

**Minutes of the Committee of the Whole Meeting of the City of Victoria
held Thursday, May 13, 2004**

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

Staff Present: J. Martignago – City Manager; and M.B. MacKenzie - Committee Secretary

Staff Present for a Portion of the Meeting: R. Anthony, Downtown Resource Officer; D. Atkinson – Director, Parks, Recreation and Community Development; S. Barber – Heritage Planner; D. Chow – Manager, Recreation Services; R. Couch - Fire Chief; K. Dowdall – Director of Finance; K. Fowler – Manager, Regulatory and Development Services; H. Furtado – Manager, Streets Division; J. Hill – General Manager, VCC; J. Jenkyns – Director - Marketing and Event Sales (VCC); M. Martin – Financial Analyst, Property Taxes; S. Masters – Manager, Administration; M. McCliggott – Comptroller; D. McLean – OIC, Executive Services; C. O’Regan – Community Recreation Co-ordinator; P. O’Reilly – Director of Engineering; T. Phillips – Manager, Revenue; J. Rippon – Co-ordinator, Accounts Receivable; D. Scoones – Bylaw Enforcement Officer; G. Smith – OIC, Primary Response Division; N. Taylor – Executive Assistant to Mayor; R. Woodland – Corporate Administrator; and W. Zink – Manager, Community Development

1. CALL TO ORDER

The Mayor called the meeting to order at 9:08 a.m.

2. ADOPTION OF MINUTES – COMMITTEE OF THE WHOLE

2.1 Committee of the Whole Meeting – May 6, 2004

Action: Councillor Fleming moved that the minutes of the Committee of the Whole meeting held May 6, 2004, be adopted.

CARRIED. 04/355

2.2 Special Committee of the Whole Meeting – May 10, 2004

Action: Councillor Fleming moved that the minutes of the Special Committee of the Whole meeting held May 10, 2004, be adopted.

CARRIED. 04/354

3. FINANCE

3.1 Electronic Homeowner Grant

In a report dated April 21, 2004, the Revenue Manager advised that 2004 will be the first year citizens will be able to claim Homeowner Grants online. This online option will be advantageous to taxpayers who do online banking, participate in the City's pre-authorized withdrawal program, or have mortgage companies pay property taxes on their behalf. In addition to enhancing customer service, the City will see efficiencies through reduced handling and processing of grant applications. The process has been approved by the Homeowner's Grant Administration Branch, and developed in conjunction with B.C. Tax Collectors.

Action: Councillor Fleming moved that the report dated April 21, 2004, from the Revenue Manager, providing information on Electronic Homeowner Grants, be received for information.

CARRIED. 04/353

4. ENGINEERING

4.1 National Public Works Week – Garbally Yard Open House

The Manager, Streets Division, presented his report dated April 20, 2004, advising of National Public Works Week, May 16 to 22, 2004. For the fifth time, the City of Victoria will be participating in this event by hosting a Public Works Open House at the Garbally Yard, 417 Garbally Road, on May 19, 2004. This year's theme is "24/7 Focused on Our Community." City staff will display 15 exhibits to 476 Grade 4 and 5 students, and 20 young adults from Transition Youth Employment Services.

Staff was commended for including elementary school students in the program.

Action: Councillor Thornton-Joe moved that the report dated April 20, 2004, from the Manager, Streets Division, inviting the Mayor and Councillors to the Garbally Yard Open House on May 19, 2004, be received for information.

CARRIED. 04/352

5. ADMINISTRATIVE MATTERS

5.1 Alternate Approval Process – Loan Authorization Bylaw No. 04-48, City Hall Seismic Upgrading

The Corporate Administrator reviewed his report dated May 6, 2004, providing information on the process for electors' assent through the Alternate Approval Process (AAP) prior to adoption of Loan Authorization Bylaw No. 04-48, City Hall Seismic Upgrading. An AAP is recommended for this bylaw in light of the value of the loan (\$2,700,000) relative to the cost of a referendum (\$100,000). The AAP expedites the bylaw approval process while still allowing electors an opportunity to express any opposition to the proposed borrowing.

