



AMENDED AGENDA
GOVERNANCE & PRIORITIES COMMITTEE
MEETING OF FEBRUARY 13, 2014 AT 9:00 A.M.
COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

Page

CALL TO ORDER

APPROVAL OF THE AGENDA

ADOPTION OF MINUTES

1. Minutes from the Meeting held January 30, 2014

DECISION REQUEST

2. Encroachment Agreement for 1101 Fort Street 3
--D. Kalynchuk, Director of Engineering and Public Works
3. Parking Services Review Update 5 - 44
--I. Husu, Manager - Parking Services

NEW BUSINESS

- 3.A. **Late Item:** 45
Motion - Review of Portable Sign Bylaw
--Mayor Fortin
- [Addenda]
- 3.B. **Late Item:** 47 - 52
Motion - Hosting the 2015 Western Canadian Music Awards / BreakOut West
--Councillors Coleman and Madoff
- [Addenda]
- 3.C. **Late Item:** 53
Motion - Agricultural Land Reserve and Agricultural Land Commission
--Councillor Isitt

[Addenda]

- 3.D. **Late Item:** 55
Motion - Sponsorship at AVICC/UBCM Meetings
--Councillor Isitt

[Addenda]

- 3.E. **Late Item:** 57
Motion - Letter from Minister Lisa Raitt
--Councillor Gudgeon

[Addenda]

- 3.F. **Late Item:** 59
Motion - Lee Avenue
--Councillor Gudgeon

[Addenda]

---COUNCILLOR INQUIRY

---COUNCILLOR SHARING

MOTION TO CLOSE THE FEBRUARY 13, 2014 GOVERNANCE & PRIORITIES COMMITTEE MEETING TO THE PUBLIC (To consider the following items in a closed meeting of Governance & Priorities Committee, the following motion is required: "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 Sections 12(3) and/or (4) of the Council Bylaw.")
Section 12 (3) (e) - the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the City.

CLOSED MEETING

DECISION REQUEST

4. Land
--S. Baker - Executive Director of Economic Development

CONSIDERATION TO RISE & REPORT

ADJOURNMENT



Governance and Priorities Committee Report

Date: February 4, 2014 **From:** Craig Stenberg, ASCT, Sr Tech, Land Development
Subject: Encroachment Agreement for 1101 Fort Street

Purpose

For the City of Victoria to enter into an Encroachment Agreement with ABSTRACT DEVELOPMENTS INC. 1976 OAK BAY AVENUE, VICTORIA BC V8R 1E2 to allow the anchor rods to remain in the City Street during and upon completion of the construction of the New Building at 1101 Fort Street.

Executive Summary

This Project has a Development Permit Application which identifies underground parking and a mechanical room to a depth of 4.02 metres below the current road surface. The building face has a zero set back from the property lines on Fort Street and Cook Street. In order to place the footing and foundation walls the contractor will need to either excavate into the right of way of the streets causing traffic disruption or shore the face of the excavation to ensure the street stays in place.

The geotechnical engineer has proposed anchoring the temporary shoring by means of rock anchors which will encroach into the street under all existing infrastructure. During the backfill portion of the project the anchors will be de-tensioned and cut off from the shoring within the City right-of-way. The anchors will be left in the right-of-way as there is no practical way to remove them once the building walls are installed.


The City of Victoria will inherit the rock anchors in the road right-of-way upon completion of the project.


There should be no impact to existing City of Victoria or Utility infrastructure. The recommendation would be forwarded for consideration, following the Public Hearing for the proposed Development Permit Application.

Recommendation

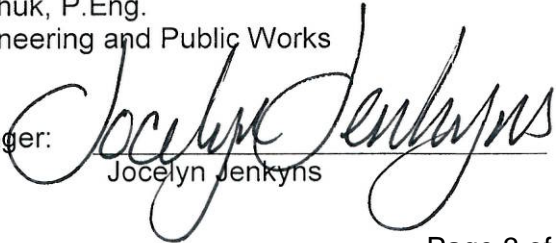
Direct City Staff to prepare and enter into an Encroachment Agreement for the excavation of a portion of the street during construction and allow the shoring material to remain in the right-of-way after completion of the project, for a fee of \$750 plus \$25 per area of exposed shored face during construction.

Respectfully submitted,


 Craig Stenberg, ASCT
 Senior Engineering Technologist


 Dwayne Kalynchuk, P.Eng.
 Director of Engineering and Public Works

Report accepted and recommended by the Acting City Manager:


 Jocelyn Jenkins

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Governance and Priorities Committee Report

Date: February 5, 2014 **From:** Ismo Husu, Manager, Parking Services
Subject: Update on Parking Services Review

Executive Summary

A Parking Services Review is identified by Council as a key initiative within the City's Strategic Plan. In April, Council approved a Project Charter for the Review that outlined the following objectives:

- increase turnover on-street, making it easier to find parking
- improve the customer experience parking downtown, and
- reduce operational costs.

The purpose of this report is to update Council on the progress of the Parking Services Review.

Parking management is a fundamental aspect of creating a positive downtown experience. Several enhancements have been made to parking services over the past six years to support a healthy, vibrant and convenient downtown. Continuous review and improvement is a key component of parking management.

Since the approval of the Project Charter, staff have completed a technical review and initial consultation with key downtown stakeholders. This initial issues identification outlined a common and strong desire to see greater turnover on downtown streets making it easier to find parking. This has resulted in a set of preliminary recommendations that are designed to increase on-street parking turnover and encourage greater use of parkades. These recommendations include a number of changes to current fee structures, both for parkades and for on-street parking.

Key recommendations to increase turnover in on-street spaces:

- variable hourly rates for on-street parking, seeing increases in areas within three minutes of parkades and decreases in other areas;
- \$1/hour rates for on-street parking between 6-9 pm and free parking in parkades after 6pm, Monday through Saturday;
- remove on-street parking permits for elected officials, staff, etc. freeing up spaces on-street for downtown shoppers and visitors;
- "First Hour Free" in all City parkades, eliminating use of coupon;
- streamline parking rates in parkades for ease of understanding;
- move longer term and monthly parkers to higher floors in parkades.

If fully implemented, these rate changes are estimated to result in an annual increase of \$170,000 in parking revenue, which will in turn cover the costs of funding additional action items that address improvements to customer service and enforcement.

TAB
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To advance further work on improvements to customer service and education, a key component of an effective parking strategy, staff recommends seeking input from the public about perceptions and behaviours as they relate to downtown parking, and seek feedback on the proposed changes to rates.

A summary of feedback and final recommendations will be provided to Council in June 2014. During this same period remaining technical analysis of internal operations, security, and reliance on revenues will be completed.

Recommendation

That City Council direct staff to seek public input about perceptions and behaviours as they relate to downtown parking, and seek feedback on the proposed changes to rates and report back to Council in June.

Respectfully submitted,


Ismo Husu
Manager, Parking Services


Dwayne Kalynchuk, P. Eng.
Director, Engineering and
Public Works

Report accepted and recommended by the Acting City Manager:


Jocelyn Jenkyns

Purpose

The purpose of this report is to update Council on the progress of the Parking Services Review ("the Review").

