



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

A G E N D A
REGULAR MEETING OF COUNCIL
Monday, June 1, 2009
7:00 p.m.
Esquimalt Council Chambers

1. CALL TO ORDER

2. LATE ITEMS

3. APPROVAL OF THE AGENDA

4. PRESENTATION

- (1) Introductions of Carollyne Evans, Corporate Administrator and Gary
McCartie, Tourism Project Manager

5. MINUTES

- (1) Minutes of the Regular Meeting of Council, May 19, 2009 Pg. 1 – 7
(2) Minutes of the Special Meeting of Council, May 25, 2009 Pg. 8 – 11

6. PUBLIC INPUT (On items listed on the Agenda)

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

7. HEARINGS

**(1) HEARING – DEVELOPMENT VARIANCE PERMIT
[1206 WYCHBURY AVENUE]**

- (a) Notice of Hearing Pg. 12
(b) Background Information – *Available for Viewing Separately*
• Staff Report No. DEV-09-027

PUBLIC INPUT

ADJOURNMENT OF HEARING

**(2) HEARING – DEVELOPMENT VARIANCE PERMIT
[677 ADMIRALS ROAD]**

- (a) Notice of Hearing Pg. 13
(b) Background Information – *Available for Viewing Separately*
• Staff Report No. DEV-09-028

PUBLIC INPUT

ADJOURNMENT OF HEARING

8. **HEARING STAFF REPORTS**

- (1) Development Variance Permit, 1206 Wychbury Avenue, [Lot 7, Section 11, Esquimalt District, Plan 21838], Staff Report No. DEV-09-036 Pg. 14 – 27
- (2) Development Variance Permit, 677 Admirals Road, [Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District, Plan VIS3131], Staff Report No. DEV-09-035 Pg. 28 – 48
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9. **DELEGATION**

- (1) Tony Gibb, Re: Property on Grafton Street Pg. 49
- (2) Brandi Tinkler, Re: Esquimalt High School Curling Academy Pg. 50

10. **STAFF REPORTS**

Administration

- (1) Appointment of Corporate Administrator, Staff Report No. ADM-09-025 Pg. 51

Parks and Recreation

- (2) Access Awareness Day, Staff Report No. P&R-09-021 Pg. 52 – 54

Engineering and Public Works

- (3) Bylaw to Establish a Local Service Area for a Sidewalk, Staff Report No. EPW-09-024 Pg. 55 – 57

Finance

- (4) Local Grant Application, Staff Report No. FIN-09-017 Pg. 58 – 69

Development Services

- (5) Livable Cities Conference Portland, Staff Report No. DEV-09-030 Pg. 70 – 72
- (6) Input from Local Governments to BC Transit's Corporate Strategic Plan, Staff Report No. DEV-09-032 Pg. 73 – 77
- (7) 493 – 495 Grafton Street – Complaints Regarding the Sub-leasing of 495, Staff Report No. DEV-09-033 Pg. 78 – 81
- (8) Development Permit, 860 Admirals Road, [Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546], Staff Report No. DEV-09-034 Pg. 82 – 106
- (9) PMD [Pacific Mobile Depot] Recycling at 800 Viewfield Road, Staff Report No. DEV-09-037 Pg. 107 – 112

11. **MAYOR'S AND COUNCILLORS' REPORTS**

12. REPORTS FROM COMMITTEES

- | | | |
|------|---|---------------|
| (1) | Minutes of the Heritage Advisory Committee meeting, April 15, 2009 | Pg. 113 – 116 |
| | | Pg. 117 – 120 |
| (2) | Minutes of the Environmental Advisory Committee meeting, April 23, 2009 | Pg. 121 – 124 |
| (3) | Minutes of the Centennial Celebrations Select Committee meeting, April 30, 2009 | Pg. 125 – 128 |
| (4) | Draft minutes of the Arts, Culture and Special Events Advisory Committee meeting, May 6, 2009 | Pg. 129 – 132 |
| (5) | Draft minutes of the Access Awareness Committee meeting, May 13, 2009 | Pg. 133 – 137 |
| (6) | Draft minutes of the Parks and Recreation Advisory Committee meeting, May 14, 2009 | Pg. 138 |
| (7) | Memorandum from the Access Awareness Committee, dated May 27, 2009, Re: Access Awareness Committee Accomplishments in 2008 | Pg. 139 |
| (8) | Memorandum from the Access Awareness Committee, dated May 27, 2009, Re: Bus Shelters | Pg. 140 |
| (9) | Memorandum from the Access Awareness Committee, dated May 27, 2009, Re: Sidewalk Ramp Improvements | Pg. 141 |
| (10) | Memorandum from the Arts, Culture and Special Events Advisory Committee, dated May 27, 2009, Re: Township of Esquimalt Calendar of Events | |

13. COMMUNICATIONS

- | | | |
|-----|---|---------------|
| (1) | Letter from the Capital Regional District , dated May 14, 2009, Re: CRD Bylaw 3614, Traffic Safety Commission Establishment By-law No. 1, 1990, Amendment Bylaw No. 3, 2008 | Pg. 142 – 146 |
| (2) | Letter from the Capital Regional District, dated May 14, 2009, Re: CRD Bylaw 3617, Regional Parks Loan Authorization Bylaw No. 1, 2009 | Pg. 147 – 150 |
| (3) | Letter from Boys & Girls Club Services of Greater Victoria, dated May 17, 2009, Re: Letter of Appreciation for Local Grant | Pg. 151 |
| (4) | Letter from Peter Justo, dated May 20, 2009, Re: Publicly Owned Sewage Treatment | Pg. 152 – 157 |

- (5) Letter from Citizen and Immigration Canada, dated May 20, 2009,
Re: Multiculturalism Program Pg. 158
- (6) Letter from the Buccaneer Days Committee, dated May 21, 2009,
Re: Request for Acting Mayor to Receive Parade Salute Pg. 159
- (7) Letter from Buccaneer Days Committee, dated May 21, 2009, Re:
Request for Members of Council to Judge Parade Pg. 160
- (8) Letter from the Maritime Museum of British Columbia Society, dated
May 25, 2009, Re: Letter of Appreciation for Local Grant Pg. 161
14. **PUBLIC QUESTION AND COMMENT PERIOD**
Excluding items which are or have been the subject of a Public Hearing.
15. **MOTION TO GO IN CAMERA**
- (1) Motion to go *In Camera* pursuant to Section 90 of the *Community Charter* to discuss the acquisition, disposition or expropriation of land or improvements, pursuant to Section 90 (1) (e) and that the general public be excluded.
16. **ADJOURNMENT**



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES
REGULAR MEETING
OF MUNICIPAL COUNCIL
TUESDAY, MAY 19, 2009
7:00 P.M.
COUNCIL CHAMBERS

PRESENT:

Mayor Barbara Desjardins
Councillor Bruce McIldoon
Councillor Alison Gaul
Councillor Lynda Hundleby
Councillor Meagan Brame
Councillor Donald Linge
Councillor Randall Garrison

STAFF:

L. Hurst, Acting Chief Administrative Officer
P. Mulcahy, Human Resources Manager
G. Côté, Director of Engineering and Public Works
P. Nelson, Fire Chief
D. Knight, Executive Assistant (recorder)

1. **CALL TO ORDER**

Mayor Desjardins called the meeting to order at 7:05 p.m.

2. **LATE ITEMS**

The following late items were added to the agenda under Item 8. Mayor's and Councillors Reports:

- (2) Councillor Garrison, BC Transit
- (3) Councillor Garrison, Parade
- (4) Councillor McIlldoon, CREST

3. **APPROVAL OF THE AGENDA**

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

The motion **CARRIED**.

4. **PRESENTATION**

- (1) Mayor's Appreciation – Inspector Les Sylven

Mayor Desjardins recognized Inspector Les Sylven, West Division, Victoria Police Department, for his dedication and good work for the community and wished him well in his new position.

- (2) Dwayne Kalynchuk, Capital Regional District, Core Area / West Shore Wastewater Treatment Project

Mr. Kalynchuk reviewed a Power Point presentation on Wastewater Treatment and identified timelines. The goals include protecting public health and the environment, managing wastewater in a sustainable way, and providing cost effective Wastewater Management. He presented three options for treatment. A copy of his Presentation will be distributed to Council. If there was to be a change in direction for the project, more public consultation would be required.

5. **MINUTES**

- (1) Minutes of the Regular Meeting of Council, May 4, 2009
- (2) Minutes of the Special Meeting of Council, May 11, 2009
- (3) Minutes of the Special Meeting of Council, May 13, 2009

Moved by Councillor Brame, seconded by Councillor Garrison that the minutes of the Regular Meeting of Council, May 4, the Special Meeting of Council, May 11, and the Special Meeting of Council, May 13, 2009 be adopted.

The motion **CARRIED**.

6. **PUBLIC INPUT (On items listed on the Agenda)**

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

Mayor Desjardins invited public input but nobody came forth.

7. **STAFF REPORTS**

Engineering and Public Works

(1) Admirals Colville Intersection, Staff Report No. EPW-09-015

The Director of Engineering and Public Works reported that the CRD has agreed to contribute \$200,000 to this project and it will be brought back to Council in July with more costs identified. He will continue to communicate with other jurisdictions on the progress of the Intersection and other construction in the area.

Comments from Council include:

- Concern with other projects taking place in the area which would impact commuters;
- coordinate construction with Saanich and Victoria to minimize impacts to commuters;
- Concerns that cost cutting could impact final product, i.e. thickness of asphalt.

Moved by Councillor Linge, seconded by Councillor Brame that Council authorize staff to proceed with the Admirals Colville Intersection project including the replacement of the tracks, the installation of the train signals and gates, the relocation of the utilities and to tender the road work.

The motion **CARRIED**.

(2) Asphalt Grinder, Staff Report No. EPW-09-017

Moved by Councillor Hundleby, seconded by Councillor McIldoon that Council approve the re-allocation of \$13,500 in the capital budget in order to purchase an asphalt grinder.

The motion **CARRIED**.

Finance

(3) Local Grant Application, Staff Report No. FIN-09-013

The Director of Financial Services reported that there is a balance of \$8,995 available for grant applications and advised of the options available for approval of the two requests.

Comments from Council include:

Concern that the amounts requested in the staff report will substantially reduce the amount of funds available;

Concern that the municipality may not be the appropriate source of funding for school programs;

A request that DVD's not be part of the local grant application

request.

Moved by Councillor Linge, seconded by Councillor Garrison to approve local grant funding in the amount of \$1900 to the Crystal Meth Society.

The motion **CARRIED**.

Moved by Councillor Brame, seconded by Councillor Gaul to approve local grant funding in the amount of \$1500 for the Oceans Day Festival Society.

The motion **CARRIED**.

- (4) Save-On Foods Memorial Centre, Staff Report No. FIN-09-014

The Director of Financial Services reviewed a chronology of events leading up to the decision that the contribution to the City of Victoria for the Save-On Foods Memorial Centre be subject to the local grant process.

Moved by Councillor Linge, seconded by Councillor McIlldoon that council receive Staff Report No. FIN-09-014, Save On Foods Memorial Centre, for information.

The motion **CARRIED**.

8.

MAYOR'S AND COUNCILLORS' REPORTS

- (1) Report from Councillor Brame, Re: Victoria Family Court and Youth Justice Committee Update

Councillor Brame reported on a conference for youth she was involved with. She was very impressed with the youth in Esquimalt and their interest to get more involved. She stressed the importance of listening to youth and determining what their needs are for services.

Moved by Councillor Garrison, seconded by Councillor Hundleby that the Report from Councillor Brame regarding Victoria Family Court and Youth Justice Committee Update be received.

The motion **CARRIED**.

- (2) Verbal Report from Councillor Garrison, Re: BC Transit Commission

Councillor Garrison reported on the BC Transit Commission meeting he attended and the additional services approved for Esquimalt. The proposal to extend the Cross Town Route from Jubilee Hospital to Dockyard was approved and will be starting in January 2010. He noted that upgrades may be required for Bay Street. He also noted the higher frequency for the #14 along Craigflower Road and the increased number of buses for the #26 UVic route. The Commission recognized the high use of transit in Esquimalt. He also noted that the request from UVic for late night

service was not approved but may be reviewed again in future.

The Mayor expressed thanks to Councillor Garrison and acknowledged the support from the community for increased transit service.

Moved by Councillor Hundleby, seconded by Councillor Brame that the report from Councillor Garrison regarding the BC Transit Commission be received.

The motion **CARRIED**.

(3) Verbal Report from Councillor Garrison, Re: Gay Pride Parade

Councillor Garrison reported that there will be a Gay Pride Parade in Victoria on July 5, 2009 and that municipalities have been approached regarding their support and participation. He will be participating in the Parade.

Moved by Councillor Garrison, seconded by Councillor Brame that the Township of Esquimalt participate in the Gay Pride Parade on July 5th, 2009 for a total cost not to exceed \$50.

The motion **CARRIED**.

(4) Verbal Report from Councillor McIlldoon, Re: CREST

Councillor McIlldoon invited members of Council to attend a CREST radio demonstration on May 20th at 1:30 pm at the CRD building.

Moved by Councillor Brame, seconded by Councillor Hundleby that the report from Councillor McIlldoon regarding CREST be received.

The motion **CARRIED**.

9. REPORTS FROM COMMITTEES

(1) Committee of the Whole Report, May 11, 2009

Moved by Councillor Linge, seconded by Councillor Hundleby to approve the recommendations in the Committee of the Whole Report, May 11, 2009.

The motion **CARRIED**.

(2) Draft minutes of the Advisory Planning Commission meeting, April 21, 2009

(3) Minutes of the Access Awareness Committee meeting, April 22, 2009

Moved by Councillor Hundleby, seconded by Councillor Brame that the Draft Minutes of the Advisory Planning Commission meeting, April 21, and the Minutes of the Access Awareness

Committee meeting, April 22, 2009, be received.
The motion **CARRIED**.

10. COMMUNICATIONS

Moved by Councillor Garrison, seconded by Councillor Hundleby that Communications items 1, 3 and 4 be received.
The motion **CARRIED**.

- (1) Letter from Elizabeth Adams, dated April 28, 2009, Re: Condition of Esquimalt Road between Macaulay Street and Head Street
- (2) Letter from Mayor Dean Fortin, City of Victoria, dated April 29, 2009, Re: Secondary Suites

Moved by Councillor Brame, seconded by Councillor Garrison that the letter from Mayor Dean Fortin, City of Victoria, dated April 29, 2009, Re: Secondary Suites be received and that a copy of the letter be forwarded to Barbara Snyder, Director of Development Services.
The motion **CARRIED**.

