



Corporation of the Township of Esquimalt

SPECIAL COMMITTEE OF THE WHOLE

Monday, September 13, 2010

Esquimalt Municipal Hall – Council Chambers

5:45 p.m.

MINUTES

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

REGRETS: Councillor Don Linge

STAFF: Laurie Hurst, Chief Administrative Officer
Scott Hartman, Director of Parks & Recreation Services
Jeff Miller, Director of Engineering & Public Works
David Ward, Fire Chief
Mary Turner, Deputy Director of Financial Services
Trevor Parkes, Senior Planner
Carollyne Evans, Corporate Administrator

1. CALL TO ORDER

Mayor Desjardins called the Special Committee of the Whole to order at 5:45 p.m.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

Moved by Councillor Brame, seconded by Councillor Hundleby that the agenda be approved.

The motion **CARRIED UNANIMOUSLY**.

4. DEPARTMENTAL REPORTS – 2ND PERIOD REPORTS (May – August)

(1) CAO's Second Period Report, Staff Report No. ADM-10-057

Laurie Hurst, Chief Administrative Officer, advised that what was not detailed was that Director Hartman was the Acting Chief Administrative Officer during her absence this summer.

(2) Corporate Services Second Period Report, Staff Report No. ADM-10-055

Council encouraged staff to expand their training in Survey Monkey, and suggested having share buttons on the website.

Council commented on:

(i) Hosting of community events: staff to add Sewage Treatment Plant site meeting held July 19th.

(ii) Social media: staff to bring back update report to Council on leadership group discussion facilitated by Jeremy.

(iii) Climate action: staff to provide more regular progress updating on corporate and community reduction in energy emission programs.

(iv) Plastic Shopping Bags: staff to take note of impact to business owners and their concerns.

(v) Archives: change Municipal Archivist to part-time.

(3) Financial Services Second Period Report, Staff Report No. FIN-10-022

Council reminded staff to bring forward a report on the industrial tax rate comparison.

(4) Development Services Second Period Report, Staff Report No. DEV-10-058

Trevor Parkes, Senior Planner, noted that the green features report will be returned to Council in October, not September as the report states.

Council commented on:

(i) Secondary suites: staff to provide incentives to register secondary suites before expiry of grace period October 31, 2010.

(ii) Staff to arrange a meeting to discuss advantages/disadvantages of DCCs.

(ii) Staff to provide more info on follow through on maintenance of property concerns, excessive noise and enforcement bylaws.

(iv) Planning Staff to speak to Access Awareness Committee on meaning of "accessibility".

(v) Staff to review bylaws pertaining to unsightly premises to ensure they are enforceable in a timely manner.

(vi) Staff to provide comparison of rack card program on BC Ferries for 2009 and 2010.

(vii) Staff to provide map with colour coded dots for different applications to give perspective on growth areas in Esquimalt.

- (5) Engineering and Public Works Second Period Report, Staff Report No. EPW-10-027

Council commented on:

(i) Merging signage at Admirals/Colville intersection – Director Miller advised the merging issues have been addressed and all signage is appropriate. He noted staff will be using 2010 budget funds to carry out a traffic study on the bike lanes along Admirals Road.

(ii) Thermo-plastic line markings for bike lanes and traffic lines – Director Miller explained that thermo-plastic is applied in a different method to paint, is more expensive, but extends the life of the markings up to 10 to 15 years depending on traffic.

(iii) Dye testing/cross connections: Director Miller responded in the affirmative to the Mayor's questions with respect to sewage inflow and infiltration and if efforts on Esquimalt's part will reduce the volume, and thus the costs, for Esquimalt residents.

- (6) Parks & Recreation Services Second Period Report, Staff Report No. P&R-10-013

Scott Hartman, Director of Parks & Recreation Services, spoke to his report and provided an update on the renovations to the Archie Browning Sports Centre.

Council commented on:

(i) Roller derby – Director Hartman stated it is a great event and viable for the dry floor; there are potential partnership opportunities in future years.

(ii) Community gardens – Director Hartman stated he will provide a report in December 2010 on the evaluation of the establishment of the community gardens.

(iii) Planting of traffic islands on Craigflower Road – commendations expressed to staff.

(iv) Relay for Life – Councillor Brame noted the preschoolers raised more than \$200 for Relay for Life and thanked Parks & Recreation staff for their assistance.

(v) Wheelchair curling – Councillor Brame noted on behalf of the Access Awareness Committee that the Westshore group has expressed an interest in using the ice at the Archie Browning Sports Centre.

(vi) 50th Anniversary celebrations – Director Hartman noted that due to expected construction delays, celebrations will be held in 2011.

(vii) Activities for Veterans – Director Hartman noted that veterans have been incorporated as seniors in the Silver Threads program and he keeps in

contact with DND. There are no specific issues.

- (7) Esquimalt Fire Rescue Second Period Report, Staff Report No. FIRE-10-004

Fire Chief Dave Ward spoke to his report.

Council commented on:

(i) ESS Volunteers – Fire Chief Ward noted that the new Emergency Management Coordinator will be focusing on recruitment of Volunteers.

(ii) Table Top Exercise – Council asked that they receive sufficient notice, and, if possible, the exercise be scheduled over a weekend.

Moved by Councillor Brame, seconded by Councillor Hundleby that the Second Period Reports from the Chief Administrative Officer and Departments of Corporate Services, Financial Services, Development Services, Engineering and Public Works, Parks and Recreation Services and Esquimalt Fire Rescue, be received.

The motion **CARRIED UNANIMOUSLY**.

5. PUBLIC QUESTION AND COMMENT PERIOD

Excluding items which are or have been the subject of a Public Hearing.

Mayor Desjardins called for public input and there was none.

6. MOTION TO GO IN CAMERA

Moved by Councillor Brame, seconded by Councillor Garrison that convene *In Camera* pursuant to Section 90 of the *Community Charter* to discuss acquisition, disposition or expropriation of land or improvements, information that is prohibited, or information that if it were presented in a document would be prohibited from disclosure under Section 21 of the *Freedom of Information and Protection of Privacy Act*, and negotiations and related discussions respecting the proposed provision of a municipal service under Section 90 (1) (e), (j) and (k) and that the general public be excluded.

The motion **CARRIED UNANIMOUSLY**.

7. ADJOURNMENT

Moved by Councillor Hundleby, seconded by Councillor Gaul that the Special Committee of the Whole meeting be adjourned at 6:33 p.m.

The motion **CARRIED UNANIMOUSLY**.

MAYOR OF THE CORPORATION
OF THE TOWNSHIP OF ESQUIMALT
THIS 12TH DAY OF OCTOBER, 2010

CERTIFIED CORRECT:

CAROLLYNE EVANS
CORPORATE ADMINISTRATOR