Background

The City oversees a parking inventory of close to 2,000 on-street metered parking spaces in the downtown area, five parkades and four surface parking lots. The City's last comprehensive review of its parking services occurred in 2007 and resulted in Council endorsement of a Parking Strategy, which has served as a guiding document for the Parking Services Division of the Engineering and Public Works Department for the past five years.

A number of economic, environmental and technological changes have occurred since 2007. A Parking Services Review was identified by Council as a key initiative within the 2013 to 2015 Strategic Plan. On April 18, 2013, Council approved a Project Charter (see Appendix A) that outlined the following objectives for the Review:

- increase turnover on-street, making it easier to find parking;
- improve the customer experience parking downtown and;
- reduce operational costs.

The eight key issues that were identified in the Project Charter and that are being addressed within the Review are:

1. Parking space availability
2. Notable reduction in parkade use
3. Partial automation of parkades during slow periods
4. Improved awareness and public information
5. Improve internal operations
6. Parking enforcement and violation collection
7. Parkade security
8. City reliance on parking revenue

The Project Charter initially anticipated that recommendations would be presented to Council in July 2013. Competing demands for necessary staff resources have resulted in this delay and have limited the scope of work performed to date.

The technical review and preliminary consultation with key stakeholders has been completed. Activities performed during these phases of the project included:

- Establishing a Parking Advisory Committee of City staff and downtown stakeholders, which identified top of mind issues. A list of committee members is provided in Appendix B.
- Conducting numerous one-on-one interviews with downtown parkers.
- Attending five scheduled roundtable discussions with business owners. Attendance at these discussions ranged from 7 to 30 attendees.
- Reviewing comments from both members of the public and business representatives delivered through letters, emails and social media.
- Reviewing 2013 Citizen and Business Survey results and verbatim comments.
- Reviewing parking strategies and best practices from over 20 cities, including Portland, San Francisco, Calgary, Montreal, Winnipeg, Barrie and London, Ontario.
- Interviewing parking professionals from various cities across Canada, including Vancouver, Edmonton, Montreal and Calgary.

This review has provided staff with a greater understanding of parking-related issues and possible solutions, and identified current best practices in parking management. Based on this information, a series of preliminary recommendations have been developed that are designed to address the first three issues noted in the Project Charter, and listed above.

Work to explore and address the remaining five issues identified in the Project Charter continues. Many of these issues require further investigation and consultation. The table below describes the action items, which will be occurring from now to the end of 2015.

Issue	Action Items	Anticipated Timeline
4. Improved awareness and public information	<ul style="list-style-type: none"> Gather public input on perceptions and feedback to preliminary recommendations Report back to Council with public input and feedback Develop Communication Strategy to support changes and improved communications Enhance website and online City GIS map parking layer Review and improve street sign messaging to provide clearer information to parkers 	<ul style="list-style-type: none"> Q1/Q2 2014
5. Improve internal operations	<ul style="list-style-type: none"> Develop mobile on-street payment option Maximize efficiencies and reduce expenses through best practices (operational costs, service fees etc.) Review external contracts Identify new revenue sources 	<ul style="list-style-type: none"> Q3/Q4 2014 Continuous As contracts expire Continuous
6. Parking enforcement and violation collection	<ul style="list-style-type: none"> Develop customer service plan for parking enforcement and front line staff Improve online payment process and seek new methods of payment Investigate adjudication process Seek options for violation discounts 	<ul style="list-style-type: none"> Q3 2014 Q4 2014 2014/2015 2015
7. Parkade security	<ul style="list-style-type: none"> Reorganization of security throughout parkades Conduct security analysis Continue safety and parkade appearance improvements 	<ul style="list-style-type: none"> Q4 2014 Q3/4 2014 Continuous
8. City reliance on parking revenue	<ul style="list-style-type: none"> Ensure sufficient parking revenue is placed in The Parking Services Equipment and Infrastructure Reserve Fund 	<ul style="list-style-type: none"> 2014/15

Issues

1. Parking Space Availability

On-street parking meters are in effect from 9 am to 6 pm Monday through Saturday, are limited to 90 minutes, and cost \$2.50/hour, with the exception of the Harris Green area where trial rates and parking durations are in effect. There is an average of nearly 10,000 transactions per day at on-street pay stations. In addition to metered spaces, the City also manages other on-street parking for:

- specialty zones (loading zones, hotel zones, etc.);

- limited time zones (1 and 2 hour limits) bordering paid parking areas (approximately 2000 spaces), and
- numerous residential zones surrounding areas where parking is protected due to possible parking spillover into residential neighbourhoods (hospital, malls, close to downtown, arena, etc.).

At present, there is excess demand for on-street parking at peak hours of the day and on specific blocks of the downtown. The most-cited concern with on-street parking expressed by stakeholders was that there are not enough available spaces. The second-most expressed concern was that the maximum parking time at on-street spaces was not long enough. There is also a perception among stakeholders that too many metered parking spaces are blocked by “no parking” signs. Drivers indicate that they hunt for on-street parking first, rather than accessing a parkade, because:

- on-street parking results in shorter walking distances;
- the parkades are unsafe, and
- parking in a parkade for a short visit is inconvenient.

In particular, after 6 pm on many evenings there are very few available on-street parking spaces in the downtown core. Surveys of vehicles parked within two block of City parkades in October 2012 showed that 20 to 25% of vehicles are parked from 6 pm all the way through to 10 pm. Presumably, evening employees and downtown residents are parking vehicles in these spaces for the majority of the evening, leaving other users of the downtown circling the streets in search of a free parking space.

2. Notable Reduction in Parkade Use

Parkades (over 1,800 spaces) and surface lots (300 spaces) are accessible for parking 24 hours a day, 7 days a week. Parkades have 24 hour security and all but the Johnson Street parkade, which is fully automated, have a parkade attendant who collects parking fees when a vehicle exits. Attendants start at 7:30 am and work until various times in the evening, depending on the parkade. A cash-only pay-by-envelope system is used to collect parking fees after hours.

Parkades charge an hourly rate of \$1 for the first hour and \$2.25 for each hour following. There is a \$13.50 maximum daily rate charged as patrons exit from 8 am until 6 pm, with a \$2 flat rate for the evenings. Free parking is offered on Sundays and holidays.

Surface parking lots utilize a pay and display model where patrons determine how long they will park and pay accordingly.

There has been a notable decrease in off-street parking usage over the last few years. In 2007, City-operated parkades saw nearly 870,000 transactions and a steady decline has seen that number drop to just over 760,000 in 2012. A number of factors have contributed to this decline, including:

- a rate increase in 2010;
- repair work and partial closures;
- the economic downturn;
- increased gas prices, and
- commuters finding alternative modes of travel.

Meanwhile, City-managed parkades and surface lots have sufficient supply to accommodate current downtown parking demands. Understanding the perceptions and behaviours as it relates to parkade use is necessary. It is expected that there is low awareness of the many improvements made to the parkades over recent years.

