



TOWN OF SIDNEY

MINUTES OF REGULAR COUNCIL MEETING
Monday, May 11, 2020
Council Chambers
6:00 p.m.

PRESENT: Mayor C. McNeil-Smith
Councillors: S. Garnett and C. Rintoul
Councillors: S. Duncan, B. Fallot, T. O’Keeffe and P. Wainwright (*via electronically*)

Staff: R. Humble, Chief Administrative Officer
A. Hicik, Director of Corporate Services
B. Mikkelsen, Fire Chief
C. Newcomb, Senior Manager of Long-Range Planning
B. Robinson, Manager of Public Works & Parks
S. Nelson, Corporate Officer

1. CALL TO ORDER

The Mayor called the meeting to order at 6:00 p.m.

2. TERRITORIAL ACKNOWLEDGEMENT

The Mayor respectfully acknowledged that this evening’s meeting is being held on the traditional territory of the WSÁNEĆ people.

3. APPROVAL OF AGENDA

2020.20.228 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that the agenda be approved with the amendment that item 16.6 be moved to item 14 - Correspondence.
MOTION CARRIED UNANIMOUSLY

4. A. PUBLIC PARTICIPATION PERIOD (*maximum 20 minutes*)

No written submissions were received.

Electronic Participation:

1. **D. Calvey** - commented on the excellent work done by Sidney’s EOC; stated the Town’s recovery plan is a great structured approach and is looking forward to the results of the local survey; advised community is looking to hear from elected officials on what the vision is for the Town moving forward; expressed the need for rapid communication with the public (e.g. PlaceSpeak); and asked where individuals can go to present their ideas or to share helpful information.

Public Participation Period closed at 7:07 p.m.

B. PUBLIC HEARINGS

C. PRESENTATIONS

i. Special Update - COVID-19

In response to the public speaker’s questions related to the Town’s Recovery Plan, the EOC Director/Fire Chief Brett Mikkelsen advised that the survey would be going out to local businesses and residents this week with deliverables presented to Council on May 25, and encouraged individuals to forward any ideas or helpful information specific to recovery to the Town’s EOC.

Chief Mikkelsen provided an update on the activities at the EOC over the past 2 weeks:

- EOC remains at Level 2, but staff decreased from 15 to 11, however not all are fully allocated to EOC duties.
- Operations Section - 1. continuing to support critical rest stop area; providing shower facilities and conducting wellness checks for the homeless; assisting with enforcement of the Town's Parks Bylaw, etc., 2. completed visits to 52 businesses providing advice on best practices for re-opening; and 3. reviewing plans to re-open Town Hall, Drivers Services, Community Safety Building and RCMP on a limited basis on or about June 1, as well as looking to re-open municipal outdoor facilities.

Chief Mikkelsen advised scaling back of the EOC would be dependent upon businesses having received sufficient support to safely re-open, Town bylaw staff being able to sufficiently respond to all inquiries, re-opening of other shower facilities in the region, etc., and noted that the EOC could downsize over the next 3-5 weeks.

5. A. BYLAWS

i. Bylaw No. 2191 - Financial Plan 2020-2024

2020.20.229 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2191 - Financial Plan 2020-2024 be introduced and given first reading.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

2020.20.230 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2191 - Financial Plan 2020-2024 be given second reading.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

2020.20.231 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2191 - Financial Plan 2020-2024 be given third reading.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

2020.20.232 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2191 - Financial Plan 2020-2024 be adopted.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

ii. Bylaw No. 2192 - Tax Rates 2020

2020.20.233 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that Bylaw No. 2192 - Tax Rates 2020 be introduced and given first reading.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

2020.20.234 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that Bylaw No. 2192 - Tax Rates 2020 be given second reading.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

2020.20.235 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that Bylaw No. 2192 - Tax Rates 2020 be given third reading.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

2020.20.236 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that Bylaw No. 2192 - Tax Rates 2020 be adopted.

