



## MINUTES - COMMITTEE OF THE WHOLE

March 26, 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**

**PRESENT:** Mayor Helps in the Chair, Councillor Alto, Councillor Isitt, Councillor Loveday, Councillor Dubow (Joined at 9:12 a.m.), Councillor Young

**PRESENT ELECTRONICALLY:** Councillor Potts, Councillor Thornton-Joe

**STAFF PRESENT:** J. Jenkyns - City Manager, S. Thompson - Deputy City Manager / Director of Finance, C. Coates - City Clerk, P. Bruce - Fire Chief, T. Zworski - City Solicitor, P. Bellefontaine Acting Director of Engineering & Public Works, T. Soulliere - Director of Parks, Recreation & Facilities, K. Hoese - Director of Sustainable Planning and Community Development, C. Havelka - Deputy City Clerk, C. Mycroft - Manager of Executive Operations, AK Ferguson - Committee Secretary

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

**Moved By** Councillor Alto  
**Seconded By** Councillor Young

That the agenda be approved.

#### **Amendment:**

**Moved By** Councillor Alto  
**Seconded By** Councillor Young

That the Agenda of the March 26, 2020, Committee of the Whole meeting be amended as follows:

#### **Consent Agenda:**

**J. 1 Partnering Agreement to Support the Supply of Electric Vehicles Charging Infrastructure**

**J.3 Zoning Regulation Bylaw - Correction of a Section Reference**

**CARRIED UNANIMOUSLY**

On the main motion as amended:

**CARRIED UNANIMOUSLY**

**B. CONSENT AGENDA**

**Moved By** Councillor Alto

**Seconded By** Councillor Young

That the following items be approved without further debate:

**CARRIED UNANIMOUSLY**

**J.1 Partnering Agreement to Support the Supply of Electric Vehicles Charging Infrastructure**

Committee received a report dated March 17 from the Acting Director of Engineering and Public Works regarding the proposed partnering agreement with the Government of British Columbia and the BC Hydro and Power Authority to provide the CleanBC Home and Workplace EV Charging program.

**Moved By** Councillor Alto

**Seconded By** Councillor Young

That Council authorise:

- a. the City to enter into a partnering agreement for a term of one year until March 31, 2021 with the Government of British Columbia and the BC Hydro and Power Authority to provide a service, the CleanBC Home and Workplace EV Charging Program, on behalf of the City, subject to Council providing notice to the public pursuant to s. 24 of the Community Charter, and
- b. any amendments to the partnering agreement that are substantially in accordance with the terms and conditions of the agreement, provided that the form and contents are satisfactory to the City Solicitor and the Acting Director of Engineering and Public Works; and
- c. the City to renew the partnering agreement for further successive periods of one year each.

**CARRIED UNANIMOUSLY**

**J.3 Zoning Regulation Bylaw - Correction of a Section Reference**

Committee received a report dated March 24, 2020 from the City Solicitor regarding an amendment to the Zoning Regulation Bylaw in order to correct the utilization of *section 46* for both waterfront lots regulation and air space parcel regulation and renumber airspace parcel regulation as a new *section 47*.

**Moved By** Councillor Loveday

**Seconded By** Councillor Alto

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

1. That Council instruct the City Solicitor to bring forward an amendment bylaw to correct the Zoning Regulation Bylaw by renumbering one of sections 46 as a new section 47; and
2. That Council, pursuant to section 464(2) of the Local Government Act waive the requirement for a public hearing for this bylaw as it is a clerical correction that makes no substantive changes and is consistent with the Official Community Plan.

**CARRIED UNANIMOUSLY**

**E. STAFF REPORTS**

**E.1 COVID-19 Update (Verbal)**

Committee received a verbal report from the City Manager regarding the City of Victoria's COVID-19 response.

