



## MINUTES - COMMITTEE OF THE WHOLE

November 7, 2019, 9:01 A.M.

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

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

- PRESENT:** Councillor Loveday in the Chair, Councillor Alto, Councillor Potts, Councillor Thornton-Joe, Councillor Dubow, Councillor Young
- PRESENT ELECTRONICALLY:** Councillor Isitt (arrived at 10:08 a.m. and left at 11:29 a.m.)
- ABSENT:** Mayor Helps
- STAFF PRESENT:** J. Jenkyns - City Manager, S. Thompson - Deputy City Manager / Director of Finance, C. Coates - City Clerk, P. Bruce - Fire Chief, F. Work - Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, J. Jensen - Head of Human Resources, C. Havelka - Deputy City Clerk, A. Meyer - Assistant Director of Development Services, A. Hudson - Acting Director of Sustainable Planning & Community Development, J. O'Connor - Deputy Director of Finance, C. Mycroft - Manager of Executive Operations, T. Zworski - City Solicitor, J. Karakas - Senior Urban Designer, S. Webb - Manager of Transportation, R. Tooke - Manager, Sustainability, Assets and Support Serv., M. Heiser - Committee Secretary
- GUESTS:** L. Bartram - Accessibility Working Group Chair

**A. APPROVAL OF AGENDA**

That the agenda be approved.

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

That the agenda be approved.

**CARRIED UNANIMOUSLY**

**B. CONSENT AGENDA**

**Moved By** Councillor Potts  
**Seconded By** Councillor Dubow

That the following items be approved without further debate

**CARRIED UNANIMOUSLY**

**C.1 Minutes from the meeting held October 17, 2019**

**Moved By** Councillor Potts

**Seconded By** Councillor Dubow

That the minutes from the Committee of the Whole meeting held October 17, 2019 be adopted.

**CARRIED UNANIMOUSLY**

**E.1 1442 Elford Street: Rezoning Application No. 00703 (Fernwood)**

Committee received a report dated October 24, 2019 from the Acting Director of Sustainable Planning and Community Development regarding the proposed Rezoning Application No. 00803 for 1442 Elford Street in order to convert the existing single-dwelling into a multi-unit residential building consisting of approximately five ground-oriented dwelling units and recommending it move forward to a public hearing.

**Moved By** Councillor Potts

**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. 00703 for 1442 Elford 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 applicant prepares and executes a legal agreement ensuring that future Strata Bylaws cannot prohibit the rental of dwelling units.

**CARRIED UNANIMOUSLY**

**E.2 1442 Elford Street: Heritage Designation Application No. 000186 (Fernwood)**

Committee received a report dated October 24, 2019 from the Acting Director of Sustainable Planning and Community Development regarding the proposed Heritage Designation Application No. 000186 for 1442 Elford Street in order to designate the exterior of the heritage-registered property.

**Moved By** Councillor Potts

**Seconded By** Councillor Dubow

That Council approve the designation of the heritage-registered property located at 1442 Elford Street, pursuant to Section 611 of the Local Government Act, as a Municipal Heritage Site, consistent with the plans dated October 16, 2019, and that first and second reading of the Heritage Designation Bylaw be considered by Council and a Public Hearing date be set.

**CARRIED UNANIMOUSLY**

**F.4 Proclamation - Adoption Awareness Month**

Committee received a report dated October 24, 2019 from the City Clerk regarding the proclamation for Adoption Awareness Month, November 2019.

**Moved By** Councillor Potts

**Seconded By** Councillor Dubow

That the *Adoption Awareness Month* Proclamation be forwarded to the November 14, 2019 Council meeting for Council's consideration.

**CARRIED UNANIMOUSLY**

**F.5 Proclamation - Cities for Life/Cities Against the Death Penalty**

Committee received a report dated October 24, 2019 from the City Clerk regarding the proclamation for Cities for Life/Cities Against the Death Penalty Day, November 30, 2019.

**Moved By** Councillor Potts

**Seconded By** Councillor Dubow

That the *Cities for Life/Cities Against the Death Penalty Day* Proclamation be forwarded to the November 14, 2019 Council meeting for Council's consideration.

**CARRIED UNANIMOUSLY**

**G.1 Council Member Motion - Transit Week Challenge**

Committee received a Council Member Motion dated November 1, 2019 from Councillor Dubow regarding the proposed Transit Week Challenge.

