

**Minutes of the Committee of the Whole Meeting of the City of Victoria  
held Thursday, October 7, 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. Martignago – City Manager; and M.B. MacKenzie – Committee Secretary

Staff Present for a Portion of the Meeting: D. Atkinson – Director, Parks, Recreation and Community Development; S. Barber – Heritage Planner; K. Fowler – Manager, Regulatory and Development Services; D. Koch – Manager, Planning Division; M. Mayhew – Executive Assistant to the Mayor; A. Meyer – Planner; D. Scoones – Bylaw Enforcement Officer; and R. Woodland – Corporate Administrator

**1. CALL TO ORDER**

The Mayor called the meeting to order at 8:08 a.m.

**2. CLOSED MEETING - 8:08 A.M.**

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

Staff Present: M.B. MacKenzie - Committee Secretary

**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 item deals with matters specified in Section 11 (3) and/or (4) of the Council Bylaw.

CARRIED. 04/

**2.1 Personnel – Corporate Planning – Planning Division Operational Review**

Ray and Shirley Spaxman of Spaxman Consulting, conducted a focus group session polling members of the Committee on the Planning Division's operations as part of an operational review of the division.

**3. ADJOURNMENT OF CLOSED MEETING**

The Closed meeting adjourned at 10:03 a.m.

**4. CALL TO ORDER – REGULAR COMMITTEE OF THE WHOLE MEETING**

The Mayor called the Regular Committee of the Whole meeting to order at 10:09 a.m.

**5. ADOPTION OF MINUTES -**

## **COMMITTEE OF THE WHOLE, SEPTEMBER 30, 2004**

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**Action:** Councillor Hughes moved that the minutes of the Committee of the Whole meeting held September 30, 2004, be adopted.

CARRIED. 04/

### **6. PLANNING AND DEVELOPMENT**

#### **6.1 Proposed Storefront Alterations to Heritage Registry Building – 538 Fisgard Street**

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In his report dated September 30, 2004, the Heritage Planner reviewed an application to install a new wood and glass storefront and new awning on the Heritage Registry building at 538 Fisgard Street in Chinatown.

**Action:** Councillor Madoff moved that City Council authorize the issuance of Heritage Alteration Permit No. 140 in accordance with:

1. Plans dated September 14, 2004;
2. Development meeting all bylaw requirements;
3. Revision of design details of storefront to more accurately reflect authentic historic details to the satisfaction of the Heritage Planner; and
4. Final plans to be in accordance with plans and conditions identified above.

CARRIED. 04/

Mayor Lowe cited an indirect pecuniary conflict of interest with the following item as the applicant is a client of his firm, and excused himself from the meeting at 10:12 a.m. Councillor Madoff assumed the Chair.

#### **6.2 Owner Request for Heritage Designation – 2101-2111 Government Street**

The Heritage Planner reviewed his report dated September 29, 2004, regarding an owner request to designate an existing 1913 brick building at the corner of Government Street and Pembroke Street as a Municipal Heritage Site. The building was built as a showroom and warehouse for Albion Stove Works, one of the largest and most significant foundries in Victoria established in 1861. The company built rail cars for the E&N Railway, decorative architectural ironwork, steam engines, ship boilers and wood stoves. Character defining elements of the building include brick walls, two-storey massing, metal cornice, and storefronts.

**Action:** Councillor Holland moved that, whereas the building at 2101 – 2111 Government street is of heritage significance, the City of Victoria designate it as a Municipal Heritage Site.

CARRIED. 04/

Mayor Lowe re-joined the meeting at 10:13 a.m. and re-assumed the Chair.

#### **6.3 Small Lot House Policy – Polling Standards**

The Manager, Planning Division, outlined his report dated September 30, 2004, reviewing Council's Small Lot Policy for rezoning. The policy requires a polling process to discern the level of neighbour support to guide Council in deciding if an application merits consideration at a Public Hearing.

At its September 9, 2004 Committee of the Whole meeting, Committee endorsed changes to include nearby, as well as adjacent lots, and requested a report on how the poll should be conducted, i.e., either one lot, one vote; or one person, one vote.

**Action:** Councillor Madoff moved that Council's Small Lot Policy for neighbour consultation be to poll all voting-age persons who occupy or own properties that are adjacent to, or less than 10m away, or across a street, for their opinion as of the date of application (with the proviso that absentee neighbours be given 30 days prior to the date of application, to reply to a mailed invitation, to comment if they choose.

CARRIED. 04/

#### **6.4 Ocean Innovation 2004 Conference and Exhibition**

The Economic Development Planner reviewed his report dated September 28, 2004, outlining the Ocean Innovation 2004 Conference and Exhibition to be held in the Victoria Conference Centre from October 24-26, 2004. The report recommended that the week of October 24 – 29, 2004, be proclaimed "Ocean Innovation Week" in the City of Victoria.

