

MINUTES - COMMITTEE OF THE WHOLE

MEETING HELD THURSDAY, FEBRUARY 14, 2002, AT 9:06 A.M.

PRESENT: Councillor McLean, in the Chair, Mayor Lowe and Councillors Fleming, Holland, Hughes, Lunt, Madoff, Savoie, and Vanden Berg.

Mr. Joe Martignago, City Manager, attended for the entire meeting and Messrs. Carlsen, Clark, Dennis, Dowdall, McCliggott, Mallett, O'Reilly, Scoones, Smith, van den Boomen, Woodland, Ms. Atkinson, Ms. Fowler, Ms. Low, Ms. McKay, Ms. Masters, Ms. Mayhew, Ms. Miller, Ms. O'Regan, Ms. Price-Douglas, Ms. Ramsay, and Ms. Zink attended for portions of the meeting.

Recording Secretary: Linda Johnson

MINUTES

LOAN AUTHORIZATION

02/113

Committee received a memorandum dated February 11, 2002 from the Corporate Administrator providing clarification to a report received at its February 7th, 2002 meeting. The report, regarding Loan Authorization Bylaws Nos. 01-156 & 01-157, stated that annual principle and interest payments for the new debt would be approximately \$219,000. This figure reflects the cost for 2002 for which borrowing would commence in July. The full cost of borrowing for a twelve month period is approximately \$450,000. This amount is provided for in the City's Five Year Financial Plan.

ACTION: Councillor Fleming moved that information regarding the total annual principle and interest payments of \$450,000 for Loan Authorization Bylaws Nos. 01-156 & 01-157 be added to the February 7, 2002 Committee of the Whole minutes.

DELEGATIONS

VICTORIAN CHRISTMAS FESTIVAL STEERING COMMITTEE

02/112

Mr. Allen Houghton and Mr. Al Kelly, representing the Victoria Christmas Festival Steering Committee addressed Committee of the Whole regarding their plans to produce an annual family festival during the normally slow tourism period of November 15 to December 15.

They requested a general letter of endorsement from Council, as well as a proclamation to coincide with the festival launch.

VIATeC

02/111

Mr. Doug Taylor, Chief Executive Officer of the Vancouver Island Advanced Technology Centre (VIATeC) addressed Committee regarding their Economic Development Program grant application. He provided information on the role of VIATeC in the local technology community, and its impact on the economy of Victoria. In addition he discussed the services provided to member companies, and outlined the consistent growth of the organization.

GRANTS

ECONOMIC DEVELOPMENT GRANTS

02/110

Committee received five memorandums dated February 6, 2002, from the Economic Development Coordinator, each dealing with a request for an Economic Development Grant. The City currently allocates \$160,000 to grants for this program.

ACTIONS: Councillor Hughes moved that it be recommended to Council that:

- 1) a grant of \$15,000 be approved for CEDCO Victoria;
- 2) CEDCO Victoria ensure that the City of Victoria received public recognition of its role as a financial sponsor of its program.

Councillor Holland moved that it be recommended to Council that:

- 1) a grant of \$10,000 be approved for Sport Host Victoria;
- 2) Sport Host Victoria ensure that the City of Victoria received public recognition of its role as a financial sponsor of its program.

Councillor Hughes moved that it be recommended to Council that:

- 1) a grant of \$60,000 be approved for Tourism Victoria;
- 2) Tourism Victoria ensure that the City of Victoria received public recognition of its role as a financial sponsor of its program.

Councillor Hughes moved that it be recommended to Council that:

- 1) a grant of \$50,000 be approved for the Greater Victoria Film Commission;
- 2) The Greater Victoria Film Commission ensure that the City of Victoria received public recognition of its role as a financial sponsor of its program.

Councillor Lunt moved that it be recommended to Council that:

- 1) a grant of \$25,000 be approved for VIATeC;
- 2) VIATeC ensure that the City of Victoria received public recognition of its role as a financial sponsor of its program.

FESTIVAL INVESTMENT GRANTS

02/109

Committee received a memorandum dated January 31, 2002 from the Community Recreation Development Coordinator regarding Festival Investment Grants for 2002. The program assists organizers with the production of festivals and celebrations held within the City of Victoria enhances cultural economic development.

A total of 17 festival and celebration grant requests from 14 organizations were received. The 2002 budget is \$100,000 as a result of other festival funds being incorporated into the Festival Investment Grant program.

