



REVISED AGENDA - COMMITTEE OF THE WHOLE

Thursday, November 19, 2020, 9:00 A.M.

COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE

The City of Victoria is located on the homelands of the Songhees and Esquimalt People

Due to the COVID-19 Pandemic, public access to City Hall is not permitted. This meeting may be viewed on the City's webcast at www.victoria.ca

Pages

A. APPROVAL OF AGENDA

B. CONSENT AGENDA

C. READING OF MINUTES

D. Presentations

D.1. 2020 External Audit Plan

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A report regarding the audit plan from the City's external auditor (BDO Canada LLP) for the 2020 financial statement audit.

E. UNFINISHED BUSINESS

F. LAND USE MATTERS

F.1. 580-582 Niagara Street: Update to Rezoning Application No. 00721 (James Bay)

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An update report regarding the Rezoning Application No. 00721 for 580-582 Niagara Street in order to seek Council's direction with regard to a proposed change to the term of the Housing Agreement.

G. STAFF REPORTS

*G.1. Outdoor Public Market Review

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Addendum: Presentation

A report providing Council with information on current outdoor public market processes and recommending the creation of a new consolidated permitting process for all public markets.

*G.2. Climate Leadership Plan (CLP) Progress Update and 2020 Climate Action Strategy

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Addendum: Presentation

A report providing Council and the community with an update on the Climate Action Plan.

- H. NOTICE OF MOTIONS
- I. NEW BUSINESS
- J. ADJOURNMENT OF COMMITTEE OF THE WHOLE



Committee of the Whole Report For the Meeting of November 19, 2020

To: Committee of the Whole **Date:** November 6, 2020
From: Susanne Thompson, Deputy City Manager/CFO
Subject: 2020 External Audit Plan

RECOMMENDATION

That Council receive this report for information.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with the audit plan from the City's external auditor (BDO Canada LLP) for the 2020 financial statement audit.

The external auditor is required to communicate with Council regarding the auditor's responsibilities under generally accepted auditing standards (GAAS). In their audit planning report (Appendix A), they have outlined their audit strategy and scope, audit risks, as well as an independence letter.

The scope of this audit is the City's 2020 financial statements, and the audit will be performed to obtain reasonable assurance that the financial statements are free of material misstatement. The audit procedures include obtaining evidence supporting the amounts and disclosures in the financial statements as well as evaluating the appropriateness of accounting policies, the reasonableness of accounting estimates, and evaluating the overall financial statement presentation. The auditor has outlined the primary focus areas relevant to the audit and staff concur with the risk areas and the proposed audit approach.

At the conclusion of the audit, the financial statements will be presented to Council for acceptance. Also, an audit findings report will be provided summarizing the results of the audit.

Respectfully submitted,

Handwritten signature of Laurel Westinghouse in black ink.

Laurel Westinghouse
Manager of Accounting

Handwritten signature of Susanne Thompson in blue ink.

Susanne Thompson
Deputy City Manager, CFO

Handwritten signature of Jocelyn Denby in black ink.

Report accepted and recommended by the City Manager: _____

Date: November 12, 2020

List of Attachments

Appendix A: BDO Canada Audit Planning Report



CITY OF VICTORIA

AUDIT PLANNING REPORT TO THE COUNCIL

For its meeting on November 19, 2020

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EXECUTIVE SUMMARY



Your BDO Audit Team

Brian Szabo, CPA, CA will be the lead on the engagement team, supported by Nicholas Chenoweth as Engagement Manager and subject matter experts as deemed necessary. Please refer to [page 5](#) for contact information should you have any questions or concerns regarding the financial statement audit.



Timeline

See the [Audit Timeline](#) section of the report for the detailed milestones.



Key Audit Areas

Our audit is focused on risks specific to your business and key accounts. Specifically, we have identified the following areas on which to focus:

- ▶ Risk of management override of internal controls
- ▶ Deferred Revenue and Government Grants
- ▶ Staff salaries
- ▶ Employee future benefits
- ▶ Contaminated sites
- ▶ Development cost charges
- ▶ COVID 19 Disclosures



Materiality

For the purposes of our audit, we have set our initial estimate of materiality at \$4M, based on 2% of the City's expenses, with a specific materiality level of \$11M, based on 2% of the City's tangible capital assets, used for items related to infrastructure.

Our materiality calculation is based on the City's prior year results. We will re-evaluate this amount based on actual results and, should they vary significantly from those used to calculate preliminary materiality, we will communicate these changes to Council as part of our year end communication.



Engagement Objectives

Our overall responsibility is to form and express an opinion on the financial statements. The performance of this audit does not relieve management or those charged with governance of their responsibilities.



Fraud Risk Discussion

Through our planning process, and prior years' audits, we have developed an understanding of your oversight processes. We are not currently aware of any fraud affecting the City or changes in your operations that would give rise to additional fraud risk. Please see [Appendix B](#) for clarification of the auditor's responsibilities for detecting fraud.

If you are aware of changes to processes or are aware of any instances of actual, suspected or alleged fraud affecting the City, we request that you provide us with this information.

YOUR DEDICATED BDO AUDIT TEAM

In order to ensure effective communication between the Council and BDO Canada LLP, the contact details of the engagement team are outlined below. We attempt to provide continuity of service to our clients to the greatest extent possible. Should rotation be proposed for key members of the team, we will discuss this matter with management and determine the appropriate new individual(s) to be assigned to the engagement based on particular experience, expertise and engagement needs.

NAME	ROLE	PHONE NUMBER	EMAIL
Brian Szabo, CPA, CA	Engagement Partner	604.646.3389	bszabo@bdo.ca
Kristine Simpson	Quality Review Partner	604.313.4973	ksimpson@bdo.ca
Darren Taylor, CPA, CA	Tax Partner	604.443.4725	dtaylor@bdo.ca
Nicholas Chenowith, CPA	Assurance Manager	604.688.5421	nchenowith@bdo.ca

AUDIT TIMELINE

The following schedule outlines the anticipated timing of the audit of the financial statements of the City.

As part of the year end Council meeting, we will provide Council with a copy of our draft audit opinion, discuss our findings, including significant estimates utilized by management, accounting policies, financial statement disclosures, and significant transactions completed during the year. We will also report any significant internal control deficiencies identified during our audit and reconfirm our independence.

Present audit planning report

• November 19, 2020

Planning and interim fieldwork

• November 23 - 25, 2020

Final audit fieldwork

• March 1-12, 2021

Clearance meeting with management and BDO

• March 31, 2021

Present final report to the Committee of the Whole

• April 22, 2021

Release of Independent Auditor's Report

• Upon approval of financial statements by Council

SIGNIFICANT AUDIT RISKS AND PLANNED RESPONSES

Based on our knowledge of the City's business, our past experience, and knowledge gained from management and Council, we have identified the following significant risks; those risks of material misstatement that, in our judgment, require special audit consideration.

Significant risks arise mainly because of the complexity of the accounting rules, the extent of estimation and judgment involved in the valuation of these financial statement areas, and the existence of new accounting pronouncements that affect them. We request your input on the following significant risks and whether there are any other areas of concern that Council has identified.

AREAS OF FOCUS	RISKS NOTED	AUDIT APPROACH
Management Override of Internal Controls <i>(Mandatory audit consideration)</i>	Management is in a unique position to perpetrate fraud because of management's ability to directly or indirectly manipulate accounting records, and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.	Review of transactions recorded in the various ledgers for unusual or non-recurring adjustments not addressed by other audit procedures.
Deferred Revenue and Government Grants	Accounting standards are complex and subject to potential misinterpretation. There is a risk that these charges and grants are not appropriately calculated and recorded in accordance with the relevant accounting standard.	Grant funding received will be confirmed through a review of agreements, which ensures that the amounts recorded exist. We will also ensure the revenue is recorded accurately in accordance with the settlement of any stipulations.
Staff Salaries	A significant single type of expenditure that covers many employees and departments. As a municipality, this figure is often of particular interest to financial statement users (taxpayers).	Application of computer audit testing to analyze all payroll transactions in the year is a key step to identify unusual payroll relationships for testing. We will also perform systems testing, tests of controls and analytical review of staff salary and levels.
Employee Future Benefits	A complex area that requires much estimation and reliance on actuarial experts.	We will review actuarial reports and audit the significant assumptions. We will directly communicate with the external actuaries.

AREAS OF FOCUS	RISKS NOTED	AUDIT APPROACH
Contaminated Sites	This standard is complex and therefore there is a risk that liabilities may not be identified and appropriately accounted for.	<p>We will review management's process on identifying new potential contaminated sites, and management's assessment on whether a liability exists.</p> <p>We will also obtain an update of contaminated sites identified in prior years to determine if their accounting treatment continues to be appropriate and accurate.</p>
Development Cost Charges	As with all municipalities, DCC collection is a complex area requiring interaction of several City departments. There is a risk that the DCCs may not completely or properly charged.	We will review management's process for identifying the properties where new DCCs are applicable and test that appropriate amounts collected. We will also perform procedures over the use of funds in accordance with the relevant by-law.
Impacts of COVID 19 on the operations of the City	COVID-19 continues to impact economies and organizations worldwide. Specific risks that may impact the City include: IT security risks to due increased use of technology for work-from-home; risks relating to increased EFT use; electronic approvals through e-mail, and other electronic controls; risk to health of employees working on-site.	<p>We will update our documentation of all processes where controls have been impacted by increased use of technology or other adaptations resulting from COVID-19. We will adapt our control testing to incorporate tests of relevant controls that have been altered to accommodate remote work.</p> <p>We will make enquiries of management to determine steps taken to address increased risks relating to IT and work-from-home and test the design and implementation of any additional controls incorporated to address significant risks identified.</p>

MATERIALITY



Misstatements, including omitted financial statement disclosures, are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances and include an assessment of both quantitative and qualitative factors and can be affected by the size or nature of a misstatement, or a combination of both.

Preliminary materiality was determined to be \$4,000,000, based on approximately 2% of expenses. For items related to the City's infrastructure a "specific materiality" will be used which is expected to be approximately \$11 million based on 2% of the value of tangible capital assets.

Our materiality calculation is based on the City's preliminary results. In the event that actual results vary significantly from those used to calculate preliminary materiality, we will communicate these changes to Council as part of our year end communication.

We will communicate all corrected and uncorrected misstatements identified during our audit to Council, other than those which we determine to be "clearly trivial". Misstatements are considered to be clearly trivial for purposes of the audit when they are inconsequential both individually and in aggregate.

We encourage management to correct any misstatements identified throughout the audit process.

USING THE WORK OF OTHERS

Experts

In order for us to perform adequate audit procedures on certain financial statement areas, we will be relying on the work of, and the report prepared by Mercer Canada Limited ("Mercer"). Mercer is considered to be "management's expert". Canadian generally accepted auditing standards require us to communicate with the expert. We propose to discuss the following with Mercer Canada Limited:

- ▶ The objective and nature of our audit engagement and how we intend to use the expert's findings and report.
- ▶ Our assessment of the significant and risk aspects of the engagement that will affect the expert's work.
- ▶ The requirement to advise us if they have any relationship with the organization which could impair their judgment or objectivity in the conduct of their engagement.
- ▶ The nature, timing and extent of the expert's work and our planned review of it, possibly including review of their working papers.
- ▶ Confirmation that the assumptions used in their calculations are consistent with those used in the prior periods and with industry standards.
- ▶ Their obligation to advise BDO Canada LLP of any matters up to the estimated audit report date that may affect their calculations and their report.

We ask that the appropriate level of management review the data provided to Mercer Canada Limited and that they also review the assumptions used and results reported by the expert for reasonableness.

APPENDICES

Appendix A: BDO audit strategy

Appendix B: Responsibilities

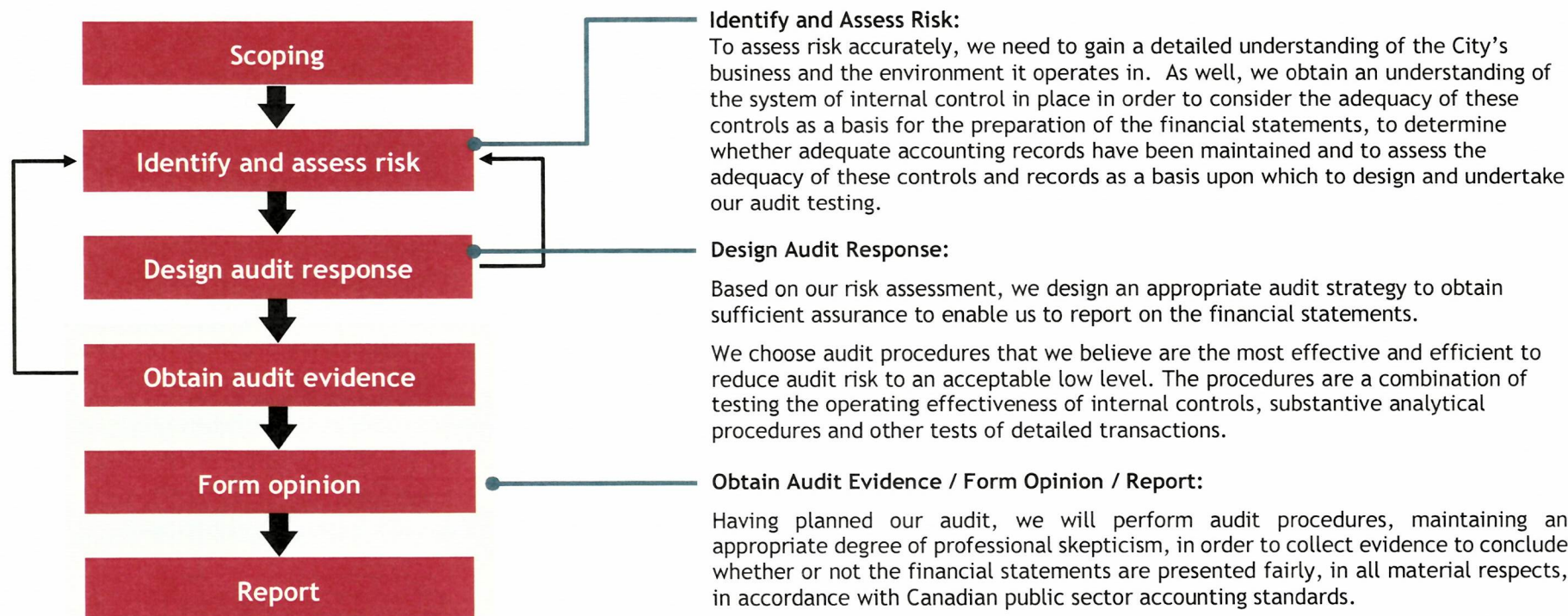
Appendix C: BDO resources

Appendix D: Changes in accounting standards with potential to affect the City

APPENDIX A: BDO AUDIT STRATEGY

Our overall audit strategy involves extensive partner and manager involvement in all aspects of the planning and execution of the audit and is based on our overall understanding of the City.

We will perform a risk-based audit which allows us to focus our audit effort on higher risk areas and other areas of concern for management and Council.



APPENDIX B: RESPONSIBILITIES

It is important for Council to understand the responsibilities that rest with the City and its management, those that rest with the external auditor, and the responsibilities of those charged with governance. BDO's responsibilities are outlined below and within the annual engagement letter attached as Appendix B to this letter. The oversight and financial reporting responsibilities of management and Council are also summarized below.

AUDITOR'S ENGAGEMENT OBJECTIVES

Our overall objective is to express an opinion as to whether the financial statements present fairly, in all material respects, the financial position, financial performance and cash flows of the City in accordance with Canadian public sector accounting standards.

Year-End Audit Work	Other Information
<ul style="list-style-type: none"> ▶ Work with management towards the timely issuance of financial statements. ▶ Provide timely and constructive management letters. This will include deficiencies in internal control identified during our audit. ▶ Present significant findings to the Council including key audit and accounting issues, any significant deficiencies in internal control and any other significant matters arising from our work. 	<ul style="list-style-type: none"> ▶ Read the other information included in the City's Annual Report to identify material inconsistencies, if any, with the audited financial statements.
	Year-Round Work
	<ul style="list-style-type: none"> ▶ Consult regarding accounting, income tax and reporting matters as requested throughout the year.

AUDITOR'S RESPONSIBILITIES FOR DETECTING FRAUD

We are responsible for planning and performing the audit to obtain reasonable assurance that the financial statements are free of material misstatements, whether caused by error or fraud, by:

- ▶ Identifying and assessing the risks of material misstatement due to fraud;
- ▶ Obtaining sufficient and appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and
- ▶ Responding appropriately to fraud or suspected fraud identified during the audit.

The likelihood of not detecting a material misstatement resulting from fraud is higher than the likelihood of not detecting a material misstatement resulting from error because fraud may involve collusion as well as sophisticated and carefully organized schemes designed to conceal it.

Fraud Risk Assessment Procedures

- ▶ Management's assessment of the risk that the financial statements may be materially misstated due to fraud, including the nature, extent and frequency of such assessments;
- ▶ Management's process for identifying and responding to the risks of fraud in the City, including any specific risks of fraud that management has identified or that have been brought to its attention, or classes of transactions, account balances, or disclosures for which a risk of fraud is likely to exist;
- ▶ Management's communication, if any, to those charged with governance regarding its processes for identifying and responding to the risks of fraud in the City; and
- ▶ Management's communication, if any, to employees regarding its view on business practices and ethical behaviour.



Response to Assessed Fraud Risks

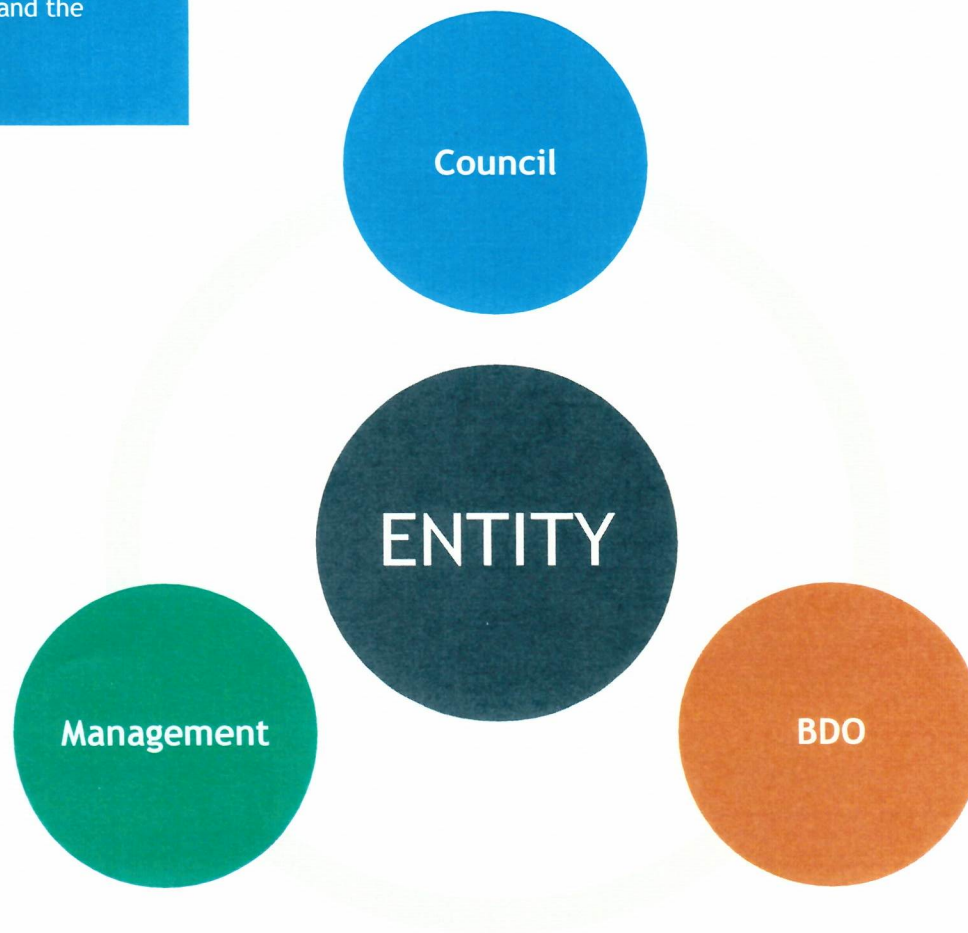
- ▶ Inquire of management, Council, and others related to any knowledge of fraud, suspected fraud or alleged fraud;
- ▶ Perform disaggregated analytical procedures and consider unusual or unexpected relationships identified in the planning of our audit;
- ▶ Incorporate an element of unpredictability in the selection of the nature, timing and extent of our audit procedures; and
- ▶ Perform additional required procedures to address the risk of management's override of controls including:
 - Testing internal controls designed to prevent and detect fraud;
 - Testing the appropriateness of a sample of adjusting journal entries and other adjustments for evidence of the possibility of material misstatement due to fraud;
 - Reviewing accounting estimates for biases that could result in material misstatements due to fraud, including a retrospective review of significant prior years' estimates; and
 - Evaluating the business rationale for significant unusual transactions.

RESPONSIBILITIES OF THOSE CHARGED WITH GOVERNANCE

- ▶ Oversee the work of the external auditor engaged for the purpose of issuing an independent auditor's report.
- ▶ Facilitate the resolution of disagreements between management and the external auditor regarding financial reporting matters.
- ▶ Approve the financial statements

MANAGEMENT RESPONSIBILITIES

- ▶ Maintain adequate accounting records and maintain an appropriate system of internal control for the City.
- ▶ Select and consistently apply appropriate accounting policies.
- ▶ Prepare the annual financial statements in accordance with Canadian public sector accounting standards.
- ▶ Safeguard the City's assets and take reasonable steps for the prevention and detection of fraud and other irregularities.
- ▶ Make available to us, as and when required, all of the City's accounting records and related financial information.



APPENDIX C: BDO RESOURCES

BDO is a leading provider of professional services to clients of all sizes in virtually all business sectors. Our team delivers a comprehensive range of assurance, accounting, tax, and advisory services, complemented by a deep industry knowledge gained from nearly 100 years of working within local communities. As part of the global BDO network, we are able to provide seamless and consistent cross-border services to clients with global needs. Commitment to knowledge and best practice sharing ensures that expertise is easily shared across our global network and common methodologies and information technology ensures efficient and effective service delivery to our clients.

PUBLIC SECTOR RESOURCE CENTRE

BDO Canada has created the Public Sector Resource Centre to assist our clients in navigating the risks and opportunities facing the industry. With topics ranging from governance to CRM systems, from strategic planning to fraud prevention, and from crisis management to commodity taxes, our Resource Centre is available to assist management and boards of Public Sector organizations of all sizes.

Specific resources and articles include “Cloud Priorities and COVID Wave 2”, “Cyber Security for Home Networks” and “How You Can Help Manage Your People As Their Anxieties Rise Amid A Second Wave?”

Please access the Public Sector Resource Centre at the following link:

<https://www.bdo.ca/en-ca/industries/public-sector/overview/>

BDO INSIGHTS

BDO Canada has curated articles on a number of topics and across industries in our BDO Insights page (<https://www.bdo.ca/en-ca/insights/>). Articles can be filtered by industry or service area. In particular the following topical articles have been added for our public sector clients in relation to the current environment:

- [COVID-19: Financial Reporting Implications for the Public Sector](#)
- [Business Not As Usual: Resuming the Public Sector in the New Normal](#)

Please follow the above links to access the articles.

APPENDIX D: CHANGES IN ACCOUNTING STANDARDS WITH POTENTIAL TO AFFECT YOUR ORGANIZATION

The following summarizes the status of new standards and the changes to existing standards as of the fall of 2020. The Appendix also reviews Exposure Drafts, Statements of Principles, Projects and Post Implementation Reviews that provide information on the future direction of CPA Public Sector Accounting Handbook.

NEW STANDARDS NOT YET IN EFFECT

Section PS 3400 Revenue (effective years beginning on or after April 1, 2023 - date revised due to COVID)

This section is related to revenue recognition principles that apply to revenues of governments and government organizations other than government transfers and tax revenue.

The Public Sector Accounting Handbook has two Sections that address two major sources of government revenues, government transfers and tax revenue. Revenues are defined in Section PS 1000, Financial Statement Concepts. Recognition and disclosure of revenues are described in general terms in Section PS 1201, Financial Statement Presentation.

This section addresses recognition, measurement and presentation of revenues that are common in the public sector. It is less complex than the comparable new IFRS standard, although generally consistent in philosophy.

This new Section will be effective for fiscal years beginning on or after April 1, 2023. Earlier adoption is permitted.

Section PS 3280, Asset Retirement Obligations (effective years beginning on or after April 1, 2022 - date revised due to COVID)

This new Section establishes standards on how to account for and report a liability for asset retirement obligations. The main features of the new Section are:

- An asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset.
- Asset retirement costs associated with a tangible capital asset controlled by the entity increase the carrying amount of the related tangible capital asset (or a component thereof) and are expensed in a rational and systematic manner.
- Asset retirement costs associated with an asset no longer in productive use are expensed.
- Measurement of a liability for an asset retirement obligation should result in the best estimate of the amount required to retire a tangible capital asset (or a component thereof) at the financial statement date.
- Subsequent measurement of the liability can result in either a change in the carrying amount of the related tangible capital asset (or a component thereof), or an expense, depending on the nature of the re-measurement and whether the asset remains in productive use.
- A present value technique is often the best method with which to estimate the liability.
- As a consequence of the issuance of Section PS 3280:
 - editorial changes have been made to other standards; and

- Section PS 3270, Solid Waste Landfill Closure and Post-Closure Liability has been withdrawn.

This Section applies to fiscal years beginning on or after April 1, 2022. Earlier adoption is permitted.

Section PS 3270 will remain in effect until the adoption of Section PS 3280 for fiscal periods beginning on or after April 1, 2022, unless a public sector entity elects earlier adoption.

This is one of the most significant new standards in years and will require considerable staff time in most entities to prepare for compliance. BDO has tools and resources to assist in this regard including our ARO Implementation Checklist.

Section PS 2601, Foreign Currency Translation (effective years beginning on or after April 1, 2022 - date revised due to COVID)

This Section revises and replaces PS 2600, Foreign Currency Translation. The following changes have been made to the Section:

- The definition of currency risk is amended to conform to the definition in PS 3450, Financial Instruments;
- The exception to the measurement of items on initial recognition that applies when synthetic instrument accounting is used is removed;
- At each financial statement date subsequent to initial recognition, non-monetary items denominated in a foreign currency that are included in the fair value category in accordance with Section PS 3450 are adjusted to reflect the exchange rate at that date;

- The deferral and amortization of foreign exchange gains and losses relating to long-term foreign currency denominated monetary items is discontinued;
- Until the period of settlement, exchange gains and losses are recognized in the statement of re-measurement gains and losses rather than the statement of operations; and
- Hedge accounting and the presentation of items as synthetic instruments are removed.

The new requirements are to be applied at the same time as PS 3450, Financial Instruments, and are effective for fiscal years beginning on or after April 1, 2022. For the City, this means the year ending December 31, 2023 is the first year that the standard must be followed. Earlier adoption is permitted.

Section PS 3450, Financial Instruments (effective years beginning on or after April 1, 2022 - date revised due to COVID)

This new Section establishes standards for recognizing and measuring financial assets, financial liabilities and non-financial derivatives.

The main features of the new Section are:

- Items within the scope of the Section are assigned to one of two measurement categories: fair value, or cost or amortized cost.
- Almost all derivatives, including embedded derivatives that are not closely related to the host contract, are measured at fair value.
- Fair value measurement also applies to portfolio investments in equity instruments that are quoted in an active market.

- Other financial assets and financial liabilities are generally measured at cost or amortized cost.
- Until an item is derecognized, gains and losses arising due to fair value re-measurement are reported in the statement of re-measurement gains and losses.
- Budget-to-actual comparisons are not required within the statement of re-measurement gains and losses.
- When the reporting entity defines and implements a risk management or investment strategy to manage and evaluate the performance of a group of financial assets, financial liabilities or both on a fair value basis, the entity may elect to include these items in the fair value category.
- New requirements clarify when financial liabilities are derecognized.
- The offsetting of a financial liability and a financial asset is prohibited in absence of a legally enforceable right to set off the recognized amounts and an intention to settle on a net basis, or to realize the asset and settle the liability simultaneously.
- New disclosure requirements of items reported on and the nature and extent of risks arising from financial instruments.

The new requirements are to be applied at the same time as PS 2601, Foreign Currency Translation and are effective for fiscal years beginning on or after April 1, 2022. For the City, this means December 31, 2023 is the first year that the standard must be followed. Earlier adoption is permitted. This Standard should be adopted with prospective application except for an accounting policy related to embed derivatives within contracts, which can be applied retroactively or prospectively.

Note also that Narrow Scope Amendments are expected (see below) that will not impact many readers of this Appendix.

Section PS 3041, Portfolio Investments (effective years beginning on or after April 1, 2022 - date revised due to COVID)

This Section revises and replaces Section PS 3040, Portfolio Investments. The following changes have been made:

- The scope is expanded to include interests in pooled investment funds;
- Definitions are conformed to those in PS 3450, Financial Instruments;
- The requirement to apply the cost method is removed, as the recognition and measurement requirements within Section PS 3450 apply, other than to the initial recognition of an investment with significant concessionary terms; and
- Other terms and requirements are conformed to Section PS 3450, including use of the effective interest method.

The new requirements are effective for fiscal years beginning on or after April 1, 2022. For the City, this means the year ending December 31, 2023 is the first year that the standard must be followed. Earlier adoption is permitted.

Financial Instruments Narrow Scope

Amendments

(effective years beginning on or after April 1, 2022 - date revised due to COVID)

As the name implies, these amendments are quite narrow in scope and will not impact many entities.

The amendments are intended to:

- clarify how to deal with financial instruments intended to maintain orderly conditions for the circulation of the Canadian dollar (will impact Federal Government only)
- change treatment of bond repurchases such that will not always be an immediate extinguishment of debt
- clarifies and simplifies certain transitional provisions

An Exposure Draft was issued in January 2019 and a Final Standard was issued in March 2020.

EXPOSURE DRAFTS PENDING**Purchased Intangibles: Narrow Scope Amendments**

This project came together quickly as a result of a submission to the Public Sector Accounting Discussion Group. An Exposure Draft was issued in November 2019 and comments closed January 31, 2020. It is expected that PSAB will approve the amendments in fall 2020.

The main features of these amendments will be to:

- remove the recognition prohibition on purchased intangibles from Section PS 1000;
- remove the disclosure requirements from Section PS 1201 relating to purchased intangibles not recognized; and thus,
- allow for the recognition of purchased intangibles in public sector financial statements.

Public Private Partnerships

This project has been underway since 2014 and is nearing completion. PSAB is currently deliberating feedback received on the exposure draft which closed at the end of February 2020.

The exposure draft recommends the following:

- an asset would be recorded when the public sector entity controls:
 - the purpose and use of the infrastructure;
 - access to the infrastructure; and
 - any significant interest accumulated in the infrastructure when the public private partnership's term ends.