### **7. ADMINISTRATIVE MATTERS**

#### **7.1 Disposition of Communications**

Committee reviewed a report dated October 4, 2004, from the Manager, Administration, reporting that certain communications received in the Legislative Services Division were dealt with on the date and in the manner indicated.

**Action:** Councillor Fortin moved that the Disposition of Communications dated October 4, 2004 from the Manager, Administration, be received for information and filed.

CARRIED. 04/

#### **7.2 Proclamations**

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

<i>Housing Affordability Week 2004</i>	<i>October 18-22, 2004</i>
<i>Waste Reduction Week</i>	<i>October 18-24, 2004</i>
<i>Canada's Citizenship Week</i>	<i>October 18-24, 2004</i>
<i>Ocean Innovation Week</i>	<i>October 24-29, 2004</i>

Staff was asked to consider identifying the City of Victoria as the "Provincial Capital" in all proclamations.

**8. COUNCILLOR INQUIRIES / INFORMATION SHARING**

**8.1 Speeding – 2600/2700 Block Fernwood Road**

Councillor Hughes advised that there would be a public meeting on Thursday, November 4, 2004, at Oaklands Community Centre to discuss the issue of speeding traffic in the 2600/2700 block of Fernwood Road. Representatives from the City's Transportation Division and the Victoria Police Department are expected to attend the meeting.

**8.2 Community Planting of Trees – Banfield Park**

Councillor Savoie advised of the planting of 130 trees in Banfield Park in Vic West on October 6, 2004, by staff of the YM/YWCA, City staff, and community businesses and children. She commended all participants, Parks Division staff, including Bruce McCowan, noting this event was a good example of community building.

**8.3 Homeless Accomodation – 2004/2005 Winter Strategy**

Councillor Thornton-Joe asked if the City will be developing a strategy to house the homeless in the event of severe cold temperatures this Winter. Mayor Lowe advised that arrangements have been made to provide extra beds to service providers. Councillor Hughes stated the need to have professional staff on hand to address mental health and addiction issues.

**8.4 Parking – Gladstone Avenue**

Councillor Fortin advised that parking issues on Gladstone Avenue were discussed at the Fernwood Community Economic Development Committee meeting on October 6, 2004. He advised that Committee members will be speaking with Gladstone neighbours.

**8.5 Victoria Co-ordinated Enforcement Team (VCET) Action – Gladstone Avenue**

Councillor Fortin provided an update on a recent VCET action at 1301 Gladstone Avenue, noting that orders have been given to vacate the premises.

**8.6 Secondary Suites**

Councillor Fortin advised that he made presentations to the Jubilee and Oaklands Community Associations on secondary suites, and requested a further report on this issue at an upcoming Committee of the Whole meeting. It was recommended that all community associations be part of the secondary suite process.

**8.7 Homelessness and Mental Health Recognition Task Force**

Mayor Lowe advised of the Homelessness and Mental Health Recognition Task Force meeting on October 4, 2004, where he was asked to bring back the City's issues in order of priority. The Mayors of New Westminster and Nanaimo have been assigned to the Task Force. Councillor Fleming noted the Victoria Island Health Authority will provide funding to southern Vancouver Island for 12 units over the next five years.

Mayor Lowe excused himself from the meeting at 10:29 a.m.

**9. CLOSED MEETING - 10:30 A.M.**

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

Staff Present: D. Atkinson – Director, Parks, Recreation & Community Development; K. Fowler – Manager, Regulatory and Development Services; M.B. MacKenzie - Committee Secretary; J. Martignago – City Manager; D. Scoones – Bylaw Enforcement Officer; 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/

**9.1 Legal/Bylaw Enforcement Issues**

The Manager, Regulatory and Development Services, updated the Committee on two current bylaw enforcement issues.

Mayor Lowe re-joined the meeting at 10:47 a.m., during discussion of the following item, and re-assumed the Chair.

**9.2 Land – Dockside Lands**

The Manager, Regulatory and Development Services, provided an update on the Dockside Lands project, and advised a report will be placed on the November 18, 2004 Committee of the Whole agenda.

**9.3 Councillor Inquiries**

**9.3.1 Legal/Bylaw Enforcement – Illegal Suites**

Councillor Fortin provided an update on an illegal suite issue in the City.

Councillor Coleman cited an indirect pecuniary interest with the following item, and was excused from the meeting at 11:07 a.m.

**9.3.2 Legal/Bylaw Enforcement – Noise**

Committee asked the City Manager to prepare a report for the October 21, 2004 Committee of the Whole meeting addressing noise issues emanating from food and liquor establishments.

