:

WHEREAS the City of Victoria and its residents have undertaken substantial capital investments in the kitchen-scrap collection program;

AND WHEREAS this program has been successfully implemented by the City and embraced by a wide cross-section of residents, with a beneficial

impact in reducing the quantity of garbage in the waste stream and providing the opportunity for resource recovery;

AND WHEREAS the lack of kitchen-scrap processing capacity in the Capital Region threatens to undermine public confidence in the program, while imposing additional costs on residents and the City, which can be avoided by developing an in-region solution;

AND WHEREAS locating kitchen-scrap processing facilities on private land has been demonstrated to create conflict with adjacent property owners due to odours, transportation impacts and other nuisances;

THEREFORE BE IT RESOLVED THAT the City of Victoria write to the Capital Regional District Board, indicating its support **for exploring the immediate exploration of** for the installation of kitchen-scrap processing infrastructure on CRD land at Hartland Road, whether on an interim or permanent basis, and whether operated directly by CRD or as a contracted service.

On the amendment:  
CARRIED UNANIMOUSLY 14/GPC148

On the main motion as amended:  
CARRIED UNANIMOUSLY 14/GPC149

**Action:** It was moved by Councillor Isitt, seconded by Councillor Helps, that Committee forward this motion to tonight's Council Meeting.

CARRIED UNANIMOUSLY 14/GPC150

## **5.2 Councillor Sharing – Honorary Citizen Nomination Deadline**

Councillor Thornton-Joe advised Committee that the deadline for applications for nominating an Honorary Citizen has been extended to April 11, 2014. The Honorary Citizen's Committee will then review the nominations and put forward those names for Council's consideration. The ceremony will be held on May 29, 2014

A Committee member asked about the option of recognizing citizens posthumously. Councillor Thornton-Joe advised that this has been discussed by the Committee and it was decided it should be for citizens that are still living.

**Action:** It was moved by Councillor Coleman, seconded by Councillor Helps, that Governance & Priorities Committee convene a Closed meeting that excludes the public under Section 12(6) of the *Council Bylaw* for the reason that the following agenda items deal with matters specified in the following sections of the *Council Bylaw*:  
*Section 12 (3) (a) - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the City or another position appointed by the City*

*Section 12 (3) (i) – the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

*Section 12 (3) (k) - negotiations and related discussions respecting the proposed provision of a City service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public*

*Section 12 (3) (j) - information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.*

CARRIED UNANIMOUSLY 14/GPC151

## **6. CLOSED MEETING AT 12:07 P.M.**

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

**Absent:** Councillor Gudgeon

**Staff Present:** J. Johnson – City Manager; K. Friars – Director of Parks, Recreation & Culture; J. Jenkyns – General Manager of the VCC; B. Warner – Director of Finance; R. Woodland – Director of Legislative & Regulatory Services; T. Zworski – City Solicitor; K. Blokmanis – Assistant City Solicitor; C. Havelka – Recording Secretary.

**Guest:** D. Boniface - Spectrum Marketing.

**Action:** It was moved by Mayor Fortin, seconded by Councillor Helps, that Committee recess until 12:25 p.m.

CARRIED UNANIMOUSLY 14/GPC152

Committee reconvened at 12:24 p.m.

## **7. APPROVAL OF THE CLOSED AGENDA**

Committee considered the following additions to the Closed Meeting Agenda:

- Item # 8 to be considered first
- Item # 6A – Adoption of the Minutes from the Special Closed Meeting held March 20, 2014
- Item # 9 – Addition of Report
- Item # 10 – Legal Advice

**Action:** It was moved by Councillor Helps, seconded by Councillor Alto, that the Closed Agenda of the Governance and Priorities Committee of March 27, 2014, meeting be approved as amended.

CARRIED UNANIMOUSLY 14/GPC153

## **8. DECISION REQUESTS**

### **8.1 Proposed Municipal Service / Naming Rights**

Committee received information regarding a proposed municipal service.

The discussion and motion were recorded and kept confidential.

## **9. ADOPTION OF MINUTES**

### **9.1 Minutes from the Closed Meeting held March 13, 2014**

**Action:** It was moved by Councillor Helps, seconded by Councillor Alto, that the Closed Minutes from the Governance and Priorities Committee meeting held March 13, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC155

### **9.2 Minutes from the Special Closed Meeting held March 20, 2014**

**Action:** It was moved by Councillor Helps, seconded by Councillor Alto, that the Special Closed Minutes from the Governance and Priorities Committee meeting held March 20, 2014 be adopted.

CARRIED UNANIMOUSLY 14/GPC156

## **8. DECISION REQUESTS**

### **8.2 Confidential Third Party Business Information**

Committee received a report dated March 21, 2014 from Parks, Recreation & Culture that provided confidential third party business information.

The discussion and motion were recorded and kept confidential.

### **8.3 Legal Advice**

Committee received a Memorandum dated March 24, 2014 from the Assistant City Solicitor, which provided legal advice.

The discussion and motion were recorded and kept confidential.

*Councillor Helps excused herself from the meeting at 1:10 p.m. due to a non-pecuniary conflict of interest with the following item as some of the people working on her campaign are applicants for the Council Committees.*

#### **8.4 Appointments – Council Committees**

Committee received a report dated March 4, 2014 from Legislative & Regulatory Services regarding Council Committee appointments.

*Councillor Alto left the meeting at 1:13 p.m.*

The discussion and motions were recorded and kept confidential.

### **10. ADJOURNMENT**

**Action:** It was moved by Councillor Coleman, seconded by Councillor Young, that Committee adjourn the meeting of March 27, 2014, at 1:39 p.m.

CARRIED UNANIMOUSLY 14/GPC165

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Mayor Fortin, Chair