3. Partial Automation of Parkades During Slow Periods

Council requested staff to investigate possible semi-automation of all parkades. The focus of the preliminary recommendations described below is to encourage increased public use of parking facilities

in the downtown core. With the anticipated increase in occupancy levels in parkades, it will be very important to ensure customer service is maintained, therefore at this time it is too early to conduct research and make recommendations regarding automation in parkades. Staff will need to evaluate the impact on parkade usage after any changes are implemented, before considering whether partial automation should be pursued.

Analysis

Parking demand management strategies can be used to attract drivers to the City's various off-street parking opportunities and increase turnover and availability of on-street parking. The goal is to achieve 85% occupancy of on-street parking in all areas of the downtown at all hours of the day and night. Other benefits of effective parking demand management may include:

- a reduction in traffic congestion in the downtown caused by drivers circling for on-street parking;
- a reduction in greenhouse gas emissions and other air contaminants, and
- an improvement in the downtown experience for shoppers, pedestrians and cyclists, ultimately attracting more visitors to the downtown.

The following preliminary recommendations should not be considered in isolation. Each demand management recommendation will impact directly and indirectly both on-street and off-street parking demand and availability. This suite of recommended actions takes into account the push and pull of demand and supply for public parking and should be considered collectively.

1. Offer First Hour Free to Every Parkade User: The goal is to encourage drivers to use a parkade first before circling in search of on-street parking. Currently the City sells 'First Hour Free' coupons to participating downtown businesses. In 2012 approximately 220,000 coupons were sold and used in parkades. Offering the first hour free to all users will eliminate the administration costs of the program altogether and provide an incentive to visit downtown. Although there is a budget impact of approximately \$500,000, this incentive could create a large lift in short-term visits to the downtown core.
2. Change Parkade Rate Schedule: Current rate schedules are convoluted and difficult to explain. It is recommended that all parkades offer the same parking rates, with the first hour being free and subsequent hours at \$2 an hour (based on 15 minute increments of \$0.50) with daily maximums varying from \$10 to \$14 (\$14 for the heavily used Bastion Square parkade, \$10 for Broughton and \$12 at the others). While this recommendation is driven primarily by the City's customer service objectives, any change to rates will have implications on demand. Assuming parkade use remains consistent with recent years, the estimated annual shortfall is \$280,000; however, increased use is expected. When rates were increased in 2010, the City experienced a reduction in use although revenue remained relatively even. If this change is implemented, it will be much less expensive to use a parkade than to park on-street. This will promote off-street parking options in the downtown core and create availability at on-street spaces.
3. Variable Rate Structure for Metered Areas: Currently to ensure turnover on-street, the City regulates paid parking spaces in two ways: with a single rate and with time limits. An extended trial with different tariff structures in areas where a lower rate and longer time allowance may be beneficial has proved to be very positive. Through statistical analysis of data obtained from on-street parking equipment, staff have determined where flexible parking tariff structures would provide a more positive experience for the public in less used areas. Approval of a rate range from \$1 to \$3 per hour, with time limits ranging from 90 minutes to all day is recommended. The attached map (see Appendix C) indicates recommended rates for each street, with time restrictions. On-street tariffs will be reviewed on a semi-annual basis to ensure parking is priced according to use. The impact of this change is estimated to be an annual revenue increase of \$800,000, based on 2012 use.
4. Free Parking in Parkades After 6 pm: This recommendation will encourage downtown evening employees and residents to use off-street parking and create availability of on-street spaces for

short-term downtown parkers. Based on 2012 data, an annual revenue decrease of \$200,000 can be expected.

5. Extend On-Street Hours of Operation: A \$1 per hour rate from 6 pm to 9 pm is recommended for on-street parking spaces within the Downtown Parkade Zone (see map in appendix C). This area borders the five City-operated parkades and consists of 835 parking spaces. This initiative, in conjunction with free parking after 6 pm in the parkades, is expected to cause a shift in long-term parking from the streets to the parkades. This will result in an estimated annual revenue increase of \$350,000.
6. Three Hour Limited Parking on Lower Floors in Parkades: This recommendation will ensure that users do not need to drive up to the top of the parkade when looking to park for a short visit. Parkers staying longer than three hours would be encouraged to park further up the parkade where turnover is not as important. Currently, monthly and other long-term parkers arrive at the parkades early and fill the lowest, most convenient spaces.
7. Increase Payment Options in Parkades: It is recommended that staff continue to provide pay-on-foot machines in parkades to encourage patrons to pay prior to returning to their vehicle. Currently, the only option is to pay the attendant or machine at exit. During busy times this can lead to line-ups and frustration from parkers. This pay-on-foot option has been used at the Johnson Street parkade, which has been fully automated since 2001. Adding a payment station at the exit will also offer parkers exiting after-hours a more convenient option than the pay-by-envelope system that has been in place for more than 30 years. A pay-on-foot station would allow for both cash and credit card transactions. Each machine will have a capital cost of \$40,000 and some additional maintenance expense. These capital costs are paid out of the Parking Services Equipment and Infrastructure Reserve Fund.
8. Eliminate Use of On-Street Parking Permits in the Downtown: Currently, hundreds of permits are issued by the City (free and paid) that allow for long-term parking on City streets. Included are permits for City staff and Council, other municipal elected officials, Provincial and Federal elected officials, outside agencies, residents and contractors. The use of street parking on a long-term basis is appropriate in some areas of the City; however, a change is recommended that would prohibit the use of these permits within the Downtown Parkade Zone identified on the map in Appendix C. Off-street parking facilities can be found within a two or three minute walk from any location in that zone. The passes would simply be accepted at all parkades and parking lots to open to on-street parking spaces.

Several other possible parking demand management options have been identified and will be the subject of additional research and consultation:

- Increasing and promoting specialty spaces in parkades, including Van Pool spaces, young family spaces, car share opportunities, electric vehicle spaces, accessible parking for persons with disabilities and motorcycle parking spaces. These spaces are typically located either on the first floor of the parkade or near elevators to provide easy access. Bicycle racks (including outlets for electric bicycles) are located near security and attendant booths.
- Reviewing on-street specialty spaces such as taxi and loading zones, tour bus parking, 20 minute meters, small vehicle and motorcycle spaces and car share spaces to ensure these spaces are used efficiently and improve downtown traffic.
- Adjusting monthly parkade rates to ensure parking is priced according to use. The parkades were built to ensure parking is available for downtown shoppers and visitors. As parkade use increases, the City can utilize rate adjustments to reduce commuter parking availability.
- Expanding on-street pay parking areas. Limited time zones where parking occupancy is over 80% should be reviewed to ensure turnover and opportunities for drivers to find parking.

Public Engagement

Parking impacts thousands of people, including residents, businesses and tourists. Before proceeding with implementing changes it is recommended that the City seek input from downtown parkers about their perceptions and behaviours as it relates to parking downtown. This information will help assess levels of understanding about parking management, support for parking services objectives and behaviours as they relate to making parking choices (convenience, safety, access etc.).

Upon consideration of these strategies, staff would seek input from the public about perceptions and behaviours as they relate to downtown parking, and seek feedback on these proposed changes to rates.

A variety of tools can be utilized including a new online consultation portal and open houses. The feedback would be compiled and provided to Council to assist in final consideration of proposed changes, and would further inform public information and education about parking in future.