- asset to be recorded at cost/fair value -- usually based on present value of future payments related to construction/acquisition of asset
- record liability at same amount as asset
- liability a financial liability when cash/asset consideration, but if non-financial consideration may be:
 - a non-financial liability such as unearned revenue
 - or if no performance obligations may be immediate recognition of proceeds from grants of rights for use
- where a liability is recorded, it should be reduced as performance obligations are settled
- fairly detailed disclosure requirements

Concepts Underlying Financial Performance

This project includes both the "Conceptual Framework" and "Reporting Model" related to it. It is also nearing completion with an Exposure Draft expected in January 2021.

The existing Conceptual Framework found in Sections PS 1000, Financial Statement Concepts and PS 1100, Financial Statement Objectives will be replaced by 10 new chapters. Because the Conceptual Framework is used to develop generally accepted accounting principles (GAAP) but is not considered GAAP itself, there is not expected to be immediate impact from the introduction of the Conceptual Framework. It will, however, influence future Standards development so it is important that the concepts and principles be understood and considered.

Further a new Reporting Model will come along to amend and/or replace PS 1201, Financial Statement Presentation. It is expected that the new Reporting Model will allow better flexibility for application of PSAS to financial statements of government organizations and general improvements to aid understanding of financial statements. In particular, potential options for presentation of endowment investments and related fund balances.

CONSULTATION PAPERS AND INVITATIONS TO COMMENT

Review of International Strategy

On May 5, 2020, PSAB voted to approve “Option 2 - Adapt IPSAS principles when developing future standards,” as described in Consultation Paper 2, “Reviewing PSAB’s Approach to International Public Sector Accounting Standards.” This decision resulted from extensive consultation with Canadian stakeholders. The Board initiated the project through its 2017-2021 Strategic Plan, “Review of PSAB’s Approach to International Public Sector Accounting Standards.”

Option II: Adapt IPSAS principles when developing future standards. PSAB would continue to develop PSAS, but future standards would be based on principles in existing individual IPSAS as each is considered by PSAB. The Board would establish a “Criteria for Modifying Principles” document to provide guidance on when departures from IPSAS principles in a standard under consideration are permitted. The Board’s conceptual framework and financial reporting model would continue as the foundation for Canadian public sector generally accepted accounting principle (GAAP). So, a departure from principles in an individual IPSAS would be required if they conflict with the Board’s framework or model. Changes to GAAP under this option would occur prospectively, and the Board’s due process would be modified to incorporate the Criteria for Modifying Principles. Given that future PSAS would be based on principles in existing individual IPSAS, there

would be an increased focus toward influencing the principles under development for new IPSAS.

Government Not-for-Profit Strategy

When government not-for-profits were brought into the PSA Handbook they were given the option of applying PSAS standards or PSAS standards in conjunction with the “4200 Series” of standards that mirror Part III of the CPA Handbook. It was always recognized that the 4200 Series was likely a stop-gap measure with additional NPO-specific standards being brought into the “regular” PSA Handbook. The need to review the GNFP strategy become more urgent with several provinces mandating that their organizations not use the 4200 series.

This is a difficult area because of the fact that many GNFPs operate quite differently than governments do and therefore do not fit well into a government financial reporting model. Moreover, not-for-profit organizations that are not government controlled follow different standards than GNFPs do (particularly those GNFPs that do not use 4200 series) which makes comparisons between some entities difficult.

PSAB has recognized the issues facing the GNFP sector and has created a GNFP Strategy Committee to guide it through a process of developing improved guidance for GNFPs. Retired BDO partner Bill Cox is the Chair of this committee. The committee issued its first Consultation Paper in May 2019 which was mostly fact-finding. A second consultation paper will be issued in January 2021 which will include options and a recommended strategy. The recommendation will be for GNFPs to go “full PSAS” but that as part of this process the existing PS 4200 standards will be reviewed on a standard by standard basis. Each existing 4200 standard will either be brought in to amend or supplement PSA standards or be discarded.

Employment Benefits

The existing Employee Benefits standards in PS 3250, Retirement Benefits and PS 3255, Post-employment Benefits are some of the older standards currently existing in the PSA Handbook. Quite frankly, they have not kept pace with the changes that have occurred in the industry. New concepts such as "Target-Benefit Plans" and "Shared-Risk Plans" do not fit in neatly to existing standards.

In recognition of the wide scope of review required to modernize these standards, PSAB had broken initial review into three different sections:

- Deferral Provisions (Invitation to Comment issued in November 2016)
- Discount Rate Guidance (Invitation to Comment issued in November 2017)
- Non-Traditional Pension Plans (Invitation to Comment issued in October 2018)

However, in late 2019 all projects in this area were curtailed for re-evaluation.

In mid-2020 the project was rebooted with a revised approach. The revised approach focuses on addressing the previously identified key issues using a multi-release strategy. Given the reboot, it is too early to predict where this project might be headed.



Committee of the Whole Report

For the Meeting of November 19, 2020

To: Committee of the Whole **Date:** October 22, 2020

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

Subject: Update to Rezoning Application No. 00721 for 580-582 Niagara Street

RECOMMENDATION

That Council amend condition 'b' in the June 18, 2020 Council resolution for the Rezoning Application No. 00721 for 580-582 Niagara Street, as follows:

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No.00721 for 580-582 Niagara Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution on the property's title to secure:
 - a. a statutory right-of-way, to the satisfaction of the Director of Engineering;
 - b. a Housing Agreement to secure two of the four units as rental ~~in perpetuity~~ **for a period of 10 years.**

LEGISLATIVE AUTHORITY

In accordance with Section 479 of the *Local Government Act*, Council may regulate within a zone the use of land, buildings and other structures, the density of the use of the land, building and other structures, the siting, size and dimensions of buildings and other structures as well as the uses that are permitted on the land and the location of uses on the land and within buildings and other structures.

In accordance with Section 483 of the *Local Government Act*, Council may enter into a Housing Agreement which may include terms agreed to by the owner regarding the occupancy of the housing units and provided such agreement does not vary the use of the density of the land from that permitted under the zoning bylaw.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's direction with regard to a proposed change to the term of the Housing Agreement associated with Rezoning Application No. 00721 for the

property located at 580-582 Niagara Street. As noted in the recommendation, the original motion secured the two new units as rental in perpetuity; the proposal is now to secure the units for a period of ten years.

The application is to rezone from the R-2 Two Family Dwelling District Zone to a site-specific zone in order to allow for two additional units in an existing duplex, for a total of four residential units. The two additional units are existing but unapproved. The original proposal included a condition that two of the units be secured as rental in perpetuity through a housing agreement. The applicant states that the ten-year term would help with the viability of the project and without this change it is unlikely to proceed. This timeframe would still be consistent with applicable policies as it supports the objective to enable adaptation of the existing housing stock to maintain a variety of housing types, as identified within the James Bay Strategic Directions in the *Official Community Plan, 2012* (OCP).

This change would also require site-specific parking requirements. For the purposes of calculating the minimum parking requirement for the building, if two of the units were secured as rental in perpetuity they would have been considered secondary suites and would not require any additional parking. The amended proposal, securing the units as rental for a period of ten years only, results in a six-stall parking requirement. Given that there are four stalls on-site, this results in a two-stall shortfall.

The following data table compares the previous parking and updated parking requirements. The asterisk indicates the proposed parking shortfall, which would be incorporated into the site-specific zone.

Parking Minimum	Number of Stalls Proposed	Number of Stalls Required
Previous proposal: Rental in perpetuity (Secondary Suites)	4	2
Updated proposal: Rental secured for 10 years	4 *	6

The reason for the resulting high parking requirement associated with the change in the term of rental tenure is due in part to the large size of the units. Given that the existing usage of the parking area for the four units is less than the four stalls currently provided, staff do not anticipate additional parking demand; staff therefore consider a lower four-stall requirement to be supportable.

CONCLUSIONS

The recommended motion would secure the rental tenure of the building for a period of ten years. The updates remain in line with current and emerging City of Victoria policy with regard to rental housing and adaptation of the existing housing stock to create a variety of housing types. Therefore, staff recommend that Council consider supporting the revised proposal.

Respectfully submitted,



Chloe Bryden Tunis
Planner
Development Services



Karen Hoese, Director
Sustainable Planning and Community
Development Department

Report accepted and recommended by the City Manager:



Date: November 10, 2020

List of Attachments

- Attachment A: Committee of the Whole Report from the June 18, 2020 meeting
- Attachment B: Minutes from the June 18, 2020 Committee of the Whole.



Committee of the Whole Report

For the Meeting of June 18th, 2020

To: Committee of the Whole **Date:** June 4, 2020

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

Subject: Rezoning Application No. 00721 for 580 and 582 Niagara Street

RECOMMENDATION

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No.00721 for 580-582 Niagara Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution on the property's title to secure:
 - a. a Statutory Right of Way, to the satisfaction of the Director of Engineering;
 - b. a Housing Agreement to secure two of the four units as rental in perpetuity.

LEGISLATIVE AUTHORITY

In accordance with Section 479 of the *Local Government Act*, Council may regulate within a zone the use of land, buildings and other structures, the density of the use of the land, building and other structures, the siting, size and dimensions of buildings and other structures as well as the uses that are permitted on the land and the location of uses on the land and within buildings and other structures.

In accordance with Section 483 of the *Local Government Act*, Council may enter into a Housing Agreement which may include terms agreed to by the owner regarding the occupancy of the housing units and provided such agreement does not vary the use of the density of the land from that permitted under the zoning bylaw.

EXECUTIVE SUMMARY

The purpose of this report is to present Council with information, analysis and recommendations for a Rezoning Application for the property located at 580-582 Niagara Street. The proposal is to rezone from the R-2 Two Family Dwelling District Zone to a site-specific zone in order to

allow for two additional units in an existing duplex, for a total of four residential units. The two additional units are existing but unapproved. Two of the units would be secured as rental through a housing agreement.

The following points were considered in assessing this application:

- the proposal is consistent with the density and use ranges established for this area, which is designated Traditional Residential in the *Official Community Plan* (OCP, 2012)
- the proposal is consistent with the James Bay Strategic Directions in the OCP to enable adaptation of the existing housing stock to maintain a variety of housing types
- the provision of two rental units supports housing diversity and market rental housing policies outlined in the OCP
- the proposal advances the objectives of the *Pedestrian Master Plan*, 2008, the *Greenways Plan*, 2003, and related OCP policies.

BACKGROUND

Description of Proposal

This Rezoning Application is to rezone from the R-2 Two Family Dwelling District Zone to a new, site-specific zone to allow for two additional residential units in an existing side-by-side duplex building. The proposal involves legalizing the already built but unapproved dwelling units, which are located on the lower storey of the building.

The proposal to allow four units, is a change from the existing zone, which currently allows for a maximum of two units. No changes to the exterior of the building are proposed.

Affordable Housing

The applicant proposes the creation of two new residential units which would increase the overall supply of housing in the area. A Housing Agreement is also proposed, which would secure two of the four units as rental in perpetuity.

Tenant Assistance Policy

The applicant has confirmed that the existing tenants will not need to be displaced in order to complete the work required to legalize the units. Because the tenants will not be displaced, the Tenant Assistance Policy does not apply.

Sustainability

The applicant has not identified any sustainability features associated with this proposal.

Active Transportation

The applicant has not identified any active transportation impacts associated with this Application.

Public Realm

No public realm improvements beyond City standard requirements are proposed in association

with this Rezoning Application.

Accessibility

The British Columbia Building Code regulates accessibility as it pertains to buildings.

Land Use Context

The area is characterized by a mix of single-family houses, multi-family house conversions and duplexes. There are also several multi-family dwellings further along Niagara Street and Government Street.

Existing Site Development and Development Potential

The site is presently approved as a two dwelling unit building. The building was converted from a single-family dwelling to a two-family dwelling in the 1950s. There are two units in the building that are unapproved.

Under the current R-2 Zone Two Family Dwelling District Zone, the property could be developed as a two-family dwelling or a single-family dwelling with a garden suite or secondary suite. Under the existing Schedule G- House Conversion Regulations, three units would be permitted as a multi-family house conversion. If the application was subject to the proposed House Conversion Guidelines, which Council directed staff to prepare earlier this year, the four units would be permitted without the need for a Rezoning as long as three of the units were secured as rental in perpetuity.

Data Table

The following data table compares the proposal with the existing R-2 Zone Two Family Dwelling District Zone. An asterisk is used to identify where the proposal does not meet the requirements of the existing Zone.

Zoning Criteria	Proposal	Existing Zone – R-2 Two Family Dwelling District (Duplex Use)
Site area (m ²) – minimum	679.80	555
Site area per unit (m ²) – minimum	138.50*	277.5
Number of units – maximum	4*	2
Number of units in a house conversion – maximum	4*	3
Density (Floor Space Ratio) – maximum	0.45	0.5
Total floor area (m ²) – maximum	302.66	380

Zoning Criteria	Proposal	Existing Zone – R-2 Two Family Dwelling District (Duplex Use)
Lot width (m) – minimum	17.07	15
Height (m) – maximum	5.86	7.6
Storeys – maximum	2	2
Site coverage (%) – maximum	26	40
Open site space (%) – minimum	21.85**	30
Setbacks (m) – minimum		
Front	7.98	7.5
Rear	13.14**	13.9
Side (East)	3.80	1.71
Side (West)	4.05	3
Combined side yards	7.85	4.5
Parking – minimum	4	2
Bicycle parking stalls – minimum	0	0

Relevant History

The house was constructed in 1928 and was converted to a duplex in the 1950's. In 2009, the house was raised and it was at approximately this time that the two additional units were added without a permit.

Community Consultation

Consistent with the *Community Association Land Use Committee (CALUC) Procedures for Processing Rezoning and Variance Applications*, the applicant has consulted the James Bay CALUC at a Community Meeting held on August 14, 2019. A letter dated August 27, 2019 is attached to this report.

ANALYSIS

Official Community Plan and James Bay Neighbourhood Plan

The proposal to convert the existing two-family dwelling building to four units is consistent with the Traditional Residential Urban Place Designation in the *Official Community Plan* (OCP),

which envisions conversion of the existing housing stock. The four dwelling units within the existing building is also consistent with OCP policies to support a range of housing types, forms and tenures within neighbourhoods.

The proposal is consistent with the James Bay Strategic Direction to adopt and renew the existing building stock and maintain an interesting diversity of housing types.

Tree Preservation Bylaw and Urban Forest Master Plan

There are no Tree Preservation Bylaw impacts with this Application.

Public Realm Improvements

The standard right-of-way width for a collector street is 20.0 metres, however, future transportation-related needs on the corridor can be met in a right-of-way width of 18.0 metres. To help achieve this width on this portion of Niagara Street, the applicant has agreed to provide a Statutory Right of Way (SRW) of 2.6 metres.

The SRW will help fulfill Council-approved Official Community Plan objectives such as enhanced facilities for pedestrians, transit and the urban tree canopy.

CONCLUSIONS

The application to legalize the two additional residential units within the existing duplex would have very little impact on adjacent properties and is generally consistent with relevant policy. Allowing these additional units and securing them as rental is consistent with the James Bay Neighbourhood Plan and OCP by adding sensitive infill and increasing the overall supply of housing and a variety of housing options in the area. Staff recommend for Council's consideration that the application be approved.

ALTERNATE MOTION

That Council decline Application No.00721 for the property located at 580-582 Niagara Street.

Respectfully submitted,



Chloe Tunis
Planner
Development Services



Karen Hoes, Director
Sustainable Planning and Community
Development Department

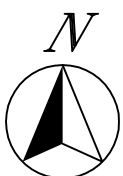
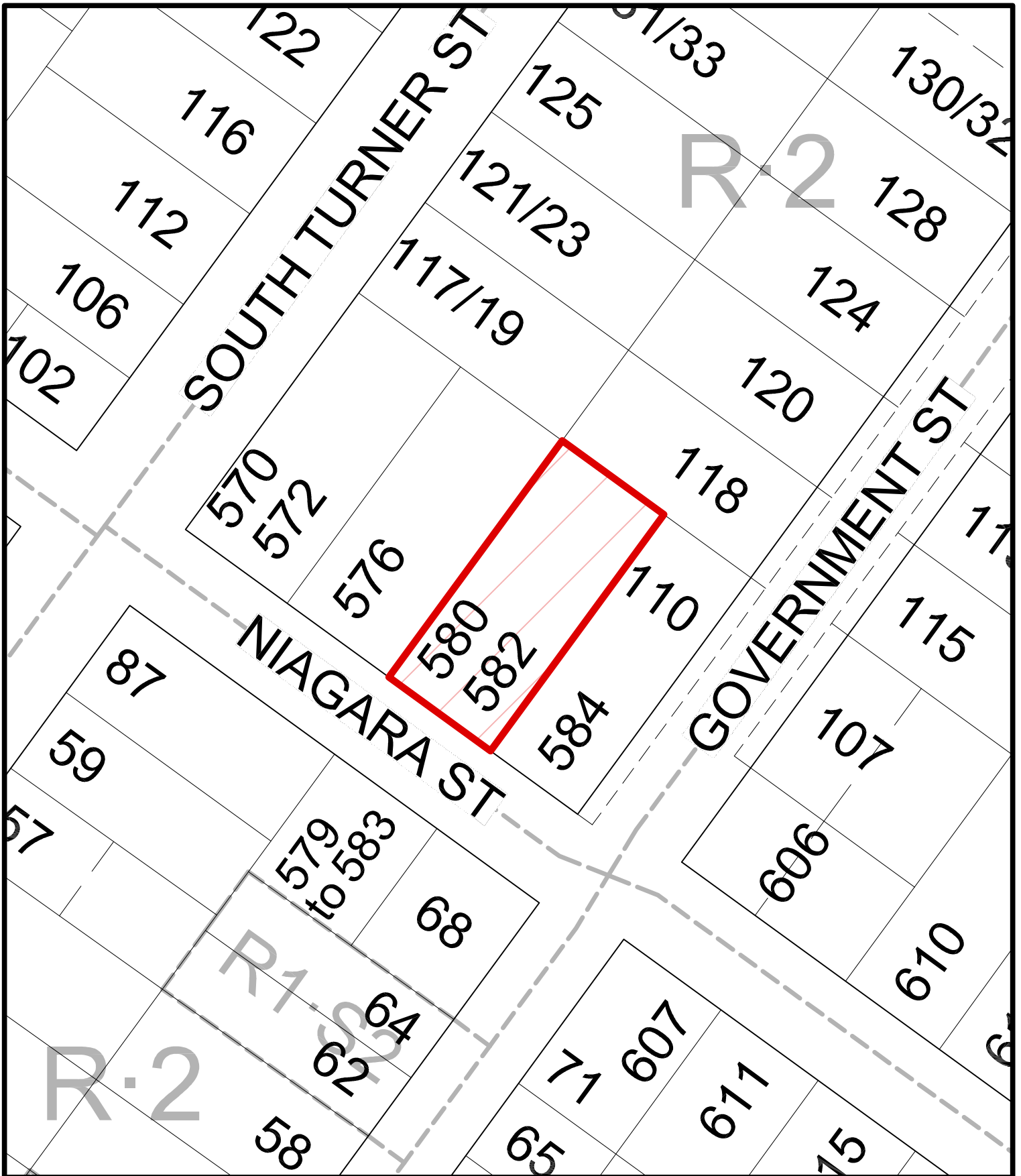
Report accepted and recommended by the City Manager:



Date: June 10, 2020

List of Attachments

- Subject Map
- Aerial Map
- Plans dated/date stamped May 25, 2020
- Letter from applicant to Mayor and Council dated January 20, 2020
- Community Association Land Use Committee Comments dated August 27, 2020



580/82 Niagara Street
Rezoning No.00721





Air Photo





Sketch Plan of Lot 16, Beckley Farm, Victoria City, Plan 227

Civic address: 580/582 Niagara Street Victoria, B.C.

Parcel Identifier Number 000-003-671

All distances are in metres

All critical dwelling dimensions must be confirmed.

Legend

PF denotes utility pole

Denotes spot elevation

Denotes tree, species & elevation
(trees not plotted to scale)
not all trees located

Elevations are GEODETIC.

This drawing is prepared to assist house designer
and is not to be used for any other purpose.

site area = 679.8 square metres

Site Coverage - LOT A

Building = 169.30 sq.m. +
Deck & Stairs = 16.11 sq.m. +
Shed = 4.83 sq.m.
Total = 190.24 sq.m.

Lot Area 679.80

Site Coverage = $(190.24 \div 679.80) \times 100 = 27.98\%$

Open Site Space - LOT A

Building = 169.30 sq.m. +
Parking = 315.06 sq.m.
Total = 484.36 sq.m.

Lot Area = 679.80 sq.m. -
Building & Parking = 484.36 sq.m.
Open Site Space = 195.44 sq.m.

Open Site Space = $(195.44 \div 679.80) \times 100 = 28.75\%$

Landscape % Total $(158.48 \div 679.80) \times 100 = 23.31\%$

Landscape % Rear Yard $(51.93 \div 229.39) \times 100 = 22.64\%$

The attached information is provided to Victoria Design by the City of Victoria without any
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PROJECT INFORMATION TABLE	
Zone (existing)	R-2
Proposed Zone	Site Specific
Site Area (sq.m.)	679.8 sq.m.
Total Floor Area	318.52 sq.m.
Floor Space Ratio	0.47 to 1.0
Site Coverage	27.98%
Open Site Space	28.75%
Height of Building	5.90m.
Number of Storeys	2
Parking Stalls (number) on site	4
Bicycle parking number (Class 1 and Class 2)	N/A
Landscape - Total Lot %	23.31%
Landscape - Rear Yard %	22.64%
Side Yard Landscape Strip of Parking Area (E)	1.00m
Side Yard Landscape Strip of Parking Area (W)	1.00m
Rear Yard Landscape Strip (N)	1.34m
Side Yard Landscape Screen HT. (E & W)	1.50m
Rear Yard Landscape Screen HT. (N)	1.80m
BUILDING SETBACKS (m)	
- FRONT (SOUTH WEST)	7.98m.
- PROJECTION OF STAIRS INTO FRONT SETBACK	2.42m.
- REAR (NORTH EAST)	13.44 m.
- SIDE (NORTH WEST)	4.05 m.
- SIDE (SOUTH EAST)	3.65 m.
COMBINED SIDEYARDS	7.70 m.
Residential Use Details	
Total Number of Units	4
Unit Type	2 Bedroom Units
Strata Units	2
Rental Units	2
Ground-Oriented Units	2
Minimum Unit Floor Area	79.63 sq.m.
Total Residential Floor Area	318.52 sq.m.

PROPOSED REZONING

LET OF DRAWINGS

S1	Existing Site plan
S2	Proposed Site plan
A1	Elevations
A2	Foundation & Lower Floor Plans
A3	Main Floor and Section
A4	Color Elevations and Streetscape

ISSUED/REVISED

01	10/23/19	Rezonning Application
02	01/20/20	Revised for City Comments
03	03/12/20	Revised for City Comments

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DATE	Mar 12, 2020	PROJECT NO.	8303
DESIGNED BY	J.D.F./N.S.	REVIEWED BY	W.S.P.
SCALE	As Shown	DATE	DEC 2 OF 2

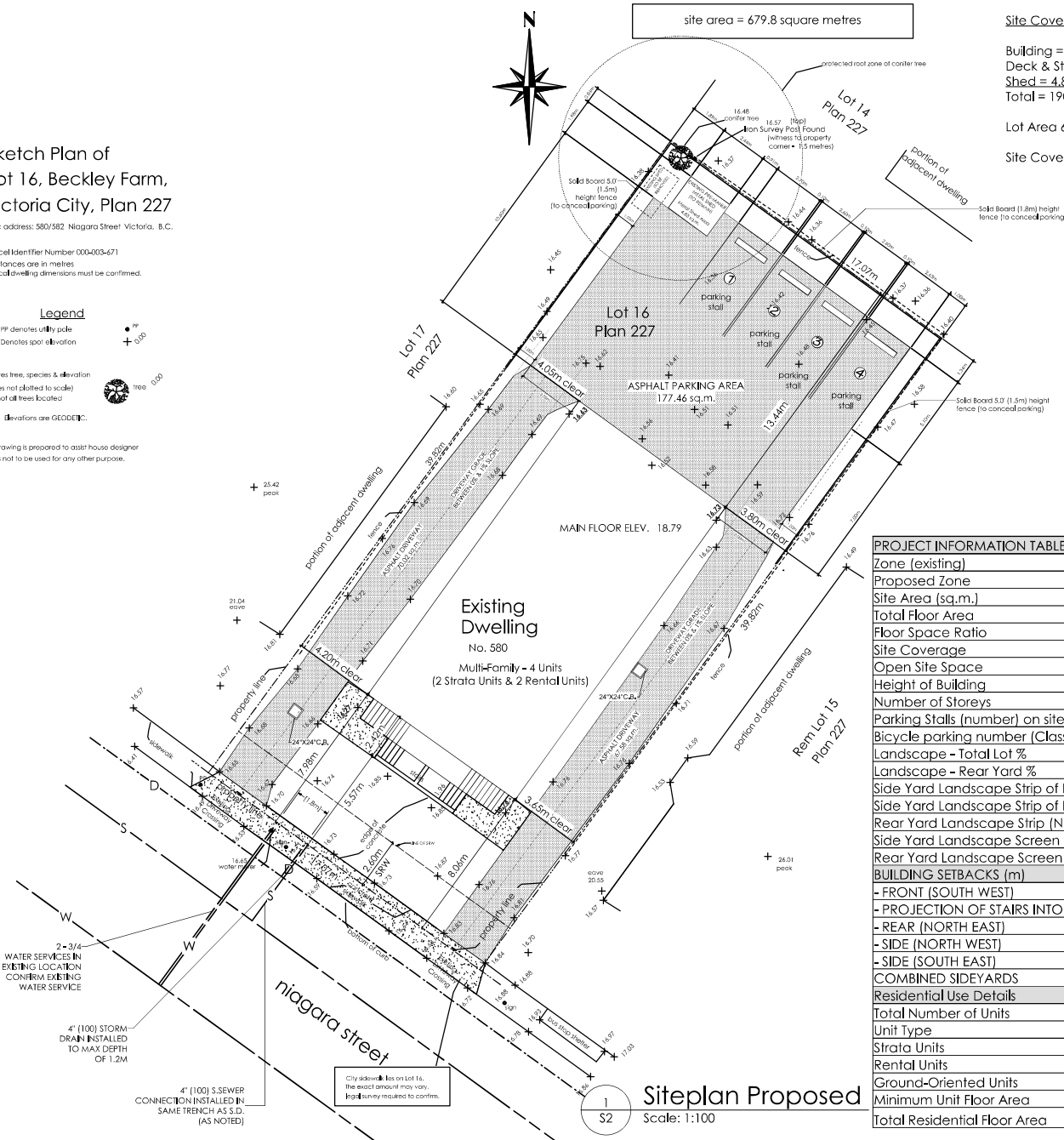
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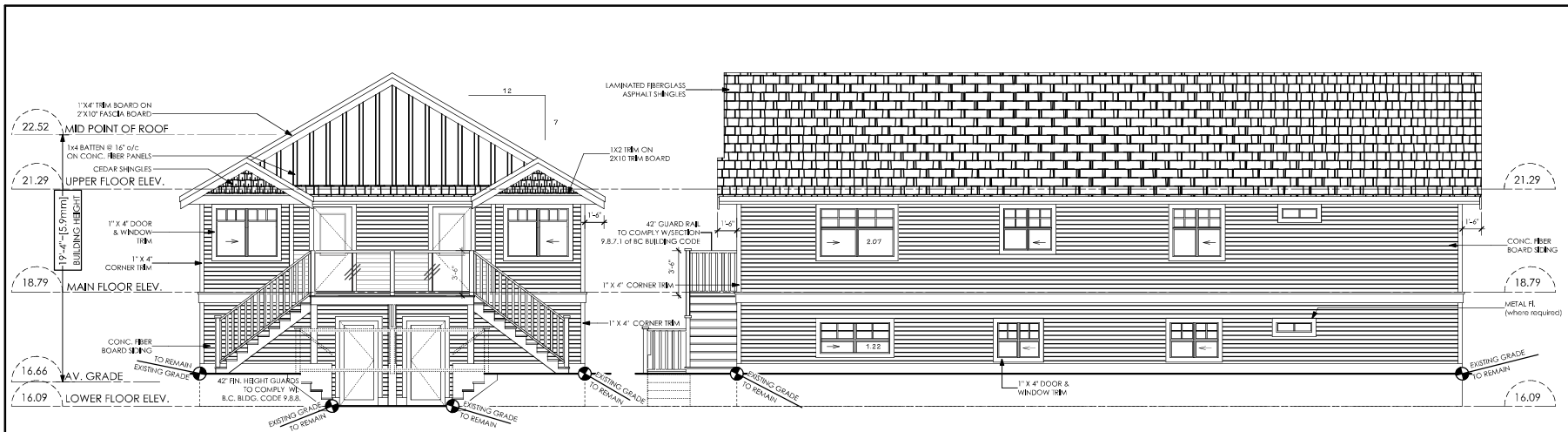
PROPOSED SITEPLAN

PROJECT
ALFRED HASS & BOBBIE HILL
PROPOSED REZONING
580 / 582 NIAGARA STREET
VICTORIA, B.C.

Siteplan Proposed

Scale: 1:100

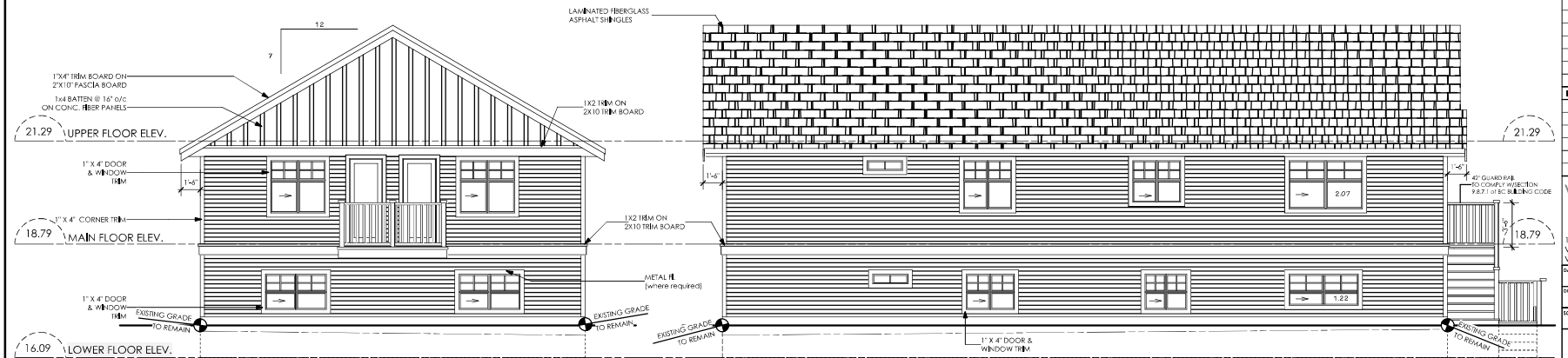




1 South (Front) Elevation
Scale: 1/4" = 1'-0"

2 East Elevation
Scale: 1/4" = 1'-0"

Limiting Distance	3.80 m.
Exposed Building Face	76.34 sq.m.
Allowable Openings	14 %
Allowable Opening Area	10.69 sq.m.
Proposed Openings	7.92 sq.m.



