



## **MINUTES – VICTORIA CITY COUNCIL**

### **SPECIAL MEETING OF FRIDAY, DECEMBER 18, 2015, AT 10:30 A.M.**

<b><u>PLACE OF MEETING:</u></b>	Council Chambers, City Hall
<b><u>PRESENT:</u></b>	Mayor Helps in the Chair, Councillors Alto, Coleman, Loveday, Lucas, Madoff, Thornton-Joe and Young
<b><u>ABSENT:</u></b>	Councillor Isitt
<b><u>STAFF PRESENT:</u></b>	J. Johnson – City Manager; P. Bruce - Fire Chief; J. Jenkyns - Deputy City Manager; K. Hamilton - Director of Citizen Engagement & Strategic Planning; C. Coates – City Clerk; C. Havelka - Recording Secretary; C. Mycroft - Executive Assistant to the City Manager; J. Schmidt - Manager of Legislative Services; T. Soulliere - Director of Parks, Recreation & Facilities; S. Thompson - Director of Finance; J. Tinney - Director of Sustainable Planning & Community Development.

### **APPROVAL OF AGENDA**

The City Clerk outlined the amendments to the agenda.

It was moved by Councillor Alto, seconded by Councillor Coleman, that the agenda be approved as amended.  
**Carried Unanimously**

### **REPORTS OF THE COMMITTEE**

#### **A. Recommendations from the Special Governance & Priorities Committee Meeting held December 10, 2015**

##### **Review of City Governance**

It was moved by Councillor Alto, seconded by Councillor Lucas, that Council approve:

1. The consolidation of Planning and Land Use Committee and Governance and Priorities Committee into a single committee, Committee of the Whole.
2. The concept of holding split day and evening sessions of Council twice monthly.

That Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to correspondence management.

That Council authorize a 15 minute speaking limit for applicant presentations to be incorporated into a Policy and Procedures document.

That Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to managing the requests to address Council.

That Council approve, on a trial basis, Council meetings beginning at 6:30 p.m., that the first substantive item of business are up to six requests to address Council and that everything else be placed in the usual order.

##### **Amendment:**

It was moved by Councillor Madoff, seconded by Councillor Loveday, that Council amend the motion:

That Council approve:

1. The consolidation of Planning and Land Use Committee and Governance and Priorities Committee into a single committee, Committee of the Whole.
2. The concept of holding split day and evening sessions of Council twice monthly.

That Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to correspondence management.

That Council authorize a 15 minute speaking limit for applicant presentations to be incorporated into a Policy and Procedures document,

**That Council authorize a 10 minute speaking limit for the CALUC Chair or designate.**

That Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to managing the requests to address Council.

That Council approve, on a trial basis, Council meetings beginning at 6:30 p.m., that the first substantive item of business are up to six requests to address Council and that everything else be placed in the usual order.

**Amendment to the amendment:**

It was moved by Councillor Young, seconded by Councillor Thornton-Joe that the amendment be amended:

That Council approve:

1. The consolidation of Planning and Land Use Committee and Governance and Priorities Committee into a single committee, Committee of the Whole.
2. The concept of holding split day and evening sessions of Council twice monthly.

That Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to correspondence management.

That Council authorize a 15 minute speaking limit for applicant presentations to be incorporated into a Policy and Procedures document,

**That Council authorize a 10 minute speaking limit for the CALUC Chair or designate, for the purpose of expressing the views of the community association.**

That Council direct staff to prepare a Policy and Procedures document for Council's consideration relating to managing the requests to address Council.

That Council approve, on a trial basis, Council meetings beginning at 6:30 p.m., that the first substantive item of business are up to six requests to address Council and that everything else be placed in the usual order.

**On the amendment to the amendment:**  
**Carried Unanimously**

**On the amendment:**  
**Carried Unanimously**

**On the main motion as amended:**  
**Carried Unanimously**

**B. Recommendations from the Special Governance & Priorities Committee Meeting held December 14, 2015**

**Review of City Governance:**

**Motion:**

It was moved by Councillor Madoff, seconded by Councillor Alto,:

1. That Council initiate a pilot project to consolidate the Planning & Land Use Committee and the Governance & Priorities Committee into a Committee of the Whole, to meet four times per month, with land matters clearly distinguished on the Agenda. **Carried Unanimously**

**Motion:**

2. It was moved by Councillor Alto, seconded by Councillor Madoff, that Council review the project in six months. **Carried Unanimously**

**Motion:**

3. It was moved by Councillor Alto, seconded by Councillor Coleman, that Council direct staff to prepare a draft policy for managing issues resulting from the Request to Address Council section. **Carried Unanimously**

**Motion:**

4. It was moved by Councillor Madoff, seconded by Councillor Lucas, that Council approve that further consideration be given to the broader issue of presentations of land use applications at Committee, and that staff report back to Council with options for inclusion in a Policy/Procedure document. **Carried Unanimously**

**Motion:**

5. It was moved by Councillor Coleman, seconded by Councillor Madoff, that Council approve that staff develop a best practices guide for the post public hearing process.

**Amendment:**

It was moved by Councillor Young, seconded by Councillor Alto, that the motion be amended:

That Council approve that staff develop a best practices guide for the post public hearing process, **to deal with potential changes that can be made to a project without the requirement of a new public hearing.**

**On the amendment:**  
**Carried Unanimously**

**On the main motion as amended:**  
**Carried Unanimously**

**Motion:**

6. It was moved by Councillor Coleman, seconded by Councillor Lucas, that Council approve a three month trial using horseshoe seating for all meetings.