Financial Impact

A summary of the preliminary recommendations that have direct financial impacts is provided in the table below. If all these recommendations are implemented, it is anticipated that an additional \$170,000 in annual parking revenue would be realized and would pay for the action items listed above in the Background section of this report. An excess or shortfall would be placed in or removed from the Parking Services Equipment and Infrastructure Reserve Fund.

	Current	Proposed	Estimated Annual Changes in Revenue (\$)
Parkades			
First daytime hour (9 am to 6 pm)	\$1 (or free if coupon provided by participating business)	Free	(500,000)
Subsequent daytime hours (9 am to 6 pm)	\$2.25 per hour	\$2 per hour	(280,000)
Daily Maximum	\$13.50	\$10 to \$14, depending on location. Parking on lower floors will be limited to a maximum of three hours.	
Evenings (6 pm to 9 am)	\$2	Free	(200,000)
Sundays and Holidays	Free	Free	0
Streets			
Daytime hours (9 am to 6 pm)	\$2.50 per hour with a 90 minute maximum parking time	Variable from \$1 to \$3 per hour with variable maximum parking time from 90 minutes to all day.	800,000
Evening hours – within Downtown Parkade Zone (6 pm to 9 am)	Free	\$1 per hour from 6 pm to 9 pm in downtown, free for all other times and areas	350,000
Sundays and Holidays	Free	Free	0
Cost of Action Items			(170,000)
Total			0

Recommendation

That City Council direct staff to seek public input about perceptions and behaviours as they relate to downtown parking, and seek feedback on the proposed changes to rates and report back to Council in June.

Appendix A – Parking Services Review Project Charter

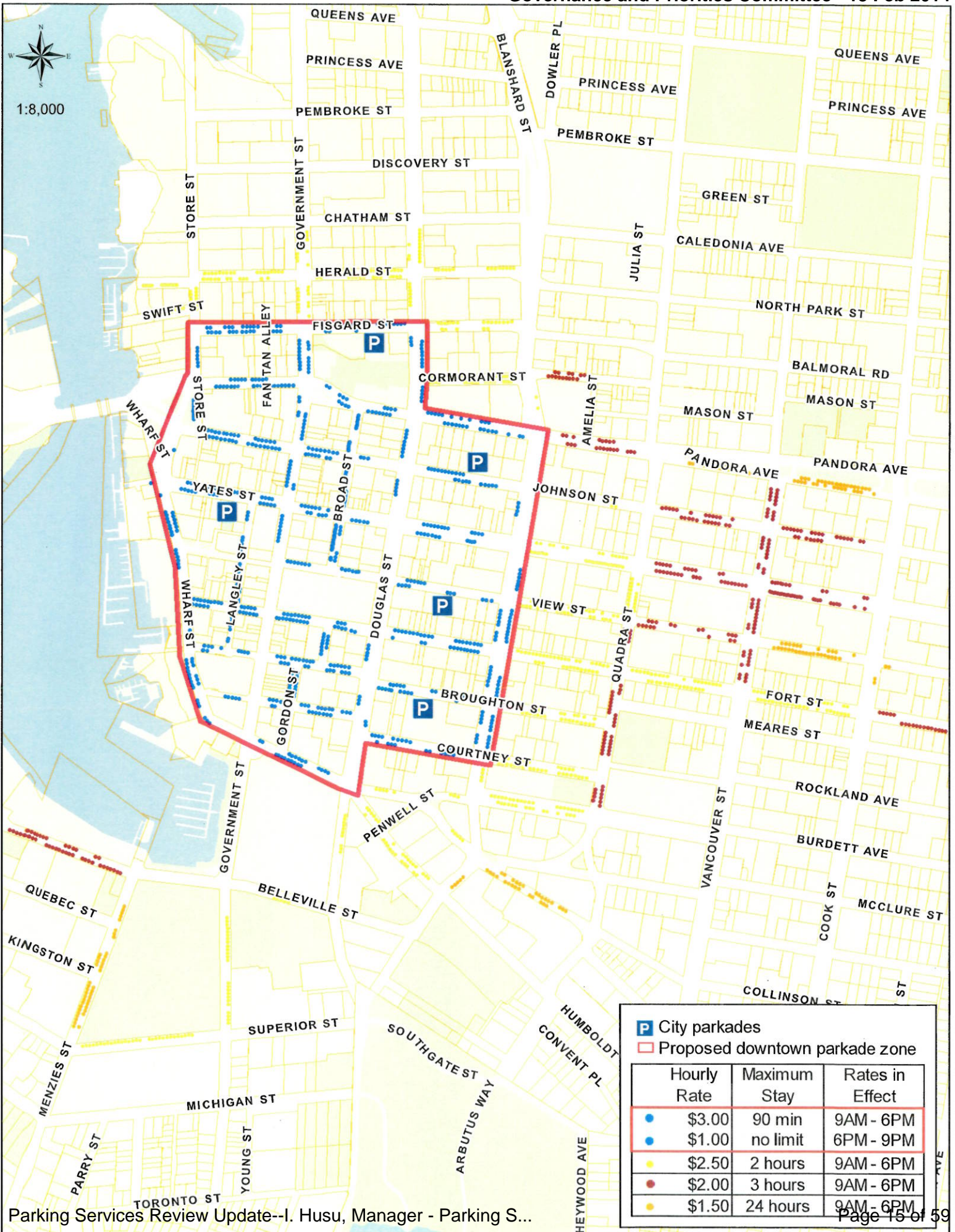
To be included

Appendix B – Members of Parking Advisory Committee

- Darlene Holstein, President - Chamber of Commerce
- Ken Kelly, General Manager - Downtown Victoria Business Association
- Erinn Pinkerton, Transportation Committee - Tourism Victoria
- Ian Sutherland, Chair of the Land Use Committee - Downtown Residents Association
- Eric Ney, Chair of the Healthy Living Committee – Downtown Residents Association
- Richard Adam, City of Victoria Supervisor - Transportation Operations
- Robert Batallas, City of Victoria Senior Planner – Community Planning
- Michael Hill, City of Victoria - Downtown Coordinator
- Allison Ashcroft, City of Victoria Senior Planner – Environmental Issues
- Ismo Husu, City of Victoria Manager - Parking Services

Appendix C – Proposed Tariff Structure for Metered Areas

To be included





PARKING SERVICES REVIEW

PROJECT CHARTER

1. Project Objective

The objective of the project is to review Parking Services operations, policies and procedures to improve the customer experience parking downtown, reduce operational costs, and increase turnover on-street making it easier to find parking

2. Project Sponsor

The project sponsor is Dwayne Kalynchuk, Director of Engineering and Public Works.

3. Background

The City of Victoria is committed to the economic vitality of the Downtown and serves as the economic hub and the major employment centre for the Capital region. Victoria's daily population grows to over 200,000 each day and hosts over three million tourists per year. It is the regional destination for entertainment, festivals and events.

The City of Victoria oversees a parking inventory consisting of nearly 2,000 on-street metered parking spaces, five parkades, four surface parking lots and enforces parking regulations throughout the City of Victoria. A review of Parking Services has been outlined by Council as a priority initiative by City Council.