Councillor Coleman rejoined the meeting at 11:09 a.m.

**9.4 Update on Arena (Save-On-Foods Memorial Centre)**

The Director of Parks, Recreation and Community Development, provided a brief update on the status of the arena, and advised an arena schedule will be presented at the October 14, 2004 Committee of the Whole meeting.

**10. ADJOURNMENT OF CLOSED MEETING**

The Closed meeting adjourned at 11:12 a.m.

**11. RECONVENE – REGULAR COMMITTEE OF THE WHOLE**

The Regular Committee of the Whole meeting reconvened at 11:13 a.m.

**12. REVIEW OF THE “VICTORIA INNER HARBOUR DEVELOPMENT FRAMEWORK”**

Ray Parks – CEO, Provincial Capital Commission, Michael Cormier – CEO, Greater Victoria Harbour Authority, and Stuart Culbertson - Turnkey Management Consulting, noted the importance of the City’s role in the planning of the Inner Harbour, and requested Council’s feedback on the document entitled “*Victoria Inner Harbour Development Framework*” dated August 2004. Partners in the project include the Provincial Capital Commission, the Greater Victoria Harbour Authority, the City of Victoria, and the Songhees First Nation.

The Committee reviewed the framework document and provided the following comments:

<b>Section No.</b>		<b>Comments from Committee of the Whole</b>
1.0	Vision Statement	the use of the word “monumental”
2.0	Values	the addition of “protecting/promoting public interest”
3.0.1	Goals – Collaborative Partnerships	Inclusion of “Support from senior levels of government”
4.0.5	Environmental Sustainability	define words such as “minimize”
4.0.5	Environmental Sustainability	a requirement for “LEED certified buildings” and other actions promoting sustainability
4.0.7	The Public Harbour/ Mixed Use	the need to ensure buildings on the harbour are associated with the harbour, i.e., a specific relationship to the harbour

Section No.		Comments from Committee of the Whole
4.0.8	Objectives – Character Harbour Properties, Heritage Sites	clarification of the meaning of “ <u>recognize</u> the grandeur and scale of the capital’s Legislature, the Empress Hotel and the former CPR Terminal building”
4.0.8	Character Harbour Properties-Ship Point/Ocean Cement Site	rewording “support the development of new <del>tourist</del> attractions that complement the Harbour” to recognize that attractions should be for residents also
5.0.1	Implementation Strategies and Planning Considerations – Collaborative Partnership	clarification of the meaning of “the power of marine and water use”
5.0.5	Implementation Strategies and Planning Considerations – Environmental Sustainability	it was noted that site contamination will be considered on a site-by-site basis;
5.0.5	Implementation Strategies and Planning Considerations – Environmental Sustainability – Natural Environment	“deploy strategies to ensure that shoreline and intertidal areas are protected <u>where possible</u> ”
5.0.7	Implementation Strategies and Planning Considerations – The Public Harbour/Mixed Use	clarification of the meaning of the word “water” throughout these sections
5.0.8	Implementation Strategies and Planning Considerations Character of Harbour Properties	
5.0.8	Implementation Strategies and Planning Considerations - Character of Harbour Properties	design guidelines are part of the City’s Harbour Plan
5.0.8	Implementation Strategies and Planning Considerations - Character of Harbour Properties	clarification of the words “signature standard”
5.0.8	Implementation Strategies and Planning Considerations - Character of Harbour Properties (Ship Point/Ocean Cement Site)	a question as to whether a festival/performance space would be permanent or seasonal; and
5.0.5	Critical Success Factors - Environmental Sustainability	a question as to whether the word “sustainability” is suitable

General comments from the Committee included the following:

- the need for a “Glossary of Terms;”
- the possible formation of a development corporation for the project if it is difficult for the private sector to develop and whether the Provincial Capital Commission and the Greater Victoria Harbour Authority are receptive to this idea;
- the need for a legal opinion regarding the City’s conflicting roles as partner and regulatory body in land use issues; and
- recognition of the need for parking during the planning stage

Reviewing the document entitled “*Belleville International Terminal Project*” dated September 14, 2004, prompted comments from the Committee including:

- the need to address the issue of being “financially self-sustaining” early in the project, and recognition that this may sacrifice other principles;
- the need to ensure that during the Request for Expression of Interest stage, partners are aware of the City’s plans; and
- a question as to the proposed timeline for RFP competitions

Following the review of the documents, Mr. Cormier provided a brief update on two recent oil spills in the harbour, noting that they are contained and steps are being taken to deal with them.

**13. ADJOURNMENT**

The meeting adjourned at 12:15 p.m.

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Mayor Lowe, Chair