

MINUTES - COMMITTEE OF THE WHOLE

MEETING HELD THURSDAY, FEBRUARY 27, 2003, AT 9:00 A.M.

PRESENT: Mayor Lowe, in the Chair, and Councillors Coleman, Fleming, Fortin, Holland, Hughes, Madoff, Savoie, and Thornton-Joe.

Mr. Joe Martignago, City Manager, attended for the entire meeting and Messrs. Basey, Daly, Dowdall, Hughes, Koch, Leskiw, McCliggott, Marzocco, Pebernat, Scoones, Seivewright, Sikstrom and Woodland, Ms. Atkinson, Ms. Low, Ms. McKay, Ms. Mayhew, Ms. O'Regan, Ms. Price-Douglas, Ms. Ramsay, Ms. Zink, Chief Battershill and Deputy Chief Varley attended for portions of the meeting. Recording Secretary: Linda Johnson

BUDGET – VICTORIA POLICE DEPARTMENT

03/177

Chief Battershill and Mr. Scott Seivewright, Controller, Financial Services, presented the 2003 Police Department Budget. They outlined significant changes to the budget from 2002, and discussed the resulting changes to the organization. The net budget has increased 4.1%, as a result of personnel changes, increased expenses, and decreased revenues. These changes were outlined in detail, and a question and answer period followed.

ACTION: Councillor Hughes moved that the 2003 Police Budget, be received for information.

DELEGATIONS

LIQUOR LICENSING COMPLIANCE AND ENFORCEMENT INITIATIVES IN VICTORIA

03/176

Mr. Mark Tatchell, Acting Deputy General Manager, Liquor Control & Licensing Branch addressed Committee regarding compliance and enforcement initiatives in Greater Victoria. He outlined the training program for inspectors and advised of internal administrative changes that will allow inspectors more time for enforcement. The four goals of the enforcement program are:

- Voluntary compliance
- Speedy application of penalties for non-compliance
- Effective penalties
- Fair and equitable decision making.

3 inspectors enforce liquor licensing laws for the South Island area, with support from Victoria City Police. Mr. Tatchell outlined new programs for combating under-age patrons in licensed establishments.

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

03/175

Mr. Greg Perkins, a former police officer and the principal of Liahona Security Consortium addressed Committee on Crime Prevention Through Environmental Design (CPTED). He presently instructs and consults with provincial, municipal and regional governments on how CPTED plays a major role in creating safer, sustainable and more profitable environments. He discussed CPTED design strategies, and the analysis process used for individual sites. Mr. Perkins provided statistics showing the effectiveness of CPTED principles and advised that these methods can be the most effective in crime control when used correctly. He recommended consideration of including CPTED guidelines in the City's Official Community Plan.

MARITIME MUSEUM OF BRITISH COLUMBIA

03/174

Mr. Jamie Webb, President, and Mr. Greg Evans, Executive Director, Maritime Museum of British Columbia Society, addressed Committee regarding the Museum's role in the community. Their internationally recognized collection is a major factor in the City's tourism industry. In addition they work with educational institutions to provide cultural and history programs. Mr. Evans outlined programs currently being developed including hosting the "Tall Ships" in 2005. He described fund-raising initiatives and partnerships with other organizations.

They requested Council's consideration of retaining the City's grant to the Maritime Museum Society at the 2002 level.

Committee agreed to refer the request to further budget discussions, through the Finance and Human Resources Committee.

PLANNING & DEVELOPMENT

DEVELOPMENT VARIANCE PERMIT #03-08 **333 QUEBEC STREET**

03/173

Committee received a memorandum dated February 24, 2003 from the Senior Planner regarding Development Variance Permit #03-08 for the Harbour Towers Hotel at 333 Quebec Street. This is an application to reduce the required parking from 1 space per hotel room to .5 space per hotel room. The reduction is requested as the hotel is renovating and creating a 372m² banquet room from what is currently vacant office space.