In 2012 Parking Services generated over \$15.6 million in revenue accounting for 8% of the City's annual operating budget. \$7.8 million of the parking revenue was used in 2012 to fund other City services thus reducing the funding required from property taxes. Recognizing that the majority of motorists parking downtown are from outside of Victoria, it is one of the City's only funding mechanisms for municipal costs driven by regional demands.

The Parking Strategy initially developed in 2007 has served as a guiding document for Parking Services over the past five years and set a clear direction and outlined specific actions and targets. This review will follow these same guiding principles and objectives and will focus on new enhancements and updated policies in order to continue to meet the established principles and objectives outlined below:

The guiding principles for a sustainable parking strategy include:

- Support sustainable transportation and land-use plans and policies;
- Support the economic vitality of the Downtown;
- Offset expenditures through parking revenues; and
- Continue to focus on supplying short-term parking opportunities.

The objectives of Parking Services include:

- Provide excellence in customer service;
- Create incentives to position Downtown as a destination of choice;
- Promote a safe and inviting Downtown parking environment;
- Improve parking technology to make parking more user friendly;
- Ensure that the parking system is self-sufficient and sustaining; and
- Ensure parking demands are addressed for both today and the future.

As a strategic operating document the current Parking Strategy remains consistent with the City's Strategic Plan to ensure alignment of overall goals and objectives in the delivery of parking services for residents, businesses and visitors. The proposed Parking Services Review will integrate with the Official Community Plan, Economic Development Strategy, Downtown Core Area Plan, Victoria Sustainability Framework and other master planning documents.

4. Issues

Administration of parking in Victoria needs to remain flexible in order to adjust with economic, environmental and technological changes. This flexibility can be highlighted as potential improvements to all aspects of parking should occur quickly and decisively through the use of trials/pilots which allow the City to measure impact on service levels and fine-tune accordingly.

Within the Parking Services review a number of identified and emerging issues will be addressed:

1. Parking Space Availability - The economic vitality of the downtown core depends on the availability on and off-street parking for both long and short term uses. Hours of operation, variable rates and time limits will be reviewed to create optimum turnover of public parking spaces throughout the City.
2. Notable Reduction in Parkade Use – There has been a notable decrease in off-street parking usage over the last few years. This can be attributed to unfriendly rates, economic downturn, partial closures due to parkade rehabilitation, fuel costs and a marked change in transportation choices. Rate structure and other incentives will be considered to increase use of parkades, resulting in more on-street availability.
3. Improved Awareness and Public Information – Public awareness of bylaws, clear messaging on signs and facilitating a better experience of downtown parking by providing information to the public improves the parking experience and makes it easier to find and pay for parking. There are communications and technological opportunities to improve payment options (smart phone or contactless payments) for parking as well as for parking violations.
4. Improve Internal Operations – Seek best practices to maximize efficiencies through internal processes and policies to improve service and reduce expenses. New revenue sources including advertising and possible inter-municipal parking services agreements to be considered.
5. Partial Automation of Parkades During Slow Periods- Review opportunities to automate some parkades during slow periods to reduce expenses while ensuring the service level in the parkades is maintained at a high level. This is potential change must be determined in 2013 to realize reductions to 2014 operating budget.
6. Parking Enforcement & Violation Collection – Improve on the quality of violations being issued and investigate new methods for collecting on outstanding violations in an attempt to reduce amount of tickets written off annually.

7. Parkade Security – Investigate options to ensure City parkades continue to feel safe and secure to the public in an efficient and cost effective manner.
8. City Reliance on Parking Revenue – Review policy on amount of parking revenue directed into general City revenue. The City's 2013 Budget is relying on \$8.05 million in parking revenue to fund other City services, thus reducing funding required from property taxes. Parking Services net revenue had a \$305,000 shortfall in 2012.

5. Scope and Deliverables

The scope of the project will include examination of the issues identified above, as well as any additional process and policy issues that are identified as the project progresses.

The Parking Services Review will encompass on-street parking rates, restrictions and usage; off-street operational efficiencies as well as rates and possible incentives; seek improvements to payment options and to the way bylaws and restrictions are communicated to the public; consider new revenue sources; and maximize efficiencies within the Parking Services Section.

Should research and analysis of an issue identify need or require significant resources, it will be identified and prioritized.

The Parking Services review will investigate the following:

- Improvements to the current parkade operational model, including partial automation of some parkades and streamline parkade security;
- Updated cohesive rate structure options between on and off-street parking;
- On-street pay by cell options;
- Residential zone enforcement options;
- Updated and improve parking signage and information plan;
- A review of specialty parking spaces;
- New revenue options and expense reduction solutions;
- Options for improved enforcement and violation collections;
- Enhanced communication strategy and tools to raise awareness of changes and improvements;
- Improved website information and interactive parking map; and

In recognition of the potential impacts to downtown stakeholders and the need to build understanding and awareness among those same stakeholders through this process, an administrative advisory committee of affected parking stakeholders will be established to inform development of options.

Staff will report to Council with findings and options and provide recommendations. An implementation plan and communication strategy to support implementation will follow.

6. Timelines

Key tasks for each deliverable of the project are described below. Key milestones for the project include:

April 2013	Project charter approved
May/June 2013	Technical review of options and develop recommendations
July 2013	Present options and recommendations to Council
September 2013	Consult with broader stakeholders if required*
October 2013	Present final report to Council for approval
October/November 2013	Develop implementation plan and communication strategies
January 2014	Implementation

*consultation need will be determined by proposed recommendations. Too early to outline at this time.

7. Budget and Staff Resources

The review of Parking Services can be completed using existing staff resources. Additional funding will be outlined where required to implement specific recommended changes to Parking Services. These costs will be factors when considering options for the new business process model.

The table below estimates the time commitment required from staff in various departments. These estimates do not include time required for implementation of the new business process model, as that will depend upon the chosen model and the staff and departments involved. For many project participants, this means that hours for 2013 are to be determined.

Department or Section	Position	Hours	Role
Mayor/Manager's	City Manager	10	<ul style="list-style-type: none"> • Strategic advice • Review and approve reports and recommendations
	General Manager of Operations	10	
Engineering and Public Works	Director (Project Sponsor)	20	<ul style="list-style-type: none"> • Strategic advice • Review and approve reports and recommendations
Transportation and Parking Services Engineering	Assistant Director	20	<ul style="list-style-type: none"> • Strategic advice • Review and approve reports and recommendations
	Manager – Parking Services	150	<ul style="list-style-type: none"> • Lead issue identification and analysis of options • Recommend policy change and creation • Develop reports and recommendations
	Transportation Technician	TBD	<ul style="list-style-type: none"> • Evaluate on-street sign design to improve clarity • Review on-street specialty space use
	Parking Services Clerks	15	<ul style="list-style-type: none"> • Participate in issue identification and analysis of options • Data collection/analysis
Engineering Support Services	GIS Technician	5	<ul style="list-style-type: none"> • Provide GIS map for review
Corporate Communications	Director	20	<ul style="list-style-type: none"> • Guide Communication Strategy
	Coordinator	100	<ul style="list-style-type: none"> • Develop Communications Strategy and assist where appropriate
Sign & Paint Shop	Supervisor	TBD	<ul style="list-style-type: none"> • Participate in review of sign design
City Solicitor's Office	Assistant City Solicitor	20	<ul style="list-style-type: none"> • Examine parking violation collection processes