3 North Elevation
Scale: 1/4" = 1'-0"

4 West Elevation
Scale: 1/4" = 1'-0"

Limiting Distance	4.05 m.
Exposed Building Face	76.34 sq.m.
Allowable Openings	21 %
Allowable Opening Area	16.03 sq.m.
Proposed Openings	7.92 sq.m.

PROPOSED REZONING

LIST OF DRAWINGS		
S1	Existing Site plan	
S2	Proposed Site plan	
A1	Elevations	
A2	Foundation & Lower Floor Plans	
A3	Main floor and Section	
A4	Color Elevations and Streetscape	

ISSUED/REVISED		
01	10/23/19	Rezoning Application
02	01/20/20	Revised for City Comments
03	03/12/20	Revised for City Comments

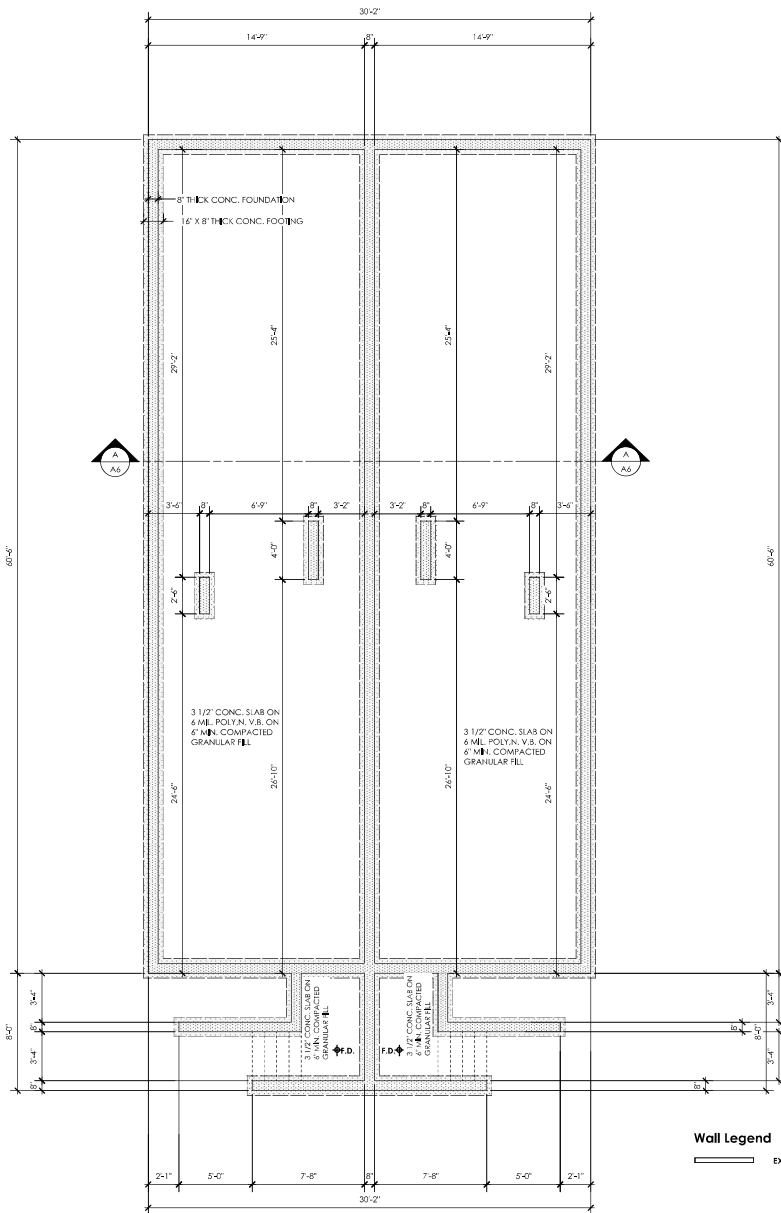
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SCALE	As Shown	DATE	ME A1 OF A4

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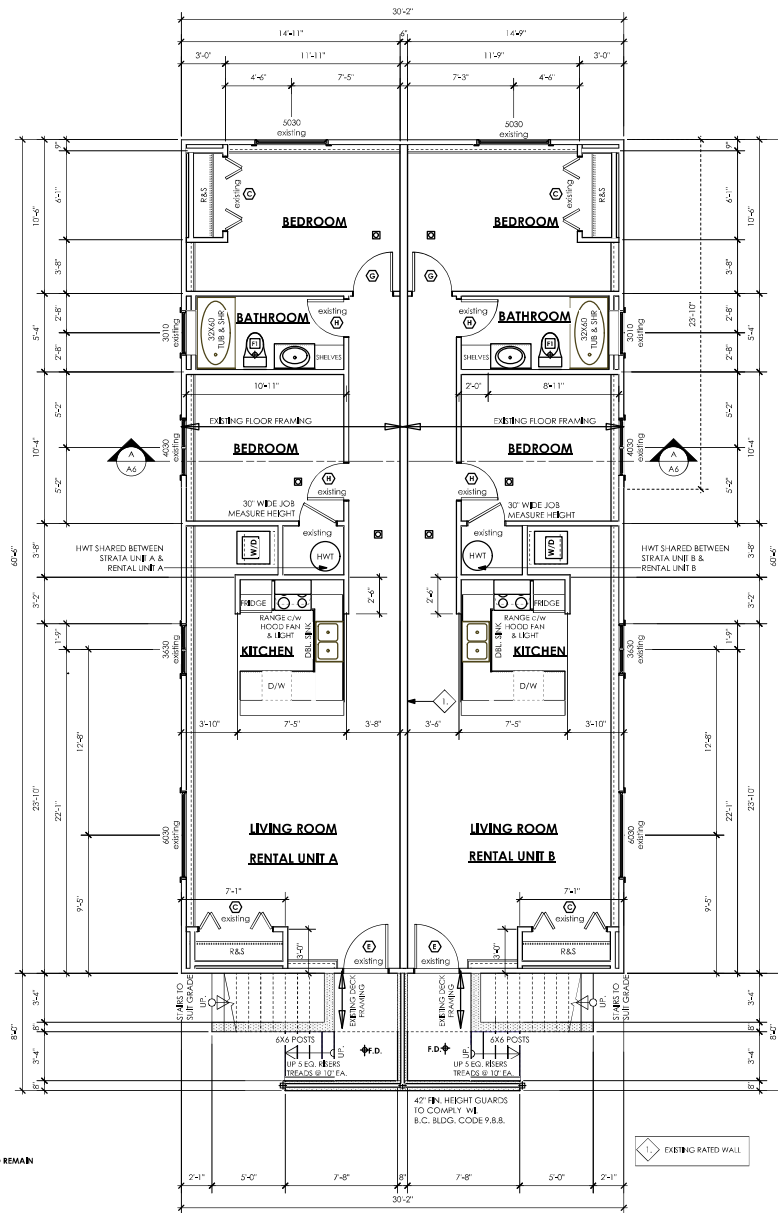
ELEVATIONS

ALFRED HASS & BOBBIE HILL
PROPOSED REZONING
580 / 582 NIAGARA STREET
VICTORIA, B.C.



1
A2
Foundation Plan
Scale: 1/4" = 1'-0"

Interconnected Smoke
& Carbon Monoxide Alarm



2
A2
Lower Floor Plan
Scale: 1/4" = 1'-0"

Rental Unit A: 857.23 sq.ft. (79.63 sq.m.)
Rental Unit B: 857.23 sq.ft. (79.63 sq.m.)

Interconnected Smoke
& Carbon Monoxide Alarm

PROPOSED REZONING

LIST OF DRAWINGS

S1	Existing Site plan
S2	Proposed Site plan
A1	Elevations
A2	Foundation & Lower Floor Plans
A3	Main floor and Section
A4	Color Elevations and Streetscape

ISSUED/REVISED

01	10/23/19	Resoning Application
02	01/20/20	Revised for City Comments
03	03/12/20	Revised for City Comments

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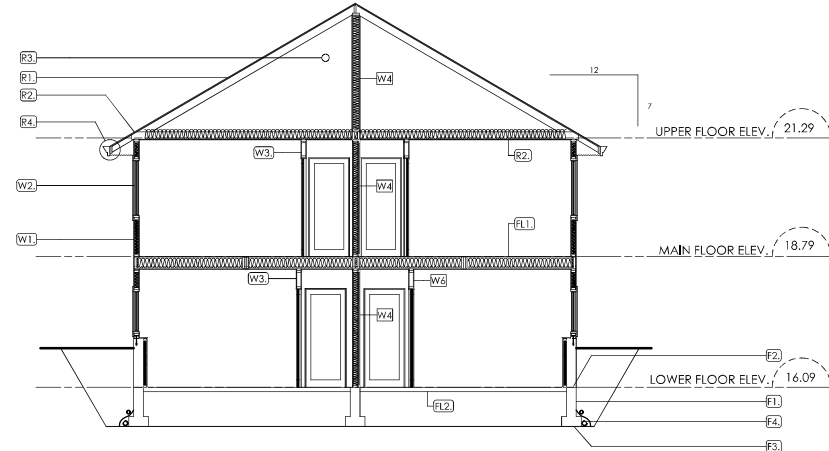
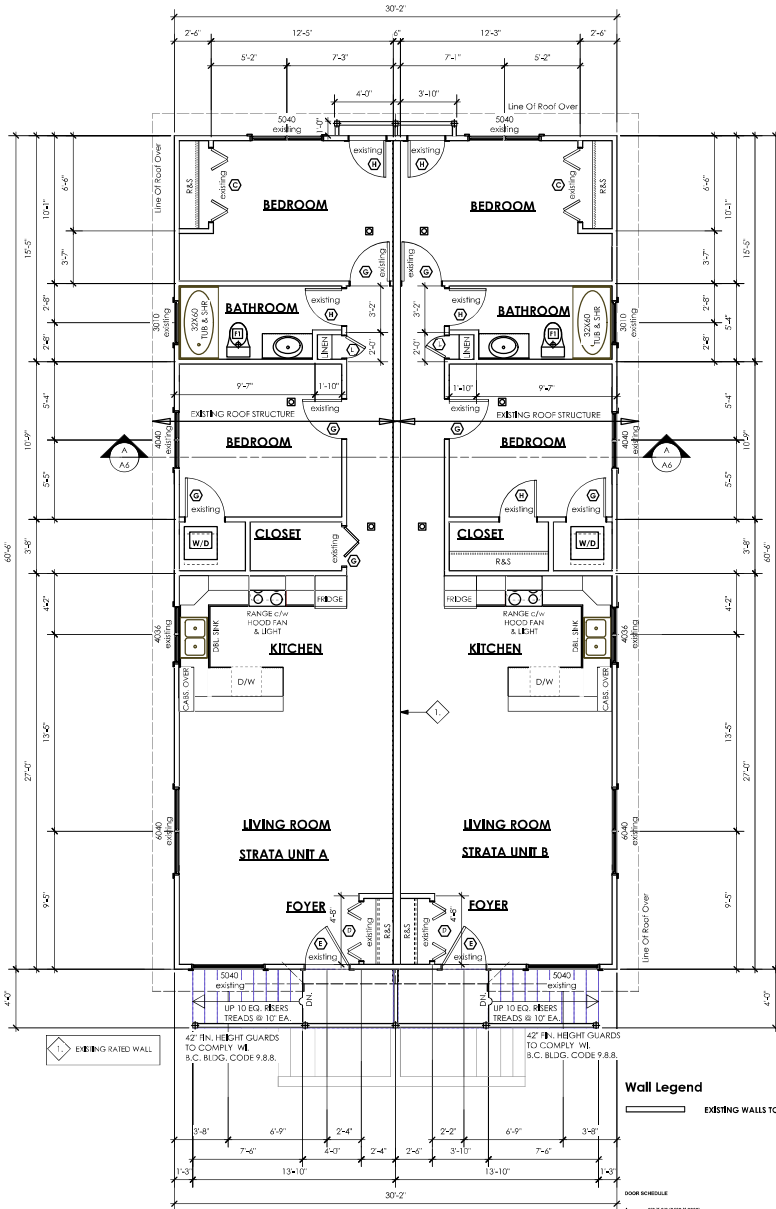
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FOUNDATION / LOWER

PROJECT:
ALFRED HASS & BOBBIE HILL
PROPOSED REZONING
580 / 582 NIAGARA STREET
VICTORIA, B.C.



Section Notes

ROOFS & CLGS

- R1. EXISTING ROOFING ON EXISTING ROOF STRUCTURE C/W
- R2. EXISTING CLG FIN ON EXISTING CLG BATTERS LEAVE PROTECTION CONT. UP ROOF SLOPE FOR 12" PAST EXTERIOR WALL
- R3. EXISTING 1 SQ. FT. ATTIC VENT PER 300 SQ. FT. MIN. 25% OF REQUIRED TO BE @ TOP AND BOTTOM PROVIDED TO EXISTING ATTIC
- R4. EXISTING PRE-FIN. ALUMINUM FASCIA GUTTER C/W ALUMIN. VENTED SCOFFS.

FLOORS

- FL1. EXISTING RATED FLOOR ASSEMBLY 1.0 HR F.R. 57 STC
- FL2. EXISTING CONCRETE SLAB

FOUNDATION WALLS & FOOTINGS

- F1. EXISTING DAMPROOFING (where required) ON 8" TH. CONC. FOUNDATION WALL c/w 15 M BARS CONT. 3 IN. FROM BOT. ON UNDISTURBED SOL. (solid bearing)
- F2. EXISTING ANCHOR BOLTS @ 4.0 FT. o/c (MAX) c/w ALL PLATES SEALED W/ FOAM GASKERS OR CONT. BEAD OF ACOUSTICAL SEALANT
- F3. EXISTING 16"x8" CONC. FOOTINGS c/w 2 # 4 BARS CONT. 3 IN. FROM BOT. ON UNDISTURBED SOL. (solid bearing)
- F4. EXISTING 4" PERIMETER DRAIN 3" TIGHT PIPE FOR RWL DRAIN ROCK CONNECT TO EXISTING STORM DRAIN SYSTEM

WALLS

- W1. EXISTING EXTERIOR WALLS CONC. FBRE SING OR BOARD & BATTEN SING (refer to elevations for exterior fin.)
- W2. EXISTING DOUBLE GLAZING ENERGY STAR LOW-E RATING IN THERMAL BREAK FRAMES 2 1/2"x10" UNITE OVER (8 bearing walls only) (TYPICAL W/ R-10 F/G BATT INSUL.N.) FLASHING OVER @ EXTERIOR (existing in all exterior doors & within 3 ft. of exterior doors to be shatterproof (SP)) ALL WINDOWS TO COMPLY WITH B.C. BLDG. CODE 2004 9.7.2.1 (1) b. A-9.7.2.1 (1) & A-9.7.2.1 (1) CAN/CSA WINDOW RATINGS ("A1.B3, C3 & F107) MUST BE CLEARLY LABELED ON ALL WINDOW UNITS UPON INSTALLATION FOR INSPECTION.
- W3. EXISTING INTERIOR PARTITION
- W4. EXISTING RATED PARTY WALL 1.0 HR F.R. STC 52

PROPOSED REZONING

LIST OF DRAWINGS		
S1	Existing Site plan	
S2	Proposed Site plan	
A1	Elevations	
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ISSUED/REVISED		
01	10/23/19	Rezoning Application
02	01/20/20	Revised for City Comments
03	03/12/20	Revised for City Comments

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DATE	Mar 12, 2020	PROJECT NO.	8303
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MAIN FLOOR / SECTION

PROJECT
ALFRED HASS & BOBBIE HILL
PROPOSED REZONING
580 / 582 NIAGARA STREET
VICTORIA, B.C.



1
A4 Color Elevation (Left)



2
A4 Color Elevation (Front)



3
A4 Color Elevation (Right)



4
A4 Color Elevation (Rear)



Neighbouring Property 570/572 Niagara Neighbouring Property 576 Niagara Subject Property 580 Niagara

5
A4 Niagara Streetscape (Facing West)

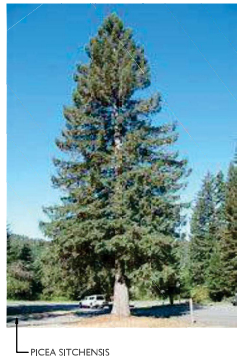
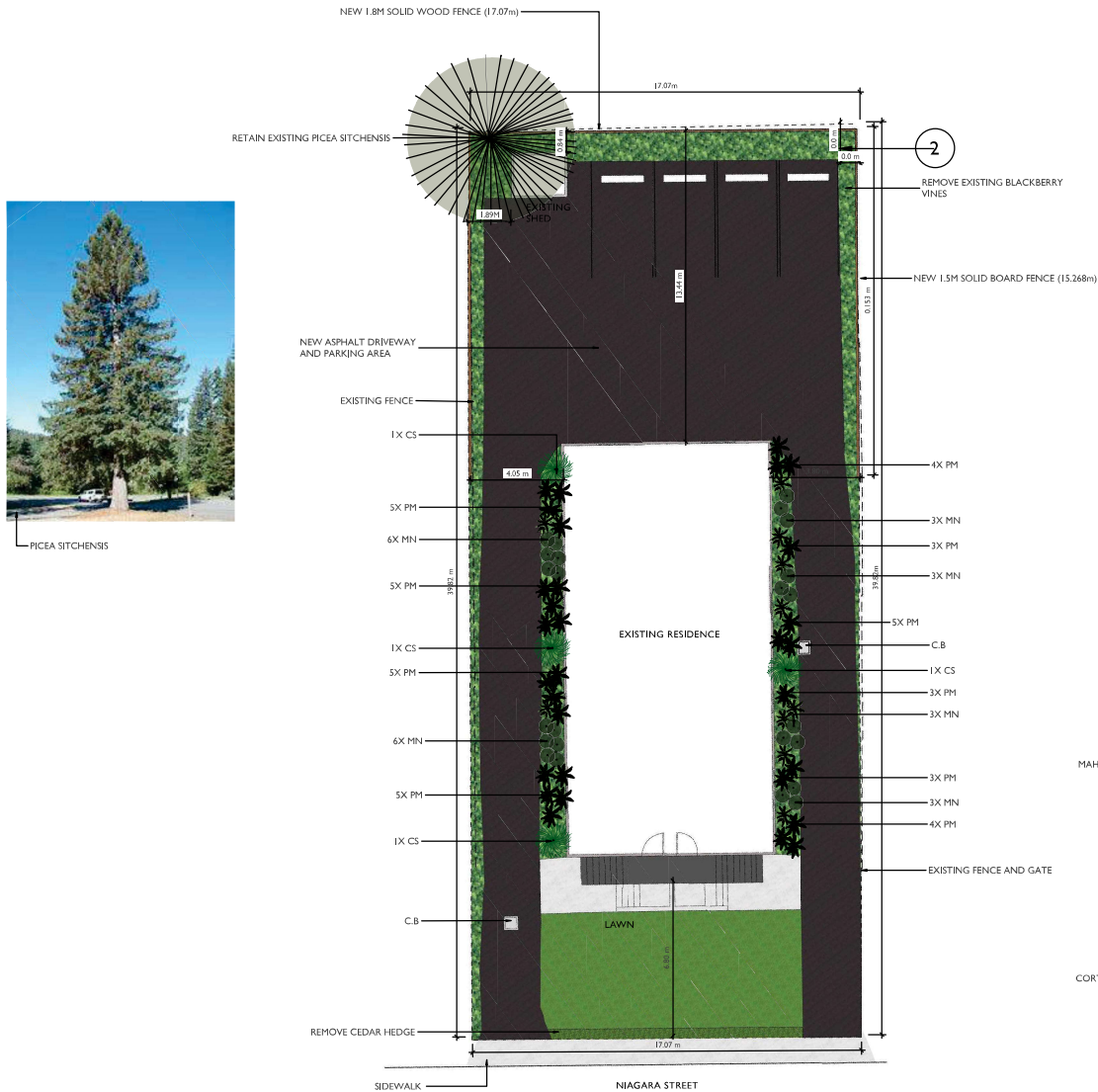


Subject Property 580/582 Niagara Neighbouring Property 584 Niagara

6
A4 Niagara Streetscape (Facing East)

PROPOSED REZONING			
LIST OF DRAWINGS			
S1	Existing Site plan		
S2	Proposed Site plan		
A1	Elevations		
A2	Foundation & Lower Floor Plans		
A3	Main Floor and Sections		
A4	Color Elevations and Streetscape		
ISSUED/REVISED			
01	10/23/19	Rezoning Application	
02	01/20/20	Revised for City Comments	
03	03/12/20	Revised for City Comments	
103 • 891 Altree Avenue P. 250.382.7374 Victoria, B. C. F. 250.382.7364 V7B 0A6 www.victoriadesigngroup.co			
DATE	Mar 12, 2020	PROJECT NO.	8303
DESIGNED BY	J.D.F./N.S.	REVIEWED BY	W.S.P.
SCALE	As Shown	DATE	NOV 14 OF 2020
© COPYRIGHT • DESIGN AND PLANS ARE COVERED BY COPYRIGHT LAW AND ARE THE SOLE PROPERTY OF VICTORIA DESIGN GROUP (VDG) AND MAY NOT BE REPRODUCED OR USED IN ANY FORM WITHOUT WRITTEN PERMISSION FROM SAME. VDG PERMITS THE PURCHASER OF THE PLAN TO EXECUTE WORK PREPARED FOR THIS PROJECT ONLY.			
STREETSCAPE			
PROJECT ALFRED HASS & BOBBY HILL PROPOSED REZONING 580 / 582 NIAGARA STREET VICTORIA, B.C.			

LANDSCAPE PLAN — REZONING APPLICATION CHANGES ADDRESSED



PLANT SCHEDULE

ABB.	QTY.	SIZE	BOTANICAL NAME	COMMON NAME
TREES				
PS	1	ex.	PICEA SITCHENSIS	SITKA SPRUCE
PERENNIALS, FERNS AND GRASSES				
CS	17	ex.	CORTADERIA SELLOANA	PAMPASS GRASS
PM	41	#2	POLYSTICHUM MUNITUM	SWORD FERN
GROUND COVERS				
MN	24	#1	MAHONIA NERVOSA	CREeping OREGON GRAPE
ex. = existing				

CONTRACTOR TO CHECK ALL DIMENSIONS AND ASPECTS OF THIS DRAWING AND MAKE WORK AGREE PRIOR TO CONSTRUCTION
 ANY CHANGES OR DEVIATIONS ARE THE RESPONSIBILITY OF THE OWNER
 ALL WORK TO COMPLY WITH MUNICIPAL BYLAWS
 DO NOT SCALE PLAN

Greenspace Designs
Sustainable Landscape Design

PROJECT TITLE

PROPOSED LANDSCAPE PLAN for
BOBBI HILL
580/582 NIAGARA STREET, VICTORIA, BC

PAGE TITLE

LANDSCAPE PLAN - REZONING APPLICATION CHANGES ADDRESSED
PAGE ONE of ONE

DATE

NOVEMBER 6, 2019
revised JANUARY 21, 2020
revised MARCH 12, 2020

SCALE

1:100

January 20, 2020

R Hill
963 Lobo Vale
Victoria V9B0H8

A Hass
2888 Leigh Road
Victoria V9B4G3

To the Mayor and council,

We are applying to legalize and conform to a Strata Duplex with one rental suite in each unit at 580/582 Niagara street so that the long term tenants that have been living there will not be displaced. The 2 lower suites have tenants that have lived there for over 5 years. They pay well below the current rent prices and it would be quite a burden to find similar accommodations at the current rent they are paying.

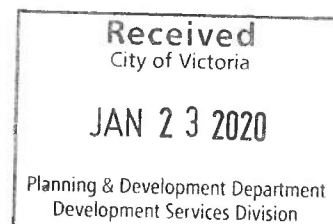
We currently have 4 parking stalls and understand that 3 parking stalls are required.

We have agreed to a housing agreement and a statutory right of way to be completed and registered on title.

Thank you for your time.

Yours truly,

Roberta Hill
Alfred Hass
Owners





James Bay Neighbourhood Association

jbna@vcn.bc.ca
Victoria, B.C., Canada

www.jbna.org

August 27th, 2019

Mayor and Council,
City of Victoria

Dear Mayor Helps and Councilors,

Re: CALUC Community Meeting - 580-582 Niagara Street

The community meeting to consider the proposal at 580-582 Niagara Street was held on August 14th (43 attendees). Attached please find an excerpt of the General Meeting minutes regarding the proposal (Attachment "A").

201 notices were distributed by the City regarding the community meeting.

The meeting was successful in that the focus became clear, namely the appropriateness of spot-zoning and "blessing" of contraventions of zoning through the rezoning process, hence disrespect for the Local Area Plan and consultation.

Attachment "B" contains comments from a direct neighbour who was unable to attend the meeting, but who most clearly articulated the issues.

For your consideration,

Marg Gardiner
President, JBNA

Cc: JBNA Board
Miko Betanzo, CoV Senior Planner
Bobbi Hill & Alfred Haas, Owners/proponents

ATTACHMENT “A”: *Excerpt from Minutes of August 14th, 2019 CALUC meeting*

5. CALUC 580-582 Niagara Rezoning

- Bobbi Hill & Alfred Haas, Owner/Proponent

JBNA Development Review Committee (Marg Gardiner, Tim VanAlstine, Linda Carlson, Trevor Moat, and Alex Teliszewsky) met with the owners on July 8, 2019. The Proponents reported that of the 14 neighbours had been consulted, 13 approved and one is opposed.

Mr. Hass has owned the property for 30 years, and turned the building into 4-plex 11 years ago. Long term tenants with tenure ranging from several months to several years. No plan to change house or change tenants. Room for 6 vehicles and bike storage. The site specific rezoning is to bring it into compliance with use as 4-plex. All construction done years ago with 4-plex in mind.

Questions and Concerns - opportunity given to James Bay residents who live beyond 100m from 580-582 Niagara

C: Resident within 100 meters. Concern is that house is zoned for duplex and has operated as 4-plex for 11 years. What prevents owner from turning it into a 6 or 8 unit building?

A: We need to bring it into compliance, or turn it into a strata for 2 units which would mean 2 tenants would have to vacate.

Q: Resident beyond 100 meters questions whether plan is to restrict house to 4-plex as she believes City is changing all single family home as potential for 6-plex. There is no guarantee that this house will not be converted to a strata or 6-plex. Will owner sign agreement with the City to hold the property as 4 rental units?

A: Yes, we have agreed to sign an agreement with the City to retain 4 rental units for 10 years.

Point of clarification from Meeting Chair: City is not rezoning entire city sfh dwellings to 6-plex zoning. There are some properties adjacent to specific traffic arterials that are being up zoned in some neighbourhoods.

C: Resident beyond 100 meters is puzzled that the City never intervened in a 4-plex operation for 11 years knowing it contravened zoning.

A: The City knows this is a 4-plex. It has put a covenant on the property to ensure continued rental. Once property is in compliance with existing use, the covenant will be removed.

Resident within 100 meters wrote letter objecting to spot zoning after 11 years. Letter included as Attachment “B”.

ATTACHMENT “B”: *Note-e-mails received before the CALUC meeting*

----- Original Message -----

From: **Lynda Cronin**

Date: Wed, Aug 14, 2019, 3:13 PM

Subject: Proposed zoning changes for 580/582 Niagara Street

To: <mayorandcouncil@victoria.ca>

Dear Mayor Helps and Council Members,

We are writing in connection with a notice received from the James Bay Community Association Land Use Committee (CALUC) regarding a proposed zoning change to 580/582 Niagara Street. We live at 614 Niagara Street. We are unable to attend this evening's CALUC meeting, but would like you to be aware of our views on this proposal which raises several important points of principle directly affecting community life in the James Bay neighbourhood.

First of all, as a general point, we strongly object to spot-zoning as a way of circumventing the intent of the existing community plan. As James Bay residents since 1982, we have seen the damage that arbitrary, piece-meal re-zoning can have on the integrity of a plan which took significant, broad-based effort to devise. Spot-zoning as a tool is generally destructive of community values; it represents an act of bad faith towards the expressed will of the people of James Bay.

Second, our understanding is that the re-zoning request amounts to an attempt to retroactively bless a land use which has contravened the existing zoning for the property for a number of years – thereby conferring a commercial benefit on the landowner. The landowner in question told us directly that he was pursuing the re-zoning so that he could sell the property for a higher price. In our view, to accede to this request would be to reward bad behaviour and set an unfortunate precedent which many others may be tempted to follow.

Third, we recognize that the current situation for renters in Victoria is desperate. We have no desire to diminish the city's rental stock at a time when reasonably priced rental options are so limited.

Notwithstanding our concerns about spot-zoning and the apparent inability or unwillingness of city staff to monitor zoning infringements, we recognize that, on balance, City Council may decide that the desirability of maintaining the city's stock of rental housing is its primary concern. That being said, we strongly believe that this case illustrates the need for Council to ensure that, in future, the spirit and letter of community plans are adhered to consistently and that zoning infringements be addressed in a timely manner. The alternative is that meaningful public input will be downgraded and planning decisions will increasingly benefit those who break the rules to the detriment of the broader community.

Yours sincerely,

Lynda Cronin & Peter Heap

614 Niagara Street

Victoria, BC V8V 1H9

Phone & fax

Heather McIntyre

From: Trevor Woodland [REDACTED]
Sent: August 4, 2019 9:38 AM
To: Victoria Mayor and Council
Subject: rezoning 580, 582 Niagara

Hello,

I am unable to attend the community meeting for the above address rezoning session. I am a resident/owner at 622 Niagara St.

I would like to say that I am in favor of the rezoning and hope the application goes through.

My only concern would be the disruption to the traffic at that street corner. There is a bus stop in front of 584 Niagara and it's a very busy corner with tourists, busses, pedicabs, horses and local traffic. I would recommend limiting 1-2 city parking stalls to allow for safe transit of the buss and so contractors can quickly get in and out of the laydown.

Best,

--

Trevor Woodland
Vigilant Guitars
622 Niagara St
Victoria, BC
V8V 1H9
[REDACTED]

Heather McIntyre

From: Lynda Cronin [REDACTED]
Sent: August 14, 2019 3:13 PM
To: Victoria Mayor and Council
Cc: 'Timothy VanAlstine'
Subject: Proposed zoning changes for 580/582 Niagara Street

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614 Niagara Street
Victoria, BC V8V 1H9
Phone & fax: [REDACTED]
[REDACTED]

Heather McIntyre

From: Glovers <[REDACTED]>
Sent: August 16, 2019 12:46 PM
To: Victoria Mayor and Council
Cc: [REDACTED]
Subject: Proposed development at 580, 582 Niagara

Hi folks,

I am owner of 44 Government St, Victoria, which is within 100 m of the proposed development.

I have reviewed the proposed development notice and I do not object to the proposed development.