**Moved By** Councillor Potts

**Seconded By** Councillor Dubow

WHEREAS the City of Victoria has declared a climate emergency and wishes to promote the use of low carbon transportation modes, including public transport;

AND WHEREAS it is the responsibility of public officials to lead by example;

And WHEREAS having direct, hands-on experience better equips public officials to make informed decisions regarding services,

THEREFORE be it resolved that the City of Victoria calls on the members of the Victoria Regional Transit Commission and local government and elected officials in capital region to:

1. Commit to using BC Transit services as their sole mode of transportation around the Greater Victoria region for the period of one week.
2. Share their experience with their council, communities and Victoria Regional Transit Commission representative.

**CARRIED UNANIMOUSLY**

**G.3 Council Member Motion - City of Victoria Input into Provincial Old Growth Strategic Review**

Committee received a Council Member Motion dated October 31, 2019 from Councillor Loveday and Councillor Isitt regarding the proposed formal submission to the Provincial government's Old Growth Forests Strategic Review stating the City of Victoria's support.

**Moved By** Councillor Potts  
**Seconded By** Councillor Dubow

That Council direct Staff to draft a formal submission to the Provincial government's Old Growth Forests Strategic Review stating the City of Victoria's support for protecting all remaining old growth forests on Vancouver Island, advocating for sustainable management of second-growth forests, and appending previous Council resolutions on this topic.

**CARRIED UNANIMOUSLY**

**F. STAFF REPORTS**

**F.1 Accessibility Framework - Endorsement and Next Steps**

Committee received a presentation from the Accessibility Working Group Chair highlighting several concerns, suggestions, and support for further engagement.

Committee received a report dated November 1, 2019 from the Director of Engineering and Public Works regarding the proposed draft Accessibility Framework including outlines of accessibility, disability and barrier types definitions, policy context, overarching commitments, City role, and three main-focus areas for actions.

*Committee discussed the following:*

- *The proposed Accessibility Coordinator position as it relates to 2020 Budget*
- *Questions posed by the Chair of the Accessibility Working Group*
- *Accessibility impact statement*
- *First year foundation actions and work that can be completed in 2020*
- *Ongoing infrastructure updates and maintenance*
- *Continued stakeholder engagement*

*Councillor Isitt joined the meeting electronically at 10:08 a.m.*

*Committee recessed at 10:08 a.m. and reconvened at 10:13 a.m.*

**Moved By** Councillor Loveday  
**Seconded By** Councillor Potts

That Council direct staff to:

1. Complete stakeholder engagement on the proposed draft, finalize edits and ready the document for final Council approval, in Quarter 1 2020;
2. Continue to participate in stakeholder consultation processes on the development of Accessibility Legislation in the Province of BC;
3. Endorse the policy statement noted in Appendix D and direct staff to report back with a formal policy for consideration in Q1 2020;
4. Refer consideration of adding a staff resource to the 2020 financial planning process; and
5. Report back on the Terms of Reference for an Advisory Body to enable ongoing input from persons with lived-experience on issues relating to accessibility.

**Amendment:**

**Moved By** Councillor Loveday

**Seconded By** Councillor Potts

That Council direct staff to:

1. Complete stakeholder engagement on the proposed draft documents, **with particular focus on appendix c**, finalize edits and ready the documents for final Council approval, in Quarter 1 2020;
2. Continue to **advocate for strong and effective Provincial legislation for persons with disabilities and** participate in stakeholder consultation processes on the development of Accessibility Legislation in the Province of BC;
3. Endorse the policy statement noted in Appendix D and direct staff to report back with a formal policy for consideration in Q1 2020;
4. **Endorse adding a staff person dedicated to accessibility to be hired as soon as possible in 2020 with funds to come from new assessed revenue; ~~Refer consideration of adding a staff resource to the 2020 financial planning process; and~~**
5. **Direct staff to report back with a list of year 1 action items and direct the funding allocated in 2019 for Accessibility Framework implementation to be used for accessibility framework implementation in 2020;**
6. Report back on the Terms of Reference for an Advisory Body to enable ongoing input from persons with lived-experience on issues relating to accessibility.

**Amendment to the amendment:**

**Moved By** Councillor Isitt

**Seconded By** Councillor Loveday

**7. That the inventory of Accessibility Working Group recommendations be appended to the draft Accessibility Framework as an appendix.**

**CARRIED UNANIMOUSLY**

Councillor Young requested that seven items within the motion be voted on separately.