- (3) Email from the Capital Regional District, dated May 5, 2009, Re: CRD Requisition – Meeting with Council
- (4) Letter from Esquimalt Neighbourhood House, dated May 6, 2009, Re: Letter of Appreciation
- (5) Letter from the Capital Regional District Environment Committee, dated May 7, 2009, Re: Millstream Site Remediation – Invitation to Participate in Subcommittee

Moved by Councillor Garrison, seconded by Councillor Gaul that the Township of Esquimalt not participate in a CRD Environment subcommittee to review the cost sharing formula for the Millstream Meadows site remediation service.
The motion **CARRIED**.

11. PUBLIC QUESTION AND COMMENT PERIOD

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

Emmy LaBonte, 873 Dunsmuir Road, inquired about the necessity of two new vehicles for the Fire Department.

12. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Hundleby that the meeting be adjourned at 8:30 p.m.
The motion **CARRIED**.

MAYOR OF THE CORPORATION OF THE
TOWNSHIP OF ESQUIMALT
THIS DAY OF _____, 2009

CERTIFIED CORRECT

LAURIE HURST
A/CORPORATE OFFICER



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES
SPECIAL MEETING
OF MUNICIPAL COUNCIL
MONDAY, MAY 25, 2009
6:15 P.M.
COUNCIL CHAMBERS

PRESENT: Mayor Barbara Desjardins
Councillor Bruce McIldoon
Councillor Alison Gaul
Councillor Meagan Brame
Councillor Donald Linge
Councillor Randall Garrison

REGRETS: Councillor Lynda Hundleby

STAFF: L. Hurst, Acting Chief Administrative Officer
P. Mulcahy, Human Resources Manager
B. Snyder, Director of Development Services
P. Nelson, Fire Chief
D. Knight, Executive Assistant (recorder)

1. **CALL TO ORDER**

Mayor Desjardins called the meeting to order at 6:13 p.m.

2. **LATE ITEMS**

There were no late items.

3. **APPROVAL OF THE AGENDA**

- (1) Move agenda item 4(1) Audited Financial Statements to Item 4(2).
- (2) Move agenda Item 4(2) Timeline for Approval of Secondary Suites to Item 4(1).

Moved by Councillor Garrison, seconded by Councillor Gaul that the agenda be approved as amended.
The motion **CARRIED**.

4. **STAFF REPORT**

Development Services

- (1) Timeline for Approval of Secondary Suites Regulations, Staff Report No. DEV-09-031

The Director of Development Services advised that in order to have opportunity for public input the original timeline approved for Secondary Suites may have to be disregarded. The Bylaw may not be adopted until the Fall.

Comments from Council include:

- It would be best not to rush this bylaw through;
- Council would like to see a copy of Victoria, Saanich and View Royal's Secondary Suite Bylaw;
- Council would also like to see a copy of the BC Building Code that applies to secondary suites;
- There is an urgency to pass the Bylaw before the summer to ease the housing shortage and have accommodation available for students;
- It is was important to have public input at Buccaneer Days;
- It is also important to have more public consultation and input;
- Ensure that APC is able to review the Bylaw.

Moved by Councillor Brame, seconded by Councillor Hundleby that if there is the expectation that public input is to be gathered during Buccaneer Days or if any type of questionnaire or comment sheet is to be provided, that the original timeline be disregarded to allow time for those comments to be tabulated

and brought back to Council prior to the Bylaw receiving 1st and 2nd reading.

The motion **CARRIED**.

Councillor Garrison **OPPOSED**.

Finance

(2) Audited Financial Statements, Staff Report No. FIN-0-016

The Director of Financial Services reviewed key items in the Audited Financial Statements. She noted that there is a new requirement to break down revenue and expenditures by service areas.

Moved by Councillor Linge, seconded by Councillor Brame that Council receive the audited consolidated financial statements for the year ended December 31, 2008.

The motion **CARRIED**.

5. RISE AND REPORT

(1) *Verbal Report from Mayor Desjardins*

1) Chief Administrative Officer Position

With transition now behind it, Council is embarking on a new direction and has decided this is an appropriate time for new staff leadership. Council voted on May 19th to terminate Mr. Day's contract and will be commencing the process of finding his successor. Council wants to express its gratitude and best wishes to Mr. Day in his future endeavours.

2) Fire Department Vehicles

Mayor Desjardins reported that the purchase of vehicles for the Chief and Deputy Chief will be postponed until a business case substantiating these purchases is brought forward to Council for further consideration.

6. MOTION TO GO IN CAMERA

(1) Moved by Councillor Brame, seconded by Councillor Linge to go *In Camera* pursuant to Section 90 of the *Community Charter* to discuss receipt of advice subject to solicitor-client privilege and negotiations and related discussions respecting the proposed provision of a municipal service, pursuant to Section 90 (1) (i) and (k) and that the general public be excluded.

The motion **CARRIED**.

7. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Hundleby that the meeting be adjourned at 8:40 p.m.

The motion **CARRIED**.

MAYOR OF THE CORPORATION OF THE
TOWNSHIP OF ESQUIMALT
THIS DAY OF _____, 2009

CERTIFIED CORRECT

LAURIE HURST
A/CORPORATE OFFICER



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Website: www.esquimalt.ca Email: info@esquimalt.ca

Voice: (250) 414-7100
Fax: (250) 414-7111

May 21, 2009

NOTICE OF HEARING

An application for a Development Variance Permit has been received from Valentina Chuback, the registered owner of Lot 7, Section 11, Esquimalt District Plan 21838 [1206 Wychbury Avenue].

Purpose of the Application:

The owner is requesting a Development Variance Permit to Zoning Bylaw No. 2050 which, if granted, would enable them to apply for a building permit to replace an existing, non-conforming sunroom.

Authorization of the following variance to Zoning Bylaw No. 2050 is required before a Building Permit can be issued:

Section 40(9)(iii) – Siting Requirements – Principal Building – Front Setback - a 0.65 metre decrease in the required setback from the rear lot line for the principal building, i.e. from 7.5 metres to 6.85 metres.



Site Location:

Lot 7, Section 11, Esquimalt District Plan 21838
[1206 Wychbury Avenue]

The Municipal Council will consider this application at 7:00 p.m., **Monday, June 1, 2009, in the Council Chambers, Municipal Hall, 1229 Esquimalt Road, Esquimalt B.C.** Affected persons may make representations to Council at that time or submit a written submission prior to that date.

Information related to this application may be reviewed at the Development Services counter, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m., Monday to Friday (excluding Saturdays, Sundays, Statutory Holidays) until June 1, 2009.

BARBARA SNYDER, DIRECTOR
DEVELOPMENT SERVICES



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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May 21, 2009

NOTICE OF HEARING

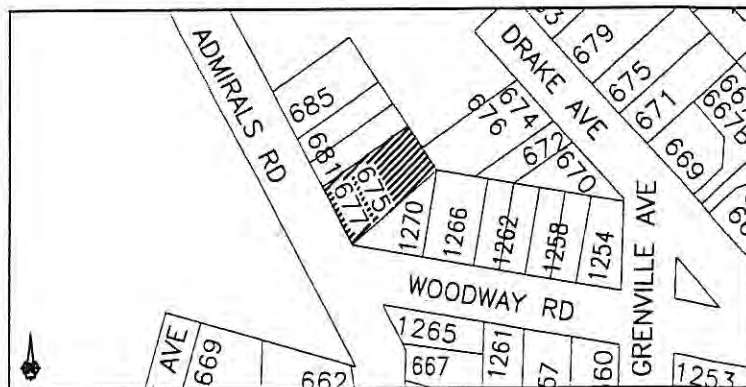
An application for a Development Variance Permit has been received from Peter Volchek, the registered owner of Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District, Plan VIS3131 [677 Admirals Road].

Purpose of the Application:

The owner is requesting a Development Variance Permit to Zoning Bylaw No. 2050 which, if granted, would authorize construction of a 1.83 metre [6 ft] wooden fence in front of the front face of the principal building.

Authorization of the following variance to Zoning Bylaw No. 2050 is required before the fence can be constructed as proposed:

Section 38(11) – Fencing - a 0.63 metre increase to the permitted fence height in front of the front face of the Principal Building from 1.2 metres to 1.83 metres.



Site Location:

Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District,
Plan VIS3131 [677 Admirals Road]

The Municipal Council will consider this application at 7:00 p.m., **Monday, June 1, 2009, in the Council Chambers, Municipal Hall, 1229 Esquimalt Road, Esquimalt B.C.** Affected persons may make representations to Council at that time or submit a written submission prior to that date.

Information related to this application may be reviewed at the Development Services counter, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m., Monday to Friday (excluding Saturdays, Sundays, Statutory Holidays) until June 1, 2009.

BARBARA SNYDER, DIRECTOR
DEVELOPMENT SERVICES

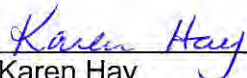
STAFF REPORT

DATE: May 27, 2009 **REPORT NO.** DEV-09-036
TO: Laurie Hurst, A/ Chief Administrative Officer
FROM: Barbara Snyder, Director of Development Services
Karen Hay, Planning Technician
SUBJECT: DEVELOPMENT VARIANCE PERMIT
1206 Wychbury Avenue
[LOT 7 SECTION 11 ESQUIMALT DISTRICT PLAN 21838]

RECOMMENDATION

That the application for a Development Variance Permit authorizing construction as shown on the site plan and construction drawings stamped "Received March 25, 2009", and including the variance noted below, for the proposed sunroom replacement be **approved, issued and registered** on the title of Lot 7, Section 11, Esquimalt District, Plan 21838 [1206 Wychbury Avenue].

Zoning Bylaw No. 2050, Section 40(9)(iii) – Rear Setback - a 0.65 metre decrease in the required setback from the rear lot line for the principal building, i.e. from 7.5 metres to 6.85 metres.



Karen Hay
Planning Technician



Barbara Snyder
Director, Development Services

SUMMARY

The applicant is requesting a Development Variance Permit to facilitate the replacement of an existing sunroom. A sunroom (solarium) on the subject property was built with a relaxation of the rear yard setback granted by the Board of Variance in 1991. At the time the Board of Variance allowed for a 1 foot encroachment into the rear yard setback. The recent legal survey of the property has revealed that the original structure was built beyond that allowed by the Board of Variance decision. As such, replacing the existing structure requires approval of a Development Variance Permit.

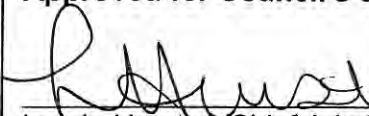
BACKGROUND

Advisory Planning Commission [APC]: This application was considered by APC on the evening of April 21, 2009. The applicant explained the current solarium was leaking and the base was rotten. Members indicated that, the replacement structure was a favourable addition to the house and would not negatively impact the neighbours. The application was forwarded to Council with a recommendation of approval.

Committee of the Whole [COTW]: The application was presented at the regular meeting of the Committee of the Whole on May 11, 2009. COTW accepted the staff recommendation that the application be forwarded to Council with a recommendation of approval.

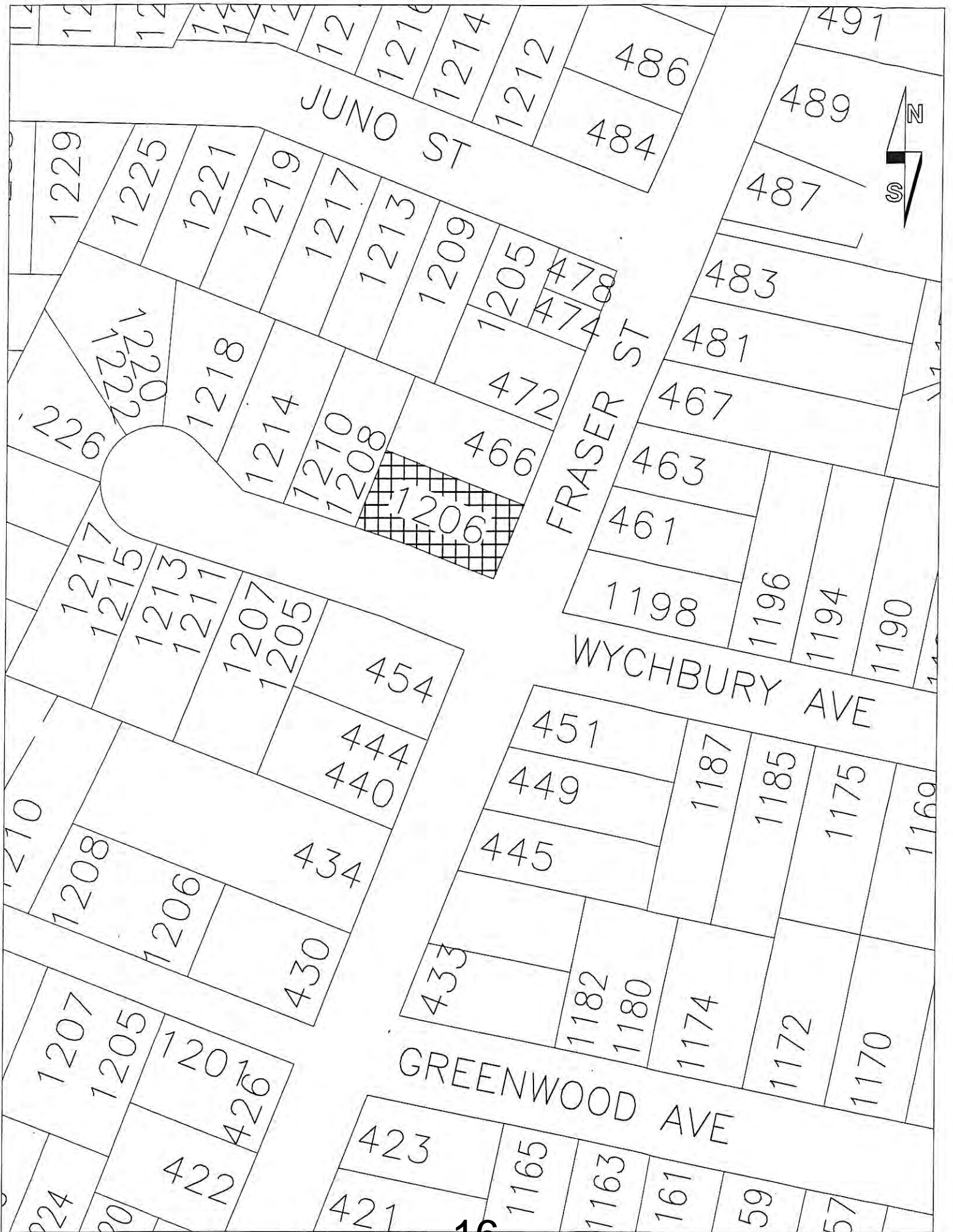
Council: The report from the Committee of the Whole was received at the regular meeting of Council on May 19, 2009. Staff were directed to prepare the Development Variance Permit and return it to Council after the appropriate notification had been sent to surrounding properties detailing the requested variance and indicating the time and location the application would be considered by Council.