Yours
Todd Glover



James Bay Neighbourhood Association

jbna@vcn.bc.ca
Victoria, B.C., Canada

August 27th, 2019

Mayor and Council,
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Yours sincerely,

Lynda Cronin & Peter Heap

614 Niagara Street

Victoria, BC V8V 1H9

Phone & fax

B. CONSENT AGENDA**Moved By** Councillor Alto**Seconded By** Councillor Dubow

That the following items be approved without further debate

CARRIED UNANIMOUSLY**E.1 580 and 582 Niagara Street: Rezoning Application No. 00721 (James Bay)**

Committee received a report dated June 4, 2020 from the Director of Sustainable Planning and Community Development regarding the proposed Rezoning Application No. 00721 for 580 and 582 Niagara Street in order to allow for two additional units in an existing duplex, for a total of four residential units.

Moved By Councillor Alto**Seconded By** Councillor Dubow

That Council instruct staff to prepare the necessary Zoning Regulation Bylaw Amendment that would authorize the proposed development outlined in Rezoning Application No.00721 for 580-582 Niagara Street, that first and second reading of the Zoning Regulation Bylaw Amendment be considered by Council and a Public Hearing date be set once the following conditions are met:

1. Preparation and execution on the property's title to secure:
 - a. a Statutory Right of Way, to the satisfaction of the Director of Engineering;
 - b. a Housing Agreement to secure two of the four units as rental in perpetuity.

CARRIED UNANIMOUSLY

Rezoning Application for 580-582 Niagara Street



1

580-582 Niagara Street – Aerial View



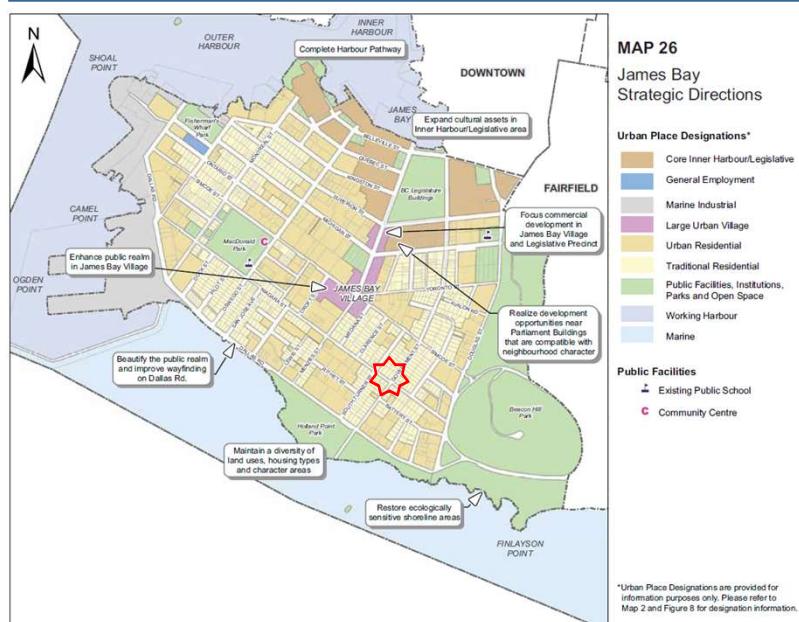
2

580-582 Niagara Street



3

Urban Place Designation



4

Streetscape Along Niagara Street



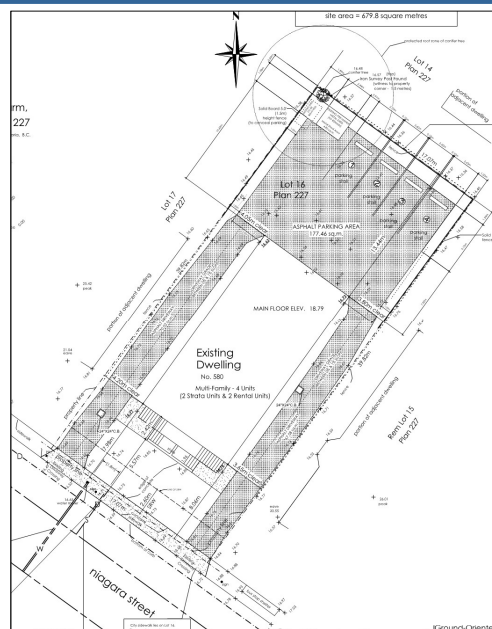
5

View across the street



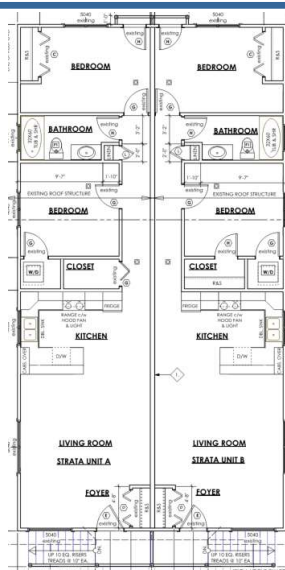
6

Site Plan

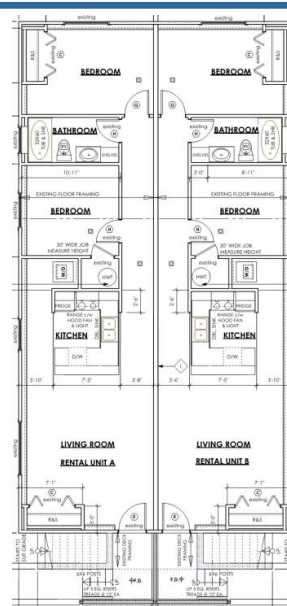


7

Floor Plans



Upper Floor



Lower Floor

8

Area of SRW Request

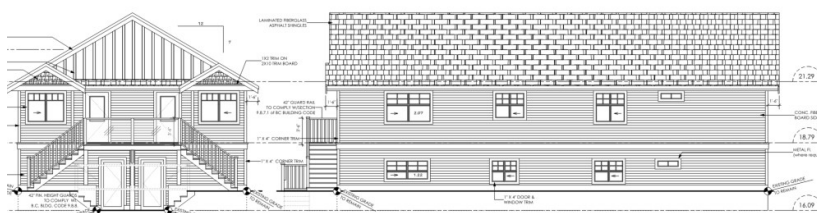


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10

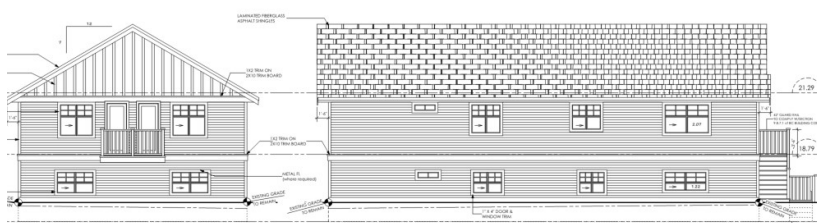
Elevation Plans



1 South (Front) Elevation
Scale: 1/4" = 1'-0"

2 East Elevation
Scale: 1/4" = 1'-0"

Existing Elevation	200' 0"
Existing Building Footprint	10' 0" 0"
Proposed Elevation	10' 0" 0"
Proposed Building Footprint	10' 0" 0"



3 North Elevation

4 West Elevation

Existing Elevation	200' 0"
Existing Building Footprint	10' 0" 0"
Proposed Elevation	10' 0" 0"
Proposed Building Footprint	10' 0" 0"



Committee of the Whole Report

For the Meeting of November 26, 2020

To: Committee of the Whole **Date:** November 13, 2020
From: Kerri Moore, Head of Business & Community Relations
Subject: Outdoor Public Market Review

RECOMMENDATION

That Council:

1. Direct staff to create a new consolidated permit process for all outdoor public markets to be managed by the Arts, Culture & Events department and bring forward for Council's consideration any bylaw or policy amendments necessary for its implementation;
2. Decline the Bastion Square Revitalization Association's request to renew the Bastion Square Public Market Licence beyond its expiry on December 31, 2020;
3. Terminate the Bastion Square Public Market Fund Agreement in accordance with section 5.3 of that agreement.

EXECUTIVE SUMMARY

Outdoor public markets are an important contributor to enhance our City's vibrancy by animating public spaces. They serve as public gathering places where residents and visitors from different ethnic, cultural, and socioeconomic communities can comfortably gather and meet. Markets help to support the City's local economy by providing entry points for grassroots entrepreneurs and vendors to launch and sell their product, produce or service.

The City has supported a number of markets over the years typically between the months of April and October, such as the Moss Street Market, Bastion Square Market, Oaklands Farmers Market and the Fernwood Sunset Market. Recently, staff were approached about new locations for a possible market expansion. At the moment, each market operates under somewhat different sets of rules and permits are being actioned through different departments. For example, the Moss Street Market is processed through the Arts, Culture & Events department with a Special Event Permit, the Fernwood Sunset Market is processed through the Transportation department with a Street Occupancy General Permit and the Bastion Square Market is processed through the Neighbourhoods Team with unique legal agreements. Due to the various approaches, this creates confusion for potential new market organizers and staff since there is no one clear process and approach.

The Bastion Square Public Market Licence Agreement expires on December 31, 2020, which provides an opportunity to bring this market under a single consolidated permit process for all public markets in the City. The Bastion Square Public Market Fund agreement does not have an expiry date, but it allows for the City to terminate it. Therefore, it is recommended that the unique

arrangements for the Bastion Square Public Market be terminated upon expiry of the licence agreement at the end of the year and that the City implement a new consistent permit system for all public markets without interruption to the ability to hold public markets.

PURPOSE

The purpose of this report is to provide Council with information on our current outdoor public market processes and to recommend the creation of a new consolidated permitting process for all public markets.

BACKGROUND

Public markets enhance Victoria's vibrancy by animating public spaces for residents and visitors, while also providing an outlet for local and regional businesses. Following are the public markets taking place regularly on City property:

- Bastion Square Public Market
- Moss Street Market
- Fernwood Sunset Market

Each of these markets operates under a different permit or licencing scheme and is managed through a different City department. For example, the Moss Street Market is processed through the Arts, Culture & Events department with a Special Event Permit, the Fernwood Sunset Market is processed through the Transportation department with a Street Occupancy General Permit and the Bastion Square Market is processed through the Neighbourhoods Team with unique legal agreements. This results in inconsistent rules and arrangements. It also contributes to confusion for potential new market organizers and inefficiency within the City in handling the approvals for public markets.

The Bastion Square Public Market has operated pursuant to a longer-term licence agreement, which is expiring at the end of this year. This creates an opportunity to consolidate handling of all public market approvals under a single process managed by a single City department.

In 2011, Council adopted a policy entitled "Guiding Principles for the Use of Public Space" (attached as Appendix A) and in 2015 the Outdoor Market Bylaw was consolidated to regulate all outdoor markets and to remove obsolete provisions (attached as Appendix B). These two documents provide a useful framework for approval of the public markets and will help guide staff with their review to consolidate our outdoor public market process. In addition, staff will also research other municipalities to seek best practices.

The goal will be to consolidate the process and to direct all future permits/applications for markets through the Arts, Culture & Events department.

ISSUES & ANALYSIS

The Bastion Square Public Market Licence Agreement expires on December 31, 2020. The licence agreement outlines the net annual proceeds from the market are to be deposited into a fund held by the City pursuant to a Bastion Square Public Market Fund Agreement (the "Fund"). The purpose of the Fund is for the net revenue of the market to be used for physical revitalization of Bastion Square. However, any physical revitalization project as proposed by the Bastion Square Revitalization Association (BSRA) is subject to final approval by Council.

Currently, the Fund has \$249,484 available. The BSRA has not contributed to the Fund with net proceeds from the market since 2008 and they have not requested monies from the Fund for a project since 2009. The BSRA have financed projects; the Christmas Lighting of Tree, Lights over Suds Alley, Heritage Interpretation Signs, Bastion Square Gateway Sign (on Wharf St), and Banners) using other resources without accessing the Fund.

Recently, the City was approached by the BSRA with a request for an extension of its licence agreement (letter attached as Appendix C). There is no reason why this market could not continue to operate through an annual permitting process under a new consolidated approach along with other public markets in the City. Therefore, renewal of the licence agreement is not recommended.

Furthermore, it is recommended that the City terminate the Fund agreement as of Dec. 31, 2020. Termination of the Fund agreement will continue to give the BSRA ability to access the funds for projects under the terms of the agreement, until December 31, 2021. At that time, as per the Fund agreement, any remaining monies in the Fund shall continue to be held by the City and may be spent on projects on public property in and around Bastion Square within the area bounded by Wharf, Yates, Government and Fort Streets.

OPTIONS & IMPACTS

Option 1: (Recommended)

- 1. Direct staff to create a new consolidated permit process for all outdoor public markets to be managed by the Arts, Culture & Events and bring forward for Council's consideration any bylaw or policy amendments necessary for its implementation;**
- 2. Decline the Bastion Square Revitalization Association's request to renew the Bastion Square Public Market Licence beyond its expiry on December 31, 2020;**
- 3. Terminate the Bastion Square Public Market Fund Agreement in accordance with section 5.3 of that agreement.**

This option will provide a new consistent process that is based on staff review of our Guiding Principals for the Use of Public Space, our Outdoor Market Bylaw in conjunction with best practices researched from other municipalities. The new process will be managed by one City department. These proposed changes still allow for the BSRA to continue the Bastion Square Market and allow them to access the fund up until December 31, 2021.

Option 2:

- 1. Direct staff to leave things unchanged and renew the BSRA agreement.**

This option will not provide a clear process for new market organizers and continue to direct permits or applications through different departments. It will continue to provide concessions for some markets and not for others.

Impacts to Financial Plan

There are no financial impacts to the Financial Plan.

Official Community Plan Consistency Statement

The recommendation aligns with the following objectives in the Official Community Plan:

Section 14: Economy

14 (f) That the function of the Urban Core as the primary regional centre of employment, learning, arts, culture, entertainment, recreation and specialty retail is maintained and enhanced with high quality facilities, services and events

Section 16: Arts and Culture

16:21 Continue to permit festivals, celebrations and special events in public spaces, such as streets, parking lots, plazas, civic squares and other open space

CONCLUSIONS

Outdoor public markets are an important contributor to enhance our City's vibrancy by animating public spaces. They serve as public gathering places where residents and visitors from different ethnic, cultural, and socioeconomic communities can comfortably gather and meet. Markets help to support the City's local economy by providing entry points for grass roots entrepreneurs and vendors to launch their product, produce or service. Staff will review current processes and research best practices to create a consistent permit system for all public markets.

Respectfully submitted,



Kerri Moore
Head of Business & Community Relations



Report accepted and recommended by the City Manager:

Date: November 13, 2020

List of Attachments

Appendix A - Guiding Principles for the Use of Public Space
Appendix B - Outdoor Market Bylaw
Appendix C – The ASK letter to City of Victoria B (BSRA Letter)

APPENDIX A



USE OF PUBLIC SPACE - GUIDING PRINCIPLES -

Purpose

The City of Victoria owns and manages a wide variety of public spaces, including roads, sidewalks, parks, squares and green spaces. The *Community Charter* indicates that one of the purposes of a municipality is providing for stewardship of the public assets of its community. As valuable public assets, these spaces must be managed in a manner that reflects the public interest. Generally, these spaces are open to all members of the public and commercial uses are not permitted. However, the City may allow short and long-term exclusive use of these spaces for a variety of commercial and non-commercial purposes, including:

- festivals and events
- block parties
- filming
- parking
- merchandise displays
- outdoor markets
- sidewalk cafes, and
- street vending.

It can be challenging to balance the various interests that may be impacted by an exclusive use of public space. To assist Council and staff, this document outlines a set of principles that can be used to develop policies and procedures and guide decisions regarding use of public space. The principles reflect the Four Point Plan set out in the 2011-2012 Corporate Strategic Plan, which includes:

- Pursuing Operational Excellence
- Building a Strong Community
- Growing Our Economy, and
- Respecting our Environment.

The principles are not meant to be applied as “absolutes” as they may lead to conflicting results depending upon the use under consideration. Decision-makers will likely need to balance the various guiding principles when determining whether a particular use of public space is appropriate and, if so, how the use should be managed.

Definitions

Commercial use is any use that generates income for a business. It does not include uses by non-profit or not-for-profit organizations.

Non-commercial use is any use by non-profit or not-for-profit organizations, including uses that raise funds for the organization.

Public space is any City-owned land, area or space that is accessible and open to members of the public. It includes roadways, parks, squares and sidewalks.

Application

The principles set out in this document apply to any exclusive or dedicated use of public space, although there are some variations in the application of the principles to commercial and non-commercial uses. The description of each principle clearly indicates whether it applies to all uses of public space or only to specific types of uses. The application of the principles to commercial and non-commercial uses is also highlighted in the summary table following the guiding principle descriptions. As can be seen from that table, three of the principles (3, 10 and 11) apply only to commercial uses, while principle 4 applies only to non-commercial uses.

Guiding Principles

Pursuing Operational Excellence

1. Use of public space must be consistent with all applicable legislation, bylaws, plans and agreements

Any use of public space must comply and be consistent with federal and provincial legislation and any applicable City bylaws, plans or agreements. For example, the Business Licence Bylaw makes it clear that use of public space for business purposes is only allowed if expressly permitted by bylaw. Other bylaws regulating use of public space are listed at the end of this document. Relevant plans include, but are not limited to:

- the Official Community Plan
- the Downtown Core Area Plan
- Local Area Plans
- the Parks Master Plan, and
- individual Park Management Plans.

2. The City pursues opportunities to raise revenue through the use of public space

The City explores options for revenue growth. Charges for the use of public space are an alternative source of City revenue that can complement tax revenues.

3. The City charges fair market value and full cost recovery for the commercial use of public space

Section 25 of the *Community Charter* restricts Council from providing assistance to businesses. This means that the City must charge fair market value for the use of public spaces by commercial enterprises. The determination of fair market value should take into account any restrictions on the use of the public space or terms and conditions of the use that limit its value. This also means that the City will determine and charge commercial users the full cost of any City services required to support or facilitate the commercial use.

4. The City determines charges for non-commercial use of public space based upon the purpose of the use and the nature of any community benefits

Non-commercial uses of public space by non-profit organizations for such purposes as concerts, festivals, demonstrations or performances may provide desirable social and cultural benefits to the community. In order to assist organizers with developing and sustaining these types of events, the City may provide public space and required City services at reduced or no cost, depending upon the purpose of the use and the nature of any community benefits.

Building a Strong Community

5. Use of public space must not unduly impact public access, safety or mobility

The defining characteristic of public space is that it is space that is accessible and open to members of the public. Mobility and accessibility influence the City's liveability and social well being. When determining whether to allow use of public space, the City will consider impacts on public access, egress, safety and mobility. This means that uses that block access to or egress from an area, other than on a temporary basis, or create safety hazards, will generally not be permitted.

6. Use of public space must be compatible with the purpose of the space

Public spaces have a variety of purposes. For example, boulevards beautify roadways, act as a safety buffer, provide a corridor for trees and serve as a location for public services and utilities. The City will consider the purpose of the public space in question when deciding whether to allow a particular use. Uses that are incompatible with the purpose of a space will generally not be permitted.

7. Use of public space must be compatible with neighbouring residential or commercial uses

Use of public space may impact the quality of life of neighbouring residents or the economic viability of neighbouring businesses. The City will consider these impacts when deciding whether to allow use of public space and the appropriateness of specific activities.

8. Use of public space must be consistent with the aesthetics and character of the space and any applicable design guidelines

Public places play a large role in shaping the identity of the communities in which they are located. Any use of a public place must be in keeping with the aesthetics and character of the space and its neighbourhood. For some neighbourhoods, the City has developed design guidelines to ensure that construction and use are compatible with the characteristics of that neighbourhood.

Growing Our Economy

9. The City supports use of public space that increases the vibrancy of neighbourhoods

Victoria is a vibrant centre for government, business and cultural activity. Uses occurring in public spaces may contribute to the vigour, activity and liveliness of a neighbourhood. For example, the proposed Downtown Core Area Plan recognizes that outdoor cafes and dining areas enliven streets and public places and encourages their development on public property.

10. The City welcomes commercial uses of public space that provide opportunities for economic growth

The City creates a welcoming environment for new businesses to locate and for existing businesses to grow and expand. This environment can be fostered by making public space available for commercial uses.

11. The City provides equal opportunities to commercial users who wish to access public space

Section 25 of the *Community Charter* makes it clear that Council must not provide a grant, benefit, advantage or other form of assistance to a business, unless it is for heritage purposes or otherwise authorized under that Act. Bylaws may establish different classes of persons, places or activities but may not discriminate within a class. This means that, where public space is made available for commercial uses, the City provides equal opportunities for interested businesses to engage in that use. This does not mean that commercial users always have equal rights of access to a particular space. For example, any restaurant that meets the bylaw criteria may apply to operate a sidewalk café but only an adjacent restaurant can operate a café on a particular section of sidewalk.

Respecting Our Environment

12. Use of public space must not damage public property or the environment

The City manages and maintains its infrastructure, parks, open spaces and green spaces for the benefit of all residents, businesses and visitors. Uses that may damage public property will generally not be permitted.

The City has also committed to actions to protect the environment in a broader sense, including initiatives to increase energy efficiency and reduce greenhouse gas emissions. Any impacts on these initiatives will be considered when deciding whether to allow use of public space.

Generally, the City will give preference to uses or technologies that produce fewer emissions or otherwise have less impact on the environment.

Summary Table

Guiding Principle	Commercial uses	Non-commercial uses
Pursuing Operational Excellence		
1. Use of public space must be consistent with all applicable legislation, bylaws, plans and agreements	✓	✓
2. The City pursues opportunities to raise revenue through the use of public space	✓	✓
3. The City charges fair market value and full cost recovery for the commercial use of public space	✓	
4. The City determines charges for non-commercial use of public space based upon the purpose of the use and the nature of any community benefits		✓
Building A Strong Community		
5. Use of public space must not unduly impact public access, safety or mobility	✓	✓

Guiding Principle	Commercial uses	Non-commercial uses
6. Use of public space must be compatible with the purpose of the space	✓	✓
7. Use of public space must be compatible with neighbouring residential or commercial uses	✓	✓
8. Use of public space must be consistent with the aesthetics and character of the space and any applicable design guidelines	✓	✓
Growing Our Economy		
9. The City supports use of public space that increases the vibrancy of neighbourhoods	✓	✓
10. The City welcomes commercial uses of public space that provide opportunities for economic growth	✓	
11. The City provides equal opportunities to commercial users who wish to access public space	✓	
Respecting Our Environment		
12. Use of public space must not damage public property or the environment	✓	✓

Key Related Bylaws

The following City bylaws regulate the use of public space:

- Business Licence Bylaw, No. 89-71 (prohibits carrying on business in a public place unless otherwise expressly permitted by bylaw)
- Outdoor Market Bylaw, No. 93-121 (allows and regulates the operation of outdoor markets on public property)
- Parks Regulation Bylaw, No. 07-059 (regulates use of parks)
- Recreation Fees Bylaw, No. 06-56 (specifies fees for use of various public spaces)
- Sidewalk Cafes Regulation Bylaw, No. 02-75 (allows and regulates the operation of sidewalk cafes)
- Sign Bylaw, No. 92-30 (prohibits signs in public spaces unless expressly permitted)
- Street Vendors Bylaw, No. 89-72 (allows and regulates street vendors and street entertainers)
- Streets and Traffic Bylaw, No. 09-079 (regulates use of streets and sidewalks)
- Zoning Regulation Bylaw, No. 80-159 (regulates use of land and buildings)



OUTDOOR MARKET BYLAW

BYLAW NO. 93-121

This consolidation is a copy of a bylaw
consolidated under the authority of
section 139 of the *Community Charter*.
(Consolidated on June 1, 2015 up to
Bylaw No. 10-074)

This bylaw is printed under and by
authority of the Corporate Administrator
of the Corporation of the City of Victoria.

NO. 93-121

OUTDOOR MARKET BYLAW

A BYLAW OF THE CITY OF VICTORIA

(Consolidated to include Bylaw No. 10-074)

to consolidate the Outdoor Market Bylaw to regulate all outdoor markets and to remove obsolete provisions.

Under its powers, including section 14 of the Victoria City Act, 1919 and section 582 and paragraphs 932(h) and (h.1) of the Municipal Act, the Municipal Council of the Corporation of the City of Victoria enacts the following provisions:

- 1 This Bylaw may be cited as the "OUTDOOR MARKET BYLAW."
- 2 In this Bylaw

"outdoor market"

means a business that, for a fee, permits individuals to use or occupy a space, table or booth outdoors on public property for the purpose of retail marketing of goods or services and for which purpose an agreement with the City authorizes that use of the public property.
- 3 A person holding a business licence for an outdoor market may operate the market
 - (a) on the area described in an agreement, with the City, authorizing the use of the area for the outdoor market; and
 - (b) only between 8:30 a.m. and 8:00 p.m. on the days set out in the agreement described in paragraph (a).
- 4 The provisions of the Street Vendors Bylaw and the Business Licence Bylaw do not apply to an individual who is permitted, by a person holding a business licence for an outdoor market, to market goods or services from a space, table or booth in that market.
- 5 A person operating an outdoor market must make the person's business licence available for inspection by a Business Licence Inspector at all times during the operation of the market.
- 6 A person holding a business licence for an outdoor market must:
 - (a) obtain and exhibit health and fire authorities' approvals at each of the market's retail spaces, tables or booths for which the approval is required;

- (b) when the market is operating, maintain the market area in a clean and sanitary condition, free of litter;
 - (c) ensure that on each day that the market operates, all tables, booths, display stands, coverings, screens and other equipment used for the market are
 - (i) not erected until one hour before the market operation is to begin; and
 - (ii) removed from the market area one hour after the market ends;
 - (d) on each day that the market operates, when the market ends, leave the market area in the same condition that it was before the equipment used for the market was erected.
- 7 Where a person holding a business licence for an outdoor market fails to comply with paragraphs 6 (b) to (d), the City may enter the market area, do the work described in those paragraphs and charge the costs to the person.
- 8 (1) A person commits an offence and is subject to the penalties imposed by this Bylaw, the Ticket Bylaw and the *Offence Act* if that person
- (a) contravenes a provision of this Bylaw,
 - (b) consents to, allows, or permits an act or thing to be done contrary to this Bylaw, or
 - (c) neglects or refrains from doing anything required by a provision of this Bylaw.
- (2) Each day that a contravention of a provision of this Bylaw occurs or continues shall constitute a separate offence.
- (3) The minimum penalty for a contravention of a provision of this Bylaw is a fine of \$100.
- 9 Bylaw No. 92-82, the Outdoor Market Bylaw, is repealed.

Passed and received third reading by the Municipal Council the 22nd day of July 1993

Reconsidered and adopted by the Municipal Council the 12th day of August 1993

"MARK JOHNSTON"
CITY CLERK

"GEOFFREY YOUNG"
ACTING MAYOR



November 6, 2020

To the City of Victoria Mayor and Council,

The Bastion Square Revitalization Association (BSRA) would like to request the following, each of which will be explained further in more detail hereafter:

1. **A one-year extension of the City of Victoria (City) and Bastion Square Revitalization Association (BSRA), LICENCE AGREEMENT** for the BASTION SQUARE PUBLIC MARKET, which comes due as of December 21, 2020.
2. **The BSRA would like to confirm its previous request to the City to waive the parking and storage costs and asks that the City forgive the annual \$3000 annual fee** laid out in the LICENCE AGREEMENT.
3. **The transfer of the BSRA's funds being held by the City to an account held by the BSRA**, in order for the BSRA to begin and pursue various projects within Bastion Square.

Point #1 - Extension of the LICENCE AGREEMENT

The BSRA Board feels that at the present time renegotiating the **LICENCE AGREEMENT** is not practical due to the present Covid-19 Pandemic and the resulting situation we all find ourselves in.

- This past year has not been typical and the future too seems uncertain. It is thought a sense of normality needs to return, in order to make concrete and meaningful changes to the agreement.
- An extension of the agreement would allow the City to better use its time for other more pressing issues.
- Physically meeting to discuss the agreement and changes to it may prove challenging or involve safety risks.

Point #2 – Annual Fees

The Market was not able to cover operational costs this season but continued to operate through the summer in order to provide a revenue source for our vendors.

This year due to the Covid-19 Pandemic the Market saw a huge drop in revenues like so many other businesses in the downtown area. The loss of the cruise ship market and other international tourists meant income was severely affected.

- Local restaurants (and our neighbours) occupied space usually used by the market in order for them to operate safely and recover lost business due to the Covid-19 Pandemic. The BSRA was unable to relocate vendors to Government Street or any other suitable locations.
- The Covid-19 shutdown and restrictions meant the Market season was reduced. Instead of opening in April as usual the Market was unable to open until June 20th. The number of vendors operating and generating income for the Market was reduced from a potential 87 registered artisans/vendors down to about 22 artisans/vendors.
- Space within the Square for vendor use was reduced from approximately 45 spaces to 16.
- The City's decision to levee street parking charges on Sundays made the use of Langley St. financially impractical for the Market to use the space as per normal.

Point #3 – Transferal of BSRA's Funds

At present the City manages the BSRA's Fund as per the FUND AGREEMENT of 2012. The Fund is approximately \$240K at present. The BSRA would like to use the fund to initiate a series of short and long term improvements for Bastion Square. In order, to do this the BSRA would like to ask the City to transfer the FUND to the BSRA for its administration. This will also relieve the City of its administrative responsibilities for the fund.

- The use of the fund would remain subject to the BSRA's and City's mutual agreement, as per the BASTION SQUARE PUBLIC MARKET FUND AGREEMENT signed in 2012. The only exception would be an emergency contingency fund for the Market. This contingency fund is necessary due to the present Covid-19 pandemic and resulting economic crisis.
- In the past, the BSRA did not have an on-going project manager to help with proposed projects. The BSRA's Operations Manager will perform this function and will work with City staff to carry out the improvements. Over the last couple of years, the Board of the BSRA, the Operations Manager and City liaison have been discussing various improvements, which would be beneficial to the area.
- The BSRA and its partners plan to do with the City's review and approval between the end of 2020 and over the next couple of years a series of short-term and long-term improvements. Some projects like Christmas lighting and baskets (estimated at: \$9,500-12,000) are self-explanatory and are easily implemented by mutual agreement between the BSRA's Operations Manager and the City staff. Other projects like a proposed Commercial Alley Archway and resurfacing (to draw traffic into Bastion Square from Yates Street, estimated at: \$100,000-110,000) involve various City departments assisting in the completion of the work, out-sourced contractors and will require more time and consideration before being approved by both parties.
- An evaluation framework for reviewing projects will be developed to clarify the process and steps necessary to bring projects to completion more effectively with the City. It is via this formula based on the FUND AGREEMENT, that projects will be vetted and evaluated before completion.

Thank you for considering our requests. The Bastion Square Revitalization Association hopes to continue to work with the City of Victoria, as it has for many years now, towards our common goal of creating a safe and vibrant space in Bastion Square.

On behalf of the Bastion Square Revitalization Association,

Randall H. Stewart
Operations Manager, BSRA

Outdoor Public Market Review



1

Purpose

The purpose of this report is to provide Council with information on our current outdoor public market processes and to recommend creation of a new consolidated permitting process for all public markets.