**On the main motion as amended:**

That Council direct staff to:

- 1. Complete stakeholder engagement on the proposed draft documents, with particular focus on appendix c, finalize edits and ready the documents for final Council approval, in Quarter 1 2020;

**CARRIED UNANIMOUSLY**

- 2. Continue to advocate for strong and effective Provincial legislation for persons with disabilities and participate in stakeholder consultation processes on the development of Accessibility Legislation in the Province of BC;

**CARRIED UNANIMOUSLY**

- 3. Endorse the policy statement noted in Appendix D and direct staff to report back with a formal policy for consideration in Q1 2020;

**CARRIED UNANIMOUSLY**

- 4. Endorse adding a staff person dedicated to accessibility to be hired as soon as possible in 2020 with funds to come from new assessed revenue;

FOR (6): Councillor Isitt, Councillor Dubow, Councillor Potts, Councillor Alto, Councillor Loveday, and Councillor Thornton-Joe

OPPOSED (1): Councillor Young

**CARRIED (6 to 1)**

- 5. Direct staff to report back with a list of year 1 action items and direct the funding allocated in 2019 for Accessibility Framework implementation to be used for accessibility framework implementation in 2020;

**CARRIED UNANIMOUSLY**

- 6. Report back on the Terms of Reference for an Advisory Body to enable ongoing input from persons with lived-experience on issues relating to accessibility.

**CARRIED UNANIMOUSLY**

7. That the inventory of Accessibility Working Group recommendations be appended to the draft Accessibility Framework as an appendix.

**CARRIED UNANIMOUSLY**

*Councillor Isitt left the meeting at 11:29 a.m.*

*Committee recessed at 11:29 a.m. and reconvened at 11:35 a.m.*

**F.2 Resource Assessment - Development of a Single-Use Materials Regulation**

Committee received a report dated November 1, 2019 from the Director of Engineering and Public Works regarding an assessment of the process and resource implications for developing a comprehensive bylaw to regulate, prohibit and impose requirements in relation to a set of problematic single-use materials that present special environmental risks.

*Committee discussed the following:*

- *The timeline and start date of the resource assessment process*
- *Comments relating to accessibility and single use items*
- *Steps taken and current progress in other municipalities*
- *Staffing requirements for project success*
- *Lessons learned from other cities and experiences*

**Moved By** Councillor Thornton-Joe

**Seconded By** Councillor Young

That Council:

Receive this report for information, and defer decision on this issue and its resource implications to the 2020 financial planning process.

**CARRIED UNANIMOUSLY**

*Committee recessed at 12:03 p.m. and reconvened at 12:25 p.m.*

**F.3 Zero Waste Strategy - Update and Considerations**

*Councillor Alto joined the meeting at 12:26 p.m.*

*Councillor Thornton Joe left the meeting at 12:53 p.m. and returned at 12:55 p.m.*

Council received a report dated November 1, 2019 from the Director of Engineering & Public Works providing Council with an update on the development of the Zero Waste Strategy presenting an initial suite of implementation actions to advance zero waste.

*Committee discussed the following:*

- *Initiatives of the provincial and federal government*
- *Opportunities to divert waste into re-purposed items*
- *Contamination with regards to recycling*
- *Thoughtful bin designs and potential initiatives to ensure correct sorting*
- *System improvements for sorting/waste management*

**Moved By** Councillor Thornton-Joe

**Seconded By** Councillor Dubow

That Council direct staff to:

1. Proceed with the next development phase of the City's Zero Waste Strategy.
2. Advance zero waste priority actions as follows:
  - a. Engage with CRD to support the development and implementation of its regional Solid Waste Management Plan and partner with the CRD and community stakeholders to discuss opportunities to advance the following focus areas:
    - i. Organics and recycling diversion
    - ii. Construction, renovation and demolition materials diversion
    - iii. Single use item reductions and guidance on compostable alternatives
    - iv. Public education and solid waste management information tools
  - b. Initiate a plan to enhance the City's residential collection program with an expressed interest to improve the diversion of organic and recyclable materials.
  - c. Develop a plan to introduce or modify the City's bin designs to improve public realm diversion as part of the 2021 financial planning process.
  - d. Initiate and report in 2020 on the planning, program and policy considerations for sustainable building demolitions that maximize resource and material recovery, safeguard heritage value, and include affordability, public health, safety, economics, and other sustainability considerations.
  - e. Partner with local business and community food industry stakeholders and report back on the planning and resource considerations to implement a 2021 pilot program for reusable take back food-ware containers.
  - f. Consider allocating \$200,000 and one new staff resource to the next development phase of the Zero Waste Strategy development and initial implementation actions as per this report as part of the 2020 financial planning process.

**CARRIED UNANIMOUSLY**

*Committee recessed at 1:53 p.m. and reconvened at 1:58 p.m.*



**Motion to extend:**

**Moved By** Councillor Alto

**Seconded By** Councillor Dubow

That the Committee of the Whole meeting be extended to 2:15 p.m.

