

MINUTES of a special meeting of the COMMITTEE OF THE WHOLE of the Municipal Council of The Corporation of the District Of Oak Bay, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Victoria, B.C, on Thursday January 30, 2020 at 6:30 P.M.

We acknowledge that the land on which we gather is the traditional territory of the Coast and Straits Salish Peoples. Specifically we recognize the Lekwungen-speaking peoples, known today as the Songhees and Esquimalt Nations, and that their historic connections to these lands continue to this day.

PRESENT: Mayor K. Murdoch, Chair
Councillor A. Appleton
Councillor H. Braithwaite
Councillor C. Green
Councillor E. Paterson
Councillor E.W. Zhelka

REGRETS: Councillor T. Ney

STAFF: Chief Administrative Officer, L Varela
Director of Corporate Services, D. Hopkins
Director of Strategic Initiatives, S. Bagh
Director of Financial Services, C. Paine
Director of Building and Planning, B. Anderson
Director of Engineering Services, D. Horan
Director of Parks and Recreation, R. Herman
Manager of Human Resources, B. Donnelly
Fire Chief, D. Hughes
Chief Constable, A. Brinton
Recorder, A. Nurvo

CALL TO ORDER:

Mayor Murdoch called the meeting to order at 6:30 p.m.

COMMUNICATIONS:

1. Review of 2020 Council Priorities

The Director of Strategic Initiatives summarized her report and attachments and advised that staff is requesting direction from Council on which projects to include in the Five Year Financial Plan.

PUBLIC PARTICIPATION:

Mayor Murdoch invited members of the public to provide comments and there were no comments.

MOVED and seconded: That Council direct staff to revise Council Priority metrics approved on January 16, 2020 to remove the metric relating to deer counts.

CARRIED

Council discussed Attachment 2 of the January 30, 2020 report from the Director of Strategic Initiatives regarding which new initiatives should be included in the Five Year Financial Plan and proposed timelines for further budget review.

1. Short-term Rentals:

MOVED and seconded: That Council direct staff to include Item 1 of Attachment 2 'Enhance Enforcement of Short-term Rentals' as a new Council initiative for further consideration during the 2021 budget process.

CARRIED

With Councillor Appleton opposed

2. First Nations:

Mayor Murdoch suggested that this item be left off Council's current Strategic Plan until more ground work has been completed and further conversation has taken place.

MOVED and seconded: That Council direct staff to remove Item 2 of Attachment 2 'Engage with First Nations to identify supportable improvements at Willows Beach' from the list of new Council initiatives.

CARRIED

3. Uplands Regulation Bylaw:

The Chief Administrative Officer advised that staff recommend this be removed and that it be dealt with as part of the zoning bylaw update currently included in the Five Year Plan to commence in 2022.

MOVED and seconded: That Council direct staff to remove Item 3 of Attachment 2 'Review consolidated Bylaw No. 3545 Uplands Regulation Bylaw 1987' from the list of new Council initiatives.

CARRIED

4. Electric Vehicles Charging Stations:

MOVED and seconded: That Council direct staff to include Item 4 of Attachment 2 'Install additional Electric Vehicle Charging Stations' as a new Council initiative for further consideration during the 2020-2022 budget process.

CARRIED

5. Demolition permits:

MOVED and seconded: That Council direct staff to include Item 5 of Attachment 2 'Increase fees for demolition permits' as a new Council initiative for further consideration during the 2020 budget process.

CARRIED

6. Recycling Bins:

MOVED and seconded: That Council direct staff to include Item 6 of Attachment 2 'More recycling bins' as a new Council initiative for further consideration during the 2020 budget process.

CARRIED

7. Home-based businesses:

MOVED and seconded: That Council direct staff to include Item 7 of Attachment 2 'Change rules for home-based businesses' as a new Council initiative for further consideration during the 2020 budget process.

CARRIED

With Councillor Appleton opposed

PUBLIC PARTICIPATION:

Mayor Murdoch invited members of the public to provide comments and there were no comments.

MOVED and seconded: That Council acknowledge that the potential initiatives listed in Attachment 4 of the January 16, 2020 report from the Director of Strategic Initiatives will no longer be on staff's "potential projects tracking list" unless/until Council directs otherwise;

AND FURTHER THAT Council reaffirm the 2017 Protocol for Proposed New initiatives/Special Projects (Attachment 3).

CARRIED

With Councillor Zhelka opposed

PUBLIC PARTICIPATION:

Mayor Murdoch invited members of the public to provide comments on Item 1 of the Agenda and there were no comments.

2. **Human Resources Plan Framework**

The Manager of Human Resources reviewed her report and a PowerPoint presentation on the framework for the District's first Human Resources Plan for the five year period from 2020-2024. Ms. Donnelly highlighted the current status, risks, proposed timelines and budget implications, and answered questions from Council.

MOVED and seconded: That Council receive the memorandum from the Chief Administrative Officer dated January 30, 2020 for information.

PUBLIC PARTICIPATION:

James Sultanum, Oak Bay resident, spoke in support of the HR Plan and questioned whether the proposed budget was sufficient for staff training and for the required technology and systems upgrades.

The question was called on the Motion and declared **CARRIED**.

MOVED and seconded: That Council receive the presentation from the Manager of Human Resources regarding the framework for the preparation of a five year Human Resources Plan.

CARRIED

3. 2020 Budget Staffing Recommendations

The Chief Administrative Officer summarized her report and advised that Council is not being requested to make any decisions at this time, except for the exclusion of a Committees and Commissions Clerk which will be considered again in 2021. Further details of the recommended additional positions and the financial implications will be provided during budget discussions.

MOVED and seconded: That Council receive the report from the Chief Administrative Officer dated January 30, 2020 concerning 2020 Budget Staffing Recommendations for information.

PUBLIC PARTICIPATION:

Graham Ross, Oak Bay Resident, suggested that when staff receive questions from the public that they provide answers quickly before it gets confrontational and leads to a formal FOI request. Mr. Ross also suggested that when reviewing candidates we look for people who have other qualifications to provide for prudent redundancy as needed.

The question was called on the Motion and declared **CARRIED**.

MOVED and seconded: That Council direct staff to exclude the position of a Committees and Commissions Clerk in the draft 2020 budget.

CARRIED

ADJOURNMENT:

4. Motion to Adjourn

MOVED and seconded: That the meeting be adjourned at 8:41p.m.

CARRIED

Certified Correct:

Mayor

Director of Corporate Services