

# MINUTES - COMMITTEE OF THE WHOLE

## MEETING HELD THURSDAY, MAY 23, 2002, AT 9:00 A.M.

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

Mr. Joe Martignago, City Manager, attended for the entire meeting and Messrs. Basey, Daly, Dellebuur, Dowdall, McCliggott, Oberg, Scoones, Weller, Wiffen, Woodland, Ms. Atkinson, Ms. Low, Ms. McKay, Ms. Miller, Ms. Ramsay, and Ms. Zink attended for portions of the meeting.

Recording Secretary: Linda Johnson

### SPECIAL PROJECT GRANTS MARCH 2002

02/396

Committee received a memorandum dated May 23, 2002 from the Community Development Planner providing a summary of the Special Project Grant applications for the March 31, 2002 intake, and making funding recommendations for consideration by Council. 39 grant applications were received, with a total amount requested of \$173,925.64.

Approximately 60% of the total budget for Special Project Grants was allocated by Council in the first 2002 grant intake. Staff is recommending allocation of \$44,350 for this intake, which is within the approved range.

Three of the 39 projects fit the Festival Investment Grant (FIG) funding criteria, and staff recommended \$8,000 be approved from the 2002 FIG budget to support these projects.

**ACTION:** Councillor McLean moved that it be recommended to Council that the following Special Project Grants in the amount of \$46,000, plus Festival Investment Grants of \$3,000, be approved:

<b>APPLICANT</b>	<b>AMOUNT APPROVED</b>
Association of Service Providers for Employability and Career Training -- <i>Aspect Conference</i>	Declined
Fairfield Community Association - <i>Coordinated Emergency Plan</i>	\$ 1,300
The John Howard Society of Victoria - <i>T.A.G. Graffiti Removal Project</i>	1,500
Lifecycles Project Society - <i>Victoria Fruit Tree Project – Pick-A-Thon</i>	1,500
Women's Sexual Assault Centre - <i>"Project Respect" Showcase</i>	500
Victoria Hospice and Palliative Care Foundation - <i>Palliative Care Program Development in Long-Term Care Facilities</i>	Declined
Victoria Youth Empowerment Society - <i>Summer Opportunities Program</i>	3,000
YM-YWCA (Downtown Y)	

- <i>Young Women's Leadership Development Conference</i>	1,500
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Cinevic, Society of Independent Filmmakers - <i>Professional Development Series 2002</i>	1,000
James Bay Newspaper Society - <i>New Production Methods</i>	500
Maturity Works - <i>Monthly Newsletter</i>	500
Tourism Victoria - <i>Downtown Ambassador Program</i>	15,000
Victoria AM Association - <i>Meet and Greet Program</i>	1,250
Better Environmentally Sound Transportation - <i>Off Ramp Communities</i>	500
Burnside Gorge Community Association - <i>Rock Bay Restoration Project – Residential Pledge Program</i>	
Veins of Life Watershed Society - <i>Rock Bay Restoration Project-Business Pollution Prevention Program</i>	Share 2,500
City Green - <i>Pesticide Free Naturally</i>	1,000
The Greater Victoria Bike to Work Society - <i>Bike It – You’ll Like It – Commuter Workshop</i>	1,000
Habitat Acquisition Trust - <i>Urban Forest Stewardship on South Vancouver Island</i>	Declined
The Sierra Club of BC Foundation - <i>Victoria Get Cool! The Greater Victoria Climate Change Project</i>	Declined
YM-YWCA of Greater Victoria (Victoria West Y) - <i>Welcome To Your Watershed</i>	2,500
Braveheart Fundraising Society <i>Scottish Heritage CD/Video</i>	Declined
Canadian Romanian Rhapsody Society - <i>A Celebration of Passion &amp; Fire Concert</i>	1,000
Downtown Community Activity Centre - <i>“Artistic Tuesdays” – Art Class Series</i>	750
Hispanoamerican Cultural Association - <i>Latin Culture Centre</i>	Declined
M’Akola Housing Group of Societies – Tonto Rosette House - <i>“How One Gets Addicted” Video</i>	2,000
The Power of Hope (c/o SAGE Foundation) - <i>Across the Lines Youth Conf. &amp; Youth Voices Afterschool Program</i>	1,500
Prostitutes Empowerment Education and Resource Society (PEERS) - <i>Stories From the Margins</i>	1,200
The Victoria Book Prize Society (Victoria Literary Arts Festival Society) - <i>Victoria Book Prize</i>	1,500
Big Brothers & Big Sisters of Victoria Capital Region - <i>Agency Educational &amp; Marketing Materials</i>	Declined
Friends of the Wild Arc Society - <i>Wild Animal Sanctuary Education, Sponsorship, &amp; Mentorship</i>	Declined
Learning Disabilities Association - <i>You Are Not Alone! Communication Strategy/Report</i>	Declined
Rees’ Rainbow Foundation - <i>Website and Public Relations Kit</i>	Declined
Victoria Single Parent Resource Centre - <i>Single Parent Expo</i>	3,000
Komodo Dragons	