Department or Section	Position	Hours	Role
Finance	Assistant Director	2-5	<ul style="list-style-type: none"> • Analysis of budget impact of options and recommendations
Information Systems	Business Analyst	TBD	<ul style="list-style-type: none"> • Develop Pay by Cell Project Charter

Update on the Parking Services Review

February 13th, 2014
Engineering & Public Works
Department

Overview

Some key figures:

- Nearly 2000 on-street parking spaces
- Over 10,000 daily transactions on-street
- 5 Parkades with over 1800 parking spaces
- Over 3,400 daily transactions including over 800 monthly parkers
- Over 200,000 first hour free coupons used in 2012

Recent Parking Improvements

- New On-street Pay Stations
- Increased bicycle parking
- Parkade way-finding study and improvements
- Safety upgrades & 24 hour Parkade security
- Parkade condition audit and rehabilitation
- Introduced electric vehicle charging in parkades
- Increased use of warning tickets as an educational tool

Purpose of Parking Review

- Aims to enhance parking services and make it convenient for all to have easy access to our unique downtown
- Supports a healthy downtown that is safe, convenient, inviting and friendly
- Development, population and traffic growth has prompted the need to better manage and understand parking demand
- Update the Parking Strategy

Key Objectives

- Excellence in customer service
- Support downtown as destination of choice
- Safe and inviting downtown parking environment
- Improve parking technology
- Self-sufficient and sustaining parking system
- Ensure current and future demands addressed

Process of Review

- Technical review of options and develop recommendations
- Initial consultation with stakeholders
- Formed a Parking Advisory Committee
- Complete recommendations and report

Parking Advisory Committee

- Darlene Holstein, President - Chamber of Commerce
- Ken Kelly, General Manager - Downtown Victoria Business Association
- Erinn Pinkerton, Transportation Committee - Tourism Victoria
- Ian Sutherland, Chair of the Land Use Committee - Downtown Residents Association
- Eric Ney, Chair of the Healthy Living Committee – Downtown Residents Association
- Richard Adam, City of Victoria Supervisor - Transportation Operations
- Robert Batallas, City of Victoria Senior Planner – Community Planning
- Michael Hill, City of Victoria - Downtown Coordinator
- Allison Ashcroft, City of Victoria Senior Planner – Environmental Issues
- Ismo Husu, City of Victoria Manager - Parking Services

Identified Issues

1. Parking Space Availability
2. Notable Reduction in Parkade Use
3. Partial Parkade Automation
4. Improve Public Awareness and Information
5. Improve Internal Operations
6. Parking enforcement and violation collection
7. Parkade Security
8. City Reliance on parking revenue



Parking Demand Strategies

Parking demand management strategies can be used to attract drivers to the City's various off-street parking opportunities and increase availability of on-street parking.

- Increase turnover on-street (85% occupancy)
- Reduce traffic congestion and emissions
- Improve the downtown experience for all

Downtown Parkade Zone



- P City parkades
- Proposed downtown parkade zone

	Hourly Rate	Maximum Stay	Rates in Effect
●	\$3.00	90 min	9AM - 6PM
●	\$1.00	no limit	6PM - 9PM
●	\$2.50	2 hours	9AM - 6PM
●	\$2.00	3 hours	9AM - 6PM
●	\$1.50	24 hours	9AM - 6PM

Parking Demand Strategies

Offer First Hour Free in Parkades

- Create free parking option in downtown core
- Draw short term parkers into parkades

Change Parkade Rates

- Reduce hourly charge (\$2/hour)
- Charge on 15 minute intervals

On-Street Parking Variable Rate Structure

- Range from \$1 to \$3 /hour
- Increase time limits outside the downtown core

Parking Demand Strategies

Free Parking in Parkades after 6pm

- Increase free parking options in downtown core
- Draw long term parkers into parkades
- Offer parking options for downtown employees and residents

Extend on-street hours of operation

- Ensure some turnover in evenings
- Accept on-street payments until 9 pm
- Only in Downtown Parkade zone (see map)
- Set rate at \$1/hour with no time limit

Three hour limited parking on lower parkade levels

- To ensure short term parkers can find parking quickly

Parking Demand Strategies

Increase payment options in parkades

- Allows customers to pay before retrieving vehicle
- Reduces wait times while waiting to exit
- Eliminates envelope system
- Improves payment methods

Eliminate use of on-street permits

- Free up parking opportunities for downtown users
- Allow long term on-street permits to use parkades/lots
- Only in Downtown Parkade zone (see map)

Parking Demand Strategies

Other potential options

- Increase and promote parkade specialty spaces
- Review use of on-street specialty spaces
- Adjust monthly parking rates in parkades after evaluation of parking demand management options
- Expanding on-street payment areas where currently 2 hour zones are near capacity

Partial Automation of Parkades

Council requested staff to investigate the possibility for partial automation in the parkades during slower periods.

- Parking demand strategies are anticipated to increase use of parkades
- Recommended to review after parking demand strategies have been in place

Improved Awareness and Public Information

- Gather public input on perceptions and feedback to preliminary recommendations
- Report back to Council with public input and feedback
- Develop Communication Strategy to support changes and improved communications
- Enhance website and online City GIS map parking layer
- Review and improve on and off-street sign messaging to provide clearer information to parkers

Improve Internal Operations

- Develop mobile on-street payment option
- Maximize efficiencies and reduce expenses through best practices
- Review external contracts
- Identify new revenue sources

Enforcement and Collection

- Develop a customer service plan for parking enforcement and front line staff
- Improve online payment process and seek new methods of payment
- Investigate adjudication process
- Seek options for violation discounts

Parkade Security

- Reorganization of security throughout parkades
- Conduct safety and security analysis
- Continue safety and parkade appearance improvements

City Reliance on Parking Revenue

- Ensure sufficient parking revenue is placed in The Parking Services Equipment and Infrastructure Reserve Fund



Governance and Priorities Committee - Motion

Date: February 11, 2014 **From:** Mayor Dean Fortin
Subject: Review of portable sign bylaw

Whereas Council has approved regulations for portable signs that impose a fee structure on businesses that wish to display a portable sign; and

Whereas the intent of the Portable Sign Bylaw is to balance the safe management of public property with the desire to allow the use of portable signs to facilitate trade and enhance downtown vibrancy; and

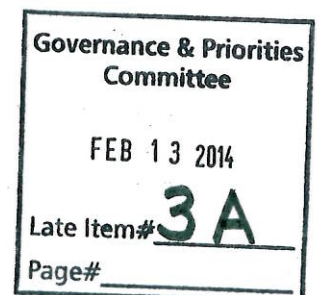
Whereas an unintended consequence of the fee structure is potential financial pressure for businesses who opt to display a portable sign;

Therefore be it resolved that Council review the fee structure and consider lowering the annual permit fee to \$30 and the annual use of public space charge to \$5, for a total annual fee of \$35.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dean Fortin", written over a horizontal line.