**CARRIED UNANIMOUSLY**

**G. NOTICE OF MOTIONS**

**G.2 Council Member Motion - Protecting and Supporting Arts and Cultural Spaces in the City**

Committee received a Council Member Motion dated October 31, 2019 from Councillor Loveday and Councillor Isitt regarding the proposed recommendation for support of arts and cultural spaces in the City and an update on implementation of the Create Victoria Master Plan.

**Moved By** Councillor Loveday

**Seconded By** Councillor Dubow

That Council:

1. Direct staff to provide an update on implementation of the Create Victoria Master Plan within three months, including Actions Items identified in the Strategic Plan for 2020 and recommendations on providing long-term financial stability for arts and cultural spaces.
2. Allocate \$100,000 dollars in the 2020 Financial Plan toward an Arts and Cultural Spaces Reserve Fund.
3. Direct staff to prepare a draft policy governing the allocation of grants from this fund.
4. Authorize a new staff position in the Arts and Culture division, funded from new assessed revenue, to allow enough staff resources to proactively implement the Create Victoria Plan and the Arts and Cultural Spaces Road Map.
5. That Council direct staff to align all work to protect cultural spaces including the work outlined in the Create Victoria arts and cultural masterplan and the Council motions regarding permissive tax exemptions and downzoning cultural facilities to limit property tax burdens and development pressures.

**Amendment:**

**Moved By** Councillor Alto

**Seconded By** Councillor Potts

2. **Consider allocating** ~~Allocate~~ \$100,000 dollars in the 2020 Financial Plan toward an Arts and Cultural Spaces Reserve Fund.

**CARRIED UNANIMOUSLY**

**Moved By** Councillor Loveday  
**Seconded By** Councillor Dubow

That the Committee of the Whole meeting be extended to 2:30 p.m.

**CARRIED UNANIMOUSLY**

*Councillor Young requested that five items within the motion be voted on separately.*

**On the main motion as amended:**

That Council:

1. Direct staff to provide an update on implementation of the Create Victoria Master Plan within three months, including Actions Items identified in the Strategic Plan for 2020 and recommendations on providing long-term financial stability for arts and cultural spaces.

**CARRIED UNANIMOUSLY**

2. Consider allocating \$100,000 dollars in the 2020 Financial Plan toward an Arts and Cultural Spaces Reserve Fund.

**CARRIED UNANIMOUSLY**

3. Direct staff to prepare a draft policy governing the allocation of grants from this fund.

**CARRIED UNANIMOUSLY**

4. Authorize a new staff position in the Arts and Culture division, funded from new assessed revenue, to allow enough staff resources to proactively implement the Create Victoria Plan and the Arts and Cultural Spaces Road Map.

FOR (5): Councillor Dubow, Councillor Potts, Councillor Alto, Councillor Loveday, and Councillor Thornton-Joe

OPPOSED (1): Councillor Young

**CARRIED (5 to 1)**

5. That Council direct staff to align all work to protect cultural spaces including the work outlined in the Create Victoria arts and cultural masterplan and the Council motions regarding permissive tax exemptions and downzoning cultural facilities to limit property tax burdens and development pressures.

**CARRIED UNANIMOUSLY**

**G.4 Council Member Motion - Request to Address Council Policy Waiver – OCP Amendment for Food Bearing, Pollinator, and Native Plant Landscape Design Guidelines**

Committee received a Council Member Motion dated November 5, 2019 from Councillor Loveday and Councillor Potts regarding the proposed motion to waive the Request to Address Council Policy to permit a presentation prior to the consideration of the Official Community Plan (OCP) amendment Bylaw for Food-Bearing, Pollinator and Native Plan Landscape Design Guidelines.

**Moved By** Councillor Potts

**Seconded By** Councillor Loveday

That Council:

1. Waive the Request to Address Council Policy to permit a presentation to be made prior to the consideration of the OCP Amendment Bylaw for Food-Bearing, Pollinator and Native Plant Landscape Design Guidelines, at the November 14, 2019 Council meeting.
2. That Council approve the submission to be made by video presentation or by being read by City Staff in this instance without the presenter being in attendance.
3. That upon receipt of the submission, staff be directed to include it as part of the official record for the public hearing.
4. That this motion be forwarded to the daytime Council meeting of November 7, 2019 for final consideration.

**CARRIED UNANIMOUSLY**

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

**Moved By** Councillor Potts

**Seconded By** Councillor Alto

That the Committee of the Whole Meeting be adjourned at 2:19 p.m.

**CARRIED UNANIMOUSLY**

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CITY CLERK

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MAYOR