

MINUTES of a regular meeting 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 Tuesday November 12, 2019 At 7:00 PM

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 people, 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 T. Ney  
Councillor E. Paterson  
Councillor E.W. Zhelka

STAFF: Chief Administrative Officer, L. Varela  
Director of Building and Planning, B. Anderson  
Director of Corporate Services, D. Hopkins  
Director of Engineering Services, D. Horan  
Director of Financial Services, C. Paine  
Manager of Planning, D. Jensen  
Recorder, A. Nurvo

CALL TO ORDER:

Mayor Murdoch called the meeting to order at 7:01 p.m.

MINUTES AND REPORTS:

1. **Minutes**

- Council Meeting minutes dated September 9, 2019 - Corrected
- Special Committee of the Whole minutes dated 23 October, 2019
- Special Committee of the Whole minutes dated 24 October, 2019
- Special Council Meeting minutes dated 28 October, 2019
- Council Meeting minutes dated 28 October, 2019
- Special Committee of the Whole minutes dated 4 November, 2019

MOVED and seconded: That Council adopt the corrected Minutes of the Council meeting held September 9, 2019, and the Minutes of the Special Committee of the Whole held October 23, 2019, the Special Committee of the Whole meeting held October 24, 2019, the Special Council meeting held October 28, 2019, the Council meeting held October 28, 2019 and the Special Committee of the Whole meeting held November 4, 2019.

**CARRIED**

MAYOR'S REMARKS:

2. Mayor's Remarks

Mayor Murdoch advised that the District now has Priority Accessible seating reserved in the front row of the Council Chambers to ensure access to Council meetings. The Mayor welcomed Christopher Paine as the District's new Director of Financial Services, and acknowledged and commended Councillor Zhelka for completion of the Amateur Radio Certification and his commitment to emergency management. He also acknowledged Councillor Braithwaite's receipt of the Black Press Initiative Award for her volunteer work in the community. Mayor Murdoch acknowledged all organizers and participants at the Remembrance Day Ceremony. He advised that the District has started its Advisory Body recruitment for six month interim appointments while Council completes its review and update of the Committee and Commission structure. Applications are due by December 4, 2019.

Mayor Murdoch acknowledged the one year anniversary of the current Council being sworn in and invited all members of the public to stay after the meeting for light refreshments. He acknowledged the work and accomplishments of Council during this first year, including: Strategic Planning and reaching a consensus on the priorities, developing standardized reporting and data collection tied to budget, and the first ever Corporate Report and staff progress reports, all of which have improved accountability. The Mayor acknowledged several changes in staff, and acknowledged the hiring of L. Varela as the District's permanent CAO, creating the new position of Director of Strategic Initiatives and hiring S. Bagh, hiring C. Paine as the new Director of Financial Services, and the improvements that have resulted from D. Hopkins being moved into the Director of Corporate Services position. Mayor Murdoch expressed appreciation for the work being done at the staff level with improvements in transparency. He stated that there are currently several key initiatives underway, including changes to Committees and Commissions, a new Procedures Bylaw, the housing framework to develop key opportunities, secondary suites review, and sustainable service delivery including asset management.

PUBLIC PARTICIPATION PERIOD:

3. There were no comments from the public.

COMMUNICATIONS:

4. **Advisory Design Panel Meeting Minutes dated September 3, 2019**

MOVED and seconded: That Council receive the Advisory Design Panel Meeting minutes dated September 3, 2019 for information.

**CARRIED**

5. **Regional Context Statement - OCP00005**

MOVED and seconded: That Council set a Public Hearing on Bylaw No. 4620.002 to be held at the Municipal Hall on November 25, 2019 at 6:00 p.m. in the Council Chambers and that notice be given in accordance with the *Local Government Act*.

**CARRIED**

6. **Program Update - Combined Sewer Separation**

The Director of Engineering Services provided a summary of his report regarding the status of the sewage project and the Ministry of the Environment's conditional approval. The next steps are for Council to accept the Report for information and forward it to the CRD and Ministry. Mr. Horan advised that the District's application under the Investing in Canada infrastructure grant program was not successful but that staff will resubmit the application for the new intake in February 2020.