For each AAP, Council must:

- establish the deadline for receiving elector responses;
- establish elector response forms, which must be available to the public at City Hall; and
- make a fair determination of the total number of electors in the City of Victoria.

Committee members stressed the need to communicate to the public that seismic upgrades to City Hall are also required to ensure safety in public assembly areas and protection of the City's records.

Action: Councillor Fleming moved that Victoria City Council proceed with the Alternate Approval Process for Loan Authorization Bylaw No. 04-48, and establish the following process parameters:

1. The Elector Response Form is the form attached to the report dated May 6, 2004, from the Corporate Administrator;
2. The deadline for the receipt of Elector Response Forms is 4:30 p.m. on June 21, 2004;
3. The number of electors in the City of Victoria is 46,937; and
4. This matter be brought forward for consideration at the May 13, 2004 Regular meeting of Council.

CARRIED. 04/351

5.2 Disposition of Communications

Committee received a memorandum dated May 7, 2004, 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 Hughes moved that the Disposition of Communications dated May 7, 2004 from the Manager, Administration, be received for information and filed.

CARRIED. 04/350

5.3 Proclamations

Action: Councillor Coleman moved that June 2004, be proclaimed "Aphasia Awareness Month" in the City of Victoria, British Columbia.

CARRIED. 04/349

6. EMERGENCY SERVICES

6.1 Capital Region Emergency Services Telecommunications (CREST) – Revenue Shortfall / Exploration of Revenue Streams

Councillor Fortin and the Director of Finance reviewed the history of the Capital Region Emergency Services Telecommunications Corporation (CREST) and its forecasted 2005 revenue shortfall. The Committee discussed several options to increase revenues, noting the 20 shareholders are equally responsible for the revenue shortfall under the current members' agreement.

Action: Councillor Fortin moved that the Discussion Paper dated March 31, 2004 from the Capital Region Emergency Services Telecommunications Corporation (CREST) entitled "2005 and Future Revenue Strategy" be received, and the Council representative on the CREST Board of Directors be requested to communicate Council's position that:

1. In the short term, consideration be given to implement a user charge based on a recovery of the fixed and variable costs;
2. The Union of British Columbia Municipalities be requested to support changes to legislation to require the call answer levy be applied to all telephone users (cell and wireless); and
3. CREST be encouraged to pursue Option "F", supporting the BC911SPA groups in negotiating with the telephone service providers to add the call answer levy to all telephone users (cell and wireless).

CARRIED. 04/348

7. COUNCILLOR INQUIRIES

7.1 Notice of Motion – Update, Multi-Disciplinary Group Meeting, Seattle

Councillor Fortin requested that this item be postponed until May 20, 2004.

7.2 Canadian Capital Cities Organization - 2004 Annual Conference – June 22 - 25, 2004

Action: Councillor Madoff moved that Council approve expenses of up to \$4,000.00 for Councillors Fleming and Coleman to attend the Canadian Capital Cities Organization 2004 Annual Conference between June 22 and June 25, 2004, in Quebec City, Quebec.

CARRIED. 04/347

8. COUNCILLOR INFORMATION SHARING

8.1 **Community Vision Forum**

Councillor Fortin advised that a Community Vision Forum will be held at Fernwood Community Centre as part of Community Economic Development between 10:00 a.m. and 4:00 p.m. on Saturday, May 29, 2004.

