

MINUTES OF THE
GOVERNANCE & PRIORITIES COMMITTEE MEETING
HELD THURSDAY, FEBRUARY 13, 2014, 9:00 A.M.

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

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

Staff Present: J. Johnson – City Manager; J. Jenkyns – General Manager, Victoria Conference Centre; R. Woodland – Director of Legislative & Regulatory Services; J. Appleby – Recording Secretary.

Staff Present for a Portion of the Meeting: D. Day - Director of Sustainable Planning and Community Development; K. Hamilton – Director of Corporate Communications & Civic Engagement; D. Kalynchuk – Director of Engineering and Public Works; B. Warner – Director of Finance; K. Blokmanis – Assistant City Solicitor; A. Hudson - Assistant Director of Community Planning; I. Husu – Manager, Parking Services.

2. APPROVAL OF THE AGENDA

Committee considered the following amendments to the Agenda:

Open Meeting:

- Item # 3.A. – Motion to review the Portable Sign Bylaw
- Item # 3.B. – Motion to Host the 2015 Western Canadian Music Awards
- Item # 3.C. – Motion regarding the Agricultural Land Reserve
- Item # 3.D. – Motion regarding sponsorship at AVICC/UBCM Meetings
- Item # 3.E. - Letter to Minister Raitt Withdrawn
- Item # 3.F. - Motion regarding Lee Avenue Withdrawn
- Item # 3.G. - Councillor Sharing – Councillor Isitt
- Item # 3.H. - Councillor Sharing – Mayor Fortin

Action: Councillor Coleman moved that the Agenda of the February 13, 2014, Governance & Priorities Committee meeting be approved.

CARRIED UNANIMOUSLY 14/GPC085

3. MINUTES

3.1 MINUTES

Action: Councillor Isitt moved that the Minutes of the Governance & Priorities meeting held January 30, 2014, be approved.

CARRIED UNANIMOUSLY 14/GPC086

4. DECISION REQUEST

4.1 Encroachment Agreement for 1101 Fort Street

Committee received a report dated February 4, 2014, regarding an Encroachment Agreement between the City of Victoria and Abstract Development for the property located at 1101 Fort Street. The agreement seeks to allow anchor rods to remain in the City Street during and upon completion of the construction of the new building.

Action: Councillor Madoff moved that Committee recommends that Council 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.

CARRIED UNANIMOUSLY 14/GPC087

4.2 Parking Services Review Update

Committee received a report dated February 5, 2014, regarding an update on the Parking Services Review. Since the approval of the Project Charter in April 2013, staff have completed a technical review and initial consultation with key downtown stakeholders. The 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 and include:

- First Hour Free in Parkades
- Change Parkade Rates
- Free Parking in Parkades after 6 p.m.
- Three hour limited parking on lower Parkade levels
- Increase and streamline payment options in Parkades

If fully implemented, the 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 items that address improvements to customer service and enforcement.

Committee discussed the following:

- Parking upgrades:
 - The City dedicated \$5 million in rehabilitating parkades to make them safer and cleaner and better able to function.
 - A safety study identified several items such as closing off areas where people could hide such as under stairways and providing 24 hour security.
- Safety and the concern that on street parking is perceived as safer for late night workers.

Councillor Isitt withdrew from the meeting at 10:18 a.m. and returned at 10:27 a.m.

- Parkade automation is convenient; having a security person working onsite would make a site more secure.
- Options to encourage day time workers to park on the upper levels.
- How the City can communicate that the parkades have improved and are now safe and clean.
- The perception that the City is trying to make revenue. The intended goals are to increase on-street parking, reduce traffic emissions, the amount of traffic and to improve the downtown experience.

Councillor Helps withdrew from the meeting at 10:46 a.m. and returned at 10:50 a.m.

- If front line parking staff were asked for their input and if their comments could be added to the final report.
- Misconceptions about where the downtown parkade zone is and the importance of the public understanding what areas are affected.
- If the City will be looking at different delivery models for meter reading in the future.
- Parking cards and if the ability to reload them at locations other than City Hall will be available in the future.
- Why all of the surface parking owned by the City was not included in the study.
 - Royal Athletic Park is under the Parks Departments operation and the Save On Foods Memorial Centre lot has never been run by the City.
- If the automation of some parkades should be put on hold as usage could increase with the proposed changes.

Mayor Fortin withdrew from the meeting at 11:01 a.m. and Councillor Young assumed the Chair.

Mayor Fortin returned to the meeting at 11:07 a.m. and assumed the Chair.

Action: Councillor Madoff moved that Committee refers the Parking Services Report back to staff to provide further information and report back to Committee within the next two to four weeks.

CARRIED UNANIMOUSLY 14/GPC088

Councillor Gudgeon withdrew from the meeting at 11:22 a.m. and returned at 11:25 a.m.

5. NEW BUSINESS

5.1 Motion – Review of the Portable Sign Bylaw

Action: Mayor Fortin moved that Committee recommends that Council approve the following resolution:

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.

Committee discussed:

- The fee was imposed in an effort to regulate sign usage and to prevent danger created by obstacles on the sidewalk. It was not meant to be punitive. The goal was to provide small businesses an opportunity to advertise and to charge a nominal fee for the commercial use of public property.

Action: Councillor Helps moved that Committee amend the motion as follows:

That Committee recommend that Council direct staff to prepare a bylaw amendment where the use of one portable sign is considered included as part of the \$100 annual business license fee and come up with a creative solution for businesses in arcades where their business license fee would include eligibility to be listed on a sign as described in Section 10 2.a (5).

Councillor Madoff raised a point of order that the amendment is contrary to the motion on the table.

Mayor Fortin ruled that Councillor Help's amendment was out of order as it would fundamentally change the motion.