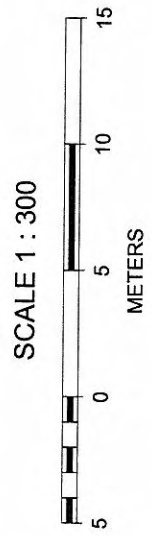
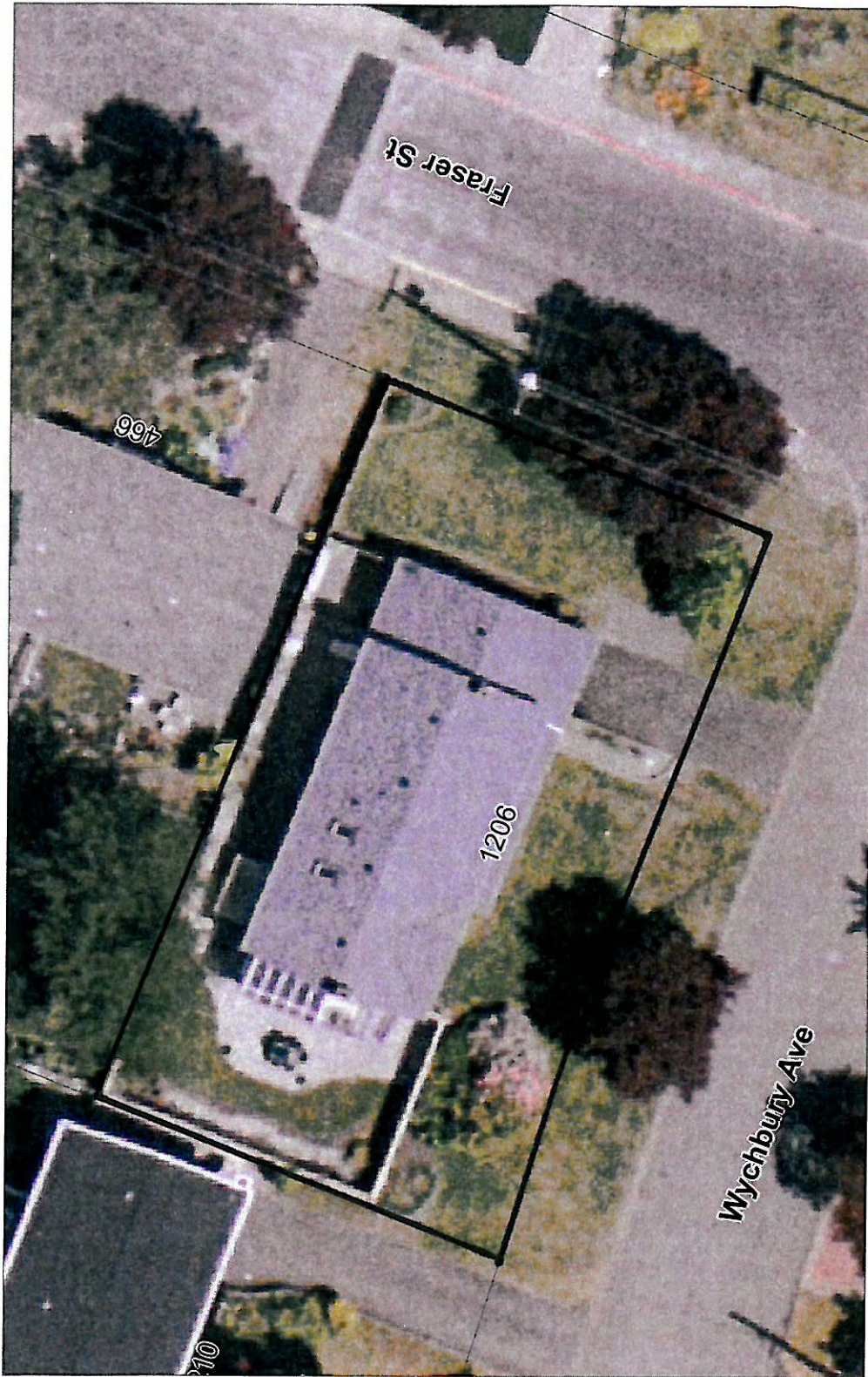
Public Notification: As this proposal involves a variance to Zoning Bylaw No. 2050, owners and occupiers of parcels within 50 metres [164 ft.] of the subject property were mailed notification on May 21, 2009 indicating that Council will be considering the requested variance on Monday, June 1, 2009. To date, no responses have been received from the public relating to this application.

Approved for Council's consideration:


Laurie Hurst, A/Chief Administrative Officer

Dated: May 27/09







CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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May 21, 2009

NOTICE OF HEARING

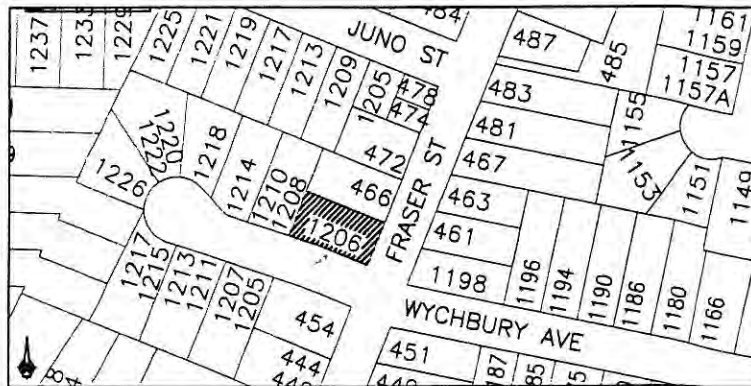
An application for a Development Variance Permit has been received from Valentina Chuback, the registered owner of Lot 7, Section 11, Esquimalt District Plan 21838 [1206 Wychbury Avenue].

Purpose of the Application:

The owner is requesting a Development Variance Permit to Zoning Bylaw No. 2050 which, if granted, would enable them to apply for a building permit to replace an existing, non-conforming sunroom.

Authorization of the following variance to Zoning Bylaw No. 2050 is required before a Building Permit can be issued:

Section 40(9)(iii) – Siting Requirements – Principal Building – Front Setback - a 0.65 metre decrease in the required setback from the rear lot line for the principal building, i.e. from 7.5 metres to 6.85 metres.



Site Location:

Lot 7, Section 11, Esquimalt District Plan 21838
[1206 Wychbury Avenue]

The Municipal Council will consider this application at 7:00 p.m., **Monday, June 1, 2009, in the Council Chambers, Municipal Hall, 1229 Esquimalt Road, Esquimalt B.C.** Affected persons may make representations to Council at that time or submit a written submission prior to that date.

Information related to this application may be reviewed at the Development Services counter, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m., Monday to Friday (excluding Saturdays, Sundays, Statutory Holidays) until June 1, 2009.

BARBARA SNYDER, DIRECTOR
DEVELOPMENT SERVICES

IV. STAFF REPORT

(1) **Development Variance Permit
1206 Wychbury Avenue
Valentina Chuback , owner**

Valentina Chuback, the owner was in attendance to present her proposal to request a variance to facilitate the replacement of an existing sunroom. She explained that she had received a variance back in 1991 to build the existing solarium. She stated that when she put in to replace the solarium with the new sunroom, it was discovered the contractor of the day took more of a variance than what was allowed. She explained that she needs to replace the sunroom as it is leaking and has caused rotting of the floor.

With reference to a question from Gerald Froese regarding how measurements are taken, Trevor Parkes, Senior Planner, stated that setbacks are measured from the foundation wall, or from the closest point of a structure to the lot line.

Ramona Scott inquired about the address being on Wychbury.

Trevor Parkes explained that the house is actually built lengthwise on the lot and that the side is really the rear yard.

Darwin Robinson commented that it does not encroach upon any one. That this addition is an improvement to the house and that there is lots of room on site coverage.

Ed Williams commented that he was in support and stated that the property was well maintained.

Public Input:

No members of the public were in attendance.

RECOMMENDATION

Moved by Rod Lavergne, seconded by Darwin Robinson, that the Esquimalt Advisory Planning Commission (APC) resolves that the application for a Development Variance Permit for Lot 7, Section 11, Esquimalt District, Plan VIP21838 [1206 Wychbury Avenue] including the following variance to Zoning Bylaw No. 2050 be forwarded to Council with a **recommendation of approval**

Bylaw No. 2050, Section 40(9)(iii) – Rear Setback - a 0.65 metre decrease in the required setback from the rear lot line for the principal building, i.e. from 7.5 metres to 6.85 metres.
The motion **CARRIED UNANIMOUSLY.**

40. **TWO FAMILY/SINGLE FAMILY RESIDENTIAL [RD-3]**

The intent of this Zone is to accommodate Single Family or Two Family Dwelling Units on individual Parcels of land.

(1) **Permitted Uses**

The following Uses and no others are permitted:

- (a) Single Family Residential
- (b) Two Family Residential
- (c) Home Occupation

(2) **Parcel Size**

The minimum Parcel Size for Parcels created by subdivision shall be 668 square metres

(3) **Minimum Lot Width**

The minimum width of Parcels created by subdivision shall be 18.3 metres, measured at the Front Building Line.

(4) **Building Density [Floor Area Ratio]**

- (a) For parcels 800 square metres in area and larger, the Floor Area Ratio for Two Family Dwellings shall not exceed 0.35.
- (b) For parcels under 800 square metres in area the Floor Area Ratio for Two Family Dwellings shall not exceed 0.4.”

(5) **Floor Area**

The minimum Floor Area for the First Storey of a Principal Building shall be 88 square metres

(6) **Building Height**

- (a) No Principal Building shall exceed a Height of 7.3 metres
- (b) No Accessory Building shall exceed a Height of 3.6 metres
- (c) When developing a front to back Two Family Dwelling, the back Dwelling Unit shall be no higher than the highest point of the existing Dwelling Unit. A Two Family Dwelling is considered back to front if more than 75% of the floor area of the back Dwelling Unit is behind the rear wall of the front Dwelling Unit.

(7) **Building Width**

The minimum width of any Single Family or Two Family Dwelling shall be 7 metres

(8) **Lot Coverage**

(a) All Principal Buildings, Accessory Buildings and Structures combined shall not cover more than 30% of the Area of a Parcel.

(b) All Accessory Buildings and Structures combined shall not exceed 10% of the Area of a Parcel.

(8.1) **Building Massing**

The second storey of any Two Family Dwelling shall be a maximum of 75% of the total floor area of the ground floor, including an attached garage.

(9) **Siting Requirements**

(a) **Principal Building**

(i) Front Setback: No Principal Building shall be located within 7.5 metres of the Front Lot Line.

(ii) Side Setback: No Principal Building shall be located within 1.5 metres of an Interior Side Lot Line, with the total Setback of all Side Yards not to be less than 4.5 metres. In the case where a Parcel is not served by a rear lane, one [1] Side Yard shall not be less than 3 metres. In the case of a Corner Lot, no Principal Building shall be located within 3.6 metres of an Exterior Side Lot Line.

(iii) Rear Setback: No Principal Building shall be located within 7.5 metres of a Rear Lot Line.

(b) **Accessory Building**

(i) Front Setback: No Accessory Building shall be located in front of the front face of the Principal Building.

(ii) Side Setback: No Accessory Building shall be located within 1.5 metres of an Interior Side Lot Line nor 3.6 metres of an Exterior Side Lot line.

(iii) Rear Setback: No Accessory Building shall be located within 1.5 metres of a Rear Lot line.

(iv) Building Separation: No Accessory Building shall be located within 2.5 metres of a Principal Building.

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

DEVELOPMENT VARIANCE PERMIT

NO. 02/2009

Owner: Valentia G. Chubak
1206 Wychbury Avenue
Esquimalt BC, V9A SL3

Lands: Lot 7, Section 11, Esquimalt District Plan 21838

Address: 1206 Wychbury Avenue, Esquimalt, BC

Conditions:

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit regulates the development of lands by varying the provisions of Zoning Bylaw No. 2050 as follows:

Section 40(9)(iii) – Rear Setback - a 0.65 metre decrease in the required setback from the rear lot line for the principal building, i.e. from 7.5 metres to 6.85 metres.
3. Approval of this Development Variance Permit is issued in general accordance with elevation and construction plans submitted with the application, stamped "Received March 25, 2009", and sited as detailed in the BCLS Site Plan prepared by Brad Cunnin Land Surveyor, stamped "Received March 25, 2009", all of which are attached hereto as Schedule 'A'.
4. The lands shall be developed in accordance with the terms, conditions and provisions of this Permit, provided that minor variations which do not affect the overall building design may be permitted by the Director of Development Services
5. The terms, conditions and covenants contained herein shall ensure to the benefit of and be binding upon the Owners, their executors, heirs or administrators, successors and assigns as the case may be or their successors to title in the lands.
6. This Development Variance Permit is not a Building Permit.

7. This Permit lapses two (2) years after the date it is issued if the holder of the Permit does not substantially start any construction with respect to which the Permit was issued.
8. For the purposes of this Development Variance Permit, the holder of the Permit shall be the owner(s) of the lands.

ISSUED BY MUNICIPAL COUNCIL RESOLUTION ON THE ____ DAY OF _____, 2009

SIGNED THIS ____ DAY OF _____, 2009

Director of Development Services

A/Corporate Administrator
Corporation of the Township
of Esquimalt

B.C. LAND SURVEYOR'S SITE PLAN OF:

LOT 7, SECTION 11, ESQUIMALT DISTRICT, PLAN 21838

SCALE = 1 : 200



All distances are in metres and decimals thereof

LEGEND

Elevations are geodetic based on the Township of Esquimalt Integrated Survey Monument B/H3779 (Elev = 20.456m)
 Contours are descriptive, and only accurate to 1/2 interval
 Grade spot are taken at the point marked x
 grade spots at a curb line are in gutter

Tree bases and canopies approximately to scale
Where tree location is critical, tree species and canopy should be confirmed by qualified arborist.