- ACTION:** Councillor Madoff moved that it be recommended to Council that a Development Variance Permit be issued in accordance with:
- 1) Plans stamped "Development Variance Permit #03-08" dated February 24, 2003.
 - 2) Development meeting all bylaw requirements with the following relaxation:
 - Reduce Schedule C parking requirement from 1 stall per hotel room to .5 stall per hotel room
 - 3) Final plans to be in accordance with plans identified above to the satisfaction of the Director of Planning & Development.

HERITAGE STRATEGIC PLAN

03/172

Committee received a memorandum dated February 13, 2003 from the Heritage Planner advising that, in 2001, the City commenced a review of its Heritage Program in response to criticisms from the heritage community regarding deficiencies in the City's heritage policy and programs. The review was also initiated as a result of recognition by planning staff that numerous heritage policy tasks were not being addressed due to the lack of staff and financial resources. In February 2002 the City hired Commonwealth Historic Resource Management Limited to prepare a Heritage Strategic Plan, which was attached for Committee's review.

ACTION:

Councillor Madoff moved that it be recommended to Council that:

- 1) City Council adopt Strategy 3 as outlined on Page iv of the Executive Summary of the Heritage Strategic Plan and that provision be made in the 2004 operating budget for sufficient funds to hire an Assistant Heritage Planner.
- 2) The Heritage Strategic Plan be adopted as a guide for future direction for the Heritage Program.
- 3) The Planning Division be requested to prepare an interim strategy for 2003 to manage the impact of the Federal Historic Places Initiative and to utilize potential financial resources which may be made available to prepare for its implementation, and this strategy be incorporated in the 2003 Work Program.

WITHHOLD PERMIT FOR LIQUOR RETAIL SALES 603 PANDORA AVENUE

03/171

Committee received a memorandum dated February 20, 2003 from the Zoning Administrator advising that a building permit has been received for a Liquor Retail Sales outlet at 603 Pandora Avenue. This application is not in compliance with a proposed bylaw to "prohibit retail sale of wine, beer, and liquor in all but existing lawful operations". Section 929 of the *Local Government Act* provides for Council to withhold permits or licenses that conflict with proposed bylaws.

ACTION:

Councillor Fleming moved that it be recommended to Council that the permits be withheld due to a conflict of the proposed use of Retail Liquor Sales and Council's January 23rd, 2003 instruction to prepare a bylaw limiting the location of Retail Liquor Sales use.

PROGRAM GRANTS

VICTORIA HOSPITALITY AWARD

03/170

Committee received a memorandum dated February 10, 2003 from the Downtown Coordinator regarding a grant request for \$750 received from the Victoria Hospitality Award Society. The budget for this request has been included in the protocol budget of the Mayor's office.

ACTION: Councillor Madoff moved that it be recommended to Council that a grant of \$750 be made to the Victoria Hospitality Award Society for the 2003 Hospitality Awards to cover the cost of the City of Victoria award pins.

DOWNTOWN AMBASSADORS

03/169

Committee received a memorandum dated February 10, 2003 from the Downtown Coordinator regarding a grant request for \$20,000 from Tourism Victoria for the Downtown Ambassadors Program. The Program was administered by the Downtown Victoria Business Association, until its demise in 2001. It was taken over by Tourism Victoria with the assistance of grants from the City of \$20,000 in 2001 and \$15,000 in 2002.

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

- 1) A Program Grant of \$15,000 be made to Tourism Victoria to operate the Summer Downtown Ambassadors Program for 2003.
- 2) If program revisions are proposed by Tourism Victoria, consultation with Community Development Division staff occur, and that the changes not include reductions in the "eyes and ears" component of the program or in services in the Pandora Avenue kiosk.
- 3) Tourism Victoria provide a final report on the program including a financial statement and examples of material publicly recognizing the City's role of financial sponsor.
- 4) Tourism Victoria be encouraged to work with City staff to find businesses or business organizations to assume more financial responsibility for this program in future years.