Mayor Dean Fortin



Motion for GPC

Date: February 13th, 2014

Subject: Motion of support for hosting the 2015 Western Canadian Music Awards/BreakOut West

From: Councillor Chris Coleman & Councillor Pamela Madoff

WHEREAS Council exhibited great support for the economic development of the Arts sector by endorsing a bid to host the Juno Music Awards, and, by allocating \$200,000 from the City's 2013 budget surplus to assist with the bid, if successful; and

WHEREAS the Board of Directors of the Western Canadian Music Awards/BreakOut West (WCMA/BOW) were so impressed by the work done by the Capital Region Music Awards Society (CRMAS) that they approached CRMAS, requesting that a bid be put in to host WCMA/BOW in 2015; and,

WHEREAS the WCMA/BOW event is hosted, on a rotating basis, by communities in each of its member provinces/territories, which means 2015 is BC's turn; and,

WHEREAS the Province of British Columbia has confirmed a pledge of \$50,000 to support a Greater Victoria bid to host WCMA/BOW 2015 & the Capital Region District (CRD) Arts Committee has confirmed a pledge of \$25,000, contingent on City support;

THEREFORE BE IT RESOLVED, that Council endorse the bid to host the 2015 Western Canadian Music Awards/ Break Out West & direct staff to allocate the necessary \$25,000 in a manner that does not compromise Council's commitment to keep the annual tax lift below 3.25%.



Councillor Chris Coleman



Councillor Pamela Madoff

Governance & Priorities Committee
FEB 13 2014
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APPENDIX A

Capital Region Music Awards Society

200-931 Fort Street, Victoria, BC V8V 3K3

December 12, 2013

Mayor Dean Fortin
City of Victoria
1 Centennial Square
Victoria, BC
Via fax and email

Dear Mayor Fortin,

Further to our presentation to Victoria City Council at the end of November, I am pleased to follow-up with some additional information regarding our Society's interest in preparing a bid to host the Western Canada Music Awards and Breakout West industry conference (WCMAs) in Greater Victoria for 2015.

With Council's support, the City of Victoria was a strong supporter of our Society's 2014 JUNO bid to the Canadian Academy of Recording Arts and Sciences (CARAS). With this leadership, we secured support from all Capital Region municipalities, the provincial government, local business and tourism communities and music industry leaders from across Canada and BC.

While disappointed with CARAS' decision to limit the 2014, 2015 and 2016 Awards to arenas with 10,000 seats, we were encouraged by their positive response to the quality of our proposal. We remain prepared to submit a post-2016 bid as we expect CARAS will return to success they enjoyed in other medium markets similar to Greater Victoria.

As presented to Council, our Society and the organizing committee established for the JUNO bid have agreed to consider other opportunities to promote our region's diverse music industry which contributes millions of dollars and hundreds of jobs to our economy.

Thanks in large part to the strength of our JUNO bid, we have been invited to consider preparing a bid to host the Western Canada Music Awards and Breakout West industry conference (WCMAs) in Greater Victoria for 2015.

.../2

The WCMA hosts rotate between provinces and 2015 is "BC's turn". While other BC communities have hosted, our bid would make the festival larger and more appealing by including elements of our JUNO proposal that take advantage of our natural beauty, warm climate and love of music. This will include:

- outdoor stages
- one-year celebration of music in advance of the Awards
- music legacy opportunity
- collaboration opportunities with First Nations, municipalities, UVIC School of Music and federal government

While not the scale of the JUNOs, the WCMAs are a significant event that will have a positive local impact. An overview of opportunities is attached with these highlights:

- 400-500 hotel room nights during shoulder season
- 250-350 delegates and VIPs from across North America
- estimated economic benefit of \$1 million
- 70-100 artists performing at 15-20 locations
- 150-200 volunteer opportunities

There may also be an opportunity to host the 2015 WCMA's in association with Greater Victoria's very successful Rifflandia Music Festival. Combining these two major events will help ensure this opportunity becomes a truly special and memorable event for our city, region and province.

In this light, we are inviting the City of Victoria to support our WCMA bid with a minimum pledge of \$25,000. As was the case with our JUNO bid, we have received pledges from provincial and Capital Region municipalities – conditional upon support from your Council.

In addition to pledging direct funding support, our Society is organizing this project and providing resources to prepare and submit a bid package early in the New Year. We would welcome an opportunity to meet with you and city staff to discuss this opportunity for our regional economy before the end of the year. Please contact me at 250-391-9000 if you have any questions.

Yours truly,



Kyara Kahakauwila, President
Capital Region Music Awards Society

cc. Victoria City Manager
Coun. Chris Coleman

APPENDIX B

BreakOut West 2015

Supporting information about the event:

- Biggest music industry event in Western Canada
- Victoria is the only provincial capital in Western Canada that has not hosted this event
- The four-day event encompasses a three-day music conference, a multi-genre music festival, the Western Canadian Music Industry Awards and the Western Canadian Music Awards Gala
- The opportunity for BC and Victoria artists to showcase to the broad spectrum of both industry and audience doesn't exist outside of this event
- The event creates city recognition
- Event reinforces Victoria's standing in the national music and concert community.
- There will be major media both national and regional as a result of this event
- The Province of British Columbia has confirmed a pledge to \$50,000 to support a Greater Victoria bid to host BreakOut West 2015
- Capital Region District (CRD) – The CRD Arts Committee has confirmed a pledge of \$25,000
- The Capital Region Music Awards Society will be able to match the provincial contribution of \$50,000, with sponsorship, cash and in-kind donation from numerous local organizations, upon confirmation from the host city
- The provincial and regional contributions are contingent on the City of Victoria's support

What are the opportunities and economic impact associated with the bid?

BreakOut West is a significant annual event that will generate a positive impact on the local economy and promote local BC artists. Here are some highlights to expect:

- 400-500 hotel room nights during shoulder season
- 350-400 delegates and VIPs from across North America
- estimated economic benefit of \$1 million
- 80-100 vehicle, equipment and venue rentals
- 70-100 artists performing at 15-20 locations
- 150-200 volunteer opportunities

The expectations are based on analysis of impacts on the last three BreakOut West hosts and assessment of their bid book requirements:

Regina 2012

- September 26 to 30, attended by over 50 performers and 340 delegates
- generated a modest economic contribution to the Regina and provincial economies
- 19 new jobs within province, \$735,000 in provincial GDP
- \$455,000 in new wages and salaries in province
- \$270,000 in federal, provincial government revenues

Yukon 2011

- October 20 to 23, attended by over 50 performers and 350 music industry leaders (80% from outside Yukon)
- brought a significant amount of visitors including performers and music industry leaders from across Canada, Europe and USA
- 88 performances over two nights sold 2,000 tickets
- 14 new jobs within territory, \$426,000 in territory GDP
- \$313,000 in new wages and salaries in territory

Kelowna 2010

- October 21 to 24, attended by over 500 delegates
- delegates spent average of 3.38 nights and spent \$605,000
- total economic output was over \$1.8 million
- \$950,000 in provincial GDP
- \$223,000 in federal, provincial government revenues
- benefit to cost ratio was 3.43:1

ARTS & CULTURE

Kelowna to break out in song



GARY NYLANDER/The Daily Courier

Musician Ryan Don performs at Rotary Centre for the Arts on Tuesday during a press conference to announce dates for BreakOut West 2010 in Kelowna. The Western Canadian music awards event takes place Oct. 21 to 24.