*Committee discussed:*

- *what the model for the shelters at in Beacon Hill and Topaz Park will look like.*
- *when non-emergency public works and parks work will end and what measures have been put in place to ensure safety.*
- *Possibility of waiving penalty on utilities.*
- *The possibility of waiving fees for parking.*

*The public Committee meeting recessed at 9:33 a.m. to go into a closed meeting.*

**F. CLOSED MEETING**

**Moved By** Councillor Young  
**Seconded By** Councillor Alto

**MOTION TO CLOSE THE MARCH 26, 2020 COMMITTEE OF THE WHOLE MEETING TO THE PUBLIC**

That Council convene a closed Committee of the Whole meeting that excludes the public under Section 90 of the *Community Charter* for the reason that the following agenda items deal with matters specified in Sections 90(1) and/or (2) of the *Community Charter*, namely:

Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

*Section 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; and*

*Section 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality 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**

*The public Committee meeting reconvened at 10:05 a.m.*

**E.1 COVID-19 Update (Verbal) - Continued**

*Committee discussed:*

- *Possibility of hotels being used for people with COVID-19.*
- *concerns with the encampment at Beacon Hill and Topaz Park.*
- *Time frame for Royal Athletic Park to open.*

**Moved By** Councillor Loveday

**Seconded By** Councillor Alto

That the closed meeting resume to discuss Intergovernmental Relations.

**CARRIED UNANIMOUSLY**

*The public Committee meeting recessed at 10:29 a.m. and reconvened at 11:18 a.m.*

**Moved By** Councillor Isitt

**Seconded By** Councillor Loveday

That Council receive the verbal report for information.

**CARRIED UNANIMOUSLY**

*Councillor Potts recused herself for the following item due to a non-pecuniary conflict of interest at 11:18 a.m. as she lives in close proximity to the subject property.*

*Councillor Isitt recused himself for the following item due to a non-pecuniary conflict of interest at 11:18 a.m. as a family member lives in close proximity to the subject property.*

**I. LAND USE MATTERS**

**I.4 330-336 Michigan Street: Revised Victoria Housing Reserve Fund Grant Application (James Bay)**

Committee received a report dated March 12, 2020 from the Director of Sustainable Planning and Community Development regarding the proposed

revised Victoria Housing Reserve Fund Grant Application for 330-336 Michigan Street in the amount of \$1,020,000 and recommending that it be approved.

**Moved By** Mayor Helps

**Seconded By** Councillor Thornton-Joe

That Council:

1. Revise the Victoria Housing Reserve Fund (VHRF) grant, approved on February 27, 2020, to the Capital Region Housing Corporation for the Michigan Square project located at 330-336 Michigan Street from \$990,000 to \$1,020,000 to reflect a shift from market to moderate (affordable) income rent for two of the eight proposed 3-bedroom units.
2. Issue the VHRF grant funding subject to the applicant executing a Housing Grant Agreement and a Housing Agreement to the satisfaction of the City Solicitor and Director of Sustainable Planning and Community Development to secure the provision of the affordable units pursuant to the VHRF Guidelines as of March 21, 2019 on terms consistent with BC Housing's operating funding:
  - a. 7 studio units for very low income level;
  - b. 12 one-bedroom units for very low income level;
  - c. 1 two-bedroom unit for very low income level;
  - d. 9 one-bedroom units for low income level;
  - e. 11 two-bedroom units for low income level;
  - f. 2 three-bedroom units for low income level;
  - g. 12 one-bedroom units for moderate income levels
  - h. 4 two-bedroom units for moderate income levels;
  - i. 11 two-bedroom units for moderate income levels;
  - j. 20 two-bedroom units for moderate income levels; and
  - k. 2 three-bedroom units for moderate income levels.

**CARRIED UNANIMOUSLY**

*Councillors Potts and Isitt returned to the meeting at 11:22 a.m.*

## **J. STAFF REPORTS**

### **J.2 Council and Committee of the Whole Schedule - COVID-19**

Committee received a report dated March 24, 2020 from the City Clerk seeking approval to further modify meeting processes by reducing the frequency of meetings of Committee of the Whole and Council in response to COVID-19.

*Committee discussed:*

- *Concerns with not having meetings weekly.*
- *The timeline for meetings to continue as normal.*

**Moved By** Councillor Isitt

That the April 9th evening Council meeting be moved to the daytime Council meeting to be convened at 1 p.m.

**Failed to proceed due to no seconder**

**Moved By** Councillor Isitt

That the April 9th evening Council meeting be moved to the daytime Council meeting.

