



## **MINUTES – SPECIAL COMMITTEE OF THE WHOLE**

**November 10, 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 Dubow, Councillor Potts (joined at 9:08 a.m.), Councillor Thornton-Joe, Councillor Young

**PRESENT ELECTRONICALLY:** Councillor Isitt (joined at 10:02 a.m.), Councillor Loveday

**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, T. Soulliere - Director of Parks, Recreation & Facilities, B. Eisenhauer - Head of Engagement, J. Jensen - Head of Human Resources, K. Hoese - Director of Sustainable Planning and Community Development, C. Havelka - Deputy City Clerk, J. O'Connor - Deputy Director of Finance, K. Moore - Head of Business and Community Relations, C. Mycroft - Manager of Executive Operations, AK Ferguson - Committee Secretary

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

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

That the agenda be approved.

**CARRIED UNANIMOUSLY**

### **F. STAFF REPORTS**

#### **F.1 2021 Draft Financial Plan**

##### **F.1.1 Intro/Overview/Department Presentations**

The Deputy City Manager/Director of Finance provided an overview of the financial planning process for the Special Budget meetings.

##### **F.1.1.1 Council**

The Deputy City Manager advised that the council budget is based on Committee and Council meetings.

*Committee discussed:*

- *What do the miscellaneous expenses cover;*
- *What the remuneration level is based on*
- *What the amounts for travel will be for the 2021 budget and whether the budget could be cut in half*

**Moved By** Councillor Isitt

**Seconded By** Mayor Helps

That Council reduce the 2021 budget for conference travel to \$25,000.

FOR (1): Councillor Isitt

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

**DEFEATED (1 to 7)**

#### **F.1.1.2 Finance**

The Deputy Director of Finance provided an overview of the Finance Department including Parking Services.

*Committee discussed:*

- *How the projections for parking revenue are arrived at.*
- *What the parking equipment upgrade includes.*
- *What the development stability fund is.*
- *Whether the Royal Athletic Park parking lot is being utilized during the day.*
- *Concerns with the amounts in the budget for tour stands.*

*Councillor Isitt joined in person at 10:02 a.m.*

#### **F.1.1.3 Information Technology**

The Chief Information Officer provided an overview of the Information Technology draft 2021 Budget.

*Committee discussed:*

- *Whether any technology updates are expected for 2021*
- *Whether any work from home/modern workplace implements are expected post-pandemic*

*Committee recessed at 10:37 a.m. and returned at 10:42 a.m.*

#### **F.1.1.4 Corporate Initiatives**

The Head of Service Innovation provided an overview of the Corporate Initiatives department 2021 draft budget.

#### **F.1.1.5 Real Estate**

The Head of Strategic Real Estate provided an overview of the 2021 draft budget for the Real Estate department.

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

That Council Close the meeting to the public under Section 90(1)(e) of the *Community Charter* to receive information on land or disposition.

**CARRIED UNANIMOUSLY**

*Committee recessed for the closed meeting at 11:05 a.m.*

#### **Land – Community Charter Section 90(1)(e )**

Council discussed a land item. The discussion was recorded and kept confidential.

*Committee returned to the open meeting at 11:26 a.m.*

*Committee discussed:*

- *Whether the department will need a further FTE in the next year.*
- *Whether the City has lost any tenants from City properties.*

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

That Council direct staff to provide an annual update by the end of Q2 2021 on Parks and Greenways Acquisitions.

**Amendment:**

**Moved By** Councillor Dubow

**Seconded By** Councillor Isitt

That Council direct staff to provide an annual update by the end of Q2 2021 on Parks and Greenways Acquisitions, **informed by the equity framework.**

**CARRIED UNANIMOUSLY**

**On the main motion as amended:**

**CARRIED UNANIMOUSLY**

**Moved By** Councillor Isitt

**Seconded By** Councillor Dubow

That Council direct staff to provide an annual update by the end of Q2 2021 on Housing Acquisitions.

**CARRIED UNANIMOUSLY**

#### **F.1.1.6 Legislative Services**

The City Clerk provided an overview of the 2021 draft budget for the Legislative Services department.

*Committee discussed:*

- *Whether the requested on-going FTE position is new and needed at this time.*

#### **F.1.1.7 Parks, Recreation, and Facilities**

The Director of Parks, Recreation and Facilities provided an overview of the 2021 draft budget for the Parks, Recreation and Facilities department.

*Committee discussed:*

- *Cost of providing free doggy bags to the public*
- *Possibility of adding paid parking along portions of Dallas Road*
- *How many plantings were completed in 2020.*
- *How insurance premiums will affect the budget.*

*Committee recessed at 12:28 p.m. and returned at 1:03 p.m.*

*Councillor Isitt was not present for the recommencement of the meeting.*

*Committee discussed:*

- *Will it be possible to recover some of the costs related to Topaz Park sheltering.*
- *More access to lighting near where CRD park trails and City Trails meet.*

*Councillor Isitt rejoined the meeting at 1:12 p.m.*

*Committee discussed:*

- *Possibility of improving the access to the Gorge Waterway*
- *Whether it is possible for the section of Mile zero being added to park space during this budget*
- *Where the extra COVID cleaning costs are captured.*
- *Possibility to add more playgrounds to the City's stock.*

**Moved By** Councillor Isitt

**Seconded By** Mayor Helps

That Council request staff to report back with information regarding the potential for paid parking along a portion of Dallas Road.

**Amendment:**

**Moved By** Councillor Isitt

**Seconded By** Councillor Thornton-Joe

That Council request staff to report back with information regarding the potential for paid parking along a portion of Dallas Road **with exemption for accessible parking spaces.**

**CARRIED UNANIMOUSLY**

**On the main motion as amended:**

**CARRIED UNANIMOUSLY**

**Moved By** Councillor Isitt

**Seconded By** Councillor Loveday

That Council direct staff to report back before the end of 2020 on the options and implications for security services

**CARRIED UNANIMOUSLY**

#### **F.1.1.8 City Manager**

The City Manager provided an overview of the 2021 draft budget for the City Manager's office.

#### **F.1.1.9 Victoria Fire Department**

The Chief of the Victoria Fire Department provided an overview of the 2021 draft budget for the Victoria Fire Department.

*Committee discussed:*

- *Reasoning for the Fire Department responding first to emergency calls.*

- *COVID related impact on fire prevention*

#### **F.1.1.10 Legal Services**

The City Solicitor provided an overview of the 2021 draft budget for the Legal Services Department.

Committee discussed:

- *Reasoning for the staff working reduced hours*

#### **F.1.1.11 Engagement**

The Head of Engagement provided an overview of the 2021 draft budget for the Engagement department.

Committee discussed:

- *The participatory budgeting process and why it is not included in the draft budget.*

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

**Moved By** Councillor Alto

**Seconded By** Councillor Potts

That the Committee of the Whole Meeting be adjourned at 3:38 p.m.

**CARRIED UNANIMOUSLY**

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CITY CLERK

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MAYOR