

**Minutes of the Special Committee of the Whole Meeting of the City of Victoria  
held Monday, May 10, 2004**

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Committee Present: Mayor Lowe, in the Chair; and Councillors Coleman, Fleming, Fortin, Holland, Hughes, Madoff, Savoie, and Thornton-Joe

Staff Present: J. Basey – Director of Planning and Development/City Solicitor; J. Martignago – City Manager; and M.B. MacKenzie - Committee Secretary

Staff Present for a Portion of the Meeting: L. Chase – Planner; J. Daly – Manager, Parks Design and Development; D. Chow – Manager, Recreation Services; K. Dowdall – Director of Finance; K. Fowler – Manager, Regulatory and Development Services; H. Furtado – Manager, Streets; C. Higgins – Coordinator, Corporate Communications; D. Koch – Manager, Planning Division; M. Leskiw – Manager, Parks Division; P. O'Reilly – Director of Engineering; E. Robertson – Manager, Support Services; D. Scoones – Bylaw Enforcement Officer; K. Stratford, Research Analyst; N. Taylor – Executive Assistant to Mayor; C. Timms – Manager, Transportation and Development; R. Woodland – Corporate Administrator; and W. Zink – Acting Director of Parks, Recreation and Community Development/Manager, Community Development

**1. CALL TO ORDER**

The Mayor called the meeting to order at 10:06 a.m.

**2. WORKSHOP – DEPARTMENT WORK PLANS**

**2.1 Planning and Development Department 2004 Work Plan**

The Director, Planning and Development provided an overview of the 2004 Planning and Development Department Work Plan, a collaborative effort drafted in consultation with the Engineering and the Parks, Recreation and Community Development departments.

The Manager, Regulatory and Development Services, and the Manager, Planning Division, highlighted 2004 projects and initiatives within their divisions.

Discussion ensued regarding department workloads, staff resources, prioritization of projects and initiatives, and the impacts on staff by adding new initiatives to the Work Plan during the year. Staff was recognized for their many accomplishments in 2003 in light of increased workloads.

The Committee reviewed the individual line items with staff, and requested the following changes to the 2004 Work Plan:

1. **Downtown (Director)**

Move *Victoria Urban Agreement between Province, City and Federal Government* from “Discretionary” column to “Priority” column.

2. **Downtown (Planning)**

Change wording of *First Nations Cultural/Art Opportunities and Interpretive “Walkway”* to *“Pathway”*.

3. **Safety (Planning)**

- (a) Change wording of *Gorge Road “Motel”* to *“Area”*.
- (b) Move *View/Vancouver Improvements* from “Priority” to “Discretionary”.

4. **Civic Performance (Planning)**

- (a) Move *Community Association Role in Planning* from “Discretionary” column to “Priority” column.
- (b) Move *Crystal Pool/RAP Rec. Campus* from “Priority” to “Discretionary”.
- (c) Delete *Small Lot Development Impact Evaluation* from “Discretionary”.

5. **Civic Performance (Property Management)**

Add *Policy for Acquisition of Specific Property Identified by Council Policy*.

The Director of Planning and Development advised that he will provide quarterly updates on the status of the Planning and Development 2004 Work Plan to the Committee, and highlight any changes.

2.2 **Engineering Department and Parks, Recreation and Community Development 2004 Department Work Plans**

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The Director of Engineering and Acting Director of Parks, Recreation and Community Development distributed their departmental 2004 Work Plans. These Work Plans will be reviewed at the May 20, 2004, Committee of the Whole meeting.

3. **ADJOURNMENT**

The meeting adjourned at 11:57 a.m.

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Mayor Lowe, Chair