**Amendment:**

It was moved by Mayor Helps, seconded by Councillor Young, that the motion be amended:

That Council approve a ~~six~~ **three** month trial using horseshoe seating for all meetings.

*Councillor Thornton-Joe expressed concerns on how this may impact committee discussion.*

**For:** Councillor Coleman and Lucas

**Against:** Mayor Helps, Councillors Alto, Loveday, Madoff, Thornton-Joe and Young

**On the amendment:**  
**Defeated**

**On the main motion:**  
**Carried Unanimously**

**Motion:**

7. It was moved by Councillor Alto, seconded by Councillor Thornton-Joe, that the Council Bylaw be amended to remove section 12 and other legislative repetitions in the Bylaw, and that staff prepare a companion document to the Bylaw containing the information removed in order to continue to provide quick reference to this information and that the Bylaw be updated to utilize the current version of Robert's Rules of Order.

**Carried Unanimously**

8. **Motion:**

It was moved by Councillor Coleman, seconded by Councillor Alto, that staff develop a Policy/Procedures document to clarify meeting content and other procedures not addressed in the Council (Procedures) Bylaw.

**Carried Unanimously**

**Motion**

9. It was moved by Councillor Madoff, seconded by Councillor Lucas, that the Council Bylaw be amended to remove Section 15(2)b regarding eligibility to participate electronically only while attending City business elsewhere.

*Council discussed possible reasons for not being able to attend a meeting and requested that staff consider these possibilities when proposing the bylaw amendments.*

**Carried Unanimously**

**Council Appointments:**

**Motion:**

It was moved by Councillor Loveday, seconded by Councillor Coleman, that Council approve the following appointments:

1. That Councillor Lucas be appointed to the Capital Region Emergency Service Telecommunications (CREST) Committee for a one year term expiring December 31, 2016.
2. That Councillor Isitt be appointed to the Greater Victoria Harbour Authority Board for a one year term expiring December 31, 2016.
3. That Councillor Lucas be appointed to the Tourism Victoria Board of Directors for a one year term expiring December 31, 2016.
4. That Councillors Alto and Thornton-Joe be appointed to the Canadian Capital Cities Organization Board for a one year term expiring December 31, 2016.
5. That Councillor Young be appointed to the Municipal Insurance Association of British Columbia (MIABC) for a one year term expiring December 31, 2016 and that Councillor Coleman be appointed in 2016 for a one year term expiring December 31, 2017.
6. That Councillor Thornton-Joe be appointed to the Regional Housing Trust Fund Commission for a one year term expiring December 31, 2016.
7. That Councillor Madoff be appointed to the Royal and McPherson Theatres Society Board for a one year term expiring December 31, 2016.
8. That Councillor Loveday be appointed to the CRD Arts Committee for a one year term expiring December 31, 2016.
9. That Councillor Alto be appointed liaison to University of Victoria, for a one year term expiring December 31, 2016 with Councillor Lucas as alternate.
10. That Councillor Young be appointed be appointed to the CRD Solid Waste Advisory Committee.

11. That Council direct staff to develop a roles and responsibilities overview for each Councillor appointment, for consideration in 2017.

**Carried Unanimously**

12. **Motion:**

It was moved by Councillor Loveday, seconded by Councillor Coleman, that Council approve that:

1. Councillor Madoff be appointed to the Greater Victoria Public Library Board for a one year term expiring December 31, 2016;
2. Councillor Young be appointed to the Greater Victoria Public Library Board for a one year term expiring December 31, 2017; and
3. Councillor Loveday Greater Victoria Public Library Board for a one year term expiring December 31, 2018.

**Carried Unanimously**

**NEW BUSINESS**

**Motion – Wastewater Treatment Site**

It was moved by Councillor Young, seconded by Mayor Helps, that staff provide information to Council about:

1. What Council's authority will be in terms of imposing design and amenity conditions on potential sewage treatment sites within the City of Victoria;
2. Whether any steps in terms of zoning or design specification can be taken to give Council more authority over these issues;
3. The legal requirements for changing cost and grant allocation for the wastewater treatment program.

**Amendment:**

It was moved by Councillor Young, seconded by Councillor Alto, that Council amend the motion:

1. What Council's authority will be in terms of imposing design and amenity conditions on potential sewage treatment sites within the City of Victoria;
2. Whether any steps in terms of zoning or design specification can be taken to give Council more authority over these issues;
3. **That Staff confirm for Council** the legal requirements for changing cost and grant allocation for the wastewater treatment program.

**On the amendment:**  
**Carried Unanimously**

Council discussed:

- The two heritage buildings in Rock Bay which are not a part of the footprint under consideration.
- The two cost allocation options and the importance of having this information to make an informed decision.

**On the main motion as amended:**  
**Carried Unanimously**

**CLOSED MEETING AT 11:02 A.M.**

It was moved by Councillor Loveday, seconded by Councillor Coleman, that Council convene a closed meeting that excludes the public under Section 12(6) of the Council Bylaw for the reason that the following agenda items deal with matters specified in Sections 12(3) and/or (4) of the Council Bylaw; namely:

**Section 12(4)(b)** The consideration of information received and held in confidence relating to negotiations between the City and a Provincial government or the Federal government or both, or between a Provincial government or the federal government or both and a third party.

**Carried Unanimously**

**ADJOURNMENT**

It was moved by Councillor Thornton-Joe, seconded by Councillor Alto, that the Special Council meeting adjourn.  
Time: 11:58 a.m.

**Carried Unanimously**

CERTIFIED CORRECT:

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CORPORATE ADMINISTRATOR

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MAYOR OF THE CITY OF VICTORIA