MOVED and seconded: That the Program Update - Combined Sewer Separation, as presented by the Director of Engineering Services, be received for information, and that staff forward the report to the Capital Regional District for submission to the Ministry of Environment and Climate Change Strategy.

**CARRIED**

7. **2020 Budget Approach**

The Director of Financial Services advised that the Report is to provide information on the proposed budget process approach for Council's input. Mr. Paine reviewed the timelines, rationale, and principles set out in report and stated that most of the deadlines set out are not legislated and are therefore flexible.

MOVED and seconded: That Council endorse the 2020 Budget Approach.

**CARRIED**

8. **Terms of Reference - Community Climate Action Working Group**

MOVED and seconded: That Council:

- 1) establish a Community Climate Action Working Group;
- 2) appoint the members of the Advisory Planning Commission to the Community Climate Action Working Group; and
- 3) appoint Councillor Appleton as the Council Liaison to the Working Group and that he be assigned the role of Chair.

MOVED and seconded: That the Motion be amended to add that the Mayor be authorized to appoint a back-up Council Liaison to the Working Group if required.

**CARRIED**

*With Councillor Braithwaite opposed*

MOVED and seconded: That the Motion be amended to add that Council approve the Terms of Reference for the Working Group.

**CARRIED**

The Question was then called on the Main Motion as amended.

**CARRIED**

**9. Business Improvement Area Renewal - Counter-Petition Results**

MOVED and seconded: That Council receive the report from the Director of Corporate Services dated November 12, 2019 for information.

**CARRIED**

NEW BUSINESS/REPORTS FROM OTHER COMMITTEES:

**10. New Business & Verbal Reports**

· New Business

Councillor Ney advised that she intends to bring forward a Notice of Motion at the next Council meeting regarding regulation of leaf blowers.

Councillor Braithwaite advised that she intends to bring forward a Notice of Motion for the District to become a member of the Greater Victoria Chamber of Commerce.

· Report on the Capital Regional District

Mayor Murdoch advised that he had no update at this time, and that the election for the CRD Chair and other positions will be held tomorrow.

· Other Verbal Reports

Councillor Appleton advised that on November 2 he participated in the Greater Victoria Public Library Strategic Planning Retreat. Part of the discussion was around freedom of speech and the appropriateness of a policy restricting the use of library facilities for a variety of purposes. Councillor Appleton advised that he provided information from the District's recent experience with a protest at a municipal facility.

Councillor Green advised that she had attended the Business Improvement Association meeting today, and that the popular Light Up the Village event is planned for November 24, and the Gallery Walk on November 28. She also advised that the ReMax Santa's Anonymous tree would be present again this year on Oak Bay Avenue, and acknowledged the success of the recent Halloween event. She noted that invitations for the Christmas drop-in event are coming shortly.

Councillor Ney acknowledged the work of the Cenotaph Working Group members who have been working for the last three years to make the Remembrance Day Ceremony more inclusive and diverse, and to make it more gender, age and ethnically sensitive.

Councillor Paterson advised that she attended the Heritage Foundation meeting, and that the November Greater Victoria Public Library and Oak Bay Archives lecture on the photographs of Frank Burrell with speaker Jean Sparks is fully booked, and that the unveiling of the new photo wrap of the hydro box outside of the Clive on Oak Bay Avenue will take place November 13 at 10:00 a.m. She thanked Oak Bay Archives and highlighted some of the activities that the volunteers are working on.

Councillor Zhelka advised that he had attended the Water Commission meetings, and that they had completed their budgeting, with a small increase for water supply. Councillor Zhelka congratulated the View Royal Emergency Program that hosted the recent radio course for local ham radio operators.

BYLAWS:

11. **Bylaw No. 4736, Oak Bay Business Improvement Area Bylaw, 2020**

MOVED and seconded: That Oak Bay Business Improvement Area Bylaw, 2020, No. 4736 be adopted.

**CARRIED**

ADJOURNMENT:

12. Motion to Adjourn

MOVED and seconded: That the meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:23 p.m.

Certified Correct:

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Mayor

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Director of Corporate Services