

Corporation of the Township of Esquimalt



**SPECIAL REGULAR COMMITTEE  
OF THE WHOLE**

Monday, October 5, 2009  
Esquimalt Municipal Hall – Council Chambers  
5:45 p.m.

**MINUTES**

**PRESENT:** Mayor Barbara Desjardins (Chair), Councillor Meagan Brame, Councillor Randall Garrison, Councillor Bruce McIldoon, Councillor Alison Gaul, Councillor Lynda Hundleby, Councillor Don Linge

**STAFF:** Laurie Hurst, Chief Administrative Officer  
Barbara Snyder, Director of Development Services  
Scott Hartman, Director of Parks & Recreation Services  
Mary Turner, Acting Director of Finance  
Paul Nelson, Fire Chief  
Will Wieler, Engineering Manager  
Marlene Lagoa, Sustainability Coordinator  
Carollyne Evans, Manager of Corporate Services

**Other:** Darrell McLean, Inspector, OIC West Division, Vic PD

**1. CALL TO ORDER**

Mayor Desjardins called the meeting to order at 5:45 p.m.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

Moved by Councillor Hundleby, seconded by Councillor Brame that the agenda be approved.  
The motion **CARRIED**.

**4. STAFF PROGRESS REPORTS: SECOND PERIOD**

(1) Chief Administrative Officer

Council reviewed the report prepared by Chief Administrative Officer Laurie Hurst. Mayor Desjardins commented the report format used by staff for the second period reports was very well laid out. Ms. Hurst credited Director of Development Services with creating the template.

(2) Corporate Services

Council reviewed the report prepared by Manager of Corporate Services Carollyne Evans. Councillor Garrison noted obtaining quotes for a small scale demonstration solar hot water project began in August.

(3) Financial Services

Council reviewed the report prepared by Acting Director of Financial Services Mary Turner and the Budget vs. Actual Report to August 31, 2009. Council commented on:

- Decline in fines revenue: more business licence fees were collected than anticipated and staff are making sure everyone is in compliance.
- Federal infrastructure funding and balance in reserve fund: monies received in advance for projects are kept in reserve. Expense claims are filed on a quarterly basis. Dollars remain in reserve fund if the project does not go ahead.
- Installation of replacement computers: Ms. Turner will provide more information regarding the process.

(4) Parks and Recreation Services

Council reviewed the report prepared by Director of Parks and Recreation Services Scott Hartman and commented on:

- BC Hydro grant application for energy grant to assist with capital expenditures
- Community Gardens: Mr. Hartman noted he has had discussions with the School District and is going through civic properties looking for parkland opportunities; some properties have been identified as potential sites. With respect to deer population and issues, Andy Katschor is working with the CRD regarding private property.
- Infrastructure funding for Archie Browning: This item is currently in process of developing a time line and public relations strategy. Mr. Hartman will be bringing forward an update to Council.

Council commended Mr. Hartman for all that he has accomplished in the short time he has been with the Township.

(5) Engineering and Public Works

Council reviewed the report prepared by Will Wieler, Engineering Manager and commented on:

- Failure to receive grant funding for \$1.8 million sidewalk expansion project under BC Canada – Building Canada Fund.
- Discussions with View Royal on a joint study for integrated resource management in Esquimalt.
- Timelines and repairs to Arm Street Seawall: response received from Department of Fisheries and Oceans; costs astronomical; have submitted revised work plan.

- Esquimalt road bike lanes – work started this month.
- Sanitary sewer smoke testing time frame: work will be completed in November. Further dye testing for smoke testing is insufficient; will have a better idea of costs and strategy later.
- Garbage collection business plan to include organic waste collection: staff will bring information back.
- Dellwood Road time frame: looking at spring as work just started 3 weeks ago, consultant hired, design not completed.

Council congratulated Mr. Wieler on a successful Open House for Craigflower Phase II held September 17.

(6) Development Services

Council reviewed the report prepared by Barb Snyder, Director of Development Services and commented on:

- Parking strategy: waiting for arrival of new Director of Engineering and Public Works October 26.
- Tourism Officer: Gary McArtie is here until the beginning of November. He is working on tourism brochures, assisting with graphic material for kiosk, and is preparing a summary report of what has been done and making recommendations for next year.
- “My Esquimalt” webpage: Communications Coordinator Ritchie Morrison will maintain.
- Development Cost Charges: joint effort with Engineering.

Council congratulated Ms. Snyder on a very well run OCP Open House held Saturday, October 3.

(7) Fire Rescue and Emergency Program

Council reviewed the report prepared by Fire Chief Paul Nelson and commented on:

- Ambulance paramedics’ labour dispute affect first responder call outs: there has been an increase with first responder calls although this may be due to using a different dispatch protocol.
- Alarms [no fire]: refers to smoke in hallways, usually from cooking.
- Oil tank inspections: oil tank permit process is jurisdiction of Fire Department; tank should be inerted or removed, with removal preferred.

(8) Victoria Police – West Division

Council reviewed the report prepared by VIC PD OIC West Division Inspector Darrell McLean and commented on:

- Calls for service at the DND Base: Vic PD responds to calls for assistance involving such incidents as impaired driving, warrant issues, victim services. DND also provides good assistance for events such as the Paralympic torch run.
- Council would like break down of crime by days of week and time of day.
- Member complement: at authorized strength, however, still down

numerically due to leaves.

- One youth investigator, but two promised: Vic PD does not control these resources, only has access.

Moved by Councillor Linge, seconded by Councillor Hundleby that Council have a discussion around allocation of police resources at the upcoming meeting with the Victoria Police Board in November.

The motion **CARRIED**.

Moved by Councillor Brame, seconded by Councillor Garrison that the Second Period Reports from the Township's municipal departments as well as from Vic PD West Division be received.

The motion **CARRIED**.

**5. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Garrison to adjourn the Special Committee of the Whole meeting at 6:34 p.m.

The motion **CARRIED**.

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MAYOR OF THE CORPORATION  
OF THE TOWNSHIP OF ESQUIMALT  
THIS 9<sup>th</sup> DAY OF NOVEMBER, 2009

CERTIFIED CORRECT:

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CAROLLYNE EVANS  
CORPORATE ADMINISTRATOR