All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the written consent of the signatory

This document was prepared for the exclusive use of our client, Esquimalt, BCLC

BCLC INC. accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made or actions taken based on this document

SITE AREA

678.0 m²
 7298 s f

Address: 1206 WYCHBURY AVE
 Folio: 3284 000

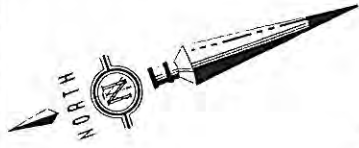
CERTIFIED CORRECT

The plan has been prepared and checked in accordance with the Agency of Stamping Practice Act 1978
 Certified correct on the 15th day of April 2009

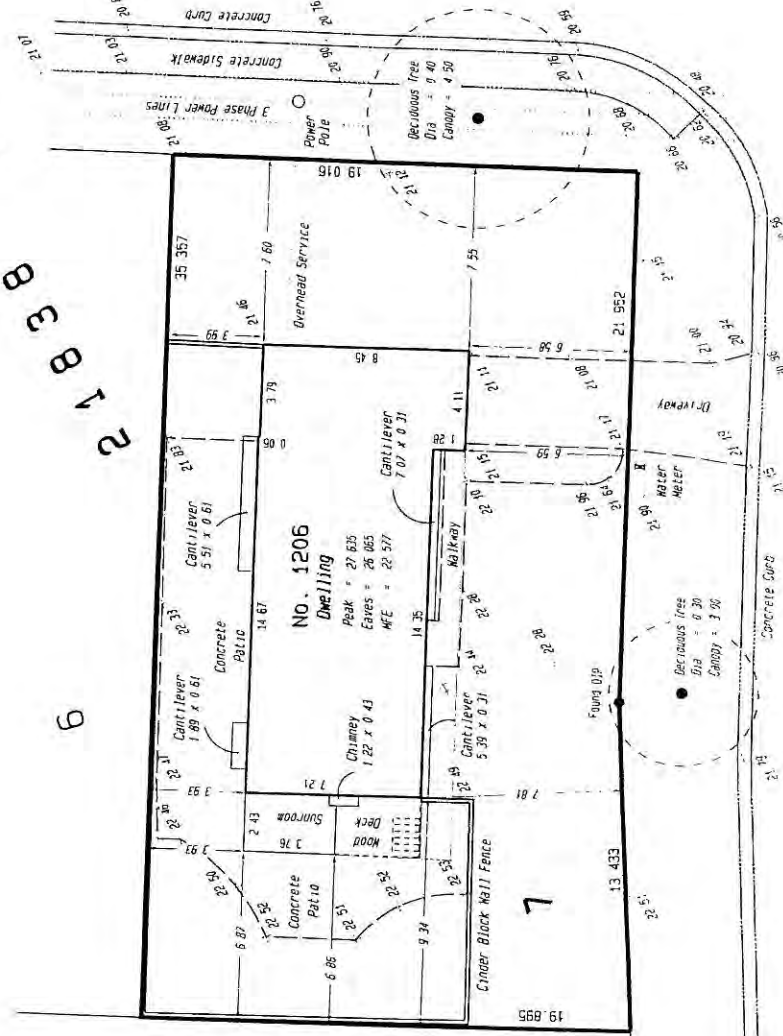
Date: Mar 31, 2009
 Folio: BP012611

RESIDENTIAL - SFD -ALT
 Building Permit

Bradley W. Cummin BCLC



FRASER STREET



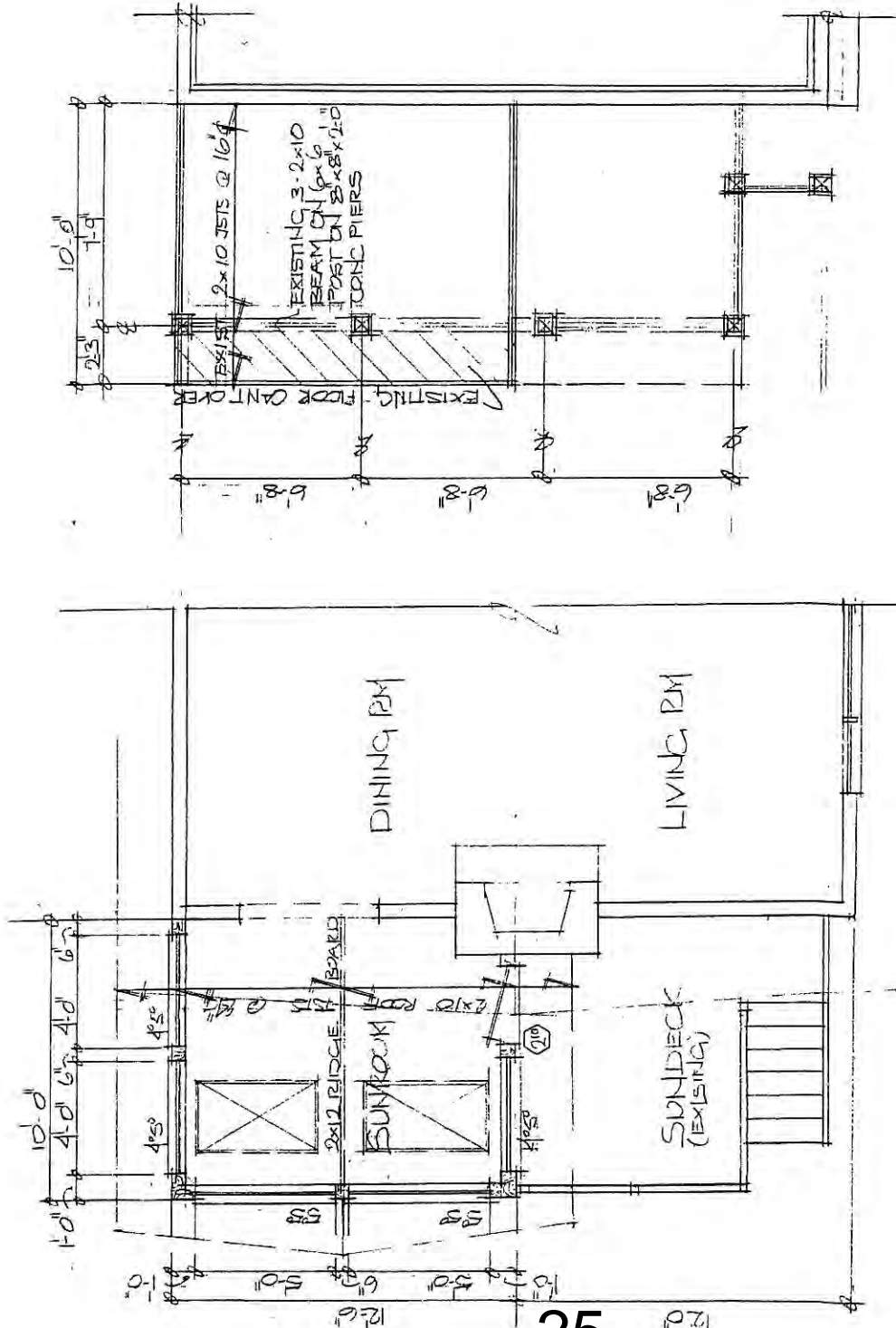
WYCHBURY AVENUE

THIS IS SCHEDULE A OF
 DEVELOPMENT VARIANCE
 PERMIT NO. 02 / 2009

CORPORATE ADMINISTRATOR

General Notes:-

1. All dimensions are shown stud to stud unless otherwise mentioned. Exterior wall dimensions are shown to outside of sheathing.
2. Framer must verify all dimensions prior to commencement of construction
3. Any changes of plan must have prior approval of Tricia McMillan, 385-5398
4. All materials and methods of construction to conform to current zoning by-laws and the British Columbia Building Code 2006 (B.C.B.C.2006)
5. All sub trades to work to respective codes and to follow good construction practice.
6. All concrete footings shall extend to firm, undisturbed bearing soil, free of all organic material.
7. Footings shall extend 18" below finished grade or below local frost line whichever is greater.
8. Foundation concrete shall have a min. compressive strength of 3000 p.s.i.(20 Mpa) @ 28 days.
9. Foundations are designed for a max. soil pressure of 2000p.s.i.(0.1 M.p.a.) - a professional Engineer must be contacted if poor soil conditions are encountered
10. Provide attic and crawl space ventilation and access in accordance with B.C.B.C.2006
11. All joists to be No.2 Douglas Fir or better unless otherwise specified.
12. All beams and posts, unless otherwise noted, to be No.1 Douglas fir or better.
13. All steel beams, unless otherwise noted, to be G.40.21 Grade 44W.
14. All wood in contact with concrete must be pressure-treated or separated with approved material.
15. All roof trusses must be engineered and installed in accordance with manufacturer's details and specifications.
16. All insulation to be installed as per B.C. Hydro specifications for Victoria, B.C. and the B.C.B.C. 2006.
17. Provide heating, mechanical ventilation and air conditioning where required by owner and in accordance with the B.C.B.C. 2006.
18. Hot water tank placement determined by plumber. Tank to be secured to structure to prevent overturning during seismic activity and to be close to floor drain.
19. Provide smoke alarms and fire safety provisions to comply with B.C.B.C. 2006- Section 9.
20. All interior casings, window types and mill work to owners specifications.
21. Provide carbon monoxide detectors as required by B.C.B.C.2006
22. All LVL beams to be engineered by Manufacturer unless otherwise specified.
23. Stairs to have graspable handrails - Max 2 1/2" x 2 1/2"
24. All roof species to be ventilated to comply with B.C.B.C. 2006



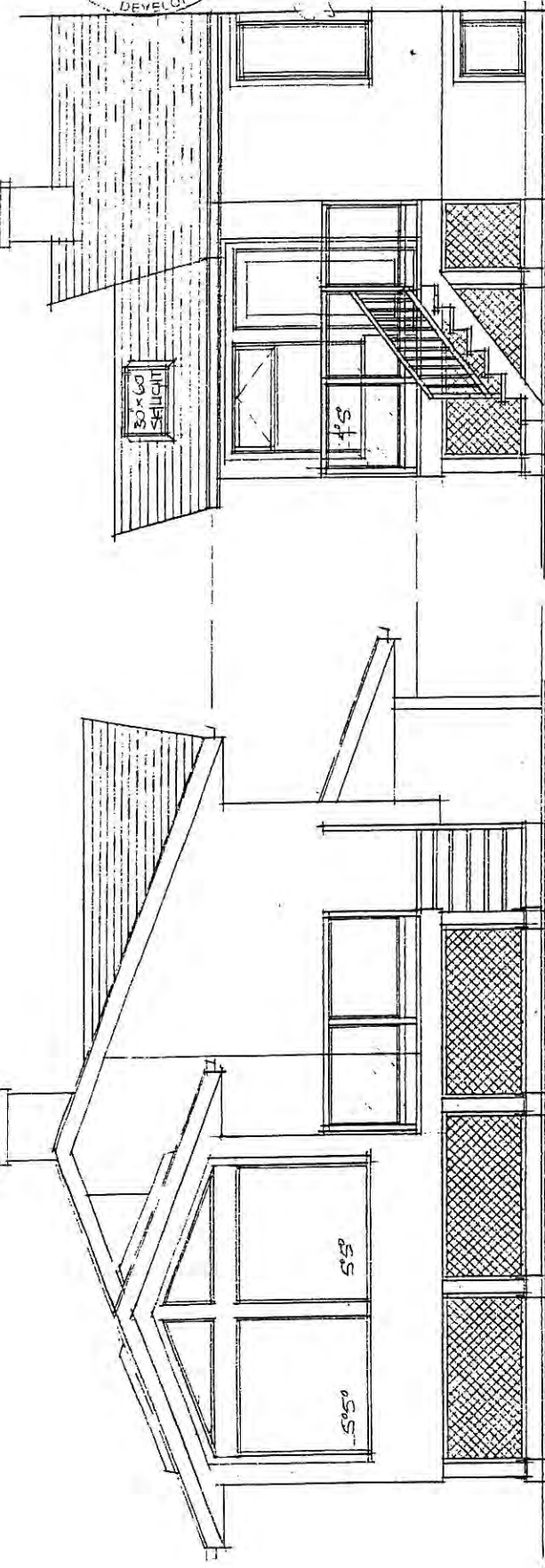
SUN-ROOM REPLACEMENT
SCALE 1/4"=1'-0"

EXISTING FOUNDATION
SCALE

**THIS IS SCHEDULE 'A' OF
DEVELOPMENT VARIANCE
PERMIT NO 02/2009**

CORPORATE ADMINISTRATOR

RECEIVED
 MAY 27 7:09
 CORP OF TOWNSHIP OF ESSEX
 DEVELOPMENT & ENGINEERING



FRONT ELEVATION
 SCALE 1/4" = 1'-0"

LEFT SIDE ELEVATION
 SCALE 1/4" = 1'-0"

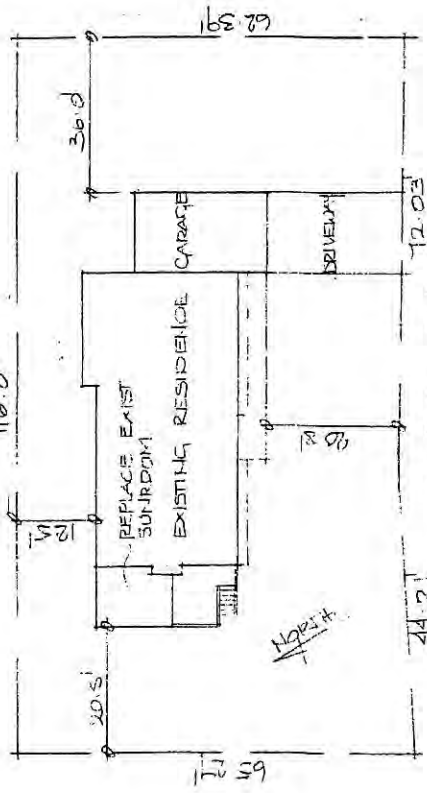
LEGAL DESCRIPTION:-

LOT 1
 PLAN 21838
 SECTION 11
 ZONING R2

SITE INFORMATION

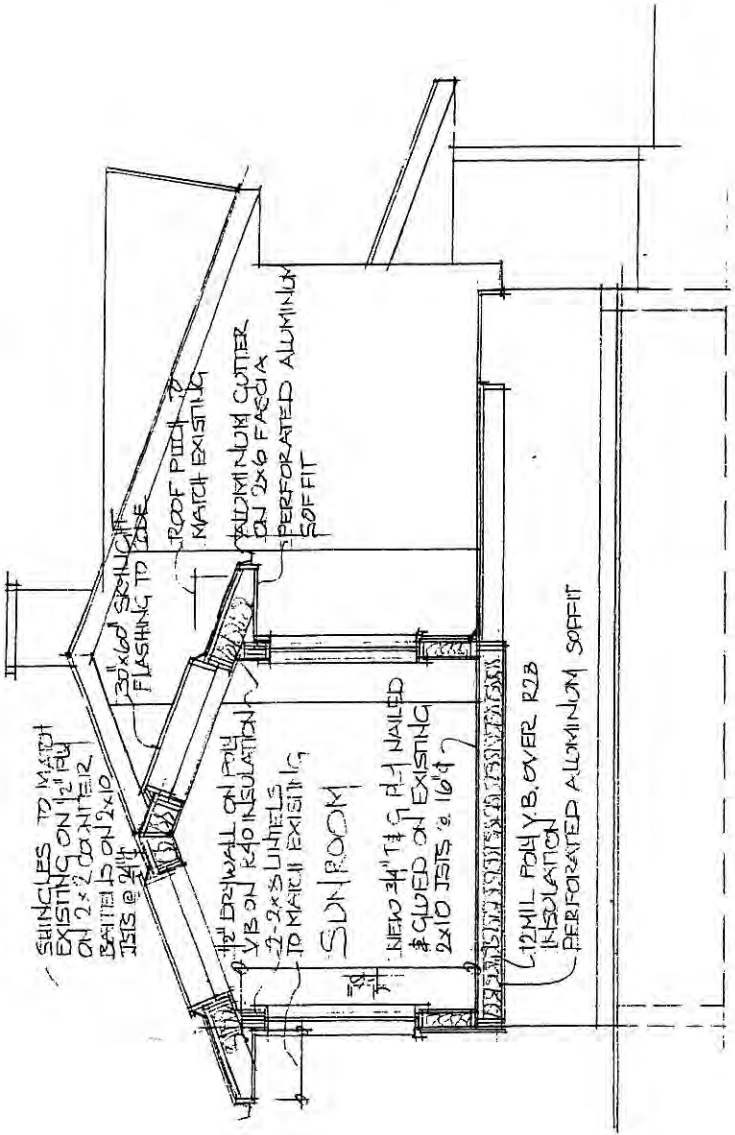
LOT AREA 12001b
 EXISTING HOUSE 12131b
 SUNROOM 821b
 DECK 325b
 CARAGE 1115 x 100 = 4.21
 SITE COVERAGE 1207