Outdoor Public Market Review

2

Summary



Moss St Market



Bastion Square Market



Fernwood Sunset Market



Outdoor Public Market Review

3

Summary

Currently, each market operates under somewhat different sets of rules, with permits actioned through different departments:

- Moss Street Market – Special Event Permit through Arts Culture & Events
- Fernwood Sunset Market – Street Occupancy Permit through Transportation
- Bastion Square Market – unique legal agreements through the Neighbourhoods Team



Outdoor Public Market Review

4

Summary

Bastion Square Market operated by the Bastion Square Revitalization Association (BSRA)

- Licence Agreement expires on December 31, 2020
- Fund Agreement does not have an expiry
- Opportunity to bring this market under a single consolidated permit process for all markets in the City
- Does not interrupt the ability to hold a public market



Outdoor Public Market Review

5

Summary

- Guiding Principles for the Use of Public Space
- Outdoor Market Bylaw
- Research best practices
- Review and consolidate the City's outdoor public market process



Outdoor Public Market Review

6

Issues & Analysis

The Bastion Square Public Market expires on December 31, 2020.

- Net annual proceeds from the market to be deposited into a fund held by the City pursuant to a Bastion Square Public Market Fund Agreement (the “Fund”)
- Purpose of the Fund is to be used for physical revitalization of Bastion Square, subject to final approval by Council
- The Fund has \$249,484 available. The BSRA has not contributed to the fund since 2008
- Funds have not been requested for a project since 2009



Outdoor Public Market Review

7

Issues & Analysis

- Recent letter from the BSRA to request an extension of its licence agreement
- The market can continue through an annual permitting process under a new consolidated approach
- Termination of the Fund agreement allows the BSRA the ability to access the funds for projects under the terms of the agreement until December 31, 2021.
- At that time, as per the Fund agreement, any remaining monies in the Fund continue to be held by the City to be spent on projects on public property in and around Bastion Square



Outdoor Public Market Review

8

Options & Impacts

Option 1: (Recommended)

1. Direct staff to create a new consolidated permit process for all outdoor public markets to be managed by the Arts, Culture & Events department and bring forward for Council's consideration any bylaw or policy amendments necessary for its implementation;
2. Decline the Bastion Square Revitalization Association's request to renew the Bastion Square Public Market Licence beyond its expiry on December 31, 2020;
3. Terminate the Bastion Square Public Market Fund Agreement in accordance with section 5.3 of that agreement.



Outdoor Public Market Review

9

Options & Impacts

Option 2:

1. Direct staff to leave things unchanged and renew the BSRA agreement.

This option will not provide a clear process for new market organizers and continue to direct permits or applications through different departments. It will continue to provide concessions for some markets and not for others.



Outdoor Public Market Review

10

Conclusion

Outdoor public markets are an important contributor to enhance our City's vibrancy by animating public spaces.

They serve as public gathering places and help to support the City's local economy by providing entry points for grass roots entrepreneurs and vendors to launch their product, produce or service.

Staff will review current processes and research best practices to create a consistent permit system for all public markets.





**Committee of the Whole Report
For the Meeting of November 19, 2020**

To: Committee of the Whole **Date:** November 19, 2020
From: Philip Bellefontaine, Director of Engineering & Public Works
Subject: Climate Leadership Plan (CLP) Progress Update and 2020 Climate Action Strategy

RECOMMENDATION

That Council:

1. Receive the 2020 CLP Progress Report for information and direct staff to provide updated Progress Reports every 2 years.
2. Direct staff to continue implementing climate action initiatives with an emphasis on priority actions as identified in the 2020 Climate Action Strategy development section of this report.
3. Support the application of a grant through the Investing in Canada Infrastructure Program – Green Infrastructure – Climate Change Mitigation – CleanBC Communities Fund for the HVAC Replacement Project at Oaklands Community Centre and commits the City's share of \$63,500 for the project.
4. If any of the grants identified within the financial impacts section of the report are awarded, authorize the City entering into a shared cost agreement with the funder (either the Province of British Columbia or Government of Canada), generally described in this report, on the terms acceptable to the Chief Financial Officer and the Director of Engineering and Public Works and in a form acceptable to the City Solicitor.

And that Council continue to advocate:

5. To the Province, CRD, BC Hydro, and other key stakeholders to designate *Building Energy and Efficiency Retrofits* as a regional infrastructure priority.
6. To the Province to amend the Community Charter to give BC municipalities independent authority to manage issues of climate change, reflecting the importance and reality that these complex issues share environmental, social, and economic dimensions that affect community well-being in an increasingly important and severe manner.

EXECUTIVE SUMMARY

Since the adoption of the Climate Leadership Plan (CLP) in July 2018 and the subsequent declaration of the Climate Emergency in March 2019, the City of Victoria has taken important steps to reduce greenhouse gas (GHG) emissions and adapt to the changing climate. As the City's Climate Action Program continues to implement the actions outlined in the CLP and address the High Impact Initiatives identified in response to the Climate Emergency, the purpose of this report is to provide an update to Council and the community on the progress to date.

This report highlights initial successes of the Climate Action Program over the past two years including the adoption of the BC Building Step Code, the launch of the City's sustainable mobility strategy – [GoVictoria](#), and the 650 tonnes of CO₂ saved through energy improvements to municipal operations. It also highlights other noteworthy accomplishments and communicates these climate leadership achievements as an infographic in **Attachment A**.

Progress towards the City's climate action goals have also been measured. A CLP Progress Report has been developed and included in **Attachment B**, which provides an update on each target and action identified in the CLP. This progress report shows that the City has reduced its community GHG emissions by 11% since 2007. Although this is trending in the right direction, increasingly bold action will be required to achieve the City's goal of reducing GHGs by 80% by 2050. Of the 85 actions identified in the CLP, 74 percent are either underway or in early stages, 18 percent have been completed, and 8 percent will be initiated in future years. The report also identifies how the City has been developing plans and pathways towards achieving the CLP's more specific sector targets.

The report also identifies recommendations for continued Climate Action Strategy Development through 2021. Continuing with previous staff recommendations, the goal of the Climate Action Program is to accelerate climate action by focusing efforts and resources on the six high impact initiatives and over a dozen other priority actions where either continuing efforts, or initiating new work would result in the most effective use of resources and provide potential to accelerate climate action.

PURPOSE

The purpose of this report is to provide Council and the community with an update on the Climate Action Program. The Climate Action Program has been continually evolving, guided by the goals, targets and actions defined in the City's Climate Leadership Plan and Council's declaration of a Climate Emergency in 2019. This report highlights successes and achievements to date, including implementation progress, and a strategy to continue the Climate Action Program's efforts through 2021.

BACKGROUND

The City of Victoria's Climate Action Program is guided by the 2018 Climate Leadership Plan and continues to evolve each year. The following is a brief summary of the key elements that have shaped the direction of the Climate Action Program since the adoption of the CLP in 2018:

2018 Climate Leadership Plan: the City's first comprehensive strategy to reduce greenhouse gas (GHG) emissions and adapt to the changing climate. The CLP aims to reduce community greenhouse gas emissions by 80 percent below 2007 levels and transition to 100% renewable energy by 2050.

2018 Intergovernmental Panel on Climate Change (IPCC) Report on 1.5°C: found that limiting global warming to 1.5°C would reduce challenging impacts on ecosystems, and human health and well-being. To reach the 1.5°C target, "global net human-caused emissions of carbon dioxide (CO₂) would need to drop by 45 percent by 2030 (compared to 2010 levels), reaching 'net zero' carbon emissions by mid-century".

2019 Council Declaration of a Climate Emergency: Council's Climate Emergency Declaration in March 2019 committed to achieving carbon neutrality in the community by 2030 and initiated a series of planning and policy workshops and town halls with the aim to accelerate climate action beyond the steps identified in the CLP.

2019 IPCC Report and Considerations: laid out a global pathway to limit global warming to 1.5°C with no or limited overshoot. The scope of emissions reductions envisaged in the IPCC report also included embodied emissions.

2019 Climate Action Strategy: identified six high impact initiatives (HIIIs) in response to Council's Climate Emergency Declaration to accelerate climate action:

- Oil to Heat Pump Incentive Program
- Building Retrofit Program
- Low Carbon Step Code
- Active Transportation Investments through GoVictoria
- Zero Emissions Mobility Incentives through GoVictoria & EV infrastructure
- Support for Rapid and Frequent Transit through GoVictoria

2019 Climate Lens: Council directed staff to integrate climate action into City decision making through the development and application of a Climate Lens Framework. This planning requirement will ensure that the potential climate impacts of a policy, program, or project are available, assessed and considered. The Climate Lens will also align and integrate with other planning lenses such as the accessibility impact statement currently included in all Council reports as well as the equity lens.

2020 COVID-19: The pandemic has had a significant impact on City operations, which includes budget constraints placed on the Climate Action Program:

- one new FTE for the Climate Action Program (a Building Energy Specialist to help accelerate Step Code changes) was deferred from the 2020 budget to the draft 2021 Financial Plan;
- \$300,000 in funding for heat pump incentives for the 'Oil to Heat Pump' initiative targeting households still heating with fuel oil was deferred from the 2020 budget; and will be brought back to Council for consideration as part of the 2021 budget discussions at the direction of Council.

ISSUES & ANALYSIS

Climate Action Program Successes:

The Climate Leadership Plan called for a transformation of how the city uses and manages energy, from heating and powering homes and buildings, to how people move throughout the city, and dispose of waste. This transformation involves a lot of planning, coordinating, and inspiring others to act. Actions are often incremental, and the systematic changes required to achieve large emissions reductions can take time. Therefore, it is important to highlight successes, big and small, to communicate the City's progress to date.

Over the past two years, the City achieved the following:

- One of the first municipalities in the region to adopt the British Columbia 'Building Step Code', advancing to Steps 2 and 3 in January 2020 and targeting achievement of the top steps by 2025.
- Launched the 'Oil to Heat Pump Program' providing information and incentives to assist the City's most carbon intensive homeowners in making the switch from heating oil to a renewably powered heat pump.
- Supported and participated in various building retrofit acceleration programs including: 'Transition 2050', 'Bring it Home for the Climate', 'BOMA Resilient 2030 District', and the 'Market Rental Revitalization Study'.
- Developed and launched the Sustainable Mobility Strategy: Go Victoria.

- Continued investment in transportation infrastructure including expansion of the all ages and abilities cycling network, crosswalks, sidewalks and pathways.
- Launched the Youth Bus Pass Program, to promote life-long transit riders by providing accessible fare-free transit to youth.
- Expanded the City's EV charging network in all City parkades, added the first on-street EV chargers, and updated parking bylaws to include new charging fees and fines.
- Implemented the new 'EV Readiness Bylaws' requiring all new residential and commercial developments to be designed and built with sufficient electrical capacity and outlets to be 'EV ready' and currently providing incentives to support existing apartment and condo buildings to install EV charging stations.
- Hired on contract, a Corporate Energy Specialist with funding from BC Hydro, completed facility energy audits, and implemented multiple energy saving building retrofits for City-owned buildings. These initiatives reduced the City's emissions by 650 tonnes of CO₂e, which is the equivalent of taking 140 cars off the road.
- Continued procurement of hybrid and electric vehicles and equipment for City fleet and operations where economically and technically feasible. The City now has 11 EVs, 17 hybrid vehicles and 20% of small equipment, such as chainsaws and leaf blowers, are now battery powered.
- Applied and received \$15.3 million in grant funding for Seismic and Coastal Flooding Underground Infrastructure Upgrades.
- Currently developing strategies and plans to further climate action as follows:
 - Corporate Energy and Emissions Management Plan
 - Corporate Climate Change Adaptation Plan
 - Electric Vehicle Strategy
 - Zero Waste Strategy

Corporately, the City has reduced energy use by 5,000 MWh and carbon emissions by 973 tons CO₂e since 2007. This is a 24% reduction in GHGs since 2007. **Appendix A** illustrates the City's Climate Leadership Achievements since the adoption of the CLP as an infographic.

2020 Climate Leadership Plan Progress Update

The CLP is the result of two years of planning, modelling, mapping, and consulting with subject matter experts and the community to establish a set of goals, targets, and actions to advance emissions reductions and adaptation initiatives. In order to provide transparency and an update to both City Council and the community, a CLP Progress Report (**Appendix B**) has been developed to illustrate how the City has taken steps to implement and reach the goals, targets, and actions defined in the CLP. This progress report provides a comprehensive update on all of the 26 sector specific targets and 85 actions identified in the CLP and is intended to compliment the regular updates provided through the Triannual Accountability Reporting, and the annual Climate Action Program Update. Staff are recommending that this more comprehensive CLP Progress Report be provided every two years as updating every action is arduous and the majority of actions are long term initiatives which require time to advance. A comprehensive update with meaningful data every two years, would optimize staff resources and allow Council to regularly evaluate how best to support continued climate action in Victoria.

The main target of the CLP is **to reduce community greenhouse gases (GHGs) by 80 percent below 2007 levels and transition to 100% renewable energy by 2050**. Although the City has made some good progress reducing corporate emissions by 24%, municipal operations only account for approximately one percent of total community GHG emissions. Therefore, achieving this ambitious community-wide target of 80% reduction in GHGs will be a shared responsibility between the City, our partners in the capital region, the Province, as well as the federal government. Success will also depend on the ability of residents and local businesses to take action. The City is

leading by example and is continuing to encourage the community and our partners to make the necessary changes required to achieve these targets. The figure below shows that the City's community emissions were 367,228 tCO₂e in 2019 and illustrates the progress towards our 2050 target of 80% below 2007 levels.

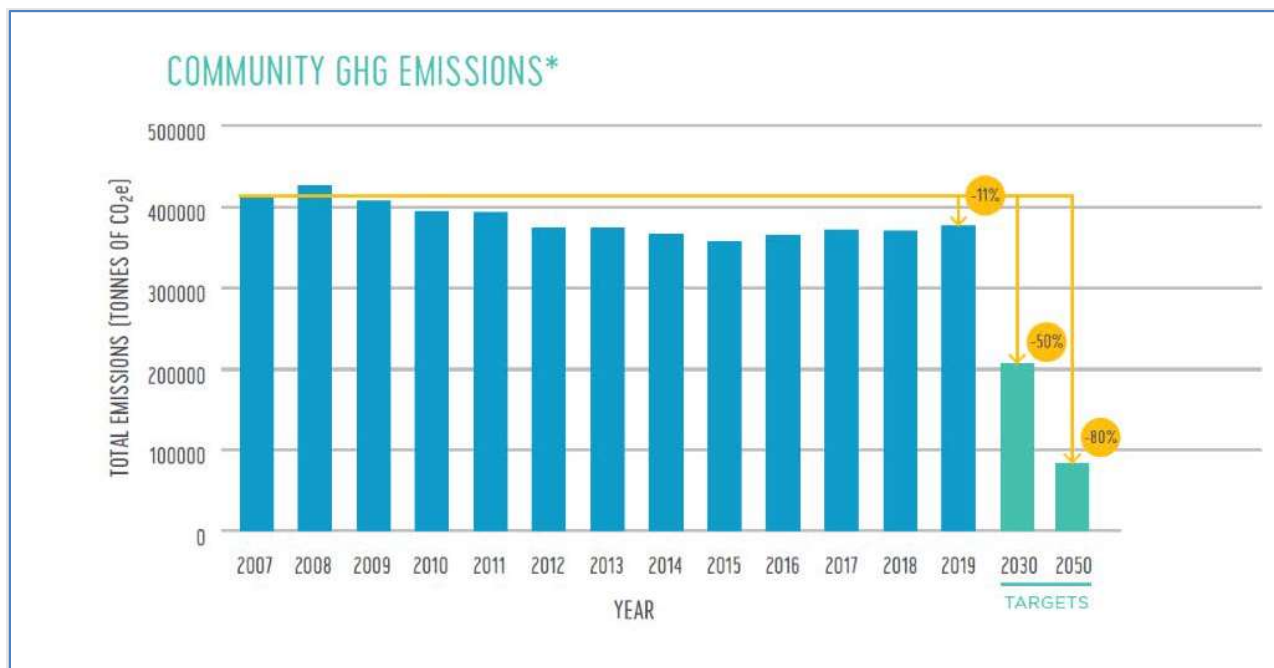


Figure 1: Total Community Emissions

As of 2019, the City has reduced total community GHG emissions by 11% compared to 2007 levels. As depicted in Figure 1, community emissions are trending in the right direction, which is notable considering that the city's population has grown by 16% since 2007 (approximately 13,000 people) and continues to grow. However, the data also shows there is still further work to be done to reduce GHGs if we are to achieve the targets outlined in the CLP. Increasingly bold action will be required in the coming years in the form of new regulations, bylaws, and controls in order to overcome barriers and unlock opportunities to achieve our 2050 targets. It will also be important to continue to prioritize investment in climate action, recognizing that the costs of inaction will be higher.

Progress of CLP Targets

The CLP includes sector targets to guide the City's progress towards the overall 80% reduction in GHGs. The sector targets are identified at varying time intervals, with some targeted for as early as 2020 and others as far out as 2050. Figure 2 illustrates the City's progress towards all the Targets identified in the CLP.

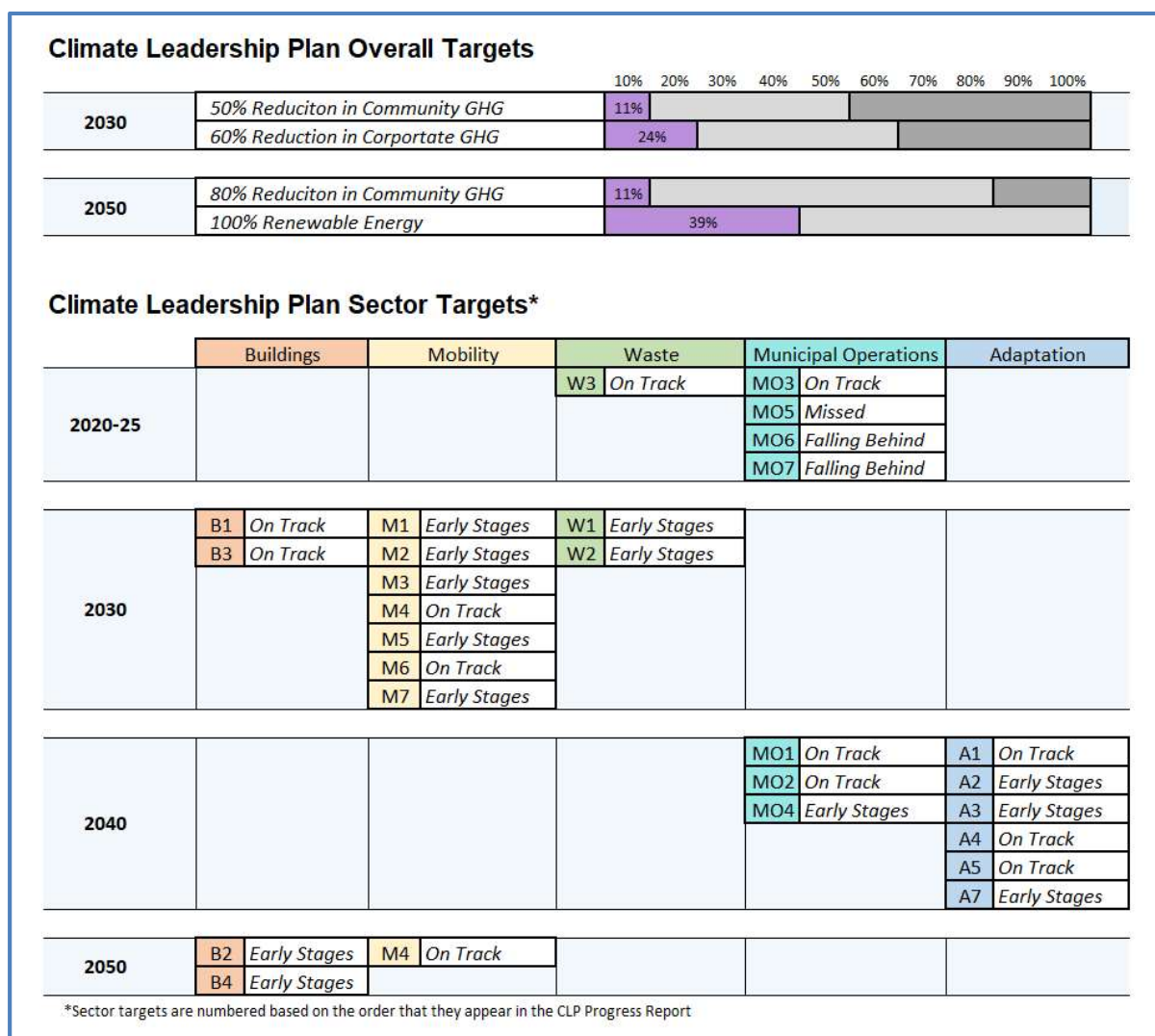


Figure 2: Progress Towards CLP Targets

The majority of the CLP sector targets are currently identified as Early Stages, this is to be expected as it is only two years into the implementation of the Plan. The City has launched several new strategies to serve as a guide for achieving many of the CLP's 2030 targets including, the Go Victoria mobility strategy, the Zero Waste Strategy, as well as the adoption of the BC building Step Code. Additionally, the City's Electric Vehicle Strategy is currently under development and is an important component to supporting electrification goals identified in Go Victoria. Successful implementation of these strategies will be critical to achieving the 2030 targets and will be a major focus for the City's Climate Action Program over the next 10 years. Staff have also been developing two corporate plans that will serve to guide the City's municipal operations towards achieving its corporate climate targets including, the 'Corporate Energy and Emissions Management Plan (CEEMP)' and the 'Corporate Climate Change Adaptation Plan (CCCAP)'. It is anticipated that these plans will be completed by the end of 2020 and launched in early 2021. The implementation of the CEEMP will enable the City to achieve the 2020-25 targets that are currently identified as missed and falling behind and will also serve as a guide for achieving the 2040 municipal operations targets.

The 2020 CLP Progress Report (**Appendix B**) provides further information on each of the 26 sector targets and identifies whether the City is 'on track' to meet the target or whether it is too early to tell i.e. in the 'early stages'. As this is a 30-year plan, the targets are yet to be achieved. Next steps will

be to identify the long-term funding requirements to enable the successful implementation of the strategies mentioned above as well as to communicate the costs of inaction.

Progress of CLP Actions

The CLP also contains 85 actions across the 5 sectors: Buildings, Mobility, Waste, Municipal Operations, and Adapting Early. The 2020 CLP Progress Report includes a status update for each action identifying whether the action is: Complete, Underway, in the Early Stages, or a Future Action. Figure 3 below provides a snapshot of the progress of all CLP actions across the sectors.

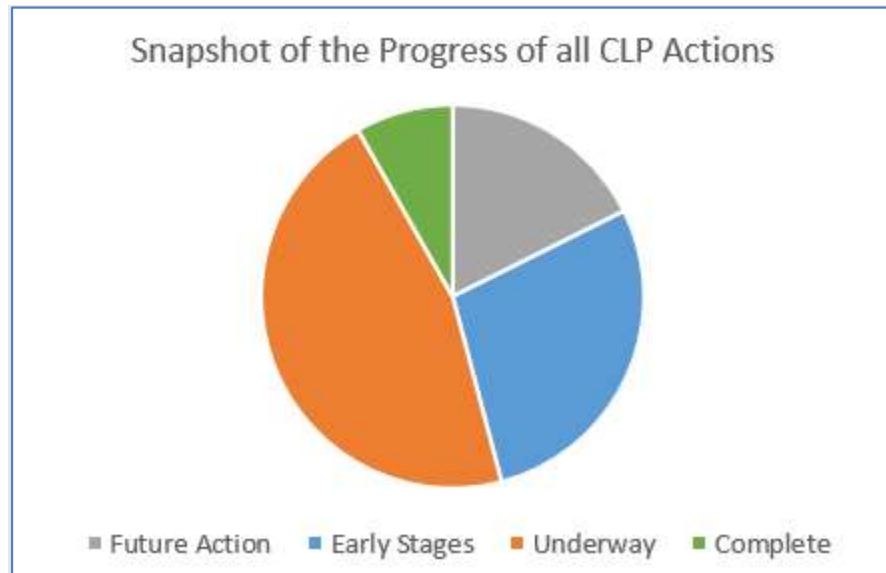


Figure 3: Status of Actions Identified in the CLP

To date, 74 percent of the actions identified in the CLP are either underway or in early stages, eight percent are complete, and 18 percent will be initiated in future years. This is to be expected as many of the actions are multi-year actions and the first two years of implementation of the CLP have focused on planning and developing strategies and pathways towards achieving the various targets. For the majority of the actions, the early groundwork has begun, and the bulk of the actions are actively underway.

Over the next couple of years, the Climate Action Program will transition from a planning focused into more implementation focused. As the focus shifts to implementation, the key to accelerating action will be to focus efforts and resources on the most impactful actions.

Monitor, Measure & Adjust:

The CLP is a living document designed to evolve with scientific understanding and improved climate response strategies. City staff continues to monitor and measure its progress and adjust targets and actions as necessary based on changing conditions and learning. Following this first comprehensive Progress Report, staff are planning an update to the CLP in 2021 for the following to achieve the following:

- Re-align existing targets to the GPC Basic+¹ carbon accounting method which is an emerging international standard in community GHG reporting (targets are currently based off the CEEI² carbon accounting method).
- Update the 'Pathways to 2050 GHG Reductions' wedge diagram.
- Update the Low Carbon High Performance Building targets to include the new target added in 2019 – "All new and replacement building heating and hot water systems are zero emissions."
- Include new targets for embodied emissions and urban forest expansion as per Council direction in 2019.
- Undertake housekeeping of existing actions by combining, expanding, or revising the actions to incorporate emerging best practices and streamline reporting, while keeping aligned with the CLP targets and goals.

It is important to note that the update to the CLP would be relatively minor and is intended to harmonize latest practices and update actions identified in the CLP and not intended to substantially change the plan or any of the existing targets.

2020 Climate Action Strategy Development - 2021 Priorities

Following Council's declaration of the Climate Emergency in 2019, the City committed to accelerating GHG reductions by focusing resources on high impact initiatives. This year's climate action strategy recommendations identify 18 priority actions across the sectors where either continuing efforts or initiating new work would result in the most effective use of resources and provide the most potential to accelerate climate action. This strategy is a continuation of the climate action strategy recommendations from November 2019 Climate Action Update Report.

Climate Action Priority Initiatives

The following have been identified as priority initiatives for 2021 based on the following broad criteria:

- The climate emergency six high impact initiatives (HIIIs),
- The potential of the action to result in significant GHG reductions,
- The potential of the action to contribute to achievement of a sector target, and
- The current feasibility of the action.

Low Carbon High Performance Buildings:

- Accelerate Step Code & Low Carbon Pathway (climate emergency HII)
 - Contingent on hiring a Building Energy Specialist within SPCD (position was deferred in 2020, is currently included in the 2021 Financial Plan).
- Oil to Heat Pump Program (climate emergency HII)
 - Contingent on receiving funds (\$300,000 deferred in 2020, will be brought back for consideration as part of the 2021 budget discussions).

¹ The GPC Basic+ inventory is an emerging international standard in community GHG reporting which the City uses for its voluntary reporting to the Carbon Disclosure Project (CDP). The CDP is a not-for-profit charity that runs a global disclosure system for investors, companies, cities, states, and regions to manage their environmental impacts including carbon emissions.

² The CEEI inventory has not been updated by the British Columbia Provincial Government since 2012. To address the need for up to date community GHG emissions information, the City hires a third-party consultant to complete two different GHG inventories annually. The first is an updated version of the CEEI inventory, the second is a Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC Basic+) compliant inventory. The updated version of the CEEI is currently used for tracking the City's progress towards the targets identified in the CLP.

- Development of a Regional Retrofit Service (climate emergency HII)

Low Carbon Mobility:

- Continue implementation of Go Victoria:
 - Expand walking, rolling and cycling infrastructure (climate emergency HII)
 - Expand EV policies and incentives (climate emergency HII)
 - Advance bus rapid transit (climate emergency HII)
 - Expand public EV infrastructure
 - Expand shared mobility options
- Promote and incentivize transportation demand-management (TDM) within new development:
 - Contingent on hiring a TDM coordinator within SPCD (position was deferred in 2020, is currently included in the 2021 Financial Plan).

Low Carbon Waste Management:

- Review City solid waste collection programs to identify opportunities to improve organics diversion.
- Engage with CRD on treatment of organic waste.
- Develop policies/programs to divert 'other' organics from the landfill such as wood from construction waste.

Municipal Operations:

- Implement the Corporate Energy and Emissions Management System (CEEMS)
 - Develop an annual carbon budget for all departments
 - Develop a capital financing strategy for the electrification of fleet
- Initiate the Fleet Master Plan process
- Develop the Climate Lens Framework
 - Coordinate with Planning/Legal to update OCP to align with CLP

Adapting Early:

- Implement Corporate Adaptation Strategy
 - Develop the business case for adaptation
 - Initiate the implementation of a Flood Construction Level
- Develop a community chapter of the Corporate Adaptation Strategy

Policy Directions

Staff continue to be guided by the following policy directions as outlined in the 2019 Climate Action Strategy Report to Council on November 14, 2019.

No.	Policy Directions	Goal	Approach
1	Complete, Compact, Low Carbon Communities	Residents are able to meet their daily needs within a 15-minute walk of their homes (existing OCP and CLP target).	Continue to introduce new, complementary set of targets to support compact communities and proximity to essential amenities.
2	Safe and convenient Active Transportation and Transit	By 2030, 80% of all trips in Victoria will be walking, biking, and transit (CLP; Go Victoria).	Continue to invest in all ages and abilities cycling and pedestrian infrastructure.
3	Pollution Free Cars, trucks and buses	By 2030, 30% of passenger vehicles on Victoria's roads are renewably powered (CLP)	Provide incentives for electric vehicles through allocation of the right of way, charging infrastructure and price-signals.
4	Zero Emissions Building and Water Heating	All new and retrofitted heating and hot water systems are zero	Develop programs and incentives to shift away from fossil fuel

		emissions after 2025 (exceeds current CLP target).	heating, via retrofit improvement programs.
5	Low Carbon Materials	By 2030, Victorian's use items and materials with substantially less embodied emissions than 2015. Target to be established.	Initiate planning and set new targets to help understand and mitigate embodied emissions.
6	Climate Resilient Ecosystems	Establish targets for urban forest and ecosystem management to reflect City emissions and adaptation requirements.	Review and set initial targets and begin integrating into program, planning and service delivery.

