
TOWN OF SIDNEY
MINUTES OF COMMITTEE OF THE WHOLE MEETING
Monday, November 6, 2017
Council Chambers

PRESENT: Chair: Councillor M. Lougher-Goodey
Mayor S. Price and Councillors: E. Bremner-Mitchell, T. Chad, B. Fallot, C. McLennan
and P. Wainwright

Staff: R. Humble, Chief Administrative Officer
A. Hicik, Director of Corporate Services
T. Tanton, Director of Development Services, Engineering, Public Works & Parks
A. Verhagen, Manager of Planning
M. van der Linden, Manager of Engineering & Environmental Services
B. Robinson, Manager of Public Works & Parks
M. Harman, Deputy Fire Chief
S. Nelson, Corporate Officer

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

Moved by Councillor B. Fallot, seconded by Councillor C. McLennan, that the agenda be approved as presented.

MOTION CARRIED UNANIMOUSLY

3. PRESENTATIONS

4. ADMINISTRATION & FINANCE

a. Status Update - Strategic Plan 2016-2018

Mr. Randy Humble, Chief Administrative Officer, provided an update on the status of the 2016-2018 Strategic Plan priorities noting that the **Revitalization Tax Exemption to Promote Downtown Revitalization, Skateboard Park** and the **Library Services & Facilities** priorities will be removed from the Plan. He advised there are 11 remaining strategic priorities that are currently in progress and recommended to be carried over to 2018 or beyond.

2017 Strategic Priorities:

1. Downtown Waterfront Vision

*Moved by Councillor P. Wainwright, seconded by Councillor C. McLennan, that the Committee recommend to Council that the **Downtown Waterfront Vision** priority be carried over to 2018 and beyond.*

MOTION CARRIED UNANIMOUSLY

*Moved by Councillor T. Chad, seconded by Councillor E. Bremner-Mitchell, that the Committee recommend to Council that the staff report, dated October 30, 2017, regarding short term recommendations from the **Downtown Waterfront Vision** be received for information.*

MOTION CARRIED UNANIMOUSLY

*Moved by Councillor P. Wainwright, seconded by Councillor C. McLennan, that the Committee recommend to Council that the feasibility and exploratory studies for Beacon Wharf be made the highest priority for the **Downtown Waterfront Vision Plan**.*

MOTION CARRIED UNANIMOUSLY

2. Revitalization Tax Exemptions

As per recommendation from the Audit & Finance Committee, it was noted that this priority will be removed from the Plan.

3. Downtown Employee Parking – MPS Lands

*Moved by Mayor S. Price, seconded by Councillor C. McLennan, that the Committee recommend to Council that the **Downtown Employee Parking – MPS Lands** priority be carried over to 2018.*

MOTION CARRIED UNANIMOUSLY

4. Development of Attainable Workforce Housing

There was discussion as to whether this was a strategic priority or a guiding principle, and whether it should remain in the Plan to encourage future development opportunities.

*Moved by Councillor T. Chad, seconded by Councillor B. Fallot, that the Committee recommend to Council that the **Development of Attainable Workforce Housing** priority be carried over to 2018.*

OPPOSED: Councillor E. Bremner-Mitchell
MOTION CARRIED 6:1

5. Skateboard Park

It was noted that the project has been completed and will be removed from the Plan.

6. Market & Promote Community for Families and Youth

*Moved by Councillor B. Fallot, seconded by Councillor C. McLennan, that the Committee recommend to Council that the **Market and Promote the Community for Families and Youth** priority be carried over to 2018 and beyond.*

MOTION CARRIED UNANIMOUSLY

7. West Side Local Area Plan

*Moved by Councillor B. Fallot, seconded by Councillor C. McLennan, that the Committee recommend to Council that the **West Side Local Area Plan** priority be carried over to 2018 and beyond.*

MOTION CARRIED UNANIMOUSLY

*Moved by Councillor C. McLennan, seconded by Councillor B. Fallot, that the Committee recommend to Council that the staff report dated October 30, 2017, regarding short term recommendations from the **West Side Local Area Plan**, be received for information.*

MOTION CARRIED UNANIMOUSLY

*Moved by Mayor S. Price, seconded by Councillor C. McLennan, that the Committee recommend to Council that the Highway Pathway West Side (\$250,000) and the Boulder Park (\$50,000) action items from the **West Side Local Area Plan** be referred to the 2018 Budget.*

MOTION CARRIED UNANIMOUSLY

*Moved by Councillor E. Bremner-Mitchell, seconded by Councillor P. Wainwright, that the Committee recommend to Council that the Marketing & Economic Development Strategy specific to the West Side and its identity as an innovation district from the **West Side Local Area Plan** be referred to the Economic Development Commission.*

MOTION CARRIED UNANIMOUSLY

8. Community Safety Building

*Moved by Mayor S. Price, seconded by Councillor T. Chad, that the Committee recommend to Council that the **Community Safety Building** priority be carried over to 2018.*