ACTIONS: Councillor Holland moved that it be recommended to Council that a grant of \$9,500 be approved for the Fringe Festival.

Councillor Fleming moved that it be recommended to Council that a grant of \$12,000 be approved for the Intercultural Association of Greater Victoria for FolkFest.

Mayor Lowe moved that it be recommended to Council that a grant of \$6,000 be approved for the Victoria Jazz Society for JazzFest International.

Mayor Lowe moved that it be recommended to Council that a grant of \$4,000 be approved for the Victoria Jazz Society for the Vancouver Island Blues Bash.

Mayor Lowe moved that it be recommended to Council that a grant of \$1,500 be approved for Theatre Inconnu for the Victoria Shakespeare Festival.

Councillor Fleming moved that it be recommended to Council that a grant of \$5,000 be approved for the Victoria Immigrant and Refugee Centre Society for the Latin and Caribbean Festival.

Councillor Savoie moved that it be recommended to Council that a grant of \$2,200 be approved for the Intrepid Theatre Company for the UNO Festival.

Councillor Savoie moved that it be recommended to Council that a grant of \$4,000 be approved for CFUV Public Radio Society for the SKA Festival.

Councillor Madoff moved that it be recommended to Council that a grant of \$2,000 be approved to the Victoria Literary Arts Festival Society for their Arts Festival.

Councillor Madoff moved that it be recommended to Council that a grant of \$5,000 be approved for the Victoria Military Music Festival Society for BandFest.

Mayor Lowe moved that it be recommended to Council that a grant of \$2,000 be approved for the TerrifVic Jazz Society for the TerrifVic Jazz Party.

Councillor Madoff moved that it be recommended to Council that a grant of \$5,000 be approved for the Victoria Native Friendship Centre for the First Peoples Festival.

Councillor Fleming moved that it be recommended to Council that a grant of \$6,000 be approved for the Victoria Dragon Boat Festival Society for the Victoria Dragon Boat Festival.

Councillor Holland moved that it be recommended to Council that a grant of \$4,000 be approved for the Victoria Symphony Society for the Symphony Splash.

Councillor Fleming moved that it be recommended to Council that a grant of \$8,000 be approved for the Greater Victoria Festival Society for the Island Farms Victoria Day Parade and the Santa's Light Parade.

Councillor Fleming moved that it be recommended to Council that a grant of \$12,500 be approved for the Intercultural Association of Greater Victoria for Luminara Victoria.

Councillor Hughes moved that it be recommended to Council that a grant of \$1,500 be approved for the Art Gallery of Greater Victoria for the Moss Street Paint In.

PROGRAM GRANT
COMMUNITY ASSOCIATION NETWORK

02/108

Committee received a memorandum dated February 6, 2002 from the Community Development Planner regarding the Program Grant request received from the Community Association Network (C.A.N.) C.A.N. offers Victoria community associations a monthly forum to communicate on residents' issues and concerns that expand from individual neighbourhoods to city-wide issues.

The Fairfield Community Association has, for the past 5 years, provided administrative support for C.A.N., and maintained liability insurance for all matching projects on city-owned land.

ACTION: Councillor Fleming moved that it be recommended to Council that approval be given to a Program Grant of \$1,550 to the Fairfield Community Association to cover the insurance costs of matching projects, and administrative support for the Community Association Network.

PROGRAM GRANTS
YOUTH OUTREACH WORKERS

02/107

Committee received a memorandum dated January 31, 2002 from the Community Development Planner regarding Program Grants for Youth Outreach Workers. The City of Victoria has supported these programs in four neighbourhoods: Victoria West (since 1993); James Bay (1994); Downtown (1995); and Burnside/Gorge (1998).

In December, 2001 a full evaluation of all four programs was completed by the Community Development Planner, and a new set of goals and outcomes have been identified for each neighbourhood for 2002-2003.

ACTION: Mayor Lowe moved that it be recommended to Council that:

- 1) A grant of \$10,000 be approved to the Burnside/Gorge Community Association to assist in funding the Youth Outreach Worker position.
- 2) A grant of \$10,000 be approved to the Boys' & Girls' Clubs of Greater Victoria to assist in funding the Vic West/Esquimalt Youth Outreach Project.
- 3) A grant of \$10,000 be approved to the James Bay Community Project to fund the Youth Outreach Program.