**OPPOSED: Councillor P. Wainwright
MOTION CARRIED 6:1**

iii. Bylaw No. 2193 - Alternative Municipal Tax Collection Scheme

2020.20.237 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2193 - Alternative Municipal Tax Collection Scheme be introduced and given first reading.

MOTION CARRIED UNANIMOUSLY

2020.20.238 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2193 - Alternative Municipal Tax Collection Scheme be given second reading.

MOTION CARRIED UNANIMOUSLY

2020.20.239 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2193 - Alternative Municipal Tax Collection Scheme be given third reading.

MOTION CARRIED UNANIMOUSLY

2020.20.240 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that Bylaw No. 2193 - Alternative Municipal Tax Collection Scheme be adopted.

MOTION CARRIED UNANIMOUSLY

B. DEVELOPMENT PERMITS & DEVELOPMENT VARIANCE PERMITS

6. ADOPTION OF MINUTES

a. Regular Council Meeting - April 27, 2020

2020.20.241 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that Minutes of the Regular Council Meeting of April 27, 2020, be adopted as presented.

MOTION CARRIED UNANIMOUSLY

7. BUSINESS NOT COMPLETED AT A PREVIOUS REGULAR MEETING

8. BUSINESS ARISING FROM MINUTES *(for information only)*

9. PETITIONS & DELEGATIONS

10. MAYOR'S REPORT

Mayor expressed condolences to the family and friends of the passing of veteran Bob Harman, a Sergeant at Arms for Sidney's Legion for many years.

Further to the Province's BC Restart Plan, the Mayor encouraged citizens to review the plan which allows more social and economic activities; noted that Sidney's recovery plan will be consistent with the Province's requirements; and encouraged citizens to support local businesses.

11. COUNCILLORS' REPORTS

12. COMMITTEE REPORTS

13. STAFF REPORTS

a. Liquor Licence Application No. LA 000002 - The Cut Cartel (C- 2425 Bevan Ave)

Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett:

1. That Council recommend to the Liquor and Cannabis Regulation Branch that The Cut Cartel Barber Shop's application for a Liquor Primary Licence be approved, subject to the following conditions:

a. That the hours of liquor service be limited to between 10 am to 8 pm Monday through Saturday.

b. That no outdoor patio/seating area be permitted;

c. That noise levels do not increase from those that currently exist or those typically associated with a barber shop business;

- d. That the barber shop remain the principal use of the establishment during all hours of business operations.
- e. That the establishment's occupant load be limited to no more than 30 people at any time;

2. That Council's comments on the prescribed Liquor and Cannabis Regulation Branch's considerations are as follows:

(a) The potential for noise if the application is approved:

It is the opinion of Council that approving this application would result in an acceptable level of noise, comparable to that which presently exists;

(b) The impact on the community if the application is approved

It is the opinion of Council that a licensed barber shop abiding by the above conditions would provide a positive addition to the business services available in Sidney with negligible negative impacts on the community;

(c) The views of residents

That the staff report dated May 5, 2020 regarding this application, which includes information on the public consultation process and comments related to the submissions received during the process, be forwarded to the Liquor and Cannabis Regulation Branch as additional information.

2020.20.242 Moved by Councillor T. O'Keeffe, seconded by Councillor B. Fallot: that the above motion be amended as follows:

1. item 1a - service be limited between 10:00 am to 7:30 pm;
2. item 1b - no outdoor or breezeway patio seating be permitted;
3. item 1c - no amplified music be permitted; and
4. new item 1f - that liquor only be served in conjunction with a personal service (i.e. haircut) and that while this liquor primary licence is in effect no special event liquor licences be issued by the LCRB.