PROPOSED REPLACEMENT
 OF EXISTING SUNROOM
 AT 1206 WYCHEBURK RD
 FOR MRS V CHULCK

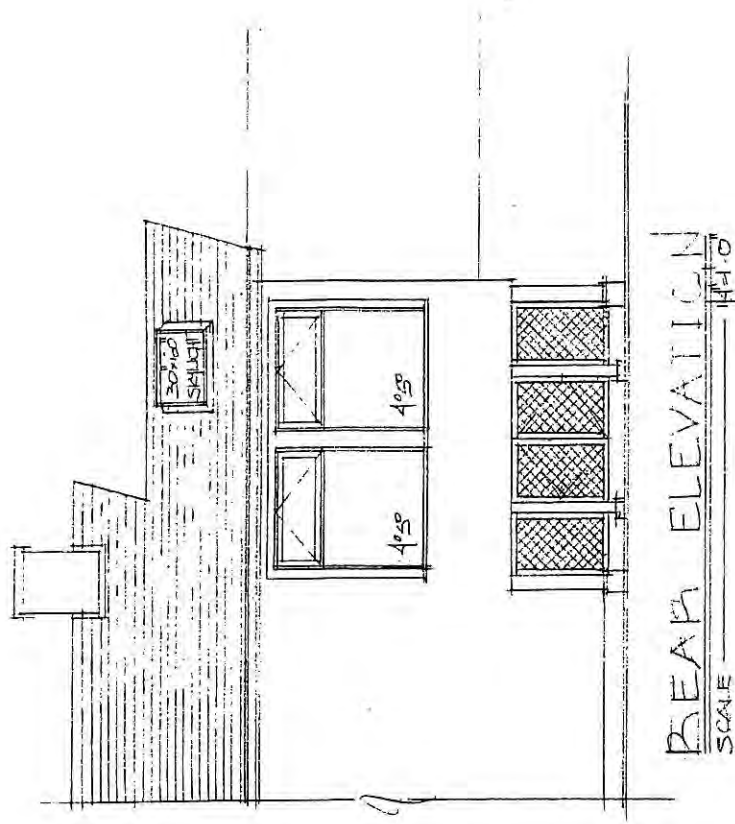


WYCHEBURK RD
 SITE PLAN

THIS IS SCHEDULE 'A' OF
 DEVELOPMENT VARIANCE
 PERMIT NO 02/2009
 CORPORATE ADMINISTRATOR



SECTION A-A
SCALE 1/4"=1'-0"



THIS IS SCHEDULE 'A' OF
DEVELOPMENT VARIANCE
PERMIT NO. 02/2009

CORPORATE ADMINISTRATOR

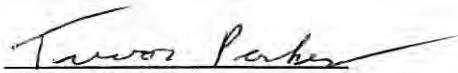
STAFF REPORT

DATE: May 27, 2009 **REPORT NO.** DEV-09-035
TO: Laurie Hurst, Acting Chief Administrative Officer
FROM: Barbara Snyder, Director of Development Services
Trevor Parkes, Senior Planner
SUBJECT: DEVELOPMENT VARIANCE PERMIT
677 Admirals Road
[STRATA LOT 1, SUBURBAN LOT 50, SECTION 11, ESQUIMALT
DISTRICT, PLAN VIS3131]

RECOMMENDATION

That the application for a Development Variance Permit authorizing installation of a 1.83 metre wooden fence in front of the front face of the principal building, to be constructed as shown on photographic examples submitted with the application stamped "Received April 9, 2009", and including the following variance to Zoning Bylaw No. 2050, be **approved, issued** and **registered** on the title of Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District, Plan VIS3131 [677 Admirals Road].

Section 38(11) – Fencing - a 0.63 metre increase to the permitted fence height in front of the front face of the Principal Building from 1.2 metres to 1.83 metres.



Trevor Parkes
Senior Planner



Barbara Snyder
Director of Development Services

SUMMARY

The applicant is requesting a Development Variance Permit to allow the installation of a 1.83 metre [6 feet] fence surrounding the front yard at 677 Admirals Road. The zoning bylaw restricts the height of fences in front yards to 1.2 metres [4 ft.] which is intended to clearly demarcate private property yet still provide a neighbourly appearance to the street.

The subject property is located at the corner of Woodway and Admirals Road. The owners wish to have a higher solid wood fence to ensure their privacy and mitigate noise from the bus stop and intersection traffic [see attached letter].

The new fence would be constructed in the same location as the existing wood and lattice fence [see photos]. The adjacent owner at 675 Admirals Road, the other half of this strata duplex, has no objection to the proposed fencing.


BACKGROUND

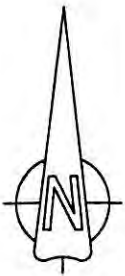
APC Comments: This application was considered by APC on the evening of April 21, 2009. Members indicated that, after visiting the site, they understood the applicant's wish to increase the height of the fence to improve privacy as the front yard is subjected to a great deal of vehicular traffic in close proximity. Additional comments included support for the design of the proposed fence as it would represent a visual improvement over the existing fencing currently facing the street. Members agreed that, while the increase in fence height might improve privacy it would not mitigate noise levels from passing traffic and buses, nor would it enhance security of the property as indicated in the applicant's letter. The application was unanimously forwarded to Council with a recommendation of approval.

Committee of the Whole: The application was presented at the regular meeting of the Committee of the Whole on May 11, 2009. COTW accepted the staff recommendation that a Development Variance Permit be prepared and returned to Council.

Council: The report from the Committee of the Whole was received at the regular meeting of Council on May 19, 2009. Staff were directed to prepare the Development Variance Permit and return it to Council after the appropriate notification had been sent to surrounding properties detailing the requested variance.

Public Notification: As this proposal requires a variance to Zoning Bylaw No. 2050, owners and occupiers of parcels within 50 metres [164 ft.] of the subject property were mailed notification on May 21, 2009 indicating that Council will be considering the requested variance on Monday, June 1, 2009. To date, no responses have been received from the public relating to this application.

<p>Approved for Council's consideration:</p> <p></p> <p>_____ Laurie Hurst, A/Chief Administrative Officer</p> <p>Dated: <u>May 27/09</u></p>



CONSTANCE AVE

665 669

1314 1300/02/04/06

ASTLE ST

651

648

30

685

1189

679
675
671
667
663
659
655
651
647

1270

1266

1262

1258

WOODWAY RD

1265

667

1261

665

1257

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659

661

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651

653

700

683

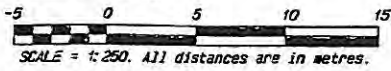
676

674

672

670

BASEMENT

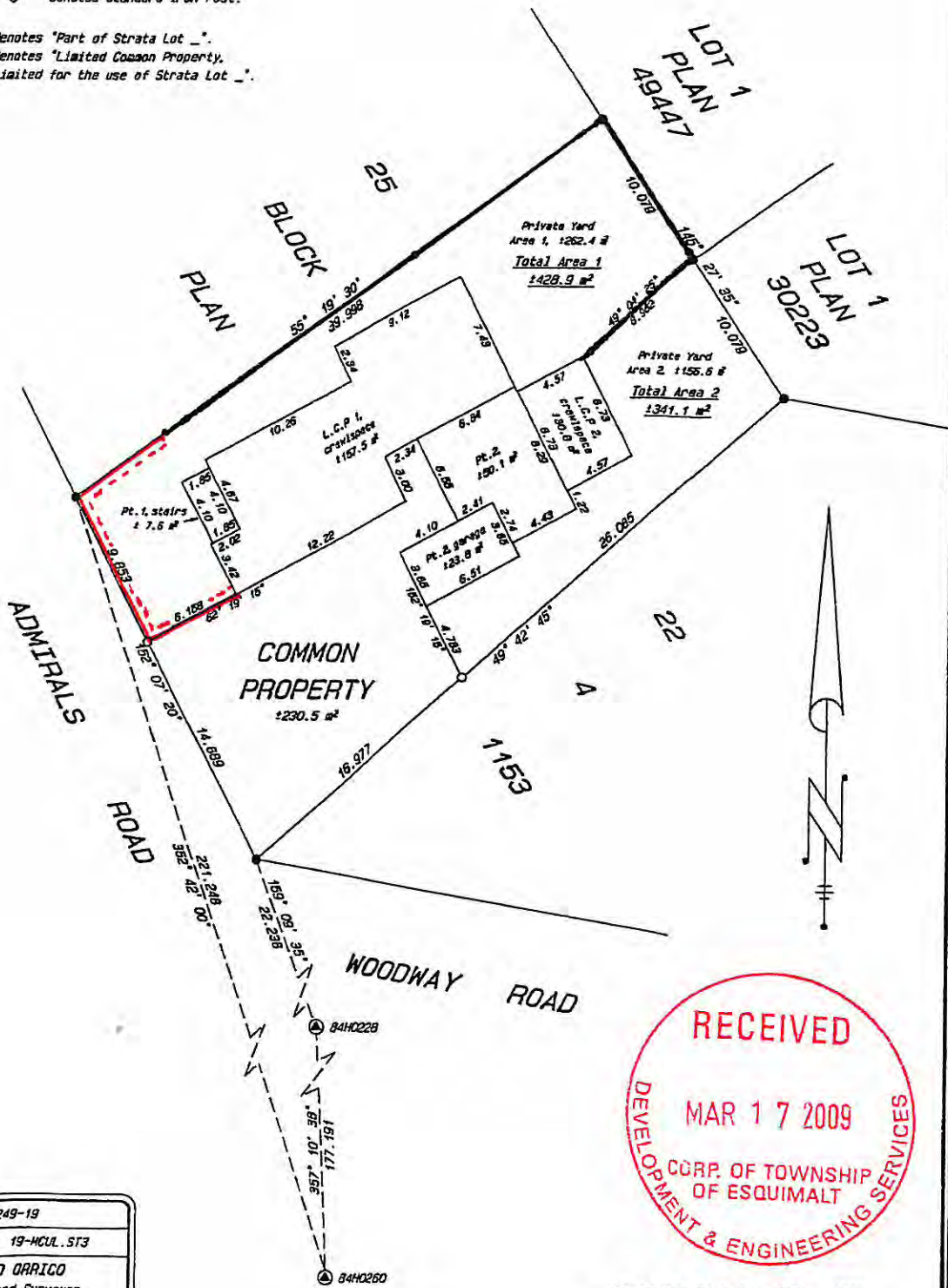


LEGEND.

This plan lies within Integrated Survey Area No. 38. The Corporation of the Township of Esquimalt. Grid bearings were derived from Control Monuments 84H0228 and 84H0260. This plan shows ground level distances. Prior to the computation of UTM co-ordinates, multiply all found placed

- ⊙ Denotes Control Monument.
- Denotes Standard Iron Post.

Pt. Denotes "Part of Strata Lot _".
L.C.P. Denotes "Limited Common Property, limited for the use of Strata Lot _".



File: 2249-19
Archive: 19-MCUL.S73
LEONARD ORRICO
B. C. Land Surveyor
4089 Quadra Street
Victoria, B.C. V8X 1K7
TEL 479-1042 FAX 479-4479

Dated this 31st day of May, 1993.

Leonard Orrico

BCLS



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Website: www.esquimalt.ca Email: info@esquimalt.ca

Voice: (250) 414-7100
Fax: (250) 414-7111

May 21, 2009

NOTICE OF HEARING

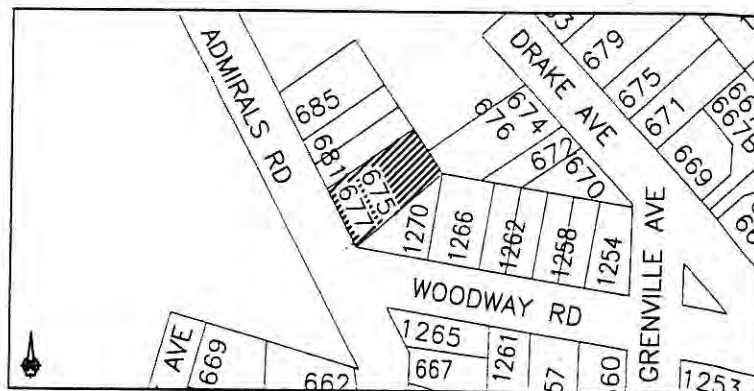
An application for a Development Variance Permit has been received from Peter Volchek, the registered owner of Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District, Plan VIS3131 [677 Admirals Road].

Purpose of the Application:

The owner is requesting a Development Variance Permit to Zoning Bylaw No. 2050 which, if granted, would authorize construction of a 1.83 metre [6 ft] wooden fence in front of the front face of the principal building.

Authorization of the following variance to Zoning Bylaw No. 2050 is required before the fence can be constructed as proposed:

Section 38(11) – Fencing - a 0.63 metre increase to the permitted fence height in front of the front face of the Principal Building from 1.2 metres to 1.83 metres.



Site Location:

Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District,
Plan VIS3131 [677 Admirals Road]

The Municipal Council will consider this application at 7:00 p.m., **Monday, June 1, 2009, in the Council Chambers, Municipal Hall, 1229 Esquimalt Road, Esquimalt B.C.** Affected persons may make representations to Council at that time or submit a written submission prior to that date.