- 4) A grant of \$20,000 be approved to the Youth Empowerment Society to assist in funding two outreach workers in the Downtown Youth Outreach Operations Teams.
- 5) The City of Victoria receive public recognition of its role as financial sponsor of these programs.

COMMUNITY SERVICES

PRE-BUDGET APPROVAL FOR COMMUNITY AND SENIOR CENTRE FUNDING

02/106

Committee received a memorandum dated January 21, 2002 from the Community Recreation Development Coordinator regarding pre-budget approval for Community and Senior Centre funding. In the past Council has given pre-budget approval for a March 1st payment of 1/3 of the provisional budget for grants to these facilities. The balance of the approved amount is paid July 1st. This pre-budget approval has alleviated critical funding shortages that some associations face for the first 4½ months of operation.

- ACTION:** Councillor Fleming moved that it be recommended to Council that:
- 1) Pre-budget approval be given for payment of 1/3 of the 2002 provisional budget for community recreation grants to Community and Senior Associations on March 1, 2002.
 - 2) The balance of the approved 2002 annual budget for these grants be paid July 1, 2002.

PARKS

HANGING BASKET PROGRAM

02/105

Committee received a memorandum dated February 11, 2002 from the Director, Parks & Community Services providing background information for the summer and winter hanging basket programs.

In 1997 a new winter (Christmas) decoration program started through a partnership between the City, the Downtown Victoria Business Association, Tourism Victoria, and Victoria Civic Heritage Trust. A major goal of the program was to make it sustainable over the long term and to minimize the need for annual infusions of capital. The annual cost of expanding the winter basket program would have been prohibitive (\$80/basket plus installation). In 1999 the winter basket program was replaced and budgets were consolidated to support the addition of an extensive number of artificial decorations in the downtown core, on both City streets and private buildings.

- ACTION:** Councillor Holland moved that:
- 1) The report dated February 11, 2002 from the Director, Parks & Community Services regarding the Hanging Basket Program, be received for information;
 - 2) Staff be requested to contact representatives of the Victorian Christmas Festival Steering Committee with a request to consider support of a revival of natural winter hanging baskets as part of their festival decorations.

BRANCH PICK-UP PROGRAM

02/104

Committee received a memorandum dated February 11, 2002 from the Director, Parks & Community Services, regarding the City's annual residential Branch Pick-Up Program. The program, instituted in 1992, currently takes five to six weeks to complete at an approximate annual cost of \$40,000. It is estimated that 20% of the City's residents take advantage of the service. The report outlined options for modifying the program.

- ACTION:** Councillor Savoie moved that it be recommended to Council that:
- 1) The residential branch pick up program be continued with modifications in 2002 at an estimated savings of \$11,000.
 - 2) A fee for service of \$30 per load on all call backs be instituted.

CORRECTIONS TO ASSESSMENT ROLLS

02/103

Committee received a memorandum dated December 31, 2001 from the Director of Finance regarding assessment variations to Supplementary Rolls #24 for 1999; #13 and #19 for 2000; and #4, 5, 6, 7, and 8 for 2001, prepared under the provisions of the Assessment Act.

- ACTION:** Mayor Lowe moved that it be recommended to Council that the assessment variations to Supplementary Rolls, #24 for 1999; #13 and #19 for 2000; and #4, 5, 6, 7, and 8 for 2001, as outlined in a memorandum dated December 31, 2001 from the Director of Finance, be approved.

2002 SHORT TERM REVENUE ANTICIPATION BORROWING

02/102

Committee received a memorandum dated February 13, 2002 from the Comptroller advising that each year Council must pass a short term borrowing bylaw that allows the City to borrow for current operating expenditures, pending collection of tax revenues at the end of June. The upper limit for short term borrowing is established at 75% of the previous year's tax levy, which would be \$81,024,128. The City's requirement for this year should be no more than \$10,000,000.

- ACTION:** Mayor Lowe moved that it be recommended to Council that the City Solicitor be instructed to prepare a temporary loan bylaw authorizing the borrowing of up to \$10,000,000.