By J.P. SQUIRE

The Daily Courier

For a garage band in the Okanagan, this could be it. Western Canada's biggest music industry event is coming to Kelowna from Oct. 21 to 24.

Along for the ride are up to 500 agents, managers, publicists, producers and record company executives from around the world, searching for new talent.

The Western Canadian Music Awards, now rebranded as BreakOut West 2010, has become an important event during the past seven years with a budget that exceeds \$500,000 and economic spinoffs in excess of \$1.2 million for the host community.

For 60 bands, it represents an opportunity to meet people who could sign them to a record deal. Each band can perform in two

showcases with applications due April 30 (www.westerncanadianmusicawards.ca).

For fans, a \$20 wristband buys an opportunity to experience the music from established entertainers to undiscovered talent waiting to burst onto the music scene.

Tickets for the three-day multi-genre festival, Songs and Stories concert and awards show at Kelowna Community Theatre will go on sale Sept. 10 with performers to be announced later.

"We're in the business of creating and maintaining sustainable careers based in the west, exporting music and that expertise to the rest of the world," said Rick Fenton, executive director of the Western Canadian Music Awards.

In addition to discovering new talent, there will also be talk about the state of the industry, its future and discussions on

best practices at the BreakOut West conference. Andrea East of the host committee is organizing a new Mini-BreakOut West Family Festival for children of all ages on Oct. 24.

BreakOut West is halfway to its \$120,000 goal for sponsorships, said Quinn Best, chairman of the host committee. The example of a \$40,000 contribution from the City of Kelowna was used to convince provincial officials to provide \$20,000.

At least 40 per cent of the 60 bands will be from this province "and as many as we hope is possible from this region," he added. The festival usually attracts between 3,000 and 5,000 people, and the awards show 900.

"This will be the biggest cultural event that Kelowna has ever hosted," said Karma Lacoff, head of festival programming.



GPC Report

Date: February 12, 2014 **From:** Councillor Isitt
Subject: Agricultural Land Reserve and Agricultural Land Commission

BACKGROUND

In November 2013, the City of Victoria as well as the Capital Regional District and several other Vancouver Island municipalities adopted resolutions regarding the Agricultural Land Reserve and Agricultural Land Commission. Looking ahead to the 2014 annual meetings of the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of BC Municipalities (UBCM), the following resolution seeks to integrate elements of these municipal resolutions in order to present a unified statement for consideration by AVICC and UBCM delegates.

MOTION

RESOLVED THAT the City of Victoria supports the following resolution for consideration at the 2014 annual meetings of the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of British Columbia Municipalities (UBCM):

WHEREAS the Agricultural Land Commission, created as an autonomous body in 1974, has served to protect over four million hectares of farmland in the Province of British Columbia;

AND WHEREAS measures to protect farmland and support farmers and regional food systems are essential to provide food security in the face of increasing global transportation and energy costs and the impacts of climate change;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of British Columbia Municipalities (UBCM) request that the Provincial government respect the integrity of the province-wide Agricultural Land Reserve and support its management by an independent and adequately funded Agricultural Land Commission.

BE IT FURTHER RESOLVED THAT the Provincial government work with the agricultural community, UBCM and local governments to identify and implement additional measures that will increase the viability of farming and food production in British Columbia.

BE IT FURTHER RESOLVED that the City of Victoria forward this resolution to AVICC and UBCM member municipalities/local governments, requesting those bodies adopt resolutions in support of this statement prior to regional area conventions and UBCM.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'B. Isitt'.

Councillor Isitt

Governance & Priorities Committee	
FEB 13 2014	
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GPC Report

Date: February 12, 2014 **From:** Councillor Isitt
Subject: Sponsorship at AVICC/UBCM meetings

MOTION

RESOLVED THAT the City of Victoria supports the following resolution for consideration at the 2014 annual meetings of the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of British Columbia Municipalities (UBCM):

WHEREAS the Community Charter provides clear direction to local governments to ensure that decision-making is independent of interested parties and free to the greatest extent possible from conflicts of interest;

AND WHEREAS UBCM and its area associations should conduct their internal operations in a manner that encourages decision-making that is independent of interested parties, both in appearance and in fact;

THEREFORE BE IT RESOLVED THAT UBCM and its area associations agree to conduct their proceedings in a manner that encourages decision-making that is independent from interested parties, by:

- transitioning by 2016 toward a self-financed model for annual meetings that do not rely on financial contributions by external sponsors;
- allows for ongoing opportunities for externally-sponsored events scheduled and promoted outside the official program of UBCM and its area associations.

BE IT FURTHER RESOLVED that the City of Victoria forward this resolution to AVICC and UBCM member municipalities/local governments, requesting those bodies adopt resolutions in support of this policy prior to regional area conventions and UBCM.

Respectfully submitted,

Councillor Isitt

Governance & Priorities Committee	
FEB 13 2014	
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Motion

Date: February 7, 2014 **From:** Councillor Shellie Gudgeon
Subject: Letter from Minister Lisa Raitt

Whereas the City of Victoria received a letter from the Honourable Lisa Raitt on January 23, 2014 regarding the Victoria Water Airport;

And Whereas due to the importance of timeliness regarding the requested information:
And Whereas this information will inform the public conversation that Victoria City Council is now embarking upon;

Be it resolved that Council request the Mayor to write a response letter to the Minister asking for specific time lines

Respectfully submitted

A handwritten signature in black ink, appearing to read "Shellie Gudgeon", followed by a long horizontal line.

Councillor Shellie Gudgeon





Motion

Date: February 7, 2014 **From:** Councillor Shellie Gudgeon
Subject: Lee Avenue

Whereas the 2300 block of Lee Avenue is located in the North Jubilee neighbourhood at the entry point to the Royal Jubilee Hospital Campus and acts as an informal cut through to both Bay Street and Adanac Street;

And whereas the pedestrian overpass connecting the Eric Martin Pavilion to the Main Hospital Campus might not be completed for years to come and this is a commercial truck delivery access for Island Health and there are no opportunities for the installation of sidewalks;

And whereas the bicycle lock up for the Hospital Campus is located on this block of Lee Avenue therefore signalling this block as a multi use corridor;

And whereas the rear entrance to St. Patrick's Elementary School is located at the entry to the Royal Jubilee Campus;

And whereas, due to safety concerns years ago, a 'gorilla' sidewalk was painted and subsequently removed by the City of Victoria;

And whereas the facilities department of RJH has brought this concern to City Council and has identified budgetary support if we act expediently;

And whereas in discussions with our engineering department it has become clear that this will be a political decision;

Therefore be it resolved that the Council Members of the City of Victoria direct staff to reduced the posted limit to 30 kmh on this block of Lee Avenue.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Shellie Gudgeon', followed by a horizontal line.