**OPPOSED: Councillors: S. Garnett & C. Rintoul
MOTION CARRIED 5:2**

The question was called on the original motion as amended:

2020.20.243 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett:

1. That Council recommend to the Liquor and Cannabis Regulation Branch that The Cut Cartel Barber Shop's application for a Liquor Primary Licence be approved, subject to the following conditions:
 - a. That the hours of liquor service be limited to between 10 am to 7:30 pm Monday through Saturday;
 - b. That no outdoor or breezeway patio seating be permitted;
 - c. That no amplified music be permitted and noise levels do not increase from those that currently exist or those typically associated with a barber shop business;
 - d. That the barber shop remain the principal use of the establishment during all hours of business operations;
 - e. That the establishment's occupant load be limited to no more than 30 people at any time; and
 - f. That liquor only be served in conjunction with a personal service (i.e. haircut) and that while this liquor primary licence is in effect no special event liquor licences be issued by the LCRB.
2. That Council's comments on the prescribed Liquor and Cannabis Regulation Branch's considerations are as follows:

(a) The potential for noise if the application is approved:

It is the opinion of Council that approving this application would result in an acceptable level of noise, comparable to that which presently exists;

(b) The impact on the community if the application is approved

It is the opinion of Council that a licensed barber shop abiding by the above conditions would provide a positive addition to the business services available in Sidney with negligible negative impacts on the community;

(c) The views of residents

That the staff report dated May 5, 2020 regarding this application, which includes information on the public consultation process and comments related to the submissions received during the process, be forwarded to the Liquor and Cannabis Regulation Branch as additional information.

**OPPOSED: Councillors: S. Garnett & C. Rintoul
MOTION CARRIED 5:2**

b. OCP Review - Letters to Community Organizations

Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul:

1. That staff be directed to send letters to the following community organizations, inviting their input and participation in the OCP Review and Update Project:
 - Saanich Peninsula Chamber of Commerce
 - Sidney Business Improvement Area Society
 - Sidney Community Association
 - Memorial Park Society (Mary Winspear Centre)
 - Peninsula Streams Society
 - Beacon Community Services
 - Community Arts Council of Saanich Peninsula
 - Peninsula Celebrations Society
 - Saanich Peninsula Museum Society
 - Panorama Recreation Centre
 - Shaw Centre for the Salish Sea
2. That follow up letters be sent to all previously notified organizations advising them of key project milestones and engagement opportunities as the OCP Review Project progresses.

- 2020.20.244 Moved by Councillor P. Wainwright, seconded by Councillor B. Fallo, that the above motion be amended to include the following community organizations:
- Friends of Shoal Harbour
 - Residents of Roberts Bay
 - Residents of Reay Creek
 - Tsehum Harbour Taskforce

MOTION CARRIED UNANIMOUSLY

- 2020.20.245 Moved by Councillor T. O'Keeffe, seconded by Councillor B. Fallo, that the above motion be amended to include the following community organizations:
- Access Awareness Committee
 - Victoria Disability Resource Centre

MOTION CARRIED UNANIMOUSLY

The question was called on the original motion as amended:

- 2020.20.246 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul:
1. That staff be directed to send letters to the following community organizations, inviting their input and participation in the OCP Review and Update Project:
 - Saanich Peninsula Chamber of Commerce
 - Sidney Business Improvement Area Society
 - Sidney Community Association
 - Memorial Park Society (Mary Winspear Centre)
 - Peninsula Streams Society
 - Beacon Community Services
 - Community Arts Council of Saanich Peninsula
 - Peninsula Celebrations Society

- Saanich Peninsula Museum Society
 - Panorama Recreation Centre
 - Shaw Centre for the Salish Sea
 - Friends of Shoal Harbour
 - Residents of Roberts Bay
 - Residents of Reay Creek
 - Tsehum Harbour Taskforce
 - Access Awareness Committee
 - Victoria Disability Resource Centre
2. That follow up letters be sent to all previously notified organizations advising them of key project milestones and engagement opportunities as the OCP Review Project progresses.

MOTION CARRIED UNANIMOUSLY

c. Agreement - Fire Services with VAA

- 2020.20.247 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that the amendment agreement between the Town and the Victoria Airport Authority, to renew the mutual aid fire services agreement for a further 5-year term (2020-2025), be approved.

MOTION CARRIED UNANIMOUSLY

d. Resuming Meetings of Town Committees

- 2020.20.248 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that meetings of Town Committees resume as required.