Councillor Helps appealed the ruling of the Chair and stated that the though the language of the amendment may be different the spirit was to try to streamline the process and reduce the fee to zero.

Councillor Madoff stated that the proposed amendment is not an addition but is contrary to the main motion and as such is not an appropriate motion.

Action: Councillor Madoff moved that the ruling of the Chair be upheld.

CARRIED 14/GPC089

For: Mayor Fortin, Councillors Alto, Gudgeon, Isitt, Madoff,
Thornton-Joe and Young.

Against: Councillor Helps

Committee continued to discuss the main motion:

- It was questioned what the financial impacts would be?
 - The net impact is \$100,000 in 2015. The overall program is founded upon the guiding principles of the use of public place.
- The portable sign issue arose as a safety concern for the safety of citizens and the commercial use of public space; businesses perceived the bylaw as being punitive.

Councillor Alto withdrew from the meeting at 11:42 a.m.

Action: Councillor Helps moved that Committee amend the motion as follows:

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 amend ~~review~~ the fee structure in the Portable Signs Miscellaneous Amendments Bylaw to lower the annual permit fee to \$30 and the annual use of public space charge to \$5, for a total annual fee of \$35.

On the amendment:

CARRIED UNANIMOUSLY 14/GPC090

On the main motion as amended:

CARRIED UNANIMOUSLY 14/GPC091

Action: Councillor Isitt moved that Committee forward the motion regarding Review of the Portable Sign Bylaw for consideration at the Council meeting of February 13, 2014.

CARRIED UNANIMOUSLY 14/GPC092

5.2 Motion – Hosting the 2015 Western Canadian Music Awards / BreakOut West

Action: Councillors Madoff and Coleman moved that Committee recommends that Council approve the following motion:

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 British Columbia'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 and the Capital Regional 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/BreakOut West and 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 Coleman advised that the Western Canadian Music Awards Directorship has asked the City of Victoria to apply to host the awards in 2015. It is a rotating event that comes to the west every 5 years. The Province has committed to a contribution of \$50,000, the CRD Arts Committee \$25,000 which is contingent on the City contributing \$25,000.

Committee discussed that the amount requested is a modest investment that could potentially provide a notable benefit to local artists.

CARRIED UNANIMOUSLY 14/GPC093

5.3 Motion – Agricultural Land Reserve and Agricultural Land

Action: Councillor Isitt moved that Committee recommends that Council approve the following motion:

BE IT RESOLVED that the City of Victoria supports the following resolution for consideration at the 2014 annual meeting 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, and

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.

CARRIED UNANIMOUSLY 14/GPC094

Action: Councillor Isitt moved that Committee forward the motion regarding the Agricultural Land Reserve and Agricultural Land for consideration at the Council meeting of February 13, 2014.

CARRIED UNANIMOUSLY 14/GPC095

5.4 Motion – Sponsorship at AVICC/UBCM Meetings

Action: Councillor Isitt moved that Committee recommends that Council approve the following resolution:

BE IT 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;

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 interest 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 to regional area conventions and UBCM.

Committee discussed:

- The need to protect our process by not having the appearance of conflict of interest.
- The financial impact on the ability of smaller municipality's to attend conferences.
- If Committee has enough information on the effect that eliminating sponsorships would have on the respective organizations.
- If the organizations have a sponsorship policy that Committee could review prior to making any decisions.

Action: Councillor Isitt moved that Committee amend the motion as follows:

BE IT 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;

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

- Transitioning by 2016 toward a self-financed model for annual meetings that do not rely on financial contributions by ~~external sponsors~~ **non-governmental entities**
- Allows for ongoing opportunities for externally-sponsored events scheduled and promoted outside the official program of UBCM and its area associations.

Action: Councillor Coleman moved that Committee postpone consideration of this item until further information is obtained regarding current sponsorship policy from the UBCM and member organizations.

CARRIED UNANIMOUSLY 14/GPC096

5.5 Councillor Sharing – Absence from Council

Councillor Isitt advised that due to professional and personal obligations he will be unable to attend the February 27, 2014, Council Meeting.

5.6 Councillor Sharing – St. Matthias Church

Mayor Fortin advised Council that he will provide a notice of motion at Council tonight regarding a rezoning application for St. Matthias church to provide childcare in the church.

Action: Councillor Helps moved 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) (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.

CARRIED UNANIMOUSLY 14/GPC097

*Committee adjourned at 12:20 p.m.
Committee reconvened at 12:50 p.m.*

6. CLOSED MEETING

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

Absent: Councillor Alto

Staff Present: J. Johnson – City Manager; J. Jenkyns – General Manager, Victoria Conference Centre; S. Baker, Executive Director of Economic Development; K. Blokmanis – Assistant City Solicitor; D. Day – Director of Sustainable Planning & Community Development; K. Hamilton – Director of Corporate Communications & Civic Engagement; B. Warner – Director of Finance; R. Woodland – Director of Legislative & Regulatory Services; J. Appleby – Recording Secretary.

7. APPROVAL OF THE CLOSED AGENDA

Action: Councillor Gudgeon moved that the Closed Agenda of the Governance and Priorities Committee of February 13, 2014, meeting be approved.

CARRIED UNANIMOUSLY 13/GPC098

8. DECISION REQUESTS

8.1 Intergovernmental Negotiations / Land (Verbal)

Committee received an update regarding the Intergovernmental Negotiations / Land

The discussion and motion was recorded and kept confidential.

CARRIED UNANIMOUSLY 14/GPC099

9. ADJOURNMENT

Action: Councillor moved that the Governance & Priorities Committee meeting of February 13, 2014, be adjourned at 1:54 p.m.

CARRIED UNANIMOUSLY 14/GPC100

Mayor Fortin, Chair