Development of the Climate Lens

In late 2019, Council directed the development of a Climate Lens Framework to guide all city decision making. The intent of the Climate Lens Framework is to ensure the consideration of GHG mitigation and adaptation requirements in decision making, including trade-offs and cost implications. Work is underway and is being coordinated with staff organizing the implementation of a new Office of Equity, Diversity and Inclusion. An early roadmap for implementation of the climate lens, which is illustrated in Figure 4 is a multi-year, iterative process that is broken out into three phases:

- 1) Getting Started
- 2) Evolving
- 3) Highly Integrated

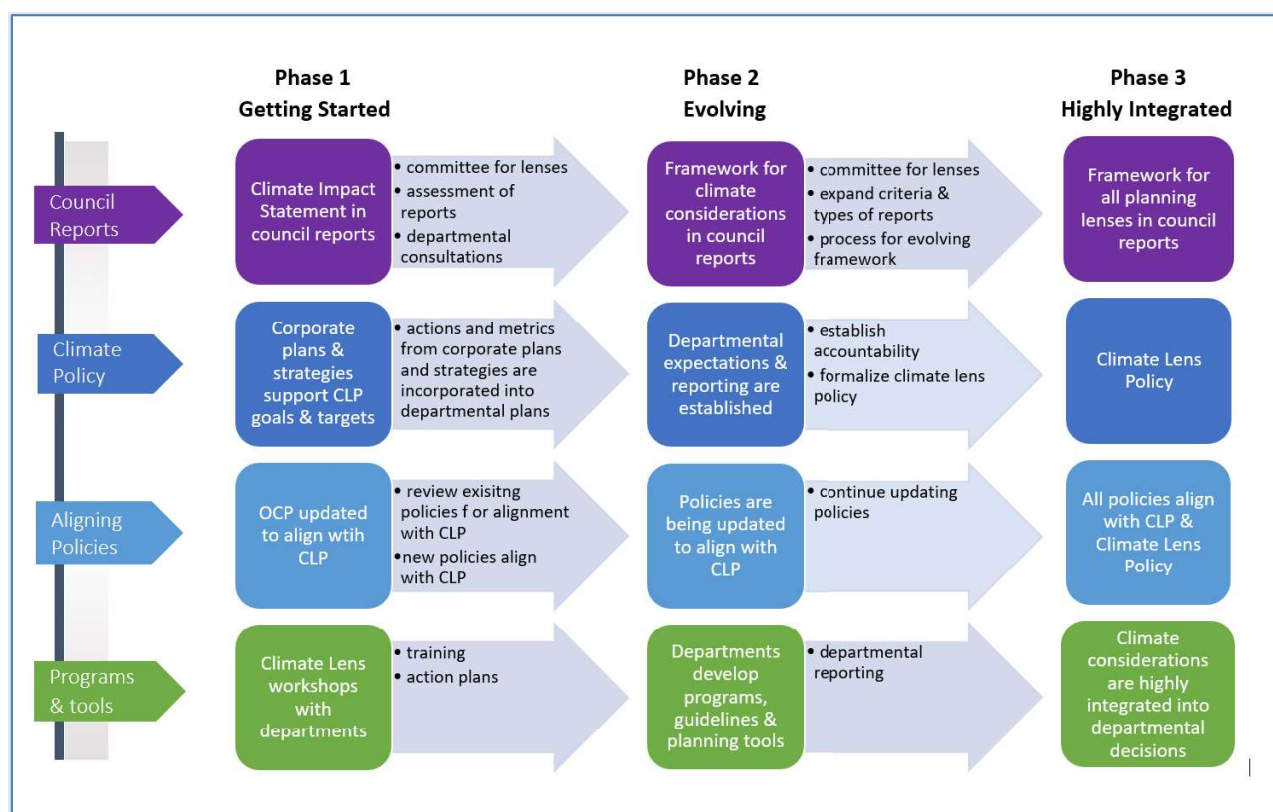


Figure 4: Roadmap for the Implementation of the Climate Lens

The aim over the next 3-5 years is to transition through to the highly integrated phase where the City is routinely integrating climate change into decision-making processes, awareness, and collaboration across departments and functions is high. Additionally, the highly integrated phase

would be similar to a triple bottom line methodology, integrating climate, equity and financial impacts into City decisions.

The Climate Lens Roadmap has been broken further down into four main aspects:

1. Integration of a Climate Impact Statement into Council reports in the short term.
2. Development of an overarching Climate Lens Framework.
3. Alignment of all existing policies with the CLP.
4. Integration of climate programs and tools at the department level.

Staff will continue working on Phase 1 implementation with an emphasis on the following enabling actions:

- Updating the Official Community Plan to align with the CLP.
- Establishing an internal staff committee to coordinate how all planning lenses and impact statements will be successfully integrated into Council reports.
- Incorporating a Climate Impact Statement into Council reports.

Developing the City's Climate Lens Framework will rely on adopting tools and guidelines to integrate complex climate considerations across a broad suite of sustainability objectives which requires careful analysis, considerations, and trade-offs. Staff are also planning to engage an external consultant in 2021 to help develop the complex framework and policy work required to progress to Phase 2 of the Climate Lens Roadmap.

OPTIONS AND IMPACTS

Accessibility Impact Statement

The current report provides a high-level overview of community wide measures to achieve policy goals of the Climate Leadership Plan. As work new initiatives and projects evolve to support the six policy directions, accessibility, as defined in the City's Accessibility Framework will be assessed through an enhanced accessibility impact statement starting in 2021.

2019-2022 Strategic Plan

This report and its directions are directly aligned with to the Strategic Objective 6: Climate Leadership and Environmental Stewardship.

Impacts to the Financial Plan

The Climate Action Program budget for 2021 has been submitted as part of the 2021 Financial Plan. The proposed budget includes a request that the following items be funded through the Climate Action Reserve Fund (CARF):

- Support the extension of the BC Hydro Funded position: Community Energy Specialist within the Sustainable Planning Division of SPCD
- Support the extension of the BC Hydro Funded position: Corporate Energy Specialist within Facilities Division of Parks, Recreation and Facilities
- Develop the Climate Lens Framework
- Initiate the Fleet Master Plan
- Climate Action planning and pursuing additional grant matching funds

Grant Opportunities

In 2020, a Climate Action Grant Writer and Project Coordinator was hired to support the Climate Action Program in pursuing opportunities for external funding to leverage existing City's investments

in climate action. The Climate Action Program is currently exploring the following grant opportunities:

- Natural Resources Canada's Zero Emission Vehicle Infrastructure Program (workplaces and light duty fleet) – application has been submitted in partnership with BC Hydro.
- Natural Resources Canada's Zero Emission Vehicle Awareness Initiative – application has been submitted in partnership with the District of Saanich.
- The Federation of Canadian Municipalities' program design study funding (regional retrofit service program) – a joint application is planned in partnership with the CRD and the District of Saanich.
- BC Hydro Community Energy Specialist position funding – an application is planned to extend funding for the existing position when current funding expires in March 2021.
- BC Hydro Corporate Energy Specialist position funding – an application is planned to extend funding for the existing position when current funding expires in August 2021.
- Investing in Canada Infrastructure Program - British Columbia - Green Infrastructure - Climate Change Mitigation - CleanBC Communities Fund – an application has been submitted for the HVAC and control system replacement at Oaklands Community Center with an updated total cost of \$235,100. Application of this grant was previously approved by Council on [April 25, 2019](#).

Should any of the above grant requests be successful, the City would be required to enter into a shared cost agreement with the Grant Funder (either the Province of British Columbia or the Government of Canada). The agreements are typically standard form agreements provided by senior levels of government and include indemnity and release in favour of the Provincial and Federal Governments.

Long Term Funding Requirements

As competition for the City's limited resources grows in the aftermath of COVID-19, it will be important for City Council to understand the level of investment required to successfully implement the plans and strategies that have been developed to achieve the CLP interim targets for 2030. The Climate Action Program has been primarily funded through a combination of Climate Action Reserve funding, grant funding and surplus funding. To understand how this will need to evolve going forward, additional financial planning/strategy development is underway and further information to define the long-term reserve funding levels needed for the Climate Action Reserve Fund and to support the overall Climate Action Program will be brought forward for further Council consideration .

Official Community Plan Consistency Statement

"Victoria is an urban sustainability leader inspiring innovation, pride and progress towards greater ecological integrity, livability, economic vitality, and community resiliency confronting the changes facing society and the planet today and for generations to come, while building on Victoria's strengths as a harbour-centred, historic, capital city that provides exceptional quality of life through a beautiful natural setting, walkable neighbourhoods of unique character, and a thriving Downtown that is the heart of the region."

Section 12 – Climate Change and Energy Objectives:

- 12(a) - That climate change is mitigated through the reduction of greenhouse gas emissions from buildings, transportation, and solid waste.
- 12(b) - New and existing buildings are energy efficient and produce few greenhouse gas emissions.

- 12(c) - That community energy consumption and generation are managed to give priority to conservation and efficiency, diversification of supply, renewable energy, and low carbon fuels.

CONCLUSION

The CLP released in 2018 set the goals, targets, and initial action plans to get the community to an 80% GHG reduction and 100% renewable power, by 2050. The City's first CLP Progress Report shows that a most of the initial planning work has been completed and the bulk of the actions are actively underway. However, there is still much work to be done to achieve the CLP targets. Although the City has made some good progress reducing corporate emissions by 24%, municipal operations only accounts for approximately one percent of total community GHG emissions. Achieving this ambitious community wide target of 80% reduction in GHGs will be a shared responsibility. Following Council's declaration of the Climate Emergency in 2019, the City has committed to accelerating GHG reductions by focusing resources on the identified High Impact Initiatives. This year's climate action strategy recommendations identify 18 priority actions, where either continuing efforts or initiating new work would provide the most potential to accelerate climate action and make the most impactful reductions in GHGs across both corporate and community emissions.

Respectfully submitted,



Laura Berndt
Manager, Energy and Climate
Action



Philip Bellefontaine
Director, Engineering and Public Works



Report accepted and recommended by the City Manager:

Date: November 12, 2020

List of attachments:

Appendix A: 2020 Climate Leadership Achievements
Appendix B: 2020 CLP Progress Report

Climate Leadership ACHIEVEMENTS



Municipal Operations

The information in this section covers the period from release of the Climate Leadership Plan in July 2018 to June 2020

ENERGY EFFICIENCY IMPROVEMENTS
FOR MUNICIPAL OPERATIONS TOTALLING

MORE THAN **\$500,000**
IN UTILITY BILL SAVINGS



OVER **650tCO₂e**
OF AVOIDED
CORPORATE EMISSIONS

THAT'S LIKE TAKING

140

PASSENGER VEHICLES
OFF THE ROAD!

THE CITY HAS
DECREASED ITS
DEPENDENCY ON
NATURAL GAS BY

OVER **5000 GJ**

REPLACED ALL
CITY-OWNED
PARKADE
LIGHTING
WITH
LEDs

THE CITY HAS REPLACED APPROXIMATELY 20% OF SMALL EQUIPMENT SUCH AS CHAINSAWS, LEAF BLOWERS, AND TRIMMERS TO **ELECTRIC BATTERY-POWERED MODELS**



Buildings

PARTICIPATING IN BUILDING RETROFIT
ACCELERATION PROGRAMS SUCH AS:

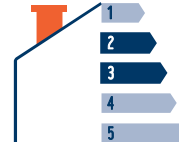


OVER **\$6000**

AVAILABLE IN REBATES WITH
NEW CITY TOP UPS TO MAKE
THE SWITCH TO A HEAT PUMP



ACCELERATED BC
STEP CODE FOR
NEW BUILDINGS
IN VICTORIA



Transportation

MORE THAN 4KMS OF NEW SIDEWALKS
38 NEW CROSSWALKS

MORE THAN 6KMS
OF NEW ALL AGES AND
ABILITIES BIKE LANES!



12%

INCREASE IN
BICYCLE TRIPS
AS MEASURED AT THE
GALLOPING GOOSE TRAILHEAD

COMPLETED THE VICTORIA PORTION OF
THE BUS RAPID TRANSIT
PROJECT ON DOUGLAS STREET



INITIATED THE **FREE YOUTH
BUS PASS PROGRAM**



DEVELOPED AND ADOPTED
**OUR SUSTAINABLE
MOBILITY STRATEGY**



Electric Vehicles



EV CHARGERS
IN ALL CITY
PARKADES



NEW REBATE
TOP UPS
FOR EV CHARGERS
IN APARTMENT
BUILDINGS



INSTALLED 6
NEW LEVEL 2 EV
CHARGERS ON
BROAD STREET



NEW BUILDINGS ARE
REQUIRED TO HAVE
PARKING STALLS
ELECTRIFIED AND
READY TO INSTALL
EV CHARGERS

Other Initiatives

IN MARCH 2019,
THE CITY DECLARED
**A CLIMATE
EMERGENCY**



**25 NEW
ZERO WASTE STATIONS**

ADDED TO DIVERT ORGANIC AND
RECYCLABLE WASTE FROM THE LANDFILL

UPDATED THE
TREE PRESERVATION BYLAW
PROTECTING 80% OF THE
CITY'S TREE CANOPY



\$15 MILLION
INVESTMENT FROM THE
FEDERAL GOVERNMENT FOR
SEISMIC AND COASTAL
FLOODING UNDERGROUND
**INFRASTRUCTURE
UPGRADES**

CITY OF VICTORIA CLIMATE LEADERSHIP PLAN PROGRESS REPORT 2020



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The City of Victoria is located on the traditional territories of the Songhees and Esquimalt Nations.

INTRODUCTION

In 2018, the City of Victoria released the Climate Leadership Plan, the City's first comprehensive strategy to reduce greenhouse gas (GHG) emissions and adapt to the changing climate. This Progress Report provides an update on City initiatives to implement the Climate Leadership Plan and reach the specified targets. In March 2019, the City of Victoria declared a climate emergency and committed to accelerating action on climate change.

The Climate Leadership Plan calls for a transformation of how we use and manage energy, from heating and powering our homes and buildings, to how we move throughout the city, and dispose of our waste. The Climate Leadership Plan aims to inspire public and business support for investments and actions to reduce GHG emissions and energy use. Rapid action is required to avoid significant social, financial, and environmental impacts to the community. In order to provide transparency and update City Council and the residents of Victoria, this Progress Report describes the

steps taken to implement and reach the goals, targets, and actions defined in the Climate Leadership Plan.

The goals, targets, and actions are organized by sector: Low Carbon High-Performance Buildings, Low Carbon Mobility, Low Carbon Waste Management, Municipal Operations, and Adapting Early. This Progress Report is divided into two sections, the first section provides an update on GHG emissions trends and the second gives a status update on the Climate Leadership Plan targets and actions for each of the five sectors.

Victoria Harbour at Ship's Point



COMMUNITY EMISSIONS & TARGETS

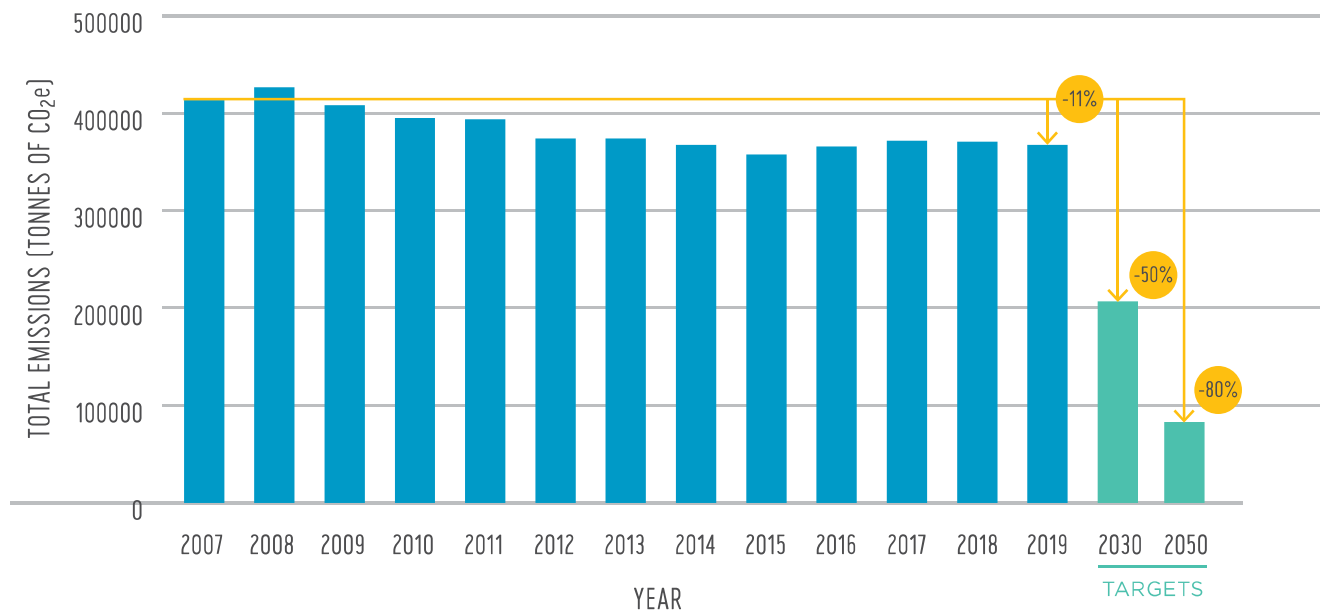
Cities occupy only two percent of the world's landmass but consume over two-thirds of the world's energy and account for more than 70 percent of global CO₂e¹ emissions. Therefore, cities are integral to reducing global emissions and are well-positioned to play a leadership role in driving action to address climate change impacts. The Climate Leadership Plan committed to an 80 percent reduction in community GHG emissions and a shift to 100 percent renewable energy by 2050. In 2019, the total community wide GHG emissions were approximately 367,000 tCO₂e.

To address the need for up to date community GHG emissions information, GHG inventories are produced annually. The inventories report on emissions from activities such as transportation, buildings, and waste are used as a baseline when establishing emissions reduction targets. The City hires a third-party consultant to complete GHG inventories following two standards: the

Community Energy and Emissions Inventory (CEEI) and the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC Basic+). The data used in this report is from the 2019 CEEI-based inventory; the CEEI inventory is the baseline reporting standard for most municipalities in British Columbia, including Victoria.

¹Carbon dioxide equivalent (CO₂e) is a measure used to compare the emissions from various GHGs based on their global warming potential. In order to express the impact of multiple GHGs as a single number, the impact of each different GHG is expressed in terms of the amount of carbon dioxide (CO₂) that would create the same amount of global warming potential.

COMMUNITY GHG EMISSIONS²



This figure illustrates Victoria's progress in reducing community GHG emissions since 2007. Despite an increase in Victoria's population since 2007, GHG emissions have declined over the same period. However, the rate of decline is not enough to meet the committed climate targets set by the Climate Leadership Plan. The long-term trend shows that community emissions have dropped by approximately 11 percent since 2007. This rate needs to more than double to put Victoria on track to meet the Climate Leadership Plan GHG emissions reduction targets. The short-term data suggests that

Victoria's emissions reductions are slowing, however, the seasonal variability of annual emissions combined with uncertainties due to data limitations, makes it challenging to identify short-term trends in community GHG emissions.

The following figures show the breakdown of 2019 community GHG emissions in Victoria by sector and fuel type and show the distribution of renewable and non-renewable energy sources.

Ariel view of James Bay

² All of the yearly emissions figures have changed slightly from those in the Climate Leadership Plan due to updates of the baseline year (2007). This type of update is a common practise to ensure that figures remain comparable year to year and as accurate as possible. In this case, we see a minor increase in most of the previous years' emissions due to a discontinued source of transportation information and switching to a more consistent source of buildings energy consumption data.

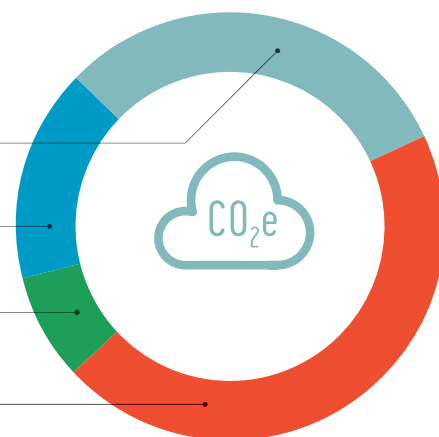
2019 EMISSIONS BY SECTOR (367,228 tCO₂e)

31% COMMERCIAL, INSTITUTIONAL, INDUSTRIAL,
AND MULTI-UNIT RESIDENTIAL

16% SINGLE FAMILY HOMES

8% SOLID AND LIQUID WASTE

45% ON-ROAD TRANSPORTATION



2019 GHG EMISSIONS BY FUEL TYPE

41% GASOLINE

3% ELECTRICITY

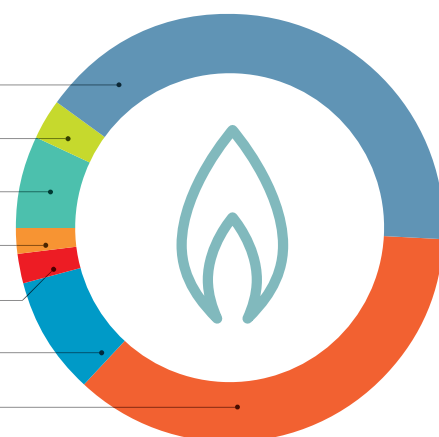
7% DIESEL

2% WOOD

2% PROPANE

9% HEATING OIL

36% NATURAL GAS



2019 RENEWABLE AND NON-RENEWABLE ENERGY MIX

33% RENEWABLE ELECTRICITY

3% WOOD

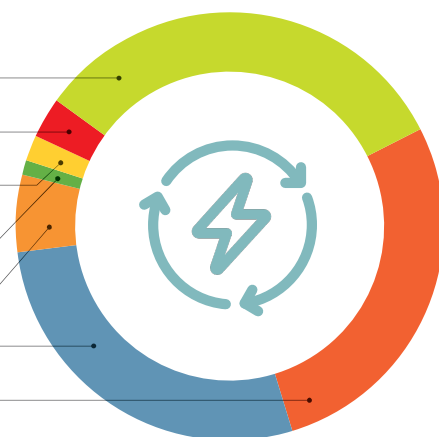
2% BIODIESEL AND ETHANOL

<1% RENEWABLE NATURAL GAS

6% HEATING OIL AND PROPANE

28% GASOLINE AND DIESEL

28% NATURAL GAS



Transportation and buildings are the largest sources of GHG emissions in Victoria. In the buildings sector, the use of heating oil continues to decline with households switching to either natural gas, which burns with less emissions than oil, or to electric heat pumps, with significantly fewer

operating emissions than both oil and gas. In the transportation sector, emissions have increased due to population growth and a trend towards the purchase of larger vehicles and other factors, however, this is moderated by increases in new vehicle fuel efficiency and the use of renewable fuels.

As Victoria's population continues to grow, the housing stock is increasing and more vehicles are on the roads. Conversely, fuel switching is increasing and energy conservation measures are improving. Due largely to a renewable electricity supply, approximately 38 percent of all energy consumed in Victoria is from renewable sources. However, due to the relatively inexpensive cost of fossil fuels, the switch to renewable energy will continue to be challenging. Reaching the target of 100 percent renewable energy by 2050 will require significant steps to reduce dependence on oil and gas and accelerate collective action on GHG mitigation efforts.

The City has put measures in place to achieve significant GHG emissions reductions over the long-term, such as the electric vehicle readiness requirements in zoning bylaws, the adoption of the BC Step Code, and increasing active mobility and public transit options however, the benefits of such measures will not be fully realized for some time. The City is also progressing actions that bring immediate reductions in GHG emissions through fuel switching, moving to renewable energy sources, and decreasing emissions from each sector, but the rate is currently slower than required in order to meet the targets. Continued and enhanced action to reduce GHG emissions will be necessary; this Progress Report identifies priority actions for each sector that will help the City advance the goals and targets laid out in the Climate Leadership Plan and reduce community GHG emissions.

In 2020, the Capital Regional District (CRD) produced a GHG Inventory Study for 2018 using the GPC Basic+ inventory to better understand the sources and trends of GHG emissions within the Capital Region. The CRD study shows that the Capital Region emitted approximately

1.7 million tCO₂e in 2018, a level largely unchanged from the 2007 baseline emissions. The CRD's 2018 Regional Growth Strategy targets the decrease of community GHG emissions by 33 percent from 2007 levels by 2020 and 61 percent by 2038. The Capital Region is not currently on track to meet these emissions reduction targets based on the information provided in this inventory; significantly greater emissions reductions are required to achieve these targets. In 2018, Victoria contributed to approximately 27% of the CRD's emissions, which is in line with the percentage of CRD residents living in Victoria. Over and above the contribution of its residents and businesses to regional GHG emissions, the City recognises that its role as the downtown core of the Capital Region comes with a broader responsibility to support emission reductions beyond municipal boundaries.

The City is now ten years away from the interim 2030 target to reduce community GHG emissions by 50 percent compared to 2007 levels. To meet this target, emissions reductions must be sustained at an average of over four percent per year over the next ten years. There are many barriers to reaching the targets set by the Climate Leadership Plan, such as high costs, other competing priorities for community resources, and the status quo bias which is an emotional preference for the current state of affairs. Achieving the 2030 and 2050 community GHG emissions targets will require bold action to overcome barriers and unlock opportunities for emissions reductions. Acting on climate change will also deliver co-benefits such as enhanced air quality, decreased noise pollution, reduced traffic congestion, increased building comfort, healthier and more active lifestyles, new jobs, and more independent and affordable energy choices.



CORPORATE EMISSIONS & TARGETS

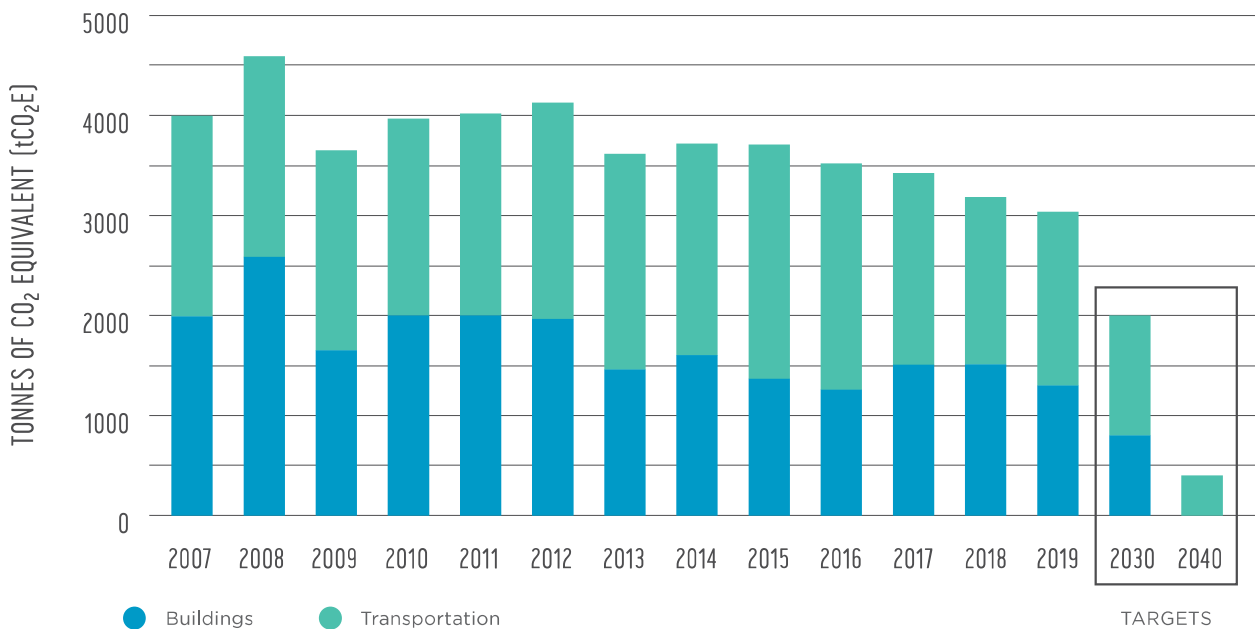
The City of Victoria is implementing innovative measures to reduce GHG emissions from municipal operations. Municipal operations include the management of facilities, infrastructure, equipment, and fleet for the delivery of services such as garbage collection, looking after parks, maintaining roads, police and fire services, water and wastewater management, as well as local government administration.

The corporate emissions targets set in the Climate Leadership Plan are that by 2030, the City's emissions will be reduced by 60 percent and by 2040, emissions will be reduced by more than 80 percent. Additionally, by 2040, all City facilities will be renewably powered and 80 percent of the City fleet will be renewably powered. Efforts to reduce corporate emissions have been successful, with an over 20 percent reduction in GHG emissions since 2007 as shown in the graph below. This reduction in emissions demonstrates

that with effort, significant emissions reductions are possible. Although municipal operations only account for approximately one percent of total community GHG emissions, the Climate Leadership Plan's core planning principle is to lead and inspire action and the City has an important role to play in encouraging community participation in broader mitigation efforts.

The figure below illustrates the trend in GHG emissions from municipal operations for the delivery of traditional services. Annual variations can be

GHGs FROM CITY OPERATIONS



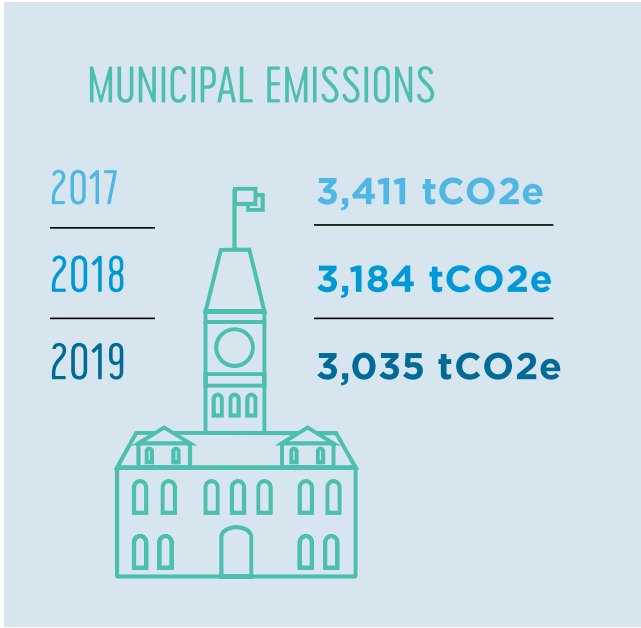
attributed to seasonal differences such as colder winters increasing heating demand. As such, it is important to interpret the annual figures over an extended time period to identify long-term trends.

In order to achieve the climate targets for corporate emissions, the City is completing work on a Corporate Energy and Emissions Management Plan (CEEMP). The CEEMP is a corporate-wide, 10-year management plan that focuses exclusively on energy and GHG emissions resulting from the City’s service delivery to Victoria residents. The CEEMP will identify measures and emissions reduction targets at the department level to guide corporate actions and enable the City to prioritize and integrate energy and GHG emissions reduction programs with other relevant City programs, standards, practices, and regulations.

Examples of the progress that the City has made to reduce GHG emissions and improve energy efficiency include:

- Reducing annual corporate GHG emissions by 28 tCO₂e by upgrading 95 percent of city streetlights to LEDs, saving approximately \$250,000 in utility bills annually.
- All City-owned parkades have been upgraded to LED lighting, reducing annual corporate emissions by 2.5 tCO₂e and saving approximately \$22,000 in utility bills annually.
- Identified and initiated energy improvement projects for City-owned facilities that are estimated to reduce corporate emissions by 58 tCO₂e and save approximately \$69,000 in utility bills annually.
- Planning is underway to reduce GHG emissions from City Hall by upgrading to low carbon heat-pump technology for space heating and cooling by 2022 and switching to renewable natural gas, avoiding over 100 tCO₂e.