MOTION CARRIED UNANIMOUSLY

9. Downtown Public Realm Design Standards

*Moved by Mayor S. Price, seconded by Councillor C. McLennan, that the Committee recommend to Council that the **Downtown Public Realm Design Standards** priority be carried over to 2018.*

MOTION CARRIED UNANIMOUSLY

10. Reay Creek Pond Remediation

*Moved by Councillor P. Wainwright, seconded by Councillor B. Fallo, that the Committee recommend to Council that the **Reay Creek Pond Remediation** priority be carried over to 2018.*

MOTION CARRIED UNANIMOUSLY

11. Port Sidney Marina Lease Extension

*Moved by Councillor C. McLennan, seconded by Mayor S. Price, that the Committee recommend to Council that the **Port Sidney Marina Lease Extension and Breakwater Divestiture** priority be carried over to 2018.*

MOTION CARRIED UNANIMOUSLY

12. Parks Master Plan

*Moved by Councillor T. Chad, seconded by Councillor B. Fallo, that the Committee recommend to Council that the **Parks Master Plan** priority be carried over to 2018.*

MOTION CARRIED UNANIMOUSLY

13. Library Services & Facilities

As a new 10 year agreement with the Vancouver Island Regional Library (VIRL) has been approved and renovations to the existing Library is expected to commence in 2018, this priority will be removed from the Plan.

14. Significant Development Proposals

*Moved by Councillor P. Wainwright, seconded by Councillor T. Chad, that the Committee recommend to Council that the **Significant Development Proposals** priority be carried over to 2018.*

MOTION CARRIED UNANIMOUSLY

2018 Strategic Priorities:

1. Environmental Sustainability Strategy

*Moved by Councillor P. Wainwright, seconded by Mayor S. Price, that the Committee recommend to Council that the Environmental Sustainability Strategy priority be removed and that an **Urban Forestry Management Strategy** be set as a 2018 priority.*

MOTION CARRIED UNANIMOUSLY

2. Sea Level Rise Plan

*Moved by Councillor P. Wainwright, seconded by Councillor E. Bremner-Mitchell, that the Committee recommend to Council that the Sea Leve Rise Plan priority be removed and that **Implementation of the Provincial Flood Hazard Management Guidelines** be set as a 2018 priority.*

MOTION CARRIED UNANIMOUSLY

3. Active Transportation Plan

*Moved by Councillor P. Wainwright, seconded by Councillor T. Chad, that the Committee recommend to Council that the **Active Transportation Plan** priority be deferred to 2019.*

MOTION CARRIED UNANIMOUSLY

Emerging Issues/Projects:

Mr. Humble also advised that in addition to the above, there are some other significant items that have emerged in 2017 that will likely result in varying levels of staff time and resources (some are not necessarily strategic priorities).

*Moved by Councillor C. McLennan, seconded by Councillor E. Bremner-Mitchell, that the Committee recommend to Council that the report, dated November 3, 2017 prepared by Councillor P. Wainwright, regarding **Short Term Vacation Rentals** be received for information.*

MOTION CARRIED UNANIMOUSLY

Moved by Councillor C. McLennan, seconded by Mayor S. Price, that the Committee recommend to Council:

1. *That Council sees merit in developing an approach to regulate **Short Term Vacation Rentals** (STVR); and*
2. *That staff be directed to investigate and develop options to regulate short term vacation rentals in Sidney and report back to Council with their recommendations. In doing so, staff should review and consider best practices implemented by other municipalities, including aspects related to Zoning; business licensing, capacity for enforcement and potential fees.*

OPPOSED: Councillors: E. Bremner-Mitchell, B. Fallot & P. Wainwright
MOTION CARRIED 4:3

Moved by Councillor P. Wainwright, seconded by Councillor C. McLennan, that the Committee recommend to Council that the following be added to the 2018 priorities:

1. *Call for Expressions of Interest - existing Fire Hall and Parking Lot B;*
2. *Sidney Ferry Terminal – Cross Border Pre-Clearance Agreement;*
3. *Asset Management – Addressing New Federal Standards; and*
4. *Action Items resulting from the AGLG Emergency Management Audit.*

MOTION CARRIED UNANIMOUSLY

*Moved by Councillor E. Bremner-Mitchell, seconded by Mayor S. Price, that the Committee recommend to Council that the development of **YouTube informational videos** be referred to the 2018 budget.*

MOTION CARRIED UNANIMOUSLY

5. **PARKS & INFRASTRUCTURE**
6. **PROTECTIVE SERVICES**
7. **DEVELOPMENT & PLANNING**
8. **OTHER BUSINESS**
9. **NEW BUSINESS**
10. **MOTION TO GO "IN-CAMERA" (closed meeting) - Not required.**

11. **ADJOURNMENT**

Moved by Councillor T. Chad, seconded by Mayor S. Price, that the meeting be adjourned at 7:30 p.m.

MOTION CARRIED UNANIMOUSLY

CHAIR

CORPORATE OFFICER