



## MINUTES - COMMITTEE OF THE WHOLE

February 5, 2019, 8:00 A.M.

**COUNCIL CHAMBERS, CITY HALL, 1 CENTENNIAL SQUARE**

**Located on the traditional territory of the Esquimalt and Songhees People**

**PRESENT:** Mayor Helps in the Chair, Councillor Isitt, Councillor Loveday, Councillor Thornton-Joe, Councillor Young, Councillor Potts, Councillor Collins

**ABSENT:** Councillor Alto, Councillor Dubow

**STAFF PRESENT:** J. Jenkyns - City Manager, P. Bruce - Fire Chief, S. Thompson - Deputy City Manager / Director of Finance, F. Work - Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, J. Jensen - Head of Human Resources, A. Hudson - Acting Director of Sustainable Planning & Community Development, C. Mycroft - Manager of Executive Operations, AM Ferguson - Committee Secretary, T. Zworski - City Solicitor, M. Sandhu - Manager, Interdisciplinary Projects, J. Paul - Assistant Director of Engineering, J. O'Connor - Deputy Director of Finance, M. Fedyczkowska - Legislation & Policy Analyst, K. Moore - Head of Business and Community Relations; P. Rantucci – Head of Strategic Real Estate.

### **A. APPROVAL OF AGENDA**

**Moved By** Councillor Thornton-Joe  
**Seconded By** Councillor Loveday

That the agenda be approved.

**CARRIED UNANIMOUSLY**

### **F. 2019 – 2022 Draft Strategic Plan and 2019 Draft Financial Plan**

Council continued their discussion on the Draft Strategic Plan and Draft Financial Plan.

#### **Actions from Workshop:**

That Council approve the following ongoing allocations of the new property tax revenue from new development:

**a. Asset Management**

Asset Management Technician \$85,500 plus one additional position up to a maximum of \$102,000.

**b. Recruitment and Retention**

Disability Coordinator \$128,500

Talent Specialist \$96,500

**c. Youth Initiatives**

Youth Leaders in Training Program \$20,000

**d. Additional Grant Request**

Victoria Civic Heritage Trust 2%, \$2,250

That Council approve the following one-time allocation of the 2018 surplus:

**a. Managing Growth and New Development**

Secretary - Planning \$72,500

Secretary - Legislative Services \$72,500

Planner – Development Services \$107,250

Planner – Parks \$107,250

**b. Managing Green Spaces**

Overnight Sheltering – Support and Clean-Up \$362,000

**c. Youth Initiatives**

Youth Strategy Coordinator- \$30,000

**d. Council Conflict of Interest Legal Opinion Funding**

Conflict of interest funding of \$10,000 for 2019, at \$500 per instance and funding up to \$1500 per council member per year.

**Carried**

**Actions from Workshop:**

That Council refer the following to the 2020 Financial Planning Process:

**e. Service Improvement and Corporate Initiatives**

Service Improvement Team (3) \$380,000

**f. Youth Initiatives**

Recreation Supervisor - \$105,000

Resources to support program implementation – \$30,000

**Carried**

**Appendix C – Detailed Resource Assessment of Draft Strategic Plan Actions 2019- 2022**

If items are not amended, below items in this document are approved.

**Strategic Plan Objective # 3 – Affordable Housing**

**Action from Workshop:**

<b>Affordable Housing Tracking</b>	1. Set targets, define affordable housing and track and measure the creation of affordable housing units	\$20,000 surplus
<b>Rental Only Zoning</b>	2. Implement rental only zoning	\$10,000 surplus
<b>Development of Rental Housing</b>	3. Incentivize development of rental housing and look for further opportunities to expedite and simplify development processes for affordable rental housing  Direct staff to report back as part of the Housing Strategy Updates on options to incentivize the development of the rental housing sector.	
<b>Municipal Housing Service</b>	4. Create a municipal housing service to acquire land and enter into partnerships for the purposes of providing affordable (de-commodified) housing  Proposed amendment: Direct staff to consider and report back to Council on what a housing function in the Planning department would entail. (remove \$35,000)	
<b>Housing Conversion</b>	1. a. Develop city wide strategy for additional house conversion opportunities (remove \$35,000)  Direct staff to conduct consultation on this item with other batched items.	
<b>Family Housing</b>	8.b. Incentivize and mandate the creation of multi bedroom residential rental units for families and others.	\$65,000 surplus