- <i>Dragon Boat Team Sponsorship</i>	Declined
Victoria International Blossom Walks Society - <i>Victoria International Blossom Walk</i>	Declined

**Festival Investment Grants**

Selkirk Waterfront Foundation - <i>Selkirk Waterfront Festival "Foundation 2000 Plus"</i>	2,500
The Victoria Independent Film and Video Festival Society - <i>Free B Film Fest</i>	500
Victoria Christmas Festival Society - <i>Victorian Christmas Festival</i>	Referred to Sept./02 intake

**PARKS**

**VICTORIA YOUTH PARK**

02/395

Committee received a memorandum dated May 16, 2002 from the Manager, Parks Design & Development and the Planner, Community Development regarding the official opening of the Victoria Youth Park. A ceremony will be held on June 15, 2002, 1:00 to 5:00 p.m. to celebrate the opening of this facility in Victoria West Park. The new Youth Park accommodates skateboards, in-line skates and BMX, and also includes a new basketball court. The proposed program for the grand opening event includes amplified music, the sale of food and non-alcoholic beverages, and a stage and tent structure that may display corporate advertising. The Parks Regulation Bylaw requires Council permission for these components of the event.

**ACTION:** Mayor Lowe moved that it be recommended to Council that the proposed program for the grand opening event for the Victoria Youth Park on June 15, 2002, be approved, including amplified music, the sale of food and non-alcoholic beverages, and a stage and tent structure that may display corporate advertising.

**COMMUNITY DEVELOPMENT**

**MAYOR'S TASK FORCE ON THE IMPACT  
OF PROVINCIAL DOWNSIZING ON VICTORIA**

02/394

Committee received a memorandum dated May 9, 2002 from the Manager, Community Development Division, and the Economic Development Assistant, providing a report on behalf of the Mayor's Task Force on the Impacts of Provincial Downsizing on Victoria. Council resolved, at its November 22, 2001 meeting to "strike a task force to solicit input from the community in order to analyze the full impacts of government cutbacks and make recommendations to mitigate the impacts of the proposed cuts on the City, its businesses, social agencies and citizens."

The Task Force, which included representatives from business, commercial, provincial employee groups, social, educational, and government agencies, and members of Victoria City Council, has concluded its deliberations and provided recommendations for Committee's consideration.

- ACTION:** Councillor Fleming moved that it be recommended to Council that:
- 1) The City of Victoria, through the Mayor's office, request the provincial government, as represented by Minister Coell, to financially assist the non-profit employment services providers and their associations to access and participate in job fairs or employment opportunity expositions organized in Greater Victoria over the next three years.
  - 2) The City of Victoria convene a community forum in September, 2002, to solicit feedback from the community and engage the public proactively in developing ways and means to minimize the social and economic impacts of the provincial government's downsizing and program and service cuts in the City and throughout the region.