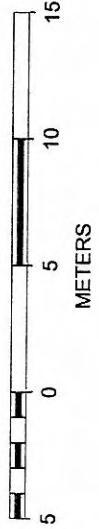
Information related to this application may be reviewed at the Development Services counter, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m., Monday to Friday (excluding Saturdays, Sundays, Statutory Holidays) until June 1, 2009.

BARBARA SNYDER, DIRECTOR
DEVELOPMENT SERVICES

675, 677 Admirals Road



SCALE 1 : 300



38. **TWO FAMILY RESIDENTIAL [RD-1]**

The intent of this Zone is to accommodate Two Family Dwelling Units on individual Parcels of land.

(1) **Permitted Uses**

The following Uses and no others are permitted:

- (a) Two Family Residential
- (b) Home Occupation

(2) **Parcel Size**

The minimum Parcel Size for Parcels created by subdivision shall be 668 square metres

(3) **Minimum Lot Width**

The minimum width of Parcels created by subdivision shall be 18.3 metres, measured at the Front Building Line.

(4) **Building Density [Floor Area Ratio]**

- (a) For parcels 800 square metres in area and larger, the Floor Area Ratio for Two Family Dwellings shall not exceed 0.35.
- (b) For parcels under 800 square metres in area the Floor Area Ratio for Two Family Dwellings *shall not exceed 0.4.*"

(5) **Floor Area**

The minimum Floor Area for the First Storey of a Principal Building shall be 88 square metres

(6) **Building Height**

- (a) No Principal Building shall exceed a Height of 7.3 metres
- (b) No Accessory Building shall exceed a Height of 3.6 metres
- (c) When developing a front to back Two Family Dwelling, the back Dwelling Unit shall be no higher than the highest point of the existing Dwelling Unit. A Two Family Dwelling is considered back to front if more than 75% of the floor area of the back Dwelling Unit is behind the rear wall of the front Dwelling Unit.

(7) **Building Width**

The minimum width of any Two Family Dwelling shall be 7 metres

(8) **Lot Coverage**

- (a) All Principal Buildings, Accessory Buildings and Structures combined shall not cover more than 30% of the Area of a Parcel.
- (b) All Accessory Buildings and Structures combined shall not exceed 10% of the Area of a Parcel.

(8.1) **Building Massing**

The second storey of any Two Family Dwelling shall be a maximum of 75% of the total floor area of the ground floor, including an attached garage.

(9) **Siting Requirements**

(a) **Principal Building**

- (i) Front Setback: No Principal Building shall be located within 7.5 metres of the Front Lot Line.
- (ii) Side Setback: No Principal Building shall be located within 1.5 metres of an Interior Side Lot Line, with the total Setback of all Side Yards not to be less than 4.5 metres. In the case where a Parcel is not served by a rear lane, one [1] Side Yard shall not be less than 3 metres. In the case of a Corner Lot, no Principal Building shall be located within 3.6 metres of an Exterior Side Lot Line.
- (iii) Rear Setback: No Principal Building shall be located within 7.5 metres of a Rear Lot Line.

(b) **Accessory Building**

- (i) Front Setback: No Accessory Building shall be located in front of the front face of the Principal Building.
- (ii) Side Setback: No Accessory Building shall be located within 1.5 metres of an Interior Side Lot Line nor 3.6 metres of an Exterior Side Lot line.
- (iii) Rear Setback: No Accessory Building shall be located within 1.5 metres of a Rear Lot line.
- (iv) Building Separation: No Accessory Building shall be located within 2.5 metres of a Principal Building.

- (c) **Garage Setback:** Detached and attached garages shall be set back a minimum of 1.5 metres from the front face of the Dwelling Unit."

(10) **Common Wall Requirements**

The common wall overlap between the habitable areas of the two Dwelling Units shall be not less than 50%.

(11) **Fencing**

Subject to Section 22, no fence shall exceed a Height of 1.2 metres in front of the front face of the Principal Building and 2 metres behind the front face of the Principal Building.

(12) **Off Street Parking**

Off street parking shall be provided in accordance with the requirements of Parking Bylaw No. 2011.

(13) **Driveway Width**

The maximum width of a driveway surface on a Two Family Residential lot shall be a total of 5.5 metres. This applies to a double-wide driveway, or the combined width of two single lane driveways serving a Two Family Dwelling.

The owner of 677 Admirals Road was not in attendance. It was moved by Darwin Robinson seconded by Ramona Scott that the Commission would consider the proposal. The Staff Liaison would present the application on behalf of the applicant.

(2) **Development Variance Permit**
677 Admirals Road
Peter Volchek, owner/applicant

Trevor Parkes, with reference to the applicant's letter, outlined the reasons for the request to construct a fence 1.85 metres in height in front of the front face of the building. The applicant cited, privacy issues, noise, caused by the proximity to a major intersection. The presence of a Bus Stop location in front of the property, and security as reasons he requires higher fencing in his front yard.

Darwin Robinson commented that the request would be tough to refuse, that he was in favour.

Ramona Scott inquired if the rock wall counted, Trevor Parkes, Staff Liaison explained the topography there, that the rock wall was municipal property, and the slope area with plantings was also municipal property, the fence would be behind that.

She stated she would prefer to see a hedge to provide greenery and a bird habitat. She expressed concern about setting a precedent. She felt that the fence would add nothing to the street and not be aesthetically pleasing. She did not think this will meet the applicant's goals of noise mitigation.

Ed Williams commented that a hedge would be more attractive the hedge could be more than 6 feet. He stated that a new fence in front would improve the appearance; he stated he had no problem with it.

Gerald Froese commented that considering the location it would fit well. He stated that the wood fence would not work for noise abatement.

Jaime Hilbert commented that she felt the additional fence would be fine compared to what is there now.

Joanne Kimm stated she did not find the height an issue; the fencing does not stand out, as it would be built from natural cedar. She commented that she could certainly understand the owner's concern regarding security therefore it makes sense at that location.

Rod Lavergne commented that he had no problem with the height as long as the fence was kept in the same location it is now.

Trevor Parkes clarified for the Commission that the letter of support accompanying the report was for his portion of the strata only.

Ramona Scott commented after hearing the explanations and discussions that she can support this application. The new fence will be nicer than what is there and she can support the request especially as this is a terrible corner.

Public Input

No members of the public were in attendance.

RECOMMENDATION:

Moved by Darwin Robinson, seconded by Joanne Kimm that the Advisory Planning Commission (APC) resolves that the application for a Development Variance Permit for Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District, Plan VIS3131 [677 Admirals Road] including the following variance to Zoning Bylaw No. 2050 be forwarded to Council with a **recommendation of approval**

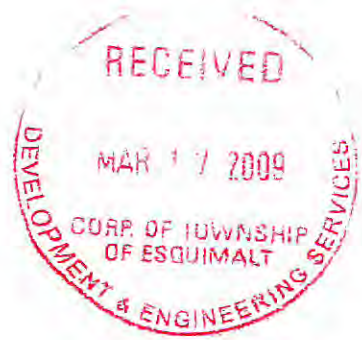
Zoning Bylaw No. 2050, Section 38(11) – Fencing - a 0.65 metre increase to the permitted fence height in front of the front face of the Principal Building from 1.2 metres to 1.85 metres.

The Motion **CARRIED UNANIMOUSLY**.

V. PLANNER'S STATUS REPORT

Trevor Parkes reported on the status on the following applications:

- 1405 Esquimalt Road [41 unit condominium] on April 6, 2009 Council approved the Development Permit with Variances;
- 1191 Munro Street [Rezoning from RS-1 to RS-1/RS-2] on April 6, 2009 Council approved the rezoning application to allow the subdivision of the lot;
- 513 Sturdee Street [Development Permit for a duplex] the applicant revised the landscape plan as recommended by the APC and the application was considered at the Committee of the Whole on April 14, 2009;
- 934/936 Craigflower Road [13 unit Townhouse development] The application provided a traffic study and a commitment to "Built Green" standards, as well as an amended site plan addressing parking requirements and committed to supply a storm drain management plan. The application was considered at the Committee of the Whole on April 14, 2009 and forwarded to Council for approval. Staff was instructed to prepare the amending bylaw and return it to Council for consideration




To whom it may concern.

Reasons why I need a tall (6') fence.

- privacy issues
- security for property and family (that it is a full yard and that passersby can have full view leaving open threat to theft, vandalism and safety.)
- I live at a major intersection so noise from the military commercial area and the military recreational facilities as well as noise of traffic disrupts my enjoyment of the yard.
- Bus stop just across my property creates the noise and security issues (strangers, wanderers and so on)

Sincerely yours,

Peter Volchek (owner of 677 Admirals Rd.)

26-Feb-2009


To: Esquimalt Municipality
From: Owner of '635 Admirals Rd.'

Dear Sir,

This letter confirms that I do not have any objections for my neighbor, Peter Volchek, living at 677 Admirals Rd, to build a six feet (6') fence around his property as well as around his front yard, that faces the Admirals Rd..

Sincerely yours,

Julia Morgan

Date signed:

April 8/09





2009 4 8





RECEIVED
APR 09 2009
CORP. OF TOWNSHIP
OF ESQUIMAULT
DEVELOPMENT & ENGINEERING SERVICES



RECEIVED
APR 09 2009
CORP. OF TOWNSHIP
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CORPORATION OF THE TOWNSHIP OF ESQUIMALT

DEVELOPMENT VARIANCE PERMIT

NO. 01/2009

Owners: Peter and Natasha Volchek
677 Admirals Road
Esquimalt BC, V9A 2N9

Lands: Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District, Plan
VIS3131

Address: 677 Admirals Road, Esquimalt, BC

Conditions:

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit regulates the development of lands by varying the provisions of Zoning Bylaw No. 2050 as follows:

Section 38(11) – Fencing - a 0.63 metre increase to the permitted fence height in front of the front face of the Principal Building from 1.2 metres to 1.83 metres.
3. Approval of this Development Variance Permit is issued in general accordance with photographic examples submitted with the application, stamped "Received April 9, 2009", and attached hereto as Schedule 'A'.
4. The lands shall be developed in accordance with the terms and conditions and provisions of this Permit, provided that minor variations which do not affect the overall building design may be permitted by the Director of Development Services
5. The terms, conditions and covenants contained herein shall ensure to the benefit of and be binding upon the Owners, their executors, heirs or administrators, successors and assigns as the case may be or their successors to title in the lands.
6. This Development Variance Permit is not a Building Permit.

7. This Permit lapses two (2) years after the date it is issued if the holder of the Permit does not substantially start any construction with respect to which the Permit was issued.
8. For the purposes of this Development Variance Permit, the holder of the Permit shall be the owner(s) of the lands.

ISSUED BY MUNICIPAL COUNCIL RESOLUTION ON THE ____ DAY OF _____, 2009

SIGNED THIS _____ DAY OF _____, 2009

Director of Development Services

A/Corporate Administrator
Corporation of the Township
of Esquimalt



Handwritten notes in cursive script, mostly illegible.

THIS IS SCHEDULE A OF
DEVELOPMENT VARIANCE
PERMIT NO. 01/2009

CORPORATE ADMINISTRATOR



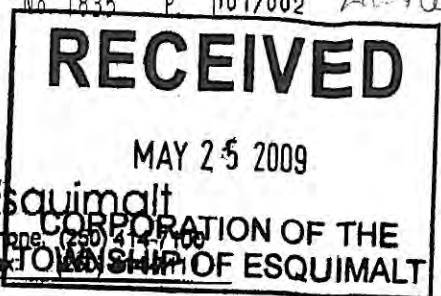


THIS IS SCHEDULE 'A' OF
DEVELOPMENT VARIANCE
PERMIT NO. 01 / 2009

CORPORATE ADMINISTRATOR



Agenda



Corporation of the Township of Esquimalt
Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C., V9A 3P1
Website: www.esquimalt.ca Email: info@esquimalt.ca

Phone: (250) 414-7100
Fax: (250) 414-7100

APPLICATION TO MAKE PRESENTATION TO THE MUNICIPAL COUNCIL

Pursuant to *Council Procedure Bylaw, 2004, No. 2585, Sections 41-46, Delegations and Petitions, (see reverse side)* Council may allow an individual or a delegation to address Council at the meeting provided written application has been received by the Corporate Officer by 12 Noon on the Wednesday prior to the meeting. Each address must be limited to five minutes unless a longer period is agreed to by resolution of those Members present.

DATE OF COUNCIL MEETING: JUNE 1, 2009

NAME: TONY GIBBS

ORGANIZATION: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

REASONS FOR APPEARING: _____

To present relevant

input into council discussion

on neighbouring property on

Griffin St

FEED FAX THIS END

FAX

To: -TONY GIBBS

Dept.: _____

Fax No.: 250-6450

No. of Pages: 2

From: BARBARA SLYDER

Date: MAY 25/09

Company: ESQUIMALT

Fax No.: 414-7111

Comments: AS REQUESTED

Date May 25, 2009

Signature [Handwritten Signature]

Agenda



Corporation of the Township of Esquimalt

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C., V9A 3P1
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DATE OF COUNCIL MEETING:

June 1, 2009

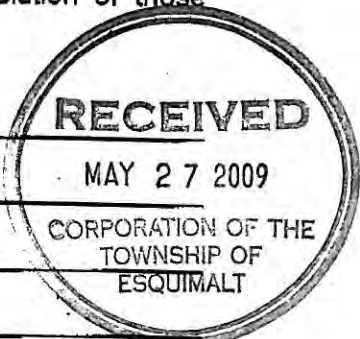
NAME:

Brandi Tinkler

ORGANIZATION:

Esquimalt High School

ADDRESS:



TELEPHONE:

FAX:

REASONS FOR APPEARING:

Brandi is a member of our school's Curling Academy and will be appearing to tell the council members about the Academy & their activities this year.

May 26, 2009
Date

[Signature]
Signature



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

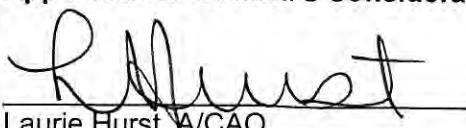
Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Telephone (250) 414-7100 Fax (250) 414-7111

STAFF REPORT

DATE: May 28, 2009 **REPORT NO.** ADM-09-025
TO: Mayor and Council
FROM: Laurie Hurst, Acting Chief Administrative Officer
SUBJECT: Appointment of Corporate Administrator

RECOMMENDATION:

1. That the following appointments be rescinded effective April 24, 2009:
Larry Randle - Corporate Administrator
Head, Freedom of Information and Protection of Privacy
2. That the following person be appointed to the positions indicated effective June 1, 2009:
Carollyne Evans - Corporate Administrator
Head, Freedom of Information and Protection of Privacy

Approved for Council's consideration:  Laurie Hurst, A/CAO Dated: <u>May 28/09</u>
--



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Telephone (250) 414-7100 Fax (250) 414-7111

STAFF REPORT

DATE: 2009-05-20 **REPORT NO.** P&R – 09 - 021
TO: Laurie Hurst, Acting Chief Administrative Officer
FROM: Andy Katschor
SUBJECT: **Access Awareness Day**

Recommendation:

1. That Council proclaim June 6, 2009 as **Access Awareness Day** in Esquimalt
2. That Mayor and Council be invited to participate in **Access Awareness Day** activities

Background:

Access Awareness Day takes place on the first Saturday of June every year. The Union of BC Municipalities has endorsed **Access Awareness Day** each year since its inception and encourages every municipality and regional district in the province to emphasize the important role of local government in making communities accessible and inclusive for all their residents.