MEET AND GREET PROGRAM

03/168

Committee received a memorandum dated February 10, 2003 from the Downtown Coordinator regarding a grant request for \$5,000 received from Victoria AM for the Meet and Greet Program.

ACTION: Councillor Madoff moved that it be recommended to Council that a Program Grant of \$1,250 be made to Victoria AM to operate the Meet and Greet Program in 2003.

BIKE TO WORK WEEK

03/167

Committee received a memorandum dated February 17, 2003 from the Community Development Planner regarding a grant request for \$3,000 received from the Greater Victoria Bike to Work Society for their Bike to Work Week initiative.

ACTION: Councillor Madoff moved that it be recommended to Council that a Program Grant of \$1,000 be made to the Greater Victoria Bike to Work Society for the 2003 Bike to Work Week initiative, including the following standard grant conditions:

- the City is recognized in all print materials and electronic media during Bike to Work Week activities,
- a final report is submitted to the City.

SUMMER OPPORTUNITIES PROGRAM
VICTORIA YOUTH EMPOWERMENT SOCIETY

03/166

Committee received a memorandum dated February 11, 2003 from the Community Development Planner regarding a grant request for \$4,000 from the Victoria Youth Empowerment Society for the Summer Opportunities Program. The program is operated 6 days a week and gives youth a positive place to go in the summer with activities and lifeskills opportunities as an alternative to “hanging out” on downtown streets.

ACTION: Councillor Madoff moved that it be recommended to Council that a Program Grant of \$2,000 be made to the Victoria Youth Empowerment Society for the Summer Opportunities Program for 2003-2004.

YOUTH OUTREACH GRANT FOR
FERNWOOD, FAIRFIELD AND OAKLANDS COMMUNITY CENTRES

03/165

Committee received a memorandum dated February 12, 2003 from the Community Development Planner regarding a grant request for a youth outreach worker to be shared by the Fernwood, Fairfield, and Oaklands Communities. City Council, on November 14, 2002, recommended that \$10,000 be set aside in the 2003 budget for release upon confirmation the Community Centres have received the balance of the funding required for the program. The report advised that, with fund raising and other grant applications, the total grant requests exceed the \$40,000 program budget. The City’s contribution would play a vital role in leveraging funding from other granting institutions and developing corporate sponsorships.

ACTION: Councillor Madoff moved that it be recommended to Council that a Program Grant of \$10,000 be made to the Fernwood, Fairfield and Oaklands Community Centres for a Youth Outreach Worker Program.

Councillor Fortin advised that he is employed by the Burnside/Gorge Community Association, and because of this potential conflict of interest, could not consider the next item. He left the meeting at 11:15 a.m.

YOUTH OUTREACH WORKER PROGRAM GRANTS – 2003

03/164

Committee received a memorandum dated February 12, 2003 from the Community Development Planner regarding requests received for program grants for Youth Outreach Worker Programs in four of Victoria's neighbourhoods. All of these programs receive additional funding from the Provincial Government, and in the case of Victoria West, from the Municipality of Esquimalt.

- ACTION:** Councillor Savoie 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' and 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 for the Downtown Youth Outreach Operations Teams.
 - 5) The City of Victoria receive public recognition of its role as financial sponsor of these programs.

Councillor Fortin returned to the meeting at 11:16 a.m.

COMMUNITY DEVELOPMENT

ADULT STREET OUTREACH 2003 FUNDING

03/163

Committee received a memorandum dated February 14, 2003 from the Community Development Planner regarding Adult Street Outreach Funding for 2003. At its September 12th, 2003 meeting, Council pre-approved a \$25,000 program grant, subject to fund raising and reporting conditions. On February 6, 2003 Committee of the Whole requested that staff clarify the role of Vancouver Island Health Authority (VIHA) workers as announced in the Downtown Health Initiative Action Plan on January 31, 2003. Councillors wanted to ensure that these two roles would not overlap.