**Failed to proceed due to no seconder**

**Moved By** Mayor Helps

**Seconded By** Councillor Alto

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until further notice to provide for:
  - a. the suspension of evening Council meetings effective immediately;
  - b. conducting Council meetings during the day following Committee of the Whole;
  - c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

**Amendment:**

**Moved By** Mayor Helps

**Seconded By** Councillor Alto

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule **until the end of April** ~~until further notice~~ to provide for:
  - a. the suspension of evening Council meetings effective immediately;
  - b. conducting Council meetings during the day following Committee of the Whole;
  - c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

**CARRIED UNANIMOUSLY**

**Amendment:**

**Moved By** Councillor Isitt

**Seconded By** Mayor Helps

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
  - a. the suspension of evening Council meetings effective immediately;
  - b. conducting Council meetings during the day following Committee of the Whole **at 12 noon**;
  - c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

**CARRIED UNANIMOUSLY**

**Amendment:**

**Moved By** Mayor Helps

**Seconded By** Councillor Loveday

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
  - a. the suspension of evening Council meetings effective immediately;
  - b. conducting Council meetings during the day following Committee of the Whole at 12 noon;
  - ~~c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.~~
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

**Amendment to the amendment:**

**Moved By** Councillor Alto  
**Seconded By** Mayor Helps

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
  - a. the suspension of evening Council meetings effective immediately;
  - b. conducting Council meetings on the 2nd and 4th Thursday during the day following Committee of the Whole at 12 noon;
  - ~~c. conducting both Council and Committee of the Whole on the second and fourth Thursday of each month beginning April 9, 2020.~~
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

**CARRIED UNANIMOUSLY**



**On the amendment:**

**CARRIED UNANIMOUSLY**

**On the main motion as amended:**

That Council forward to the March 26, 2020 daytime Council meeting the following recommendations:

That Council:

1. Direct staff to amend the 2020 Council and Committee of the Whole meeting Schedule until the end of April to provide for:
  - a. the suspension of evening Council meetings effective immediately;
  - b. conducting Council meetings on the 2nd and 4th Thursday during the day following Committee of the Whole at 12 noon;
2. Direct staff to give public notice of the revised Meeting Schedule in accordance with Section 127 (1)(b) of the Community Charter.
3. Forward the March 26th Council meeting agenda items to the daytime Council meeting April 2, 2020.

**CARRIED UNANIMOUSLY**

**L. NEW BUSINESS**

**L.1 Council Member Motion: Scaling Up Growing in the City for Community Resilience**

Committee received a Council Member Motion dated March 24, 2020 from Councillors Isitt and Loveday regarding the proposed scaling up of the Growing in the City Initiative.

*Committee discussed:*

- *Concerns with starting new projects at this time.*
- *Concerns with how the project that might involve contact with others.*
- *What role City staff would take in the project.*

**Moved By** Councillor Isitt

**Seconded By** Councillor Loveday

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.

2. Work with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

**Motion to Refer:**

**Moved By** Mayor Helps

**Seconded By** Councillor Alto

That staff report back on this matter on a priority basis:

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

**Amendment:**

**Moved By** Councillor Isitt

**Seconded By** Mayor Helps

That staff report back on this matter on **April 2, 2020** ~~a priority basis:~~

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.

3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

**CARRIED UNANIMOUSLY**

**Amendment:**

**Moved By** Councillor Isitt

**Seconded By** Mayor Helps

That staff report back on this matter on April 2, 2020:

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work **remotely** with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

**CARRIED UNANIMOUSLY**

**On the motion to refer as amended:**

That staff report back on this matter on April 2, 2020:

That Council authorize the scaling up of the Growing in the City initiative with the following actions, to increase community resilience and food security in response to Covid-19:

1. Temporarily reprioritize the focus of some Parks Department capacity to grow food plants from seed in the municipal nursery and greenhouses for planting in the 2020 growing season, harnessing expertise on appropriate plant selection from stakeholders in the Urban Food Table.
2. Work remotely with stakeholder organizations in the Urban Food Table, School District 61 and local farmers to develop a distribution plan for food plants, soil and educational resources to scale up food production and increase community resilience and food security.
3. Adhere strictly to workplace safety and public health guidelines during the implementation of this program.

FOR (7): Mayor Helps, Councillor Alto, Councillor Loveday, Councillor Potts, Councillor Thornton-Joe, Councillor Dubow, and Councillor Young

OPPOSED (1): Councillor Isitt

**CARRIED (7 to 1)**

**M. ADJOURNMENT OF COMMITTEE OF THE WHOLE**

**Moved By** Councillor Alto

**Seconded By** Councillor Loveday

That the Committee of the Whole Meeting be adjourned at 12:07 p.m.

**CARRIED UNANIMOUSLY**

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CITY CLERK

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MAYOR