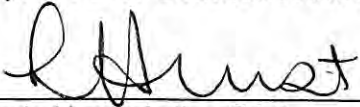
Many communities throughout the province have also embraced **Access Awareness Day**, organizing exciting local events to showcase different components of Accessibility.

On **Access Awareness Day** Esquimalt's Access Awareness Day subcommittee has organized an event to be held in the Recreation Centre Saturday June 6, 2009 to help the community understand the challenges of the disabled in our community.

An invitation to Mayor and Council will be sent out.

Andy Katschor

Acting Director of Park and Recreation

Approved for Council's consideration:


Laurie Hurst, Acting CAO

Dated: May 26/09



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Website: www.esquimalt.ca Email: info@esquimalt.ca

Voice: (250) 414-7100
Fax: (250) 414-7111

PROCLAMATION

“ACCESS AWARENESS DAY”

June 6, 2009

- WHEREAS** All community members should have equity in opportunities and full participation in community life; and
- WHEREAS** It is instrumental to educate and inform all our citizens of our community of the important part they play in making it accessible to all; and
- WHEREAS** Providing designated parking spaces is essential to the economic, social, and physical well-being of all British Columbians (both able and with disabilities) in order to contribute and remain active in their community; and
- WHEREAS** The citizens of Esquimalt recognize the call for individual and group action by government, disability organizations and the driving public to reserve the use of the available specially designated spots for those who indeed require this benefit
- WHEREAS** Access Awareness Day is a day of individual and group action to provide equitable opportunities and an accessible community for all of our citizens.
- THEREFORE,** I, Barbara Desjardins, Mayor of the Corporation of the Township of Esquimalt, do hereby proclaim June 6, 2009 as

Access Awareness Day

In the Municipality of Esquimalt, Province of British Columbia.

Barbara Desjardins
Mayor



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Telephone (250) 414-7100 Fax (250) 414-7111

STAFF REPORT

DATE: May 28, 2009 **REPORT NO.** EPW 09-024
TO: Laurie Hurst, Acting CAO
FROM: Gilbert Coté, Director Engineering and Public Works
SUBJECT: **Bylaw to Establish a Local Service Area for a Sidewalk**

RECOMMENDATION

That Bylaw No. 2698 "*Craigflower Road (Gorge Vale Golf Club) Local Area Service Bylaw, 2008*" to establish a local service area to construct a concrete sidewalk, curb and gutter for a distance of 165 m along Craigflower Road be adopted.

BACKGROUND

In accordance with the Subdivision and Development Control Bylaw and Council Policy Plan-27, the Gorge Vale Golf course had to contribute the sum of \$93,000 for a sidewalk along the Craigflower frontage for a distance of 165 metres. This amount was based on an estimated cost prepared one year ago. The sidewalk in front of the golf course was included in the tender for Craigflower Road Phase 1. The tendered amount is \$46,491. This lower cost is a result of the drop in construction cost in 2009 coupled with the economies of scale. The golf course will benefit from this significant lower cost.

First, second and third reading of the bylaw was given at the Council meeting held on October 20, 2008.

Submitted by,

Gilbert Coté, P.Eng.
Director of Engineering & Public Works

**Approved for Council's
consideration:**

Laurie Hurst Acting CAO

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

BYLAW NO. 2698

Being a Bylaw to establish the local area service to construct a concrete sidewalk, curb and gutter for the benefit of a specified area in the Township of Esquimalt

WHEREAS the *Community Charter* authorizes a municipality to establish a local area service for the particular benefit of a part of the municipality, to be paid for in whole or in part by a parcel tax imposed only within the local service area;

AND WHEREAS pursuant to the *Community Charter* the owners of the land within the Craigflower Road Local Service Area (more particularly described in this Bylaw) deposited with the Township a petition to Council proposing the service of the construction of a sidewalk, curb and gutter in the Craigflower Road Local Service Area, and the Municipal Corporate Officer has certified the petition as sufficient and valid;

AND WHEREAS the cost of the said service is to be recovered from each parcel within the Craigflower Road Local Service Area;

AND WHEREAS the Council of the Corporation of the Township of Esquimalt wishes to provide the said service and considers that such service will provide particular benefit to the Craigflower Road Local Service Area.

NOW THEREFORE, the Council of the Corporation of the Township of Esquimalt, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as the “*CRAIGFLOWER ROAD (GORGE VALE GOLF CLUB) LOCAL AREA SERVICE BYLAW, 2008, NO.2698.*”
2. The Township hereby establishes a service for the construction of a concrete sidewalk, curb and gutter for the benefit of and fronting that parcel legally described as Lot A Section 2 and 10 Esquimalt District Plan VIP70825 on the south side of Craigflower Road for a distance of 165 metres west of Tillicum Road (the “Craigflower Road Local Service Area”).
3. The Director of Engineering and Public Works shall prepare such plans, profiles and specifications as may be necessary for the construction of the Sidewalk Works.
4. The cost of providing the service established in section 2 of this Bylaw is \$93,000 and the entire cost of providing the service will be recovered by means of a parcel tax imposed by separate bylaw on the basis of a single amount for each parcel within the Local Service Area, at either:
 - (a) a one time cash charge upon completion of the Sidewalk Works; or
 - (b) an annual charge including interest imposed for a fifteen (15) year period.

Read a first time by the Municipal Council on October 6, 2008.

Read a second time by the Municipal Council on October 6, 2008.

Read a third time by the Municipal Council on October 6, 2008.

ADOPTED by the Municipal Council on _____, 2008.

BARBARA DESJARDINS
MAYOR

CAROLLYNE EVANS
CORPORATE OFFICER



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Telephone (250) 414-7100 Fax (250) 414-7111

STAFF REPORT

DATE: May 27, 2009 **REPORT NO. FIN-09-017**
TO: Mayor and Council
FROM: Laurie Hurst, Director of Financial Services
SUBJECT: Local Grant Application

RECOMMENDATION:

It is accepted procedure that staff do not make recommendations on local grant funding applications. Options available to Council are listed under **ALTERNATIVES**.

BACKGROUND:

The 2009 budget for local grants is \$80,919. The Local Grant Committee, consisting of Councillors Linge, McIldoon and Brame, held a special meeting on Wednesday, April 12, 2009 and recommended to Council that grants totalling \$80,914 be approved leaving a balance of \$8,995 unallocated for future requests. Council resolved as recommended.

Subsequently 2 additional grant applications were approved for the Crystal Meth Society and for the Oceans Day Festival Society in the amounts of \$1,900 and \$1,500 respectively.

There is currently a balance of \$5,595 remaining in the local grants budget for 2009.

DISCUSSION:

Attached is a letter and local grant application from the Greater Victoria Development Agency. The letter was received by Council at a regular meeting December 15, 2008. Council resolved to invite the GVDA to make presentation to Council and then for the funding request to be considered during budget deliberations. The GVDA made presentation at Committee of the Whole on February 23, 2009.

Due to an oversight, the GVDA was never requested to complete a local grant application and therefore the funding request was not considered by the Local Grant Committee at their meeting.

ALTERNATIVES:

1. Approve funding in full by using remaining local grant budget and contingency funds.
2. Approve funding in part.
3. Deny funding.

Submitted by:

Laurie Hurst, CGA
Director of Financial Services



November 28, 2008

Mayor and Council
Township of Esquimalt
1229 Esquimalt Rd.
Esquimalt, BC V9A 3P1

Funding request from the Greater Victoria Development Agency

Dear Mayor and Council;

The Greater Victoria Development Agency (GVDA) was formed last year by a group of businesses, business associations and regional stakeholders to provide an industry-led solution to coordinated regional economic development.

As outlined in the provincial charter, economic development is one of the responsibilities of all municipalities. Currently, funding for operations is provided by the City of Victoria, District of Saanich and the Greater Victoria Chamber of Commerce. In addition, the GVDA has been very successful in leveraging those resources, by accessing funds from the provincial and federal governments for projects that will benefit the entire region. The GVDA has worked hard to build these efficiencies through collaboration and the attached package highlights just some of our work to date.

The financial benefits of delivering this service on a cost sharing basis are significant, and in order to accomplish the objectives set out in our strategic plan, we need to raise an additional \$100,000 so that we may continue the work of economic development and leverage even more resources for our community. It is in the spirit of promoting the strengths of our region and building on the prosperity we enjoy, that we are requesting \$10,000 in funding from your municipality.

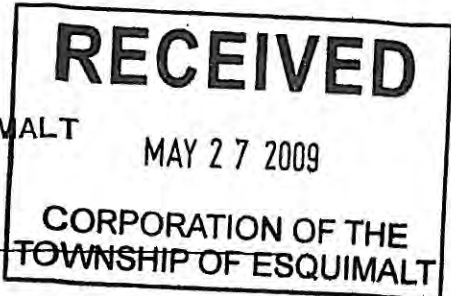
I would be more than happy to answer questions you may have and make a presentation to Council. Please feel free to contact me directly at 383-7191 ext 204 or sangus@gvda.ca.

Thank you in advance for your consideration of our request. We look forward to working with you to make sure that our region remains a vibrant place to live and work.

Sincerely,

Sasha Angus
Economic Development Officer
Greater Victoria Development Agency

Attachment: Information package



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

LOCAL GRANT APPLICATION

Name of Organization: Greater Victoria Development Agency

Address of Organization: 100 - 852 Forc St
Victoria BC V8W 1H8

Phone: (250) 383-7191 ext 204 Fax: 385-3552 e-mail: sangus@gvda.ca

Contact Person: Sasha Angus

Position(s) with Organization: Economic Dev. Officer Phone: (250) 383-7191 ext. 204

Amount Requested: \$ 10,000 Total Project Budget: \$ 260,500

Have you applied before? yes When? 2008 Grant Received: \$ 0

Have you submitted a final report? Yes No

Fiscal year of organization: From Jan. 1st To Dec. 31st

Are you currently receiving benefit from a Property Tax Exemption from the Township of Esquimalt?
Yes No

Incorporation number and date of incorporation: Oct 8, 1878 000425-1-17

Registered Canadian Charitable Organization number: _____
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program(s):
see attached.

Describe the project for which funds are being sought. Please indicate why you think it should receive municipal funding. Feel free to use additional sheets of paper.

Project Description: see attached.

Purpose of this project: see attached.

The names of those involved in carrying out the project: see attached.

Date and Place of Project: see attached.

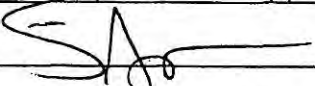
Benefit to Esquimalt: see attached.

BUDGET

Please give details on revenue and expenditure projections. Indicate which revenue is secure and which is speculative.

see attached.

REVENUE (Please state source)		EXPENDITURE (Please itemize)	
Description	Amount	Description	Amount
SECURE			
Subtotal			
SPECULATIVE			
Subtotal			
TOTAL		TOTAL	

Authorized Signature:  Date: *May 27, 2009.*

Please enclose your last annual report and financial statements, if applicable. Include any supporting material that would assist the Corporate Administrator in assessing your project.

Please mail or fax this application to:

 Corporate Administrator
 Corporation of the Township of Esquimalt
 1229 Esquimalt Road
 Esquimalt, BC
 V9A 3P1

Phone: 414-7100
 Fax: 414-7111

S:\council\Councilpolicies\ADMIN-32 (Local Grants Policy).doc

Describe your organization, its mandate and programs(s):

The Greater Victoria Development Agency (GVDA) is the region's lead economic development agency. We are committed to marketing the region's competitive advantages, positive business climate and superior lifestyle across Canada and around the world.

Our organization works closely with businesses, partner agencies, educational institutions, the community and all levels of government. We focus on leveraging Greater Victoria's abundant energy and innovative spirit to sustain economic growth.

Using a hands-on approach, we are furthering the success and growth of existing businesses, helping small and medium businesses grow their markets globally and promoting the Greater Victoria region as the ideal location for business development. Our guiding principles allow us to get the job done — by working with the business community and partners proactively, collaboratively and responsively.

Projection Description – Economic Development Services for Greater Victoria

1.) Support the Growth of Existing Businesses:

Over 90 percent of businesses in Western Canada are categorized small and medium enterprises. These businesses are the backbone of our economic success. Studies estimate that 60-80% of new employment is created by existing firms rather than by attracting new businesses to communities. All efforts should be made to facilitate the growth of existing companies and creation of more small and medium-sized enterprises.

GVDA connects business with the people and information they need to know in order to help their businesses expand to a new level. This includes partnerships with the provincial and federal governments to deliver industry workshops on such issues as lean manufacturing, export market development and large project procurement opportunities. In addition, partnership opportunities have been developed for trade missions and employee recruiting at the regional, national and international levels.

2.) Business Retention:

The GVDA economic development strategy recognizes the importance of existing businesses. As a smaller urban centre, it is important for Greater Victoria to develop a strategy to retain a high percentage of our growing companies as they expand their market reach. As businesses grow in place they help to a more robust labour market and in turn, draw other companies to region to take part in the vibrant economic environment.

Our program of local company relationship building helps track the needs and growth requirements of local businesses. Other important initiatives will include labour force development partnerships and industry/academic research and development partnerships.

3.) Business Attraction:

The Greater Victoria Development Agency promotes the natural advantages and excellent business climate of the Greater Victoria region to rest of Canada and the world. We leverage the efforts of the provincial and federal governments regarding industry attraction, including targeted relationship building with site selector consultants, business attraction tradeshows and missions, as well as industry association presentations and roundtables.

4.) Regional Economic Data and Information Portal:

The GVDA actively collects and distributes economic data and other information from government and industry partners to help identify new development opportunities. In addition, the GVDA surveys the Greater Victoria region to identify new challenges and opportunities, allowing all stakeholders to have input on issues facing the region.