The report confirmed that there is a clear distinction between the service provided by VIHA's Mental Health Support Workers and Adult Street Outreach Workers. One offers case management to a limited number of clients, the other offers outreach at the street level.

- ACTION:** Councillor Madoff moved that it be recommended to Council that full funding (\$25,000) be maintained in 2003 for the Adult Street Outreach Program offered by the Open Door Inner City Ministry as pre-approved by Council on September 12, 2002, with an annual evaluation and report required as per the regular program grant process.

PARKS

STREET TREE MANAGEMENT

Committee received a memorandum dated February 18, 2003 from the Manager, Parks advising that the City's new arboricultural team has carried out an initial assessment of the City's urban forest. This asset is comprised of 17,000 trees (138 different species) and is valued at \$70,000,000. A modern and cost effective approach to the significant maintenance required is to implement a computerized street tree management plan. This plan reduces crisis management, maximizes tree health, schedules proper maintenance and replanting per species.

The Supervisor and Assistant Supervisor of Arboriculture presented information, including photographs showing changes to city streets over the years as a result of the growth cycle of boulevard trees. The history of plantings and problems with pests and fungus were discussed. They also outlined the benefits of a computerized inventory program.

ACTION: Councillor Coleman moved that the report dated February 18, 2003 regarding Street Tree Management, be received for information.

WATER SPRAY PARK – BEACON HILL PARK

03/161

Victoria City Council, at its meeting on February 13, 2003, referred consideration of a Water Spray Park in Beacon Hill Park back to Committee of the Whole for further consideration.

Committee received a memorandum dated February 27, 2003 from the Manager, Park Design and Development outlining the history of this proposal. Attached were all previous reports and motions.

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

- 1) support be given to the replacement of the wading pool in Beacon Hill Park with a water spray facility.
- 2) staff be requested to undertake further consultation to finalize options for location, size, and design principles.

BEACON HILL PARK ANNUAL REPORT 2002

03/160

Committee received a memorandum dated February 20, 2003 from the Manager, Park Design & Development advising that one of the recommendations of the Beacon Hill Park Round Table was that the City of Victoria prepare an annual public report regarding the use and management of Beacon Hill Park. The first annual report, for 2002, was attached for Committee's review. The report reflected the commitment of the City to implement, within available resources, recommendations contained in Phase 1 of the Management Plan.

The Round Table met on February 10, 2003 to review the Annual Report. Summary notes from this meeting were distributed separately. There appears to be broad support among members of the Round Table to continue the practice of producing an Annual Report.

ACTION: Councillor Coleman moved that the Beacon Hill Park Annual Report 2002, be received for information.

ADMINISTRATIVE MATTERS

CRD BYLAW NO. 3049, LIQUID WASTE MANAGEMENT CORE AREA AND WESTERN COMMUNITIES SERVICE LOAN AUTHORIZATION BYLAW

03/159

Committee received a letter dated February 18, 2003 from the Capital Regional District (CRD) requesting Council's consideration of CRD Bylaw No. 3049 to authorize borrowing \$2,153,367 for the Northeast Trunk (Bowker) Rehabilitation project. Council previously consented to the adoption of Bylaw No. 3028 that transferred responsibility of the Bowker section from the District of Oak Bay to the CRD.

ACTION: Councillor Hughes moved that it be recommended to Council that, in accordance with Section 801.4 of the Local Government Act, Victoria City Council consents to the adoption of Capital Regional District Bylaw No. 3049, Liquid Waste Management Core Area and Western Communities Service Loan Authorization Bylaw No.1, 2003.

PROCLAMATIONS

03/158

ACTION: Councillor Hughes moved that the following proclamation be approved and forwarded to the appropriate Council meeting:
*Capital Region Against Sexual Exploitation of
Children and Youth Awareness Week* *March 9-15, 2003*

DISPOSITION OF COMMUNICATIONS

03/157

Committee received a memorandum dated February 21, 2003, 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 Holland moved that the Disposition of Communications dated February 21, 2003 from the Manager, Administration, be received for information and filed.

