

MINUTES of a SPECIAL meeting of MUNICIPAL COUNCIL of The Corporation of the District of Oak Bay, held in the Committee Room, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Oak Bay, B.C., on Monday, April 22, 2013.

PRESENT: Mayor N. Jensen, Chair
Councillor P. Copley
Councillor J. Herbert
Councillor M. Kirby
Councillor K. Murdoch
Councillor T. Ney
STAFF: Municipal Administrator, G. Nason
Municipal Clerk, L. Hilton

Mayor Jensen called the Special Council meeting to order at 5:40 p.m.

COMMUNICATIONS:

1. -- INTERIM MUNICIPAL ADMINISTRATOR, Verbal Discussion
Re: March 2012 “Strategic Priorities” (McIntosh Report) and Other Council Referrals to Staff Subsequent to Last Workshop

The Municipal Administrator provided an overview of the changes to the spreadsheet summarizing the strategic priorities last set by Council along with other referrals to staff, noting that as directed at the meeting held March 25th, the list now contains information on staff time implications for each outstanding item.

There was discussion on the list, and various decisions on prioritizing items on the list and eliminating items on the list were made as follows:

Chief Administrative Officer:

OCP Renewal – Priority
Service Capacity Review – Priority
Deconstruction Waste Management Plans - Legal Opinion/Overview on Jurisdiction and Enforcement Issues – Priority
Staff Report on Zoning Regulations for Large Lots – Priority
Staff Report on Uplands Design Guidelines and Possible Referral to ADP – Secondary Priority
Staff Report on Bylaw Amendments to Address Long Term Construction Projects – Secondary Priority
Staff Report on Smoking in Public Places – Removed
Staff Report on Banning Single Use Plastic Bags – Removed
Staff Report on Tax Exemptions for Places of Worship – Removed

Corporate Services:

Bylaw Amendments on Bee Keeping and Chicken Regulations – Priority
Bylaw Amendment – Burning Bylaw – Ceremonial Fires – Secondary Priority
Bylaw Amendment – Zoning Bylaw – BIA Storage Containers on Municipal Property – Secondary Priority
Social Media Policy – Council and Advisory Bodies – Secondary Priority
Bylaw Amendment – Zoning and Anti-Noise – Generators – Secondary Priority

Building and Planning:

Bylaw Review (Zoning/Parking) – After OCP Renewal
Staff Report on Driveway Access Bylaw Amendments – Wider Pathways –
Secondary Priority
Staff Report on Potential Uplands Fence Regulations – Secondary Priority
(Consider with Uplands Design Guidelines Report – CAO Area)
Staff Report on Tax Incentive Programs – On hold

Engineering and Public Works:

Strategic Priorities – All Ongoing
Public Works Yard Hours Extension – Report Prior to 2014 Budget Discussions
Staff Report on Parking at 2025 Allenby Street – Secondary Priority
Staff Report on Parking at Musgrave Street – Secondary Priority (Wait for Parent
Advisory Committee Recommendations re Willows School Parking)
Uplands Combined Sewers Project – Ongoing

Finance:

Community Grants Policy – Select Committee to Review and Make
Recommendations to Council (Councillor Herbert, Councillor Kirby, Municipal
Treasurer)
Staff Report - Sewer User Charges/Allocation of Regional Sewer Debt - Priority

Planning Consultant

Mr. Nason introduced his proposal to engage a registered Planner for oversight of the OCP Renewal Project given the limited staff resources that are available to devote to the OCP in relation to the other Council priorities that have been identified. Additionally, said Mr. Nason, a consultant could also provide planning assistance with individual land use applications in some instances.

There was general discussion regarding the possibility, and Mr. Nason confirmed that the planning consulting budget would accommodate this proposal. Given the importance of the OCP project, there was agreement in principle to consider contracted planning oversight for the OCP Renewal Project, with discussion on who might fill such a role to be conducted in a closed meeting.

ADJOURNMENT:

MOVED by Councillor Kirby
Seconded by Councillor Murdoch, That the open portion of the Special Council meeting be adjourned.

CARRIED

The Special meeting of Council adjourned at 7:00 p.m.

Certified Correct:

Municipal Clerk

Mayor