**8.b., 8.d, 13, 14.c - All work be done in 2019 - Carried.**

**Action from Workshop:**

<b>Housing - Financial Instruments</b>	8.d. Explore the expanded use of tax exemptions to create more affordable housing.	\$60,000
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**Postponed until February 6**

**Action from Workshop:**

<b>Amenity Contributions</b>	9. Develop Community Amenity Contribution Policy	\$66,000
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**Postponed until February 6**

**Action from Workshop:**

<b>Housing - Increased Staff Capacity</b>	<p>11. Create a Tenant Housing Ambassador to make it easier for renters to navigate the Tenant Assistance Policy, Standards of Maintenance Bylaw and other issues</p> <p>10. Create a Small Scale Housing Ambassador to make it easier for property owners and homeowners to create affordable housing (10 units or less)</p>
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**Fund in 2020 - Carried**

**Action from Workshop:**

<b>Inter-Generational Housing</b>	12. Develop relevant partnerships and pilot a project matching seniors with extra bedrooms with eligible lodgers	\$75,000	<del>2020</del> <b>2021</b>
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**Move to 2021 - Carried**

*Committee discussed batching the next items together and move to 2019.*

*Staff advised they will report back on this proposal at the February 6 meeting.*

**Action from Workshop:**

<b>Housing - Grants</b>	13. Consider a grant program for suites including those that are accessible and serve an aging population	\$25,000	2020
	14.c. Examine a grant program to incentivize the creation of affordable garden suites		2020

<b>Housing - Small Scale Development/Infill</b>	14. Garden Suites and Tiny Homes a. Allow tiny homes and garden suites on lots that already have secondary suites	\$10,000	2020
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	or duplexes b. Expand garden suite program to allow larger units on larger lots		2020
	6. Allow moveable tiny homes in all backyards that currently allow garden suites at rents of no more than \$500 per month		2019

<b>Housing - Houseplexes and Townhomes</b>	15. Houseplexes and Townhouses		
	a. Undertake a citywide planning exercise to identify suitable locations for townhouses and houseplexes	\$150,000	2020
	b. Support houseplexes as a form of multi-unit housing that provide a sensitive transition within neighbourhoods	2.0 FTE	2020
	c. Support more family housing including townhouses and rowhouses		2020
	d. Support new ground-oriented housing forms and lock-off suites		2020

**Postpone until February 6 - Move these items to 2019**

*Objective # 3 is complete.*

**Action from Workshop arising from Objective # 3:**

That funding to the Victoria Housing Reserve be increased by \$750,000 allocated from surplus.

**Carried**

**Strategic Plan Objective # 1 – Good Governance**

**Action from Workshop:**

Citizens' Assembly - Resource impact is **up to** \$250,000.

**Carried**

**Action from Workshop:**

Appreciative Inquiry Training and Engagement – change wording to:

**Offer training in best practices in respectful facilitation to staff, Council members and community leaders.**

**Carried**

At the next meeting on February 6, 2019 Special Committee of the Whole, Council will start with page 4 of *Appendix C – Detailed Resource Assessment of Draft Strategic Plan Actions 2019-2022*

**I. ADJOURNMENT OF SPECIAL COMMITTEE OF THE WHOLE**

**Moved By** Councillor Collins

**Seconded By** Councillor Isitt

That the Committee of the Whole Meeting be adjourned at 11:50 a.m.

**CARRIED UNANIMOUSLY**

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CITY CLERK

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MAYOR

DRAFT