COUNCILLOR INQUIRIES

PEST MANAGEMENT POLICY

03/156

Councillor Savoie had requested that a letter dated January 22, 2003 from the Capital Regional District (CRD) be placed on the agenda for Committee's consideration. The letter dealt with a proposal to reduce pesticide use at a regional level, and attached a draft Pest Management Policy.

Committee requested that the information received from the CRD regarding a regional Pest Management Policy, be referred to Parks Division staff for review and a report back to

Committee of the Whole. In addition, it was requested that the issue be referred to the Community Associations for their review and comments.

SEASIDE TOURING ROUTE
SIGN KIOSK

03/155

Councillor Savoie referred to a letter dated February 27, 2003 from the Vancouver Island Cycle Tourism Alliance that requested the City's cooperation in developing a sign kiosk to assist cyclists in connecting to the Galloping Goose Trail from downtown and the Seaside Touring Route.

Councillor Coleman advised that the Parks and Recreation Foundation was involved with the Seaside Touring Route project, and may be able to assist with this new request.

ACTION: Councillor Savoie moved that Parks Division staff, Engineering Department staff, and the Cycling Advisory Committee be requested to review the request from the Vancouver Island Cycle Tourism Alliance and assist them with locating a sign kiosk on the downtown side of the Johnson Street Bridge to help cyclists connect to the Lochside and Galloping Goose trail system.

TOURISM VICTORIA – DESTINATION MARKETING COMMISSION

03/154

Councillor Thornton-Joe requested that Committee members set a date for a meeting with Tourism Victoria representatives to discuss the Destination Marketing Commission.

It was agreed that the meeting would be arranged for March 13, 2003 at 2:00 p.m.

PROPOSED SCHOOL CLOSURE

03/153

Councillor Coleman advised that he has been communicating with a School Board liaison regarding the proposed closure of Blanshard Elementary School. The City assisted with the development of the Community Centre that is now associated with the school, and Councillor Coleman would like the City to consider making a statement regarding the proposed closure. He will bring forward a report to the March 6th, 2003 Committee of the Whole meeting.

DOWNTOWN LIBRARY

03/152

Councillor Hughes reported that, at a recent meeting of the Library Board, it was decided that a business plan will be developed regarding relocation of the downtown library.

Mayor Lowe attended the meeting as well, and reported that the Library Board is still interested in possible relocation to The Bay building.

CLOSED MEETING - 12:30 P.M.

Councillor Hughes 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.

NEW LEASE – PART OF GARBALLY YARD

03/151

Committee received a memorandum dated February 6, 2003 from the Property Manager advising that the City has historically leased from Transport Canada approximately 2,829m² of land at the Garbally Road Yard for an asphalt plant, storage, and parking. The lease has expired and must be renewed.

Transport Canada is now charging market rent on federal land, therefore staff has reduced the leased area down to the minimum required to meet operational needs. The result is a reduction from 2,829m² to 1,453m². The rest of the land will be returned to Transport Canada.

- ACTION:** Councillor Holland moved that it be recommended to Council that:
- 1) approval be given to a new lease with Transport Canada of 1,453m² of the City of Victoria Municipal Works Yard on Garbally Road, as follows:
 - A lease rate of \$26,302.92 per annum
 - A term of 3 years commencing October 1, 2002
 - 2) Staff be instructed to work with an environmental firm to test the soils and determine what action, if any, is required on the portion of Garbally Yard to be returned to Transport Canada.

VICTORIA HARBOUR FERRY – WATERLOT LEASE

03/150

Committee received a memorandum dated January 27, 2003 from the Property Manager regarding renewal of Victoria Harbour Ferry Company's lease with the City for the temporary dock located near the Delta Ocean Pointe Resort.