- Establishing new fleet procurement practices allowing electric vehicles to be purchased by the City with the first medium duty electric vehicle acquisition planned for 2021.
- Investigating the replacement of the Crystal Pool facility which will be designed with renewable energy sources. The existing facility accounts for approximately 15 percent of the City’s corporate emissions.
- Victoria City Council directed staff to develop a Climate Lens Framework which will consider climate change impacts in all relevant City decisions. This planning requirement will ensure that all policies, programs, and projects are assessed for their expected GHG emissions and resilience to the impacts of climate change.



Additional information on the actions that the City is taking to reduce corporate GHG emissions can be found in the Municipal Operations section of this report.

CLIMATE EMERGENCY

In March 2019, the City of Victoria declared a climate emergency and committed to achieving carbon neutrality by 2030. Currently, over 1,400 jurisdictions in 30 countries have declared a climate emergency. When declaring a climate emergency, a government or jurisdiction acknowledges that climate change is occurring, poses a serious threat to their community, and that the measures taken up to this point have been insufficient to limit the impacts and risks of climate change.

The City's declaration of the climate emergency reemphasised the severity of climate risks and the need for bold and sustained action to avoid the most severe impacts of climate change. This includes increased efforts to limit global temperature rise below 1.5 degrees Celsius as outlined in the Intergovernmental Panel on Climate Change's *Special Report on Global Warming of 1.5 °C*. In response, the City identified six High Impact Initiatives (HIIs) for accelerated action:



**Accelerated oil to
heat pump incentives**



**Increased active
transportation
infrastructure network**



**The development of a
regional home energy and
efficiency retrofit program**



**Accelerated active
mobility initiatives**



**The acceleration of
low carbon step code
requirements for commercial
and residential buildings**



**Development of a bus
rapid transit system**

The HIIs are marked as priority items in the following sector sections of this report.

SECTOR GOALS, TARGETS & ACTIONS

The goals, targets, and actions outlined in the Climate Leadership Plan are organized by sector: Low Carbon High-Performance Buildings, Low Carbon Mobility, Low Carbon Waste Management, Municipal Operations, and Adapting Early. In each section, high-level goals describe broad climate action objectives and are supported by more detailed

targets and actions to reduce energy consumption and GHG emissions, transition to renewable energy, and prepare Victoria for climate impacts. This Progress Report identifies the City's progress to date on the goals, targets, and actions of the Climate Leadership Plan since its release. The statuses of the targets and actions are outlined below:



GOALS



TARGETS



ACTIONS



PRIORITY
ACTIONS



TARGETS

ON TRACK: work is progressing and the target is anticipated to be met in the designated time frame

EARLY STAGES: work has progressed, but the pace of effort will need to increase before it can be considered on track to meet the target in the designated time frame

FALLING BEHIND: the work is not progressing fast enough to meet the target

MISSED: the target was not met in the planned time frame



ACTIONS

FUTURE ACTION: the action has not yet been started and is slated for development in the future


EARLY STAGES: the action has been initiated, early work has begun, but requires additional work and resources to develop and implement

UNDERWAY: the action has been developed beyond early stages and work is actively underway

COMPLETE: the action has been implemented

Additionally, priority actions have been identified where the City will concentrate efforts over the next two years based on:

- The potential of the action to result in a significant GHG reductions
- The potential of the action to contribute to the achievement of a sector target
- The current feasibility of the action

Each identified priority action is further explained at the end of each sector section. To identify Priority Actions, look for the  symbol, in the sector tables below.



LOW CARBON HIGH-PERFORMANCE BUILDINGS

Buildings make up close to 50 percent of community GHG emissions.

The main strategies to move towards low carbon, high performance buildings are to regulate construction of new buildings and support fuel switching and energy efficiency retrofits for existing buildings. The Provincial Government has implemented multiple initiatives which will help the City reduce GHG emissions in this sector such as the BC Energy Step Code, CleanBC incentives, and the BC Carbon Tax. Successful transformation of the buildings sector will be achieved through collaborative effort by resident and business stakeholders, utility providers, and all orders of government.

Home renovation project in Vic West





GOAL

All buildings are highly efficient.



TARGETS

By 2030, all new buildings are 'net-zero energy ready'.

By 2050, all existing buildings meet new high efficiency standards.

PROGRESS

ON TRACK: The City has been working on several projects to help meet this target. The most important of these is the adoption and acceleration of the BC Energy Step Code for new buildings. Additional efforts include applying a voluntary low carbon compliance pathway for the BC Energy Step Code and advocacy efforts to the Province to include carbon intensity in the BC Energy Step Code requirements.

EARLY STAGES: The City has been working on a range of initiatives to improve energy efficiency in existing buildings including, developing and piloting retrofit programs, supporting voluntary benchmarking programs, advocacy efforts, and engaging with the Province on the development of a new retrofit code for existing buildings. In order to meet this target, existing buildings in the city will need to undergo deep energy retrofits at a rate of at least two percent per year.



GOAL

All buildings are powered by renewable energy.



TARGETS

By 2030, heating oil is phased out.



By 2050, all buildings exclusively use renewable energy.

PROGRESS

ON TRACK: On April 1, 2020, the City launched the Oil to Heat Pump Program. The Program provides enhanced financial incentives for Victoria residents to accelerate conversions from fossil fuel heating systems to electric air source heat pumps with a marketing campaign targeted directly to oil heated homes.

EARLY STAGES: In adopting the BC Energy Step Code, the City has taken a substantial step towards ensuring that new buildings are net-zero in the future. Further, work is underway to transform existing buildings to renewable energy, including the development of a regional retrofit service, supporting Provincial and Federal retrofit codes, and providing incentives for Victoria residents to opt for low GHG emissions home heating such as the Oil to Heat Pump rebate.


**ACTIONS****PROGRESS**

	Adopt the BC Energy Step Code, creating a roadmap towards net-zero energy ready buildings by 2030.	UNDERWAY
	Renew the City's Sustainability Checklist to include Step Code requirements for new buildings, as well as other sustainable building design elements that align with City goals.	EARLY STAGES
	Support the development of a 'Building Centre of Excellence' to showcase leading-edge design and construction practices and to foster a high-performance culture within Victoria's building industry.	EARLY STAGES
	Develop a strategy for reporting and tracking embodied energy and emissions — those associated with materials extraction, production, and delivery — in new construction projects.	EARLY STAGES
	Design and deliver an innovative program for bundled and easy-to-achieve home energy retrofits.	UNDERWAY
	Collaborate with heritage organizations to identify and promote energy retrofitting opportunities for homeowners.	EARLY STAGES
	Advocate for the development of a compulsory Canada/BC-wide home energy labelling program and, in the interim, implement a voluntary energy disclosure program.	UNDERWAY
	Advocate for utilities and other levels of government to develop consistent energy-efficiency incentives and funding mechanisms. Explore opportunities for innovative financing mechanisms.	UNDERWAY
	Design and deliver customized deep energy retrofit programs for rental apartment buildings.	EARLY STAGES



ACTIONS

PROGRESS

Design and deliver customized deep energy retrofit programs for commercial buildings.	EARLY STAGES
Design and deliver customized deep energy retrofit programs for strata residential buildings (e.g. condominiums).	FUTURE ACTION
Support the development of a Victoria 2030 District or a comparable voluntary energy benchmarking program for commercial buildings.	UNDERWAY
Advocate for a compulsory provincial energy benchmarking program for large and complex buildings.	UNDERWAY
 Implement a transition plan to phase out heating oil systems in residential, commercial, and institutional properties by 2030.	UNDERWAY
Remove regulatory barriers to promote the installation of renewable energy systems, supported by planning guidance and education tools.	EARLY STAGES
Assess opportunities to accelerate renewable natural gas uptake in residential, commercial, and institutional buildings.	EARLY STAGES
Assess and report on opportunities for implementing district energy systems in the city.	EARLY STAGES

Low Carbon High-Performance Buildings

Priority Actions



Adopt the BC Energy Step Code (HII).

As of January 2020, all new residential buildings in Victoria are required to be built to Step 3 of the BC Energy Step Code and commercial buildings are being built to Step 2. Pending analysis and builder consultation, the City plans to move to Step 4 for residential buildings and Step 3 for commercial buildings in 2022 and Step 5 and 4, the top steps for each category, by 2025. As the Provincially mandated target is to be net-zero energy ready by 2032, progressing to these steps would put the City seven years ahead of schedule.



Design and deliver an innovative home energy retrofit program (HII).

The City is currently working with the CRD and other municipal partners to design and implement a regional home energy retrofit program. Investments to develop the program have been made by the Federal Government through its Transition 2050 Program. The initial work is underway with the goal of launching a regional retrofit program in 2022.



Implement a transition plan to phase out heating oil systems (HII).

In April 2020, the City launched the Oil to Heat Pump Program to provide enhanced financial incentives for Victoria residents to accelerate conversions from fossil-fuel heating systems to electric air source heat pumps. A portion of the 2020 Program budget was deferred due to COVID-19 in anticipation of lower rebate uptake due to challenges relating to the pandemic. The City opted for a soft launch of the Program in 2020 and has been preparing for renewed uptake in 2021 through a marketing campaign targeted directly to oil heated homeowners.





LOW CARBON MOBILITY

On-road transportation makes up over 40 percent of community GHG emissions. The main strategies for reducing emissions in the transportation sector include investing in active transportation, public transit, and renewably fuelled vehicles. The BC Carbon Tax, the Low Carbon Clean Fuel Standard, and the Zero-Emissions Vehicle Act 2019 are essential for the City to meet its Climate Leadership Plan low carbon mobility targets. The City's Sustainable Mobility Strategy, Go Victoria, was adopted in 2019 and defines the vision of clean, seamless mobility for people, goods, and services. Successful transformation of the transportation sector will require the broader community to increase the uptake of active mobility options and make the switch to low or zero-emission vehicles.



Bike lane along
Pandora Avenue



GOAL

All Victorians have access to low carbon, high-performance and affordable multi-modal transportation.



TARGETS

By 2030, 25 percent of all trips by Victoria residents are taken by public transportation.

By 2030, 100 percent of BC Transit buses in Victoria are renewably powered.

By 2030, Victoria residents choose walking and cycling for 55 percent of all trips.

PROGRESS

EARLY STAGES: The City continues to advocate for public transit as the highest priority for regional infrastructure investments. The City continues to require transit-oriented designs for new development, provide dedicated curb space for transit and handi-dart service, make investments in signal priority technologies, and expand/upgrade bus shelters. Victoria is one of the only municipalities offering a Youth Transit Pass program.

EARLY STAGES: BC Transit is continuing to expand the use of hybrid and electric buses in the Capital Region through its Low Carbon Fleet Program and is targeting the launch of ten all electric buses in the next few years.

EARLY STAGES: In 2017, approximately 26 percent of trips taken to, from, and within Victoria were by walking and cycling. The City is continuing to invest in infrastructure such as pathways, sidewalks, and bike lanes, as well as delivering encouragement and evaluation programs to support people riding, walking, and rolling more often.



Electric vehicle charging
in a City parkade

**GOAL****Vehicles in Victoria are powered by renewable energy.****TARGETS**

By 2030, renewable energy powers 30 percent of passenger vehicles registered in Victoria, and 100 percent of passenger vehicles are renewably powered by 2050.

By 2030, 30 percent of commercial vehicles operating in Victoria are renewably powered.

PROGRESS

ON TRACK: Growth in electric vehicle sales regionally indicate that Victoria is on track to meet this target; to be successful, the current growth rate must be sustained. The City is investing in electric vehicle infrastructure and work on an electric vehicle infrastructure and policy strategy is underway to guide investment. This target is in line with the Province's *Zero-Emission Vehicle Act 2019* that requires all new light-duty vehicles sold in British Columbia to be zero-emission by 2040.

EARLY STAGES: Initiatives are underway in the tourism sector to adopt electric vehicles and pilot alternative-fueled buses that will progress the City towards this target. The City's role in providing electric vehicle charging infrastructure will support commercial operators in the switch to electric vehicles.

**GOAL****Smart land use minimizes transportation emissions.****TARGETS**

By 2030, 100 percent of Victoria's neighbourhoods are 'complete' by design with substantial transportation system diversity.

PROGRESS

ON TRACK: In the Urban Core, where there are more transportation options and mixed building uses, most neighbourhoods are considered to be 'complete' by design. Distribution of new housing between Growth Target Areas generally follows the Official Community Plan (OCP) targets, but with less development in and around Town Centres and Urban Villages than envisioned in 2012. The City is continuing to invest in new infrastructure and programs to support shared-mobility and active transportation, along with increased public transit service to all neighbourhoods.



ACTIONS

PROGRESS

	Complete the City's Sustainable Mobility Strategy (Go Victoria), which will allow the City to develop the management systems, programs, and other tools to optimize and transform the movement of people, goods, and services.	COMPLETE/ ONGOING
	Work with municipal partners to implement 'smart city' technologies that improve safety, affordability, and convenience for public transit, walking, cycling, car-sharing, and ride-sharing.	EARLY STAGES
	Invest annually in design and construction of new walking and cycling infrastructure, including secure bike parking in the downtown core and in village centres.	UNDERWAY
	Expand electric vehicle charging stations in City parkades, recreation centres, community centres, and public spaces.	UNDERWAY
	Invest in 'transit-signal priority' measures to reduce transit wait times in the downtown core.	UNDERWAY
	Design and implement an electric vehicle ecosystem strategy, including design guidelines for new development projects, to promote and support the adoption of electrified personal, public, and commercial vehicles.	UNDERWAY
	Expand the Active & Safe Routes to School program to all Victoria elementary schools.	UNDERWAY
	Introduce an electric bicycle incentive program in partnership with CRD and the Province.	EARLY STAGES
	Promote and incentivize comprehensive transportation demand-management (TDM) strategies for new development projects.	EARLY STAGES
	Assist commercial operators in their transition to a renewably powered fleet.	FUTURE ACTION
	Pilot a sustainable urban freight improvement program for downtown using compact electric logistics vehicles and cargo-bicycles.	FUTURE ACTION

**ACTIONS****PROGRESS**

Sponsor community-led events, educational programs, and celebrations that encourage use of low carbon transportation.	UNDERWAY
Invest in education and promotional programs for Victoria households, informed by behavioral insights, to increase use of public transit and active transportation.	FUTURE ACTION
Develop a transportation GHG information strategy in partnership with CRD and ICBC, supported by technology to facilitate transportation GHG planning and action.	FUTURE ACTION
Advocate for energy performance requirements in Provincial ride-sharing regulations.	COMPLETE/ONGOING
Expand car share services in the downtown core and village centres.	UNDERWAY
Advocate for significantly improved commercial vehicle performance, higher fuel efficiency, and tighter air quality standards and monitoring and reporting.	UNDERWAY
Work with port authorities to supply on-site renewable energy for marine vessels.	FUTURE ACTION
Advocate to the Provincial Government to require ICBC to offer distance-based or pay-as-you-drive automobile insurance.	COMPLETE/ONGOING
Partner with the CRD to undertake a regional pricing analysis on effective, fair, and long-term mobility options such as decongestion charges.	FUTURE ACTION
Invest in programs that support transportation demand management for businesses and public institutions operating in Victoria.	FUTURE ACTION
Implement rapid transit on major corridors and micro transit services within neighbourhoods.	UNDERWAY
Support the expansion of electric buses, including BC Transit and other commercial fleets, through infrastructure and permit programs.	UNDERWAY

Low Carbon Mobility

Priority Actions



Implement *Go Victoria*, the City's Sustainable Mobility Strategy (HII).

Go Victoria was adopted in 2019 and confirms the City's vision of clean, seamless mobility for everyone. *Go Victoria* identifies policy directions and key initiatives that support the City's Official Community Plan and the Climate Leadership Plan. Implementation of *Go Victoria* has been identified as a climate emergency high impact initiative. *Go Victoria* is the primary means for implementing capital investments to support mode shift and electrification in the transportation sector, as well as provide policy direction that will reduce transportation demand through the management of land use and new developments.



Invest annually in design and construction of new walking and cycling infrastructure (HII).

The City continues to invest in sidewalks, pathways, crosswalks, transit amenities, and cycling infrastructure. Since the release of the Climate Leadership Plan, more than six kilometers of new All Ages and Abilities bike lanes, four kilometers of new sidewalks, and 38 new crosswalks have been constructed. Funding for secure bike parking solutions in the downtown core and village centres was deferred as part of the COVID-19 response but is being considered for 2021. Sustained investment in the City's walking and cycling infrastructure will be necessary to meet the targets and actions for reducing mobility related emissions.



Expand the City's electric vehicle public charging network.

In addition to private facilities, there are currently 13 public electric vehicle charging stations in the five City-owned parkades. The City is completing the installation of six new on-street Level 2 electric vehicle chargers and BC Hydro will be installing the City's first Direct Current (DC) fast charging station early in 2021. Investing annually in electric vehicle infrastructure expansion is important to help the region transition to zero-emission vehicles. A plan for electric vehicle infrastructure expansion will be identified in the City's Electric Vehicle Strategy, which is scheduled for launch in 2021.



Promote and incentivize transportation demand management (TDM) strategies

Transportation demand-management (TDM) is a set of strategies that are used to support increased participation in sustainable and high occupancy transportation. TDM is used to manage traffic and parking demands and support residents and businesses using sustainable and shared transportation by providing incentives (convenient, affordable alternative options) and disincentives (limited parking supply and associated fees) to shift behaviour away from the use of single occupancy vehicles. A new position within the City's Sustainable Planning and Community Development Department, being considered in 2021, will support the introduction of new regulations and TDM policies for all types of housing and development in the city in conjunction with an update to parking requirements for new developments.



LOW CARBON WASTE MANAGEMENT

Waste management makes up close to 10 percent of community emissions. The City acts as a waste collector for single family dwellings in Victoria and the CRD operates the Hartland Landfill waste facility for the Capital Region. Low carbon solutions for waste management must consequently be a collaborative effort between Victoria, the CRD, and the other municipalities and electoral areas in the Capital Region. Over the next two years, the City of Victoria plans to roll out the new Zero Waste Strategy which will help to address the Low Carbon Waste Management targets and actions. The Zero Waste Strategy is currently under development and expected to be finalized by the end of 2020.





GOAL

Organic materials are managed to avoid GHG emissions.



TARGETS

Eliminate 100 percent of food and yard waste sent to the landfill by 2030.

Eliminate 100 percent of other organic materials sent to the landfill by 2030.

Capture methane from collected organic waste to provide renewable energy by 2025.

PROGRESS

EARLY STAGES: In advance of a regional landfill ban on kitchen scraps on January 1, 2015, the City of Victoria introduced source-separated kitchen scraps collection that helps divert approximately 2,100 tonnes per year of organic material. Victoria launched the program in 2013/2014. Strategies to eliminate food and yard waste sent to the landfill will be included in the City of Victoria's Zero Waste Strategy, which is currently in development and expected to be finalized by the end of 2020.

EARLY STAGES: The City is working with regional partners to eliminate organic materials that are sent to the landfill. Kitchen scraps account for over 21 percent of the regional waste stream and an additional 32 percent is comprised of other organic materials such as wood, paper, and cardboard. More than 50 percent of the total regional waste stream is comprised of organic materials that could be diverted through existing recycling and composting programs that would ultimately have a substantial impact on GHG emissions.

ON TRACK: On Earth Day, April 22, 2020, the CRD announced an approval in principle of an agreement where FortisBC will purchase Renewable Natural Gas (RNG) generated from the Hartland Landfill for beneficial use in its natural gas distribution system. The project is expected to reduce the region's GHG emissions by approximately 264,000 tCO₂e over the 25-year project life. City staff are engaging with the CRD to better understand the implications of anaerobic digestion technology that would support the additional production of RNG from collected organic material.



Taking out the recycling
in Fernwood



ACTIONS

PROGRESS

	Continually improve the residential kitchen and yard waste collection and diversion programs, including for multi-family residences.	UNDERWAY
	Foster behaviour change to reduce food waste through the 'Love Food Hate Waste' educational campaign.	UNDERWAY
	Partner with CRD to deliver a regional, industrial treatment facility for organic waste by 2025.	UNDERWAY
	Work with local stakeholders to reduce food waste from restaurants and to divert it from the landfill.	FUTURE ACTION
	Reduce additional sources of food waste in the city, such as from the commercial sector and tourism industry.	UNDERWAY
	Partner with CRD and neighbouring municipalities to get more value from organic waste through pilot programs that stimulate new demand and keep nutrients in the region.	FUTURE ACTION
	Work with stakeholders to reduce and divert other materials that produce methane when landfilled (e.g. wood, paper, textiles).	UNDERWAY

Low Carbon Waste Management

Priority Actions



Improve the residential kitchen and yard waste collection and diversion programs.

The City of Victoria currently provides community solid waste management services including residential garbage and kitchen scraps collection, residential yard and garden waste drop off, and seasonal pickup programs. Multi-family residences and commercial properties are responsible for generating a major share of organics in the landfill and are the biggest contributors to methane generation. Improved residential kitchen and yard waste collection and diversion programs will provide additional GHG emissions reductions from otherwise landfilled material.



Partner with the CRD on a regional, industrial treatment facility for organic waste.

The Climate Leadership Plan recognizes the need for increased RNG production and distribution as a critical measure to achieving the City's GHG reduction targets. Staff at the CRD and City of Victoria are working closely to align shared objectives for organics treatment. As the CRD is currently exploring partnership opportunities in this area, now is the time to capitalize on this opportunity to increase the generation of RNG in the region.



Reduce and divert other materials that produce methane when landfilled.

This action has been identified as a priority specifically as it relates to wood and other construction waste. According to the 2016 CRD Waste Composition Study, construction and demolition products make up more than 20 percent of solid waste at the Hartland Landfill. Wood, paper, and cardboard are also significant sources of landfill methane, specifically wood from construction waste. The City is exploring opportunities to divert wood from building demolitions and the continuation of this work has been identified as a priority for the next two years.



MUNICIPAL OPERATIONS

The City's corporate emissions account for approximately one percent of total community emissions. In 2019, emissions from corporate sources were approximately 3000 tCO₂e. Since the release of the Climate Leadership Plan, the City has reduced its corporate emissions by more than 20 percent. The City has been developing the Corporate Energy and Emissions Management Plan which will guide the City in further reducing GHG emissions and energy consumption resulting from the City's service delivery to Victoria residents. The City has an important role to play in acting as a leader for the community and demonstrating that significant emissions reductions can be achieved.

Victoria City Hall on Blanchard Street





GOAL

The City is a recognized leader in climate mitigation and adaptation action.



TARGETS

By 2040, all City facilities are powered 100 percent by renewable energy.

All new City facilities are renewably powered.

By 2025, all City power tools and small engine-driven equipment are renewably powered.

By 2040, 80 percent of the City fleet is electrified or renewably powered.

PROGRESS

ON TRACK: Currently, 70 percent of facilities that are owned and managed by the City are powered by renewable energy. The City is working to transition all remaining facilities to renewable energy as their fossil fuel systems reach life expectancy. The City's Corporate Energy and Emissions Management Plan (CEEMP), which is currently under development, identifies a strategy to achieve this target by 2040.

ON TRACK: Newly constructed and municipally owned facilities will be designed to run on renewable energy. The City's Facilities Master Plan, which is currently under development, will align with this target. An example of this is the Crystal Pool facility, if replaced, it will be designed to run on renewable power.

ON TRACK: The City is replacing gasoline and diesel-powered equipment with battery powered alternatives as soon as they are available and can meet the City's operational requirements. The City has invested over \$13,000 in electric leaf blowers, hedge and line trimmers, chainsaws, and lawn mowers. More than 20 percent of the City's small equipment is now electrified and, later this year, the City will obtain its first ride-on electric mower.

EARLY STAGES: The City has begun transitioning its fleet to electric vehicles; 11 fleet vehicles are now electric vehicles, two of which were purchased in 2019. Further work is planned in late 2020 and 2021 that will introduce additional initiatives to reduce the City fleet's requirement for fossil fuels. E-bikes have also been introduced to the City's fleet and are in use across City departments. There are barriers to making this transition and work will be progressing in 2021, including the creation of a Fleet Master Plan and procurement strategy.

**GOAL****The City takes integrated and informed climate action.****TARGETS**

By 2020, capital and operating plans are informed by climate data, carbon pricing, and the City's GHG reduction targets.

By 2022, the City has developed a 'triple bottom line' accounting system that guides City business planning by assessing and balancing environmental and social risks and financial costs and opportunities.

PROGRESS

MISSED: The Corporate Climate Change Adaptation Plan and the CEEMP will be completed by the end of 2020 and used to inform 2022 capital and operating plans. City Council has also approved the development and application of a Climate Lens Framework which will integrate climate considerations into City decision making. The development of the Climate Lens Framework is expected in 2021 with implementation over the next three to five years.

FALLING BEHIND: The Corporate Climate Change Adaptation Plan and the CEEMP will be completed by the end of 2020 which will address some of the components of the triple bottom line system. Future phases of this work will address the integration of social and economic accounting into a triple bottom line system. The Climate Lens Framework and the Equity Lens Framework, which are both currently in development, will also be important in achieving a triple bottom line system.

**GOAL****The City will provide timely and accurate data supporting strong climate mitigation and adaptation actions.****TARGETS**

By 2022, partner with other local governments and the region to develop a community-accessible Energy and GHG information management system (EGIMS) to define, communicate, and track community energy and GHG reduction across all sectors.

PROGRESS

FALLING BEHIND: The CRD, with support from municipal partners including Victoria, produced a regional GHG inventory for 2018. Work has also begun on a three-year project with the University of Victoria on a GHG modelling platform that will include an online tool component. As these projects advance and the information gathered is distributed, the EGIMS scope will be evaluated and refined.



ACTIONS

PROGRESS

	<p>Develop a corporate energy and emissions management plan — including a ‘triple bottom line’ accounting system — to assess and balance environmental, social, and financial risks and opportunities. The plan will also support deep energy retrofits for existing facilities.</p>	<p>UNDERWAY</p>
	<p>Incorporate climate action performance measures into the City’s annual budgeting process.</p>	<p>UNDERWAY</p>
	<p>Develop a Climate Action Economic Assessment Tool for both GHG mitigation and adaptation actions to identify the high-priority community programs that will deliver the most affordable GHG reductions for buildings, transportation, and waste management.</p>	<p>EARLY STAGES</p>
	<p>Expand procurement policies to include sustainability performance criteria, including GHG production and avoidance of all types of waste.</p>	<p>FUTURE ACTION</p>
	<p>Establish a two-year staff corporate energy and climate action position using matching funds from an external partner. Join BC Hydro’s Corporate Energy Manager Program.</p>	<p>COMPLETE/ ONGOING</p>
	<p>Update the corporate building policy for new construction to reference BC Energy Step Code requirements and provide staff training to support its adoption.</p>	<p>EARLY STAGES</p>
	<p>Formalize fleet electrification through the City’s fleet master planning process.</p>	<p>EARLY STAGES</p>
	<p>Plan for City vehicle electrification systems and networks.</p>	<p>UNDERWAY</p>
	<p>Where electric vehicles are not available, switch to low carbon fuels.</p>	<p>EARLY STAGES</p>
	<p>Implement fleet telematics to identify vehicle and operational energy use patterns to inform decision making.</p>	<p>UNDERWAY</p>

**ACTIONS****PROGRESS**

Reduce per-vehicle GHG emissions through fleet operation and maintenance as well as vehicle right-sizing.	EARLY STAGES
Partner with other municipalities and orders of government to support development of the full suite of electric vehicles required by municipal fleets.	EARLY STAGES
Develop the City's web based GHG/energy education, awareness, and information exchange portal to promote information sharing and empower the public to achieve measurable and trackable GHG reductions.	EARLY STAGES
Build an education program to improve staff's capacity for energy and GHG management in their day-to-day decision making.	FUTURE ACTION
Pilot new technologies in City-owned assets to assess suitability for broad community application.	UNDERWAY

New heat recovery system to improve energy efficiency at Fire Hall 3



Municipal Operations

Priority Actions



Develop and implement the Corporate Energy and Emissions Management Plan (CEEMP).

The CEEMP is a 10-year management plan that focuses on reducing GHG emissions and energy consumption resulting from the City's service delivery to Victoria residents. The CEEMP is the primary tool that will support the City meeting its Climate Leadership Plan corporate GHG reduction targets. The implementation of the CEEMP will ensure that the City's capital and operating plans are informed by climate data, carbon pricing, and the City's GHG reduction targets. The CEEMP is in the final stages of development.



Incorporate climate action performance measures into the City's annual budgeting process.

One of the most pressing initiatives in the CEEMP will enhance corporate GHG and energy reporting. This initiative will provide a framework to manage and report on departmental carbon budgets annually. Implementation of this initiative within the next year will ensure that capital and operating plans are informed by climate data, carbon pricing, and the City's GHG reduction targets. The City has missed the target associated with this action which was scheduled for completion in 2020; it is anticipated that this action will be complete by 2022.



Formalize fleet electrification through the City's fleet master planning process.

The City continues to electrify light duty fleet vehicles and currently has 11 battery-powered electric fleet vehicles and 17 hybrid vehicles. A Fleet Master Plan is required to formalize this process and identify future levels of investment necessary to meet the fleet renewable energy target. The Fleet Master Plan will aim to right-size and renewably power the fleet and will identify a pathway to reduce the City's fleet related emissions. This action has been identified as a priority as over half of corporate emissions can be attributed to the City's fleet of approximately 400 vehicles. Due to the long service life and pre-emptive infrastructure investment requirements, the electrification of the fleet will need to be well underway by 2025 if the targets are to be met.



ADAPTING EARLY

Climate risks to Victoria include heavy rainstorms leading to overland flooding, more frequent and intense storm events, and hotter summers temperatures. To address these and other climate risks, the Climate Leadership Plan identified targets and actions to help the city adapt to the changing climate. The City is in the process of completing the Corporate Climate Change Adaptation Plan and is beginning on the second phase of adaptation planning which is focused on community resilience. Acting early to anticipate and respond to climate change impacts throughout the community will reduce disruptive challenges and costly action in the future. Adaptation planning is an essential part of the City's strategy to take action on climate change.





GOAL

All climate-related risks to City infrastructure are minimized through early and wise planning and action.



TARGETS

Climate resilience is embedded into all City business.

The City's infrastructure and services are ready to protect and respond to the risks associated with a changing climate.

PROGRESS

ON TRACK: The City has engaged with each department to develop the Corporate Climate Change Adaptation Plan (CCCAP), which will integrate climate resilience into all City business. The City is also developing a Climate Lens Framework which will seek to include climate change considerations in all City decision-making.