ENTERPRISE SYSTEMS PROJECT UPDATE

02/101

The Director of Finance reported on the progress of the Enterprise Systems Project. The District of Saanich and The City of Victoria have agreed to a joint implementation for the J.D. Edwards Enterprise Resource Planning system, using J.D. Edwards training and consulting services. The main modules of the new system are: Financials, Purchasing/Inventory, Human Resources and Payroll, Fleet Maintenance, and Maintenance Management. Joint

implementation is expected to produce substantial savings with the sharing of implementation consultants and training costs.

The City of Victoria is also proceeding with implementation of the Tempest Property Management System, including modules for Land Management, Property Taxation, Utility Billing, Permits and Inspections, Calls for Service, Business Licenses, and Municipal Ticketing. This implementation is consistent with the District of Saanich, which already uses Tempest.

ADMINISTRATIVE MATTERS

DISPOSITION OF COMMUNICATIONS

02/100

Committee received a memorandum dated February 8, 2002, from the Corporate Administrator reporting that certain communications received in the Legislative Services Division have been dealt with on the date and in the manner indicated.

Councillor Hughes referred to two letters regarding claims for slipping accidents on grates on city sidewalks. She requested that Engineering Department staff review this issue.

ACTION: Councillor Holland moved that the Disposition of Communications dated February 8, 2002 received from the Corporate Administrator, be received for information and filed.

PROCLAMATIONS

02/99

ACTION: Councillor Holland moved that the following proclamations be approved and forwarded to the appropriate Council meeting:

Tibet Day	March 10, 2002
Heritage Week	February 18 - 24, 2002

CANADIAN CAPITAL CITIES ORGANIZATION ANNUAL BOARD MEETING

02/98

Committee received a memorandum dated February 11, 2002 from Councillor Fleming advising that the Canadian Capital Cities Organization (CCCO) Board of Directors is having its annual meeting in Ottawa in February. Councillor Fleming is the CCCO Treasurer for 2001-2002.

ACTION: Mayor Lowe moved that it be recommended to Council that an expenditure of up to \$1,400 be approved for Councillor Fleming to attend the annual Canadian Capital Cities Organization Board of Directors meeting in Ottawa, February 2002.

COUNCILLOR INQUIRIES

MOTEL CONVERSION - BURNSIDE GORGE

02/97

Councillor Savoie expressed concern regarding the number of motels in the Burnside Gorge neighbourhood that are converting to permanent housing for single people. The community generally supports affordable housing projects, but is also trying to maintain diversity and feels that affordable housing should not be concentrated in one area. Councillor Savoie inquired about the availability of information regarding the number of motel conversions in the Burnside Gorge area.

AMPHIBIOUS VEHICLE

02/96

Councillor Savoie notified Committee that a local business using an amphibious vehicle has requested approval of a change in their tour route.

Councillor Lunt advised that this matter is on the agenda of the next Advisory Transportation Committee, and a report will be forthcoming.

NORTH PARK NEIGHBOURHOOD ASSOCIATION REQUEST TO MEET WITH COUNCIL

02/95

Councillor Vanden Berg reminded Committee of a request from the North Park Neighbourhood Association to address Committee of the Whole regarding Design Guidelines for the proposed Victoria Centre.

Councillors met with some members of the Association during a residents meeting at Memorial Arena on February 12, 2002. They have indicated that they will require more time than usually allotted at a Committee of the Whole meeting. Another meeting with the entire neighbourhood will be arranged.

MOBILE YOUTH SERVICES TEAM

02/94

Councillor Hughes advised that the National Crime Prevention Centre has funded a Mobile Youth Services Team to enhance community response regarding issues of sexual exploitation of youth. This is the second year of a three year program supported by the Victoria Capital Region Action Team.

RALLY TO SAVE THE E & N

02/93

Councillor Madoff reminded Councillors of an all day event on Saturday, February 16, 2002 for citizens to voice their concern with the possible closure of the E & N Railway. People interested in saving the service and the tracks will take the train from Victoria to Courtenay and back, with stops and meetings along the route.

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TRIBUTE TO JOHN ROE

02/92

Councillor Fleming advised Committee of an event planned for the Princess Mary restaurant on February 15, 2002 to pay tribute to John Roe, the creator of the Veins of Life Watershed Society on the occasion of his retirement from the Society.