9. **CLOSED MEETING - 10:28 A.M.**

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

Staff Present: R. Anthony, Downtown Resource Officer; Donna Atkinson – Director of Parks, Recreation and Community Development; S. Barber – Heritage Planner; K. Dowdall – Director of Finance; R. Couch – Fire Chief; K. Fowler – Manager, Regulatory and Development Services; C. Higgins – Co-ordinator, Corporate Communications; J. Hill – General Manager, Victoria Conference Centre; S. Hortsing – Project Manager; J. Jenkyns – Director - Marketing and Event Sales (VCC); M.B. MacKenzie - Recording Secretary; J. Martignago – City Manager; S. Masters – Manager, Administration; D. Scoones – Senior Bylaw Officer; G. Smith – OIC, Executive Services; N. Taylor – Executive Assistant to the Mayor; and R. Woodland – Corporate Administrator

Action: Councillor Hughes moved that Committee of the Whole convene a closed meeting that excludes the public under Section 11(6) of the Council Bylaw for the reason that the following agenda items deal with matters specified in Section 11 (3) and/or (4) of the Council Bylaw.

CARRIED. 04/346

9.1 **Bylaw Enforcement - Policy**

The Senior Bylaw Officer highlighted his report dated May 7, 2004, regarding cost recovery for damage to City Property.

Action: Councillor Holland moved that Council endorse the progressive bylaw compliance policy regarding illegal postering as outlined in the report dated May 7, 2004, from the Senior Bylaw Officer.

CARRIED. 04/345

9.2 **Bylaw Enforcement - VCET**

The Manager, Regulatory and Development Services reviewed a report dated May 7, 2004, updating the Committee on recent VCET actions on two properties.

Action: Councillor Fortin moved that the recommendations in the report from the Senior Bylaw Officer dated May 7, 2004, be approved.

9.3 Land – Offer to Lease

The Mayor and the General Manager, Victoria Conference Centre, provided an update on a lease issue currently being explored by the Victoria Conference Centre.

Action: Councillor Fortin moved that Council support the recommendation from the General Manager, Victoria Conference Centre, as outlined in his verbal report to the Committee to withdraw from the Request for Proposal process for the Crystal Garden.

CARRIED. 04/343

9.4 Notice of Motion – Legal/Contract - CREST

Action: Councillor Holland moved that a letter be sent to the CREST Board of Directors outlining the City's concerns, and requesting a meeting.

CARRIED. 04/342

9.5 Councillor Inquiries

9.5.1 Legal – Contract, Society for the Prevention of Cruelty to Animals (SPCA)

The Mayor agreed to contact the SPCA and receive clarification of the Society's mandate.

9.5.2 Land – Dockside Lands

The Manager, Regulatory and Development Services updated the Committee on the Dockside Lands.

9.6 Councillor Information Sharing

9.6.1 Legal

The Mayor updated the Committee on a current legal issue.

9.6.2 Land

The Mayor updated the Committee on a current proposed property acquisition.

10. ADJOURNMENT OF CLOSED MEETING

The Closed meeting adjourned at 12:12 p.m.

11. RECONVENE REGULAR COMMITTEE OF THE WHOLE MEETING

The Regular meeting reconvened at 12:28 p.m.

12. WORKSHOP

12.1 Recreation Renewal Project

The Manager, Recreation Services, provided an overview of the Recreation Renewal Project dated May 13, 2004, including:

- a recap of the Recreation Renewal Process;
- introduction of the Recreation Renewal Project Team;
- market profile analysis;
- creating a future vision and values;
- research and community consultation prior to the Open House;
- designing the future model;
- community consultation following the Open House; and
- implementation of the Recreational Renewal Project addressing governance, management and operations, infrastructure, finance, programs and services, and communication issues

Staff answered questions from the Committee regarding:

- accessibility of programs by seniors;
- community input through information gathering;
- partnering with other facilities to maintain existing relationships;
- funding for facilities;
- the need for a focus not only on recreation, but also on health, wellness and social programs;
- inter-municipal sharing of facilities;
- the need for a community Open House including potential partners and other local governments; and
- a regional approach to recreation

The Manager, Recreation Services, advised the Committee that a final report regarding the Recreation Renewal Project will be submitted to Council in June 2004.

13. ADJOURNMENT

The meeting adjourned at 2:01 p.m.

Mayor Lowe, Chair