EARLY STAGES: The City has been developing the CCCAP which outlines a series of actions to assess climate-related risks to critical infrastructure and services. The CCCAP considers adaptation measures for vulnerable assets and infrastructure. The City is also updating Business Continuity Plans and Emergency Response and Recovery Plans to ensure that the City's services are ready to respond to the risks associated with a changing climate.



GOAL

Victoria's natural environment flourishes in a changing climate.



TARGETS

Natural habitats support healthy fish, wildlife, and plant populations and healthy ecosystem function.

PROGRESS

EARLY STAGES: The City is prioritizing action in key areas that will support healthy ecosystem function in response to the changing climate through the update and implementation of the Urban Forest Master Plan. Example actions being taken include supporting initiatives and investments to acquire, expand, and protect green spaces across the city, enhance and protect Victoria's biodiversity from climate change impacts through managing invasive species, protect rare and endangered species and sensitive ecosystems, and increase native plantings on City-owned and managed land.

**GOAL**

All Victorians are empowered and prepared for climate-related impacts and emergencies.

**TARGETS**

The community is knowledgeable and prepared to address the impacts from a changing climate.

The City incorporates best practices in risk communication covering all climate hazards.

Climate resilience enhances quality of life for all Victorians, especially the most vulnerable.

PROGRESS

ON TRACK: The City has hired a Climate Action Outreach Coordinator to provide engagement, outreach, and education on climate change to the community, including how the community can take action to address and prepare for impacts. In addition, the City's draft CCCAP outlines steps for additional public communication about climate change and extreme weather events through effective risk communication. The City is also initiating work on the community chapter of the CCCAP in 2020-2021 which will include additional engagement and educational opportunities for the public.

ON TRACK: The City's Emergency Management Department, VictoriaReady, delivers training programs for community members on emergency preparedness and climate risks and has established systems for delivering information to the public through the City's Engagement Department. Additionally, the City will be engaging residents and businesses on the community chapter of the CCCAP which will highlight climate impacts identified in the Climate Risk Assessments.

EARLY STAGES: Identifying community hazards and the impacts to Victorians is the first step to prioritizing efforts to build climate resilience. The City is initiating work on the community chapter of the CCCAP in 2020-2021 that will further enhance resilience to climate impacts throughout Victoria and will engage with vulnerable groups.



ACTIONS

PROGRESS

	Develop the 'business case for adaptation' to demonstrate benefits of taking early action. (Combined with action: Study how the direct and indirect impacts of climate change will affect the local economy.)	EARLY STAGES
	Conduct a community-wide climate vulnerability and risk assessment.	EARLY STAGES
	Assess how existing City plans incorporate climate risk and identify opportunities to align with ongoing and future City business.	COMPLETE/ ONGOING
	Seek funding, investment, and partnership opportunities to enhance the speed and quality of adaptation initiatives.	UNDERWAY
	Minimize flood risks through natural and engineered stormwater infrastructure.	UNDERWAY
	Analyze the economic, social, and environmental implications of adopting a Flood Construction Level.	UNDERWAY
	Study how the direct and indirect impacts of climate change will affect the local economy.	UNDERWAY
	Engage community members in refreshing the 'Climate Adaptation Plan' and include actions for sectors beyond the municipal corporation (e.g. residents).	UNDERWAY
	Create a community-wide monitoring and evaluation framework to assess resilience and demonstrate progress.	EARLY STAGES
	Consider future climate impacts when designing and retrofitting City buildings.	UNDERWAY
	Study the interdependencies between infrastructure systems to minimize cascading effects.	FUTURE ACTION
	Continue to integrate climate change impacts in environmental management decisions.	UNDERWAY

**ACTIONS****PROGRESS**

Increase native plantings on City-owned and managed land to enhance biodiversity and support ecosystem migration.	COMPLETE/ ONGOING
Support CRD initiatives and investments to acquire, expand, and protect green spaces across the region.	UNDERWAY
Explore the creation of Environmental Development Permit Areas or other mechanisms to protect and enhance shoreline and marine habitats.	FUTURE ACTION
Work with partners to engage, educate, and influence the general public to manage privately owned urban forest to be resilient to climate change.	UNDERWAY
Develop or amend landscaping guidelines to encourage private developments to use native tree stock that is adapted/resilient to future climate change.	COMPLETE
Integrate climate adaptation with work being done on local and regional food security, where appropriate.	UNDERWAY
Continue to improve public communication methods in advance of extreme weather events.	UNDERWAY
Continue to integrate climate risks into emergency preparedness and recovery planning.	UNDERWAY
Support projects and programs that increase resilience in populations vulnerable to climate change.	EARLY STAGES
Collaborate with community partners to expand public knowledge of the impacts of climate change and the preparation required for all Victorians.	EARLY STAGES
Compile a resource that communicates private sector responsibilities for climate adaptation and connects them to resources and programs that will help them mitigate risks.	FUTURE ACTION

Adapting Early Priority Actions



Develop the ‘business case for adaptation’ to demonstrate benefits of taking early action.

Determining how current and future climate-related risks will affect local businesses, services, and productivity and identifying the sectors that will be most severely impacted will help inform the City and the community on the cost of climate change. Initial steps are currently underway to develop the ‘business case for adaptation’ with support from the City’s in-house ICLEI Canada consultants who are evaluating best practices from other municipalities and exploring case studies that highlight the benefits of taking early action.



Develop the community chapter of the Corporate Climate Change Adaptation Plan.

In 2018, the City completed a corporate-wide Climate Risk Assessment. The next step will be to engage the community and expand the Assessment to include community-wide risks. The community chapter of the CCCAP will also involve collaborating with local partners to develop adaptation strategies, actions, and measures to reduce the impacts of climate risks on the community. This initiative has been identified as a priority as many of the Climate Leadership Plan adaptation targets are community focused and will not be achieved without a community chapter of the CCCAP.



Implement the City’s Corporate Climate Change Adaptation Plan.

The CCCAP is a ten-year plan that focuses on embedding climate resilience into all City business; it will support a balance of corporate, social, environmental, and economic imperatives. The CCCAP will enable the City to prioritize and manage climate change adaptation programs and incorporate climate risks into relevant City programs, services, and operations. The implementation of the CCCAP is a priority for the City and is currently in the final stages of development.



Analyze the implications of adopting a Flood Construction Level.

The CRD recently completed the Coastal Flood Inundation Mapping Project, which evaluates coastal flooding from sea level rise and tsunamis and provides the Capital Region with updated flood construction mapping. Flood inundation mapping is being integrated into the City’s emergency plans to address and update planning, preparedness, and response actions for the City’s all-hazards approach to risk management. To ensure that the impacts of sea level rise are managed as the City grows, establishment of a Flood Construction Level is being evaluated. Implementation of a Flood Construction Level will be explored by the City’s Sustainable Planning and Community Development Department.

LOOKING AHEAD

Over the past two years, the City has been working to implement the actions outlined in the Climate Leadership Plan to ensure that the climate targets are met. Actions with well-defined strategies were launched, and in some cases, the City sought a deeper understanding of related barriers to and opportunities for progressing select actions. Several plans and strategies have been developed which outline clear pathways for achieving specific targets. The City is still in the early stages of this 30-year Plan and it is difficult to predict the City's success in achieving these long-term targets. However, by continuing to track progress on GHG emissions reductions, the City continues to measure the impact of the Climate Leadership

Plan on community emissions and adjust the course, strategies, and actions necessary to stay on track. The production of future Progress Reports every two years will allow time for actions and plans to be implemented and take effect, provide the opportunity for feedback, and if required, make course adjustments.

The Climate Leadership Plan is a living document designed to evolve with the scientific understanding of GHG mitigation and improved climate response strategies. Following this first comprehensive 2020 Climate Progress Report, the next steps are to update the Climate Leadership Plan to adjust the targets and actions reflective of changing conditions and learnings. These adjustments



could include adding new targets and metrics to help achieve the specified goals as well as updating existing actions in order to incorporate emerging best practices and streamline reporting.

As highlighted throughout this report, reaching the targets of the Climate Leadership Plan will require a coordinated effort to reduce GHG emissions by both the City and the community. With the development of the Corporate Energy and Emissions Management Plan, the City will further reduce its GHG emissions in its service delivery function to residents. The City will also work to lead and inspire the community to take action on climate change by developing sound climate planning policies, providing incentives to reduce emissions, and by enacting and amending bylaws

which support the transition to renewable energy and reduced GHG emissions.

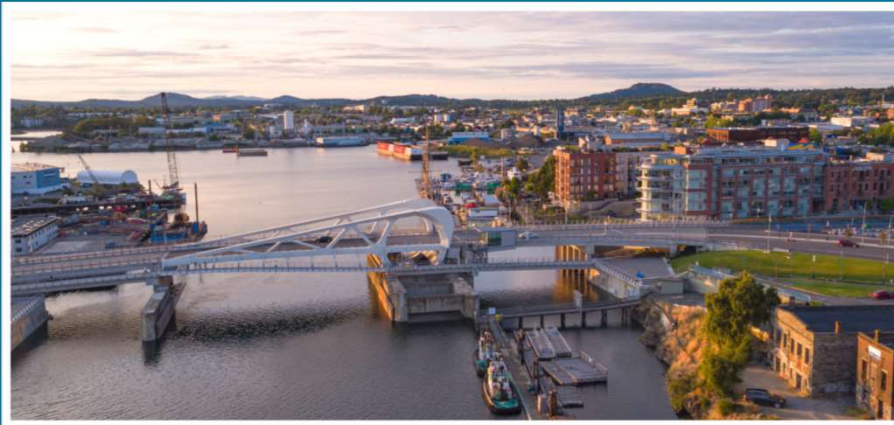
In response to the impacts of climate change in Victoria, the City will develop the community chapter of the Corporate Climate Change Adaptation Plan informed by the experiences of both residents and experts. Taking action on climate change by making adaptation-focused decisions now will help Victoria prepare for climate change impacts in the future. As the impacts of climate change become more apparent, both the City and the community have a role to play in enhancing the resilience of Victoria in order for neighbourhoods, businesses, institutions, and residents to thrive.



CITY OF VICTORIA CLIMATE PROGRESS REPORT 2020

victoria.ca/climateaction





2020 Climate Action Update

Committee of the Whole
Nov 19, 2020



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Purpose

To provide an update on the City's Climate Action Program.

Continually evolving - guided by the goals, targets and actions in:

- Climate Leadership Plan
- Council's declaration of a Climate Emergency.

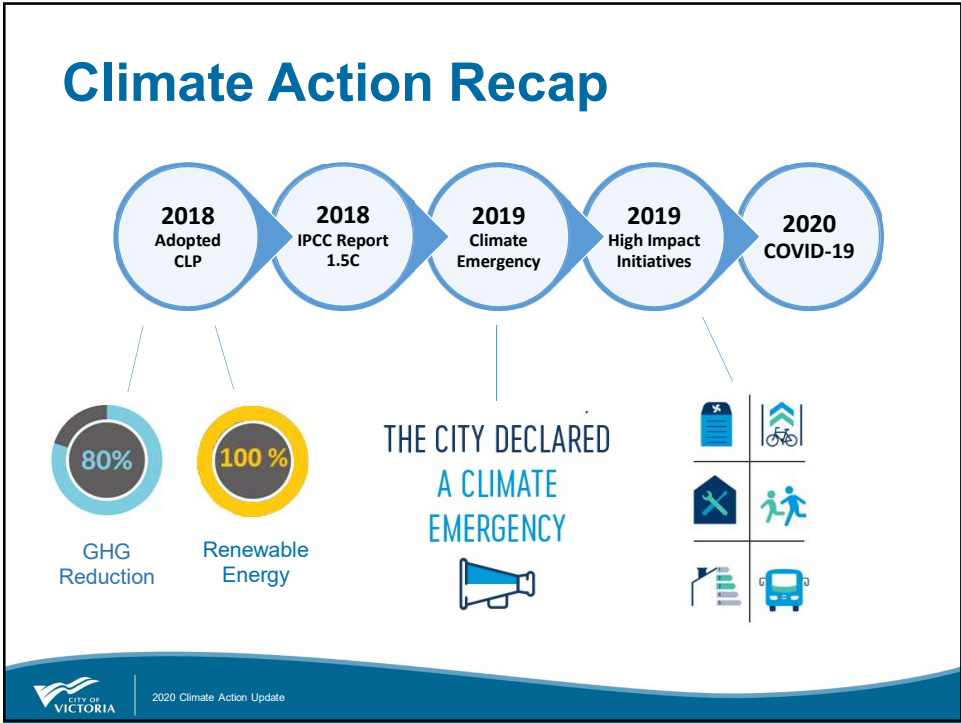
This update will:

- Highlight some of the program's successes and achievements to date
- Discuss what progress has been made on implementation of the City's Climate Leadership Plan
- Describe the municipal and community emissions picture and identify areas for continued, additional focus
- Provide a recommended approach for how to continue the Climate Action Program's efforts through 2021.

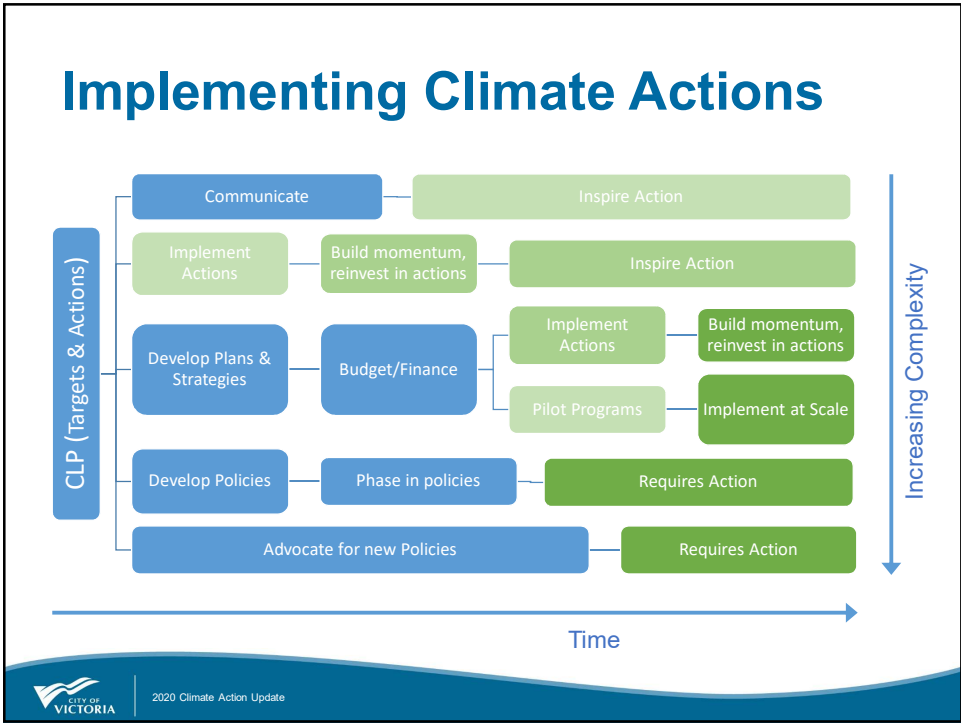


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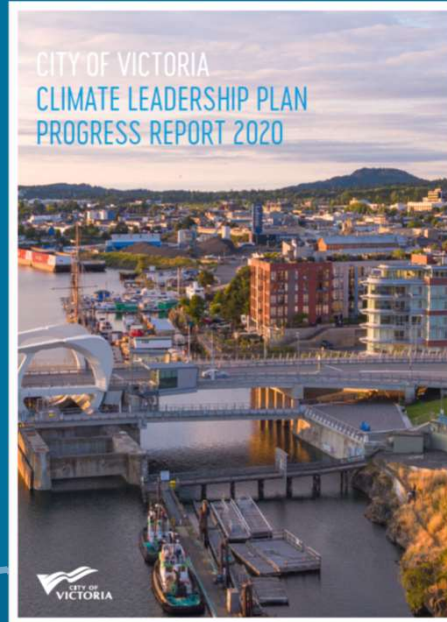


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Climate Action Progress Update



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CLP Progress Update

TARGETS

ON TRACK: work is progressing and the target is anticipated to be met in the designated time frame

EARLY STAGES: work has progressed, but the pace of effort will need to increase before it can be considered on track to meet the target in the designated time frame

FALLING BEHIND: the work is not progressing fast enough to meet the target

MISSED: the target was not met in the planned time frame

ACTIONS

FUTURE ACTION: the action has not yet been started and is slated for development in the future


EARLY STAGES: the action has been initiated, early work has begun, but requires additional work and resources to develop and implement

UNDERWAY: the action has been developed beyond early stages and work is actively underway

COMPLETE: the action has been implemented

Additionally, priority actions have been identified where the City will concentrate efforts over the next two years based on:

- The potential of the action to result in a significant GHG reductions
- The potential of the action to contribute to the achievement of a sector target
- The current feasibility of the action

Each identified priority action is further explained at the end of each sector section. To identify Priority Actions, look for the  symbol, in the sector tables below.

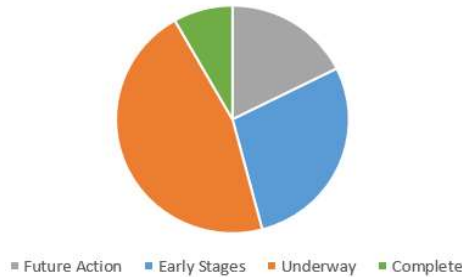


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CLP Progress Update

Snapshot of the Progress of all CLP Actions



ACTIONS



PROGRESS

Develop the 'business case for adaptation' to demonstrate benefits of taking early action.

(Combined with action: Study how the direct and indirect climate change will affect the local economy.)

EARLY STAGES

Community-wide climate vulnerability and risk

EARLY STAGES

Existing City plans incorporate climate risk and identify ways to align with ongoing and future City business.

COMPLETE/ONGOING

Identify investment, and partnership opportunities to speed and quality of adaptation initiatives.

UNDERWAY

Identify risks through natural and engineered infrastructure

UNDERWAY

Economic, social, and environmental implications of the Construction Level.

UNDERWAY

Identify direct and indirect impacts of climate change will economy.

UNDERWAY

Engage community members in refreshing the 'Climate Adaptation Plan' and include actions for sectors beyond the municipal corporation (e.g. residents).

UNDERWAY

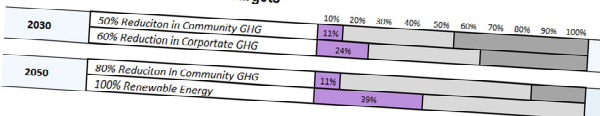


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CLP Progress Update

Climate Leadership Plan Overall Targets



GOAL Vehicles in Victoria are powered by renewable energy



TARGETS

By 2030, renewable energy powers 30 percent of passenger vehicles registered in Victoria, and 100 percent of passenger vehicles are renewably powered by 2050.

By 2030, 30 percent of commercial vehicles operating in Victoria are renewably powered.

PROGRESS

ON TRACK: On track to meet target by 2030. Must be sustained support meeting policy strategy to get in line with that requires all to be zero emissions.

EARLY STAGE: Early stage progress towards the target.

Climate Leadership Plan Sector Targets*

	Buildings	Mobility	Waste	Municipal Operations	Adaptation
2020-25			W3 On Track	MO3 On Track MO5 Missed MO6 Falling Behind MO7 Falling Behind	
2030	B1 On Track B3 On Track	M1 Early Stages M2 Early Stages M3 Early Stages M4 On Track M5 Early Stages M6 On Track M7 Early Stages	W1 Early Stages W2 Early Stages		
2040				MO1 On Track MO2 On Track MO4 Early Stages	A1 On Track A2 Early Stages A3 Early Stages A4 On Track A5 On Track A7 Early Stages
2050	B2 Early Stages B4 Early Stages	M4 On Track			

*Sector targets are numbered based on the order that they appear in the CLP Progress Report



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Climate Action Achievements



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Climate Action Achievements

- ✓ Completed the City's Sustainable Mobility Strategy: "Go Victoria"
- ✓ Continued to deliver the accelerated expansion of the AAA cycling network and increase investment in crosswalks, sidewalks and pathways
- ✓ Launched the Youth Bus Pass Program encouraging car-free and car-lite lifestyles
- ✓ Expanded the City's EV charging network and updated parking bylaws
- ✓ Implemented the new 'EV Readiness Bylaws' requiring all new residential and commercial developments to be EV ready



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Climate Action Achievements

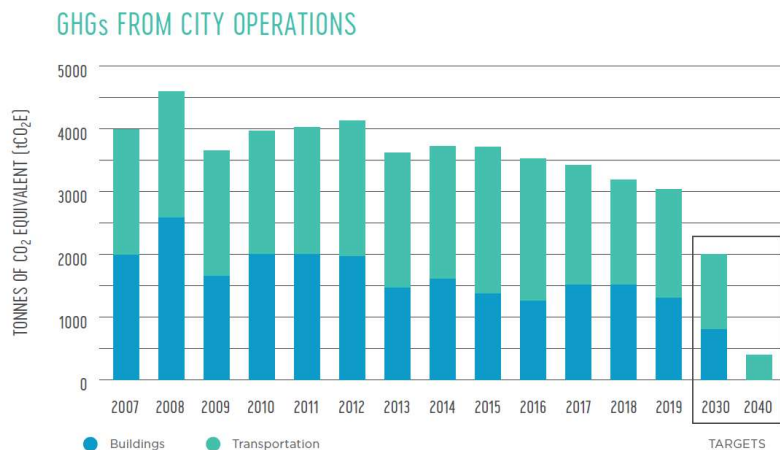
- ✓ Corporate Energy Specialist term position with funding from BC Hydro - completed facility energy audits, and implemented multiple energy saving building retrofits for City-owned buildings.
- ✓ Procurement of hybrid and electric vehicles and equipment for City fleet and operations where economically and technically feasible. The City now has 11 EVs, 17 hybrid vehicles and 20% of small equipment, such as chainsaws and leaf blowers, are now battery powered
- ✓ Received \$15.3 million in grant funding for Seismic and Coastal Flooding Underground Infrastructure Upgrades
- ✓ Further development of plans and strategies



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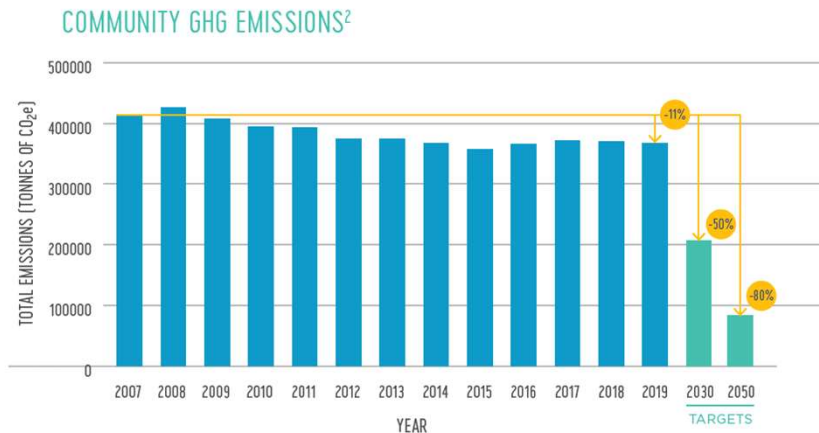
Corporate GHG Emissions



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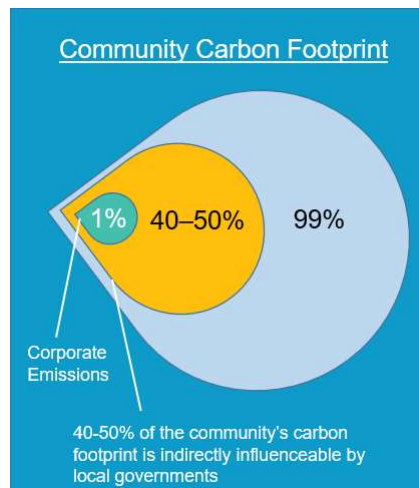
Community GHG Emissions



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Climate Action – areas of focus

- Accelerating climate action through priority initiatives and HIIIs
- Exploring further tools of influence:
 - Regulations/bylaws
 - Land development
 - Grants and subsidies
 - Access to, management and operation of streets
- Identifying funding requirements
- Continuing advocacy and collaboration



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Climate Action Priority Initiatives

Broad Criteria for identifying priority initiatives:

- The Climate Emergency (**six High Impact Initiatives**)
- The potential of the action to result in significant community GHG reductions
- The potential of the action to contribute to achievement of a sector target
- The current feasibility of the action



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Priority Initiatives Low Carbon High Performance Buildings:

- **Accelerate BC Energy Step Code & Low Carbon Pathway**
 - New FTE within SPCD included in the draft 2021 Financial plan
- **Oil to Heat Pump Program**
 - Contingent on receiving funds (\$300,000 deferred in 2020)
- **Development of a regional home energy retrofit service**



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Priority Initiatives

Low Carbon Buildings (cont.)

- Oil to Heat Pump Program – Launched April 2020
 - Ramped up outreach in anticipation of renewed uptake in 2021
 - Evolve along with Provincial Incentives
- Regional retrofit service
 - Collaborating with regional partners
 - Completed homeowner and industry engagement
 - Identified key retrofit strategies
 - Implemented a new pilot program “Bring it Home for the Climate”
 - Applied for grant funding for regional program design



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Priority Initiatives

Low Carbon Mobility:

- Continue implementation of Go Victoria:
 - Expand walking, rolling and cycling infrastructure
 - Expand EV infrastructure, policies and incentives
 - Advance bus rapid transit
 - Expand shared mobility options
- Promote and incentivize (TDM) and modernize parking regulations for new development
 - New FTE within SPCD included in the draft 2021 Financial plan



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Priority Initiatives

Low Carbon Mobility (cont.):

- AAA network completion
 - 6+km of bike lanes, 4km of sidewalks, 38 new crosswalks installed
 - Continuing to apply for grants to support delivery
 - Strategic investments will maximize benefits
 - Requires ongoing assessment of risks and opportunities
- Rapid Bus Implementation
 - Requires municipal leadership across the CRD with investments by senior levels of government
 - City of Victoria is planning for Douglas Street and beyond
 - Involves changes to land use density and diversity along approved transit corridors



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Priority Initiatives

Low Carbon Mobility (cont.):

- Expanding Shared Mobility Options
 - Will test curb management principles
 - Responsive regulations needed to support first/last KM options
- Expanding the City's EV Charging Infrastructure
 - EV Strategy is currently under development
 - Leveraging Federal and Provincial funding
 - Neighborhood charging projects
- Parking modernization
 - Comprehensive TDM program followed by zoning bylaw reform



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Priority Initiatives

Low Carbon Waste Management:

- Implement Zero Waste Victoria priority actions:
 - Identify opportunities to improve organics diversion
 - Develop policies/programs to divert wood from construction waste
- Engage with CRD to evaluate anaerobic digestion options for organic waste



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Priority Initiatives

Municipal Operations:

- Implement the Corporate Energy and Emissions Management Plan (CEEMP)
- Initiate the Fleet Master Plan process
- Develop the Climate Lens Framework
 - update OCP to align with CLP



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Priority Initiatives

Municipal Operations (cont.):

- Developing the Corporate Energy & Emissions Management Plan:
 - Will identify departmental GHG reduction targets and actions
 - Anticipated roll-out in early 2021 in advance of 2022 budget
- Advancing the decarbonization of facilities:
 - Hired Corporate Energy Specialist
 - Implemented lighting retrofits and other energy improvements
- Advancing the decarbonization of fleet:
 - Pivoting to utilize consultant support to initiate Fleet Master Planning
 - Establishing a new procurement approach for electric vehicles
 - Gearing up for first Electric trucks in 2021



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Priority Initiatives

Adapting Early:

- Implement Corporate Adaptation Plan
 - Develop the business case for adaptation
 - Support implementation of a Flood Construction Level
- Develop a community chapter of the Corporate Adaptation Plan



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Priority Initiatives

Adapting Early (cont.):

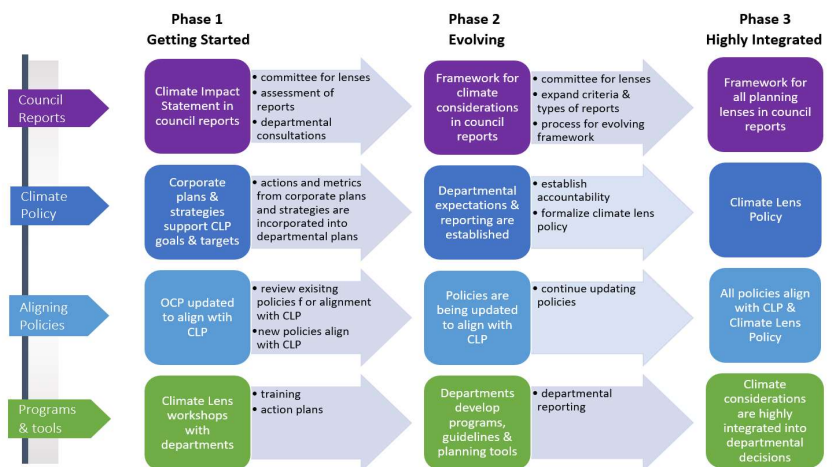
- Developing the Corporate Climate Change Adaptation Plan:
 - Will identify departmental adaptation actions
 - Anticipated roll-out in early 2021 in advance of 2022 budget
- Community Chapter of the Adaptation Plan
 - Planning to engage a working group of community stakeholders in 2021 to complete a community risk assessment and facilitate community lead adaptation initiatives
 - Ongoing support from ICLEI Canada (1/2 FTE)



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Climate Lens



CLIMATE LENS IMPLEMENTATION ROADMAP



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Financial Plan Impacts

- The Climate Action Program budget for 2021 has been submitted as part of the 2021 base Financial Plan
 - Oil to heat pump program funds (\$300,000 deferred) will be brought back to council for consideration
- Leveraging Provincial and Federal funding
 - Climate Action Grant Writer and Project Coordinator hired in 2020 to support the CAP in pursuing external funding and leverage the City's investments in climate action
- Additional financial planning/strategy development underway to define the long-term Climate Action funding levels needed to support the overall Climate Leadership Program.



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Future Council Updates

Late 2020	Zero Waste Victoria
Early 2021	Corporate Energy & Emissions Management Plan Corporate Climate Change Adaptation Plan City of Victoria EV Strategy Climate Lens (interim update)
Mid 2021	Climate Action Long-term Funding Considerations Community Adaptation Town Hall Step Code Low Carbon Pathway
Late 2021	Revised edition of the CLP Climate Action Strategy Recommendations for 2022



2020 Climate Action Update

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Recommendations

That Council:

1. Receive the 2020 CLP Progress Report for information and direct staff to provide Progress Reports every 2 year
2. Direct staff to continue implementing climate action initiatives with an emphasis on priority actions
3. Support the CleanBC Communities grant application and commit the City's share of \$63,500 for the project
4. For any grants identified within the report, authorize the City entering into a shared cost agreement



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Recommendations

And that Council continue to advocate :

5. the Province, CRD, BC Hydro, and other key stakeholders to designate Building Energy and Efficiency Retrofits as a regional infrastructure priority
6. the Province to amend the Community Charter to give BC municipalities independent authority to manage issues of climate change



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