SUSTAINABLE COMMUNITIES NATIONAL CONFERENCE

02/91

Councillor Savoie outlined highlights from the Sustainable Communities Conference she attended in Ottawa February 7-9, 2002. Federal cabinet ministers, the Honourable David Anderson and the Honourable Paul Martin addressed the conference, and discussed the probability of Canada signing the Kyoto Protocol Agreement this summer. Carbon trading credits were discussed, and the possibility of obtaining benefits for local energy efficiency plans. Establishing benchmarks for greenhouse gas emissions is the first step towards establishing a local plan. Councillor Savoie requested that staff be asked to move ahead with this project, and advised that outside funding is available.

In addition, she advised that the federal government still refuses to fund public transportation out of fuel tax revenue, citing that municipalities first need to resolve transportation and land use issues.

ACTION: Councillor Savoie moved that it be recommended to Council that Mayor Lowe send a letter to the Member of Parliament for Victoria, the Honourable David Anderson, advising of Council's concerns regarding the lack of federal funding for public transportation. The letter should be copied to the Federation of Canadian Municipalities.

MEETING WITH SCHOOL DISTRICT

02/90

Mayor Lowe reminded Councillors of a meeting with Greater Victoria School District representatives to be held February 20, 2002. The purpose of the meeting is to receive an update on the restructuring of district schools to K to 5, 6 to 8, and 9 to 12 grade configurations.

MFA SCHOLARSHIP

02/89

Councillor Holland announced that she has received a \$500 scholarship from the Municipal Finance Authority to attend a Leadership in Local Government conference.

CREST BOARD MEETING

02/88

Councillor McLean reported from a Capital Region Emergency Services Telecommunications (CREST) Board meeting, held on February 13, 2002. A ten year lease for a platform at the West Shore RCMP headquarters has been finalized to house the dispatch hardware. Office space for a technical staff person and the implementation team has been leased from BC Transit, close to

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the West Shore location. Communication equipment for the Victoria and Saanich Emergency Response Teams has been purchased.

CLOSED MEETING - 11:40 A.M.

Mayor Lowe moved that Committee of the Whole convene a closed meeting that excludes the public under Section 10(6) of the Council Bylaw for the reason that the following agenda items deal with matters specified in Section 10 (3) of the Council Bylaw.

GRAFFITI

02/87

Committee received a memorandum dated February 12, 2002 from the City Solicitor in response to a request from the Mayor to prepare a specific bylaw dealing expressly with graffiti. At present there are two bylaw provisions dealing with graffiti: the Rubbish Bylaw and the Heritage Property Maintenance Standards Bylaw. In addition, the Parks Regulation Bylaw, the Ross Bay Cemetery Bylaw, and the Streets and Traffic Bylaw all have various provisions that indirectly relate to graffiti.

Attached for Committee's consideration was a "stand alone" Graffiti Bylaw, an amendment to the Ticket Bylaw, and an amendment to the Rubbish Bylaw.

ACTION: Councillor Hughes moved that it be recommended to Council that the Graffiti Bylaw and amendments to the Ticket Bylaw and Rubbish Bylaw be forwarded to the February 14, 2002 Council meeting for consideration of first, second, and third readings.

BYLAW ENFORCEMENT

02/86

Committee received a memorandum dated February 7, 2002 from the Senior Bylaw Officer providing details of the bylaw enforcement caseload and outlining a proposed workload management plan.

ACTION: Councillor Fleming moved that it be recommended to Council that:

- 1) the new Bylaw Officer position be maintained at 1 FTE;
- 2) the workload management plan outlined in the report dated February 7, 2002 from the Senior Bylaw Officer, be endorsed.

PACIFIC NATIONAL INVESTMENTS LTD. v. CITY OF VICTORIA

02/85

Committee received a memorandum dated February 11, 2002 from the City Solicitor providing an update on the matter of Pacific National Investments Ltd. v. City of Victoria.

ACTION: Councillor Holland moved that it be recommended to Council that, in the matter of Pacific National Investments Ltd. v. City of Victoria, the report of the City Solicitor dated February 11, 2002, be received and the recommendations for trial preparation be approved.

HARBOUR DIVESTITURE

02/84

Committee received an update from the Harbour Divestiture Steering Committee.

Mayor Lowe advised that he has a potential conflict of interest with issues regarding litigation for building envelope failures. He left the meeting at 12:20 p.m.

LEAKY CONDO LITIGATION

02/83

The City Solicitor provided legal advice regarding an upcoming court case for building envelope failure in a Victoria condominium building.

The meeting adjourned at 12:55 p.m.

Councillor McLean, Chair