## **FINANCE**

### **PROVINCIAL HOMEOWNER GRANT ADMINISTRATION**

02/394

Committee received a memorandum dated May 14, 2002 from the Manager, Revenue requesting that Council consider forwarding a resolution to the September 2002 Union of BC Municipalities (UBCM) convention calling on the provincial government to re-examine the legislation and regulations governing the administration of its Homeowner Grant program.

- ACTION:** Councillor McLean moved that it be recommended to Council that the following resolution be forwarded to the 2002 UBCM convention, and staff be instructed to circulate the resolution to other municipalities for consideration and support.

WHEREAS the provincial government's Homeowner Grant Program is currently administered by local governments around the province under legislation and regulations that are cumbersome and antiquated;

AND WHEREAS both the provincial government and local governments are committed to cutting red tape and offering better service to citizens;

AND WHEREAS other jurisdictions have better administrative models where administrative costs are less onerous to local governments and electronic technology can be used to provide more efficient processing;

THEREFORE BE IT RESOLVED that the provincial government re-examine the legislation and regulations governing the administration of its Homeowner Grant program with the goal of enacting simpler, less costly and more customer-friendly ways of administering the program.

### **RFP #02-007** **SUPPLY OF OFFICE SUPPLIES**

02/393

Committee received a memorandum dated May 17, 2002 from the Supply Management Services Division regarding Request for Proposals #02-007, Supply of Office Supplies. The proposal call establishes a systems contract for office supplies for a 2 year period, with 3 one year extension options. A staff committee conducted an evaluation of the proposals received.

**ACTION:** Councillor Hughes moved that it be recommended to Council that Request for Proposal #02-007 – Supply of Office Supplies be awarded to Monk Office Supply, based on it being the proposal that provides the best value.

## **ENGINEERING**

### **SEASIDE CYCLE ROUTE – SIGNS**

02/392

At its March 14, 2002 meeting, Council approved in principle the installation of signs on the Seaside Cycle Route and requested that staff review the project and report back to Committee of the Whole.

Committee received a memorandum dated May 14, 2002 from the Transportation Section outlining the history of the project and the significance of the signs to be placed on the route.

The report advised that staff have worked with the Cycle Tourism Advisory Committee and the City's Cycling Advisory Committee, and have determined that 19 signs are required for the route. The signs are informational only, and not regulatory. The signs will be installed on existing infrastructure. The Parks Foundation will provide funding of approximately \$700 for the manufacture and installation of the signs.

**ACTION:** Councillor Savoie moved that the report dated May 14, 2002 from the Transportation Section regarding the Seaside Cycle Route signs, be received for information.

## **ADMINISTRATIVE MATTERS**

### **2002 ASSENT OF THE ELECTORS REPORT**

02/391

Committee received a report dated May 22, 2002 from the Corporate Administrator advising that following each municipal election or other voting the Chief Election Officer must report the official results and ballot account to Council within one month. The *2002 Assent of the Electors Official Results* was attached for Committee's review.

**ACTION:** Councillor McLean moved that it be recommended to Council that the *2002 Assent of the Electors Report*, be received for information.

## **DISPOSITION OF COMMUNICATIONS**

02/390

Committee received a memorandum dated May 17, 2002, from the Manager, Administration, reporting that certain communications received in the Legislative Services Division have been dealt with on the date and in the manner indicated.

**ACTION:** Councillor McLean moved that the Disposition of Communications dated May 17, 2002 from the Manager, Administration, be received for information and filed.

## **PROCLAMATIONS**

02/389

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

<i>A.L.S. Awareness Week</i>	<i>May 26-June 1, 2002</i>
<i>A.L.S. Flower Day</i>	<i>June 1, 2002</i>
<i>Spina Bifida and Hydrocephalus Awareness Month</i>	<i>June 2002</i>

## **COUNCILLOR INQUIRIES**

### **REQUEST FOR TRUCK SIGNAGE ON FINLAYSON**

02/388

Councillor Vanden Berg forwarded a request from the Hillside/Quadra Neighbourhood Action Group for signage on Finlayson Street advising that heavy trucks are prohibited.