- ACTION:** Councillor Hughes moved that it be recommended to Council that approval be given to a new 3 year lease with the Victoria Harbour Ferry Company for the temporary dock located near the Delta Ocean Pointe Resort, with the following terms:
- Term: 3 years commencing July 1, 2003
 - Rent: \$1,200 per annum
 - Tenant to surrender ownership of the dock and ramp at the expiration of the lease through an agreement to the satisfaction of the City Solicitor.

OFFER TO PURCHASE – BUDGET STEEL

03/149

Further to Council's October 10th, 2002 decision to close and sell portions of Pleasant and David Streets to Budget Steel Ltd., Committee of the Whole, on January 23rd, 2003, requested information regarding the history of road maintenance in the area.

Committee received a memorandum dated February 17, 2003 from the Property Manager outlining past maintenance practice and providing information on the current condition of the area roads.

In addition, the report provided information on requests received from the Provincial Manager responsible for the operation of Point Ellice House regarding signage, sidewalks, landscaping, and parking issues.

Councillor Savoie advised that the Environment and Shoreline Advisory Committee has requested that Budget Steel be required to move their operations back from the shoreline, and hire an arborist to advise on plantings in the area.

ACTION: Councillor Holland moved that the report dated February 17, 2003 from the Property Manager regarding an Offer to Purchase from Budget Steel, be received for information and the Property Manager be directed to continue to work with the Provincial Ministry responsible for the operation of Point Ellice House regarding their concerns.

FEDERAL GRANTING OF LANDS

03/148

Committee received a memorandum dated February 11, 2003 from the Property Manager advising that the federal government is prepared to offer to the City a total of 26 parcels of harbour property on which the City's pedestrian walkway has been constructed. The properties will be conveyed through a Crown grant for a nominal fee (\$1).

ACTION: Councillor Holland moved that it be recommended to Council that the crown grants of land from the federal government, as outlined in the report dated February 11, 2003 from the Property Manager, be accepted, and signature of the appropriate documents be authorized, subject to receipt of a letter from Transport Canada ensuring that all of the parcels of land to be granted are environmentally clean.

APPOINTMENT – ADVISORY SOCIAL PLANNING COMMITTEE

03/147

Committee received a memorandum dated February 25, 2003 from the Corporate Administrator advising that Ms. Rachel LeBlanc is unable to accept her appointment to the Advisory Social Planning Committee, thus creating a vacancy on the committee.

ACTION: Councillor Hughes moved that it be recommended to Council that Carol Reid be appointed to the Advisory Social Planning Committee for the balance of the committee's term, which expires December 30, 2004.

COUNCILLOR INFORMATION SHARING

SHIPBOARD FIREFIGHTING SERVICES

03/146

Mayor Lowe advised that he will soon meet with Mr. John Sanderson regarding a request for the City to consider provision of shipboard firefighting services to the graving docks in Esquimalt.

ART GALLERY

03/145

Mayor Lowe provided information on funding options for the proposed downtown art gallery.

THE BAY

03/144

Mayor Lowe provided an update on the pending sale of The Bay building on Douglas Street.

LAND - SHORELINE PROTECTION

03/143

Councillor Savoie outlined a proposal to advance shoreline protection through land purchase. She will continue to research the project.

MEETING WITH MR. T. COLBURN

03/142

Councillor Coleman requested that arrangements be made for Mayor Lowe and Councillors to meet with Mr. Terry Colburn to hear his proposals regarding downtown concerns.

APPLICATION FOR BUSINESS LICENSE

03/141

Councillor Fleming requested that the City Solicitor research a request received from Mr. Ted Smith for a business license for a book store.

FILM CREW AT CITY HALL

03/140

Mayor Lowe advised that a film crew has been given permission to use City Hall for filming portions of a feature film.

The meeting adjourned at 1:45 p.m.

Mayor Lowe, Chair