MOTION CARRIED UNANIMOUSLY

e. Contract Award - Town Hall and RCMP Roof Replacement

- 2020.20.249 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that the Contract for the 2020 Town Hall and RCMP Roof Replacement be awarded to the low bidder, Top Line Roofing Ltd. at a total cost of \$594,475 plus taxes.

MOTION CARRIED UNANIMOUSLY

f. 2019 Financial Statements

- 2020.20.250 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that the Town's Financial Statements for the year ended December 31, 2019 be accepted.

MOTION CARRIED UNANIMOUSLY

g. Funding Request - Additional Staff Resources

- 2020.20.251 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett:
1. That the 2020 Emergency Programs budget, under the management of the EOC Director, be increased by \$50,000 for ongoing COVID-19 pandemic response and recovery initiatives; and
 2. That Alison Verhagen, Town of Sidney Senior Manager of Current Planning, be appointed Recovery Director.

MOTION CARRIED UNANIMOUSLY

14. CORRESPONDENCE

Councillor B. Fallot wished to highlight the email correspondence (item 16.6) from a new volunteer group looking to undertake a cleanup project at the fishing pier, and she encouraged the group to contact the Shaw Centre for the Salish Sea for potential collaboration.

- 2020.20.252 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that the email from Project Baseline Saanich Inlet, regarding Sidney Pier clean-up program, dated April 21, 2020 (and reply dated April 28, 2020) be received for information.

MOTION CARRIED UNANIMOUSLY

15. NEW BUSINESS

a. Short Term Rentals

(Notice of Motion from Councillor P. Wainwright – Council Meeting of April 27, 2020).

2020.20.253 Moved by Councillor P. Wainwright, seconded by Councillor C. Rintoul, that staff bring forward an amendment to Sidney's Zoning Bylaw for consideration by Council no later than August 31, 2020, to prohibit all short-term rentals anywhere in Sidney.

MOTION CARRIED UNANIMOUSLY

16. CORRESPONDENCE FOR INFORMATION

2020.20.254 Moved by Councillor C. Rintoul, seconded by Councillor S. Garnett, that the following correspondence for information be received:

1. Letter from the Victoria Regional Transit Commission, regarding the impact of COVID-19 on public transit, dated April 17, 2020.
2. Email from Vancouver Island Steps Up, regarding their Community Relief Fund, dated April 21, 2020.
3. Letter from District of Saanich, regarding financial hardship property tax deferral program reinstatement, dated April 21, 2020.
4. Letter from the Victoria Airport Authority, providing a copy of their 2019 Annual Report, dated April 20, 2020.
5. Letters from C. Fogal, expressing concerns regarding the impacts of imposed lockdown measures relating to the COVID-19 pandemic, received on April 21 and dated May 4, 2020. Reply dated April 23, 2020.
6. *(Item already dealt with - see item 14).*
7. Email from T Bagnall, requesting funding assistance for the Peninsula Babies Group program, dated April 23, 2020. Reply dated May 4, 2020.
8. Letter from Shaw Communications, regarding network upgrades, April 23, 2020.
9. Email from J. McIntosh, request to consider renaming "Henry Avenue" to "Dr. Henry Avenue", dated April 27, 2020. Reply dated April 30, 2020.
10. Email from D. Franklin, Affordable Housing Advocate/Project, requesting participation in the next housing "revolution", dated April 29, 2020.
11. Letter from Lake Country, regarding interest charged on deferred mortgage payments, dated April 15, 2020.
12. Letter from City of North Vancouver, regarding supporting BC during the COVID-19 pandemic, dated April 30, 2020.
13. Email from City of Nanaimo, regarding the Island Railway, dated May 4, 2020.

MOTION CARRIED UNANIMOUSLY

17. NOTICES OF MOTION

18. MOTION TO GO "IN-CAMERA" (CLOSED MEETING) - not required

19. ADJOURNMENT

2020.20.255 Moved by Councillor S. Garnett, seconded by Councillor C. Rintoul, that the meeting be adjourned at 7:40 p.m.

MOTION CARRIED UNANIMOUSLY

MAYOR

CORPORATE OFFICER