Traffic Division staff present at the meeting advised that data is being collected, and the issue of signage will be considered when the Finlayson Street project has been completed.

## **VICTORIA DAY PARADE**

02/387

Councillor Holland expressed thanks to Mr. Ron Butlin and the Victoria Day Parade Society for staging another excellent parade. She requested that Mayor Lowe send a congratulatory letter to Mr. Butlin.

## **PUBLIC WORKS DAY**

02/386

Councillor Holland expressed thanks to the Director of Engineering and public works staff for presenting successful Public Works Day events for students, seniors, City staff and members of Council.

## **JOHNSON STREET PROMOTION**

02/385

Councillor Savoie distributed a poster developed by Johnson Street businesses promoting an "Alive After 5" program. She congratulated the group for working on their own to encourage downtown activity.

## **CLOSED MEETING - 11:05 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.

**PERSONNEL - APPOINTMENT TO ENVIRONMENT  
& SHORELINE ADVISORY COMMITTEE**

02/384

**ACTION:** Mayor Lowe moved that it be recommended to Council that Mr. Paul Paterson be appointed to the Environment & Shoreline Advisory Committee for the remainder of the current term, ending June 30, 2003.

**PERSONNEL - APPOINTMENT – BYLAW OFFICER**

02/383

Committee received a memorandum dated May 22, 2002 from the Senior Bylaw Officer advising that Clifford Carter is the successful candidate for a new Bylaw Officer position. In order that Mr. Carter may properly exercise his duties, it is necessary for Council to appoint him as Bylaw Officer under the Inspection and Enforcement Bylaw.

**ACTION:** Mayor Lowe moved that it be recommended to Council that Clifford Carter be appointed to the position of Bylaw Officer effective June 10, 2002.

**LAND - OFFER TO PURCHASE – SIX MILE ROAD PROPERTY**

02/382

Committee of the Whole, at its May 9, 2002 meeting, requested that the Property Manager provide a report to the May 23, 2002 meeting on the status of the nursery land discussion with the Capital Regional District, and the status of the covenant to protect the trees and environment along the highway.

The Property Manager provided a verbal report regarding these two issues.

**LEGAL - LITIGATION  
GREATER VICTORIA CONCERNED CITIZENS' ASSOCIATION**

02/381

The City Solicitor provided information regarding an action against the City in BC Supreme Court initiated by the Greater Victoria Concerned Citizens' Association.

**BED AND BREAKFAST ASSESSMENTS**

02/380

Councillor McLean advised that the BC Assessment Authority has changed the property classification of Bed and Breakfast businesses with more than four rental rooms. This has been reflected on tax notices recently sent out by the City, with these businesses now being taxed as commercial enterprises instead of residential.

Councillor McLean requested that staff acquire a copy of a recent study by Grant Thornton that discusses the bed and breakfast industry, and property classifications.

**LEGAL - STRATA TITLE APPLICATION**  
**1025 CARBERRY GARDENS**

02/379

Councillor Madoff requested reconsideration of a Strata Title Application for 1025 Carberry Gardens that was declined at the April 25, 2002 Committee of the Whole meeting.

The applicant had been advised by staff of an approximate time to attend on April 25<sup>th</sup>, however the application was considered earlier, and he was not present to hear the discussion. In addition, a change has been made to the application, whereby two suites will now be rented, and only four converted to strata-titled units.

**ACTION:** Mayor Lowe moved that staff be instructed to place the Strata Title Application for 1025 Carberry Gardens on the June 13, 2002 Committee of the Whole agenda for reconsideration.

The meeting adjourned at 11:25 a.m.

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Councillor Vanden Berg, Chair