Purpose of the Project

GVDA Purpose

- Facilitate and promote development of a strong economic base in Greater Victoria
- Ensure that the Greater Victoria region remains a vibrant place to live and work

Names of those involved in carrying out the project

GVDA Board is comprised of representatives from the following industry groups and associations:

- Camosun College
- Downtown Victoria Business Assoc.
- Greater Victoria Chamber of Commerce
- Greater Victoria Harbour Authority
- Greater Victoria Real Estate Board
- Tourism Victoria
- Industry Representative (Tourism) - Christine Stoneman
- Industry Representative (Sport) – Roger Skillings
- Industry Representative (Technology) - Michael Weston
- Royal Roads University
- University of Victoria
- VIATeC
- Victoria Airport Authority
- GVDA Chair
- CEO – Greater Victoria Chamber of Commerce (ex officio)

Benefit to Esquimalt:

Economic development has become an increasingly competitive field, with many jurisdictions now putting considerable resources into economic development programs. In order to compete with other regions that are actively looking to lure away our best and brightest citizens and corporations, it has become more important than ever to pool our efforts and resources.

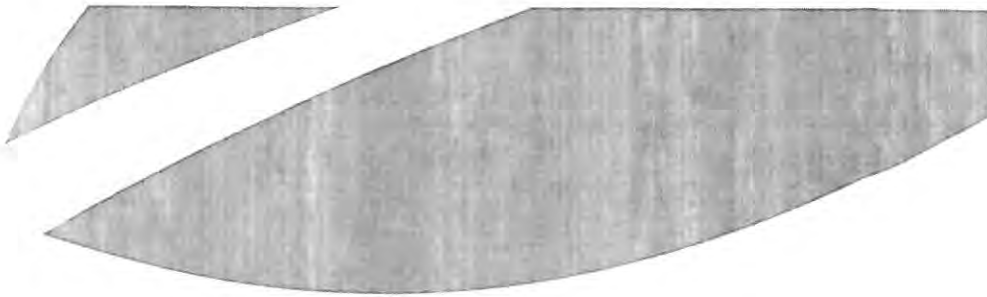
In addition, no one area in our region has all the resources that today's companies require. Whether it is human resources, financing, real estate or research capacities, it is only through cooperation that we will mutually benefit. Because of these demands, economic development crosses all borders, and it is the region which stands to gain from the increased prosperity and opportunity that it brings.

Benefits to Esquimalt:

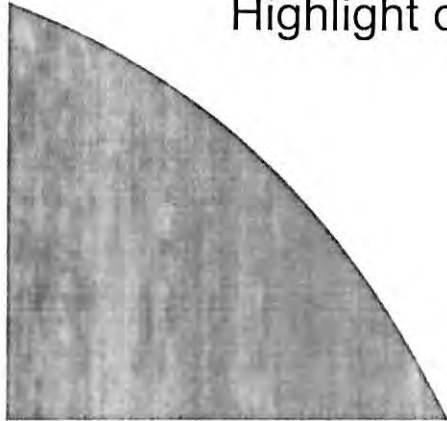
- Raise the profile of Esquimalt as a location of choice for new business endeavors
- Increased quality of life and better employment opportunities for the citizens of the region
- Increased and diversified sources of revenue for the regional municipalities
- Increased capacity to address issues and opportunities in the future

2009 Draft Budget	
REVENUE	
GVDA	
* City of Victoria	\$ 50,000.00
* Saanich	\$ 30,000.00
* WD	\$ 61,500.00
* Province of BC	\$ 25,000.00
* Corporate Support TBD	\$ 50,000.00
Chamber Contribution	\$ 50,000.00
TOTAL GVDA REVENUE	\$ 266,500.00
EXPENSES	
GVDA	
GVDA Salaries	\$ 95,000.00
GVDA Insurance	\$ 1,000.00
GVDA Office	\$ 7,500.00
GVDA Postage & Courier	\$ 2,000.00
GVDA Telephone	\$ 3,000.00
GVDA Professional Fees	\$ 2,500.00
GVDA Professional Development	\$ 5,000.00
GVDA Presentations	\$ 1,000.00
GVDA Fort St. Expenses	\$ 9,000.00
GVDA Advertising	\$ 6,500.00
GVDA Marketing	\$ 10,000.00
GVDA Affiliation Dues	\$ 2,000.00
GVDA Staff Expenses	\$ 3,000.00
GVDA Hosting	\$ 1,500.00
GVDA Convention & Travel exp	\$ 10,000.00
GVDA Projects	
Enhance GVDA Website	\$ 27,500.00
Create Contact Mgt System and Da	\$ 15,000.00
Dev Bus Ret Strategy, Test & Implement	
Conduct Regional Communications	\$ 30,000.00
Create Marketing Materials	\$ 35,000.00
Trade Show Displays & Materials	
Business and Investment Attraction Strategy	
Create and Publish Economic Indicators Report	
TOTAL GVDA Expenses	\$ 266,500.00
Net Income (Loss)	\$ -

Note: GVDA will have to live within its means if funding not received projects will be reduced accordingly



Highlight of Activities for 2008



**Greater Victoria
Development Agency**

A natural place to do business



Highlights of Activities

- Supported companies with over 3,000 jobs in the region
- Led delegation on trade mission to San Francisco
- Created Greater Victoria regional promotional video
- Finalist - Prestige Award for excellence in Economic Development
- Hosted 4 international delegations in Greater Victoria
- Developed *Business Retention and Attraction Strategy* for Greater Victoria
- Produced regional profile feature in BC Business magazine
- Delivered 2008 "State of the Island" address at Island Economic Summit
- Led delegation to Globe 2008 Clean Technology trade show

A natural place to do business





Company Testimonials

"The GVDA has been a huge help for our business. Their hands-on assistance developing our new business plan has been fantastic, and we look forward to creating a world-class movie animation studio in Greater Victoria."


Scott Dewis, CEO
Race Rocks Digital, Inc.
Saanich

"We have been able to access tremendous new opportunities for our company through working with the GVDA. The agency has not only introduced us to new potential customers in China, but has also helped us identify new sources of capital to help expand our business right here in Victoria."

James Humphreys, Chemist and Owner
Salon Label Inc.
Victoria

"It has been great working with the Greater Victoria Development Agency. They were a great resource in identifying new opportunities for our company in the Middle East. We would highly recommend them to any local business that is looking to grow outside the region."

Tom Whyte, Owner and General Manager
Intercon Marine Inc.
Esquimalt



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Operational Activities

Support the growth of local businesses
Regional business retention
Investment and labour attraction

Strategic Priorities

Sustainable development industry cluster
Increase household sustaining jobs
Regional information portal



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Benefits of Regional Economic Development

Economies of scale (cost sharing)


“One stop shop” for local businesses

Address regional challenges - skilled labour shortages

Act on opportunities - clean technology development



A natural place to do business




The Power of Leverage

Commitments from regional municipalities	\$75,000
Commitments from private industry	\$81,000
Commitments from the provincial government	\$25,000
Commitments from the federal government	\$75,000
Total leveraged dollars	<u>\$181,000</u>

Municipal resources were leveraged two and a half times

Increased funding from municipalities will allow us to
access more provincial and federal resources



A natural place to do business

Regional Partners



A natural place to do business

GVDA Funding Partners



A natural place to do business

STAFF REPORT

DATE: May 20, 2009 **REPORT NO.** DEV-09-030
TO: Laurie Hurst, Acting Chief Administrative Officer
FROM: Barbara Snyder, Director of Development Services
Andy Katschor, A/Director of Parks and Recreation
SUBJECT: LIVABLE CITIES CONFERENCE PORTLAND

FOR INFORMATION

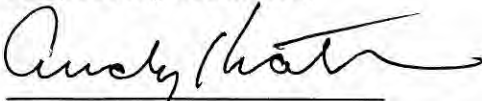
Last November staff was asked to prepare a submission to the International Making Cities Livable [IMCL] Conference regarding the Gorge Creek Restoration Project [i.e. the 2005 Daylighting of Gorge Creek]. The IMCL Conference has been held for 47 years and attracts participants from throughout the United States and Canada as well as from Europe, China and Mexico. The IMCL's goal is to strengthen communities by creating viable public places and promoting the creation/restoration of compact, walkable, safe, mixed-use cities. As part of the Conference, the IMCL holds a competition for two categories of public spaces: 1) Nature Spaces and 2) Urban Plazas. Esquimalt's Gorge Creek Daylighting project was entered in the Nature Spaces category and was selected as one of the final entries to be exhibited at the conference.

Last week we attended the Livable Cities Conference in Portland, Oregon. Esquimalt's entry was one of five selected Nature Spaces; the competing entries were:

Tigard, Oregon
Sanford, Florida
Toronto, Ontario
Portland, Oregon
Esquimalt, BC

Although we didn't win, Esquimalt did receive a Certificate of Recognition from the IMCL Board. Although several Vancouver Island communities and numerous municipalities from Western Canada sent representatives to the conference, Esquimalt was the only one with an entry in either category. Many of the projects featured were on a much larger scale than the Gorge Creek Project, however, our display attracted a lot of attention and positive comments from other conference participants. Approximately 100 people [elected officials and municipal staff] attended the conference.

Respectfully submitted,


Andy Katschor,
A/Director of Parks and Recreation


Barbara Snyder
Director of Development Services

Approved for Council's consideration:


Laurie Hurst, A/Chief Administrative Officer

Dated: May 21/09



Esquimalt Gorge Park CREEK DAYLIGHTING & RESTORATION



Concept Plan



Project Description:
The City of Esquimalt is currently undertaking a major project to daylight and restore the Esquimalt Gorge Park Creek. The project involves the removal of several concrete structures that have been built across the creek, and the restoration of the natural flow of the water. The project is being undertaken in three phases, with the first phase completed in 2010 and the second phase completed in 2011. The third phase is currently underway and is expected to be completed in 2012.

Project Objectives:
The main objectives of the project are to improve the water quality of the creek, to restore the natural flow of the water, and to create a more attractive and usable park area. The project will also help to reduce the risk of flooding in the area.

Project Benefits:
The project will provide a number of benefits to the community, including improved water quality, increased biodiversity, and a more attractive and usable park area. The project will also help to reduce the risk of flooding in the area.

Project Funding:
The project is being funded by the City of Esquimalt and the British Columbia Ministry of Environment. The total cost of the project is estimated to be \$1.5 million.

Project Contact:
For more information about the project, please contact the City of Esquimalt at (250) 861-1111 or visit our website at www.esquimalt.ca.

Photo: City of Esquimalt



Esquimalt Gorge Park CREEK DAYLIGHTING & RESTORATION



*The International Making Cities Livable
Nature Spaces Certificate*

Presented to

Township of Esquimalt

In recognition of their contribution of:

*Gorge Creek Restoration
Project*

*to the Exhibit of
Urban Plazas & Nature Spaces*

Presented at the 47th IMCL Conference

Portland, OR, May 12th, 2009

by the IMCL Board:

Suzanne H. Crowhurst Lennard

Sven von Ungern-Sternberg

Tom Martineau

Ferdinand Johns

Borzou Rahimi

STAFF REPORT

DATE: May 22, 2009 **REPORT NO.** DEV-09-032
TO: Laurie Hurst, A/Chief Administrative Officer
FROM: Barbara Snyder, Director of Development Services
SUBJECT: **INPUT FROM LOCAL GOVERNMENTS TO
BC TRANSIT'S CORPORATE STRATEGIC PLAN**

RECOMMENDATION

That senior staff and one or more members of Council participate in a teleconference call to BC Transit to respond to the questions posed in their Discussion Paper - BC Transit's Corporate Strategic Plan.

FOR INFORMATION

BC Transit, which operates the Victoria Regional Transit System, is conducting a province - wide strategic planning process to determine future challenges and opportunities for transit as well as the strengths and weaknesses of the current organization's structure. A copy of BC Transit's two page Discussion Paper is attached. BC Transit has requested that all comments be forwarded by June 9, 2009.

There are 11 questions that BC Transit would like feedback on and these are listed on the back page of the Discussion Paper. In summary they are:

- 1) What are the significant challenges that will face your community over the next 20 years?
- 2) What are the significant opportunities?
- 3) How do you see BC Transit's role in relation to these challenges and opportunities?
- 4) What does successful transportation look like in your community 20 years from now?
- 5) What are the aspects of this future system that make it different from how you see public transportation currently functioning in your community?
- 6) Of the BC Transit responsibilities/services listed, which has your community used over the past year? [refer to list in Part 3 of the Discussion Paper]
- 7) What are the most valuable aspects of BC Transit's current organization, structure and services?
- 8) What are the aspects of BC Transit's current organization, structure or services that could be changed to better enable your community to reach the transportation vision you outlined in section 2.1 [i.e. questions 4 and 5]?
- 9) How would you suggest those aspects be changed?

- 10) What are the key things that need to change on a local government level in order to attain this goal of increased ridership? What are your suggestions for how to change them?
- 11) What are the key things we need to change on a BC Transit or provincial level in order to attain this goal? What are your suggestions on how to change them?

HOW TO RESPOND

There are 3 methods of providing input:

- o online at www.bctransit.com/2030
- o in writing
- o by teleconference [senior staff and elected officials together]

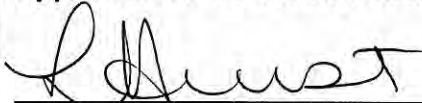
Staff could prepare a written submission, however, it may be more effective to have Councillors participate in a pre-arranged teleconference session.

Respectfully submitted,



Barbara Snyder
Director of Development Services

Approved for Council's consideration:



Laurie Hurst, A/Chief Administrative Officer

Dated: May 26/09



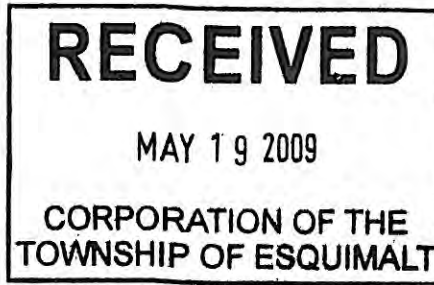
✓ Agenda
✓ Co. Directors

BC TRANSIT'S STRATEGIC PLAN 2030



May 19, 2009

Laurie Hurst
Acting Chief Administrative Officer
Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC V9A 3P1



Dear Ms. Hurst:

Re: BC Transit's Corporate Strategic Plan

In January 2008, the Provincial Government set a very ambitious goal for BC Transit: double transit ridership by 2020. This goal brings tremendous potential to contribute to stronger, more sustainable communities. It also requires that BC Transit assess how we plan, invest in, and promote public transportation throughout the province. In order to prioritize and set a vision for the future, BC Transit is conducting a province-wide strategic planning process. This Corporate Strategic Plan will guide BC Transit's long-term direction and will provide the framework for more detailed capital plans, service plans, and budget development.

Over the next month, we will be gathering information from our partners, stakeholders, staff, and customers on what they perceive to be future challenges and opportunities for transit and the strengths and weaknesses of our current organization's structure and services.

In addition to input we will be gathering from the Victoria Regional Transit Commission, we would like to hear from all local governments during this stage of the strategic planning process.

We request that senior local government staff review the attached discussion paper and direct its response and circulation as required by **June 9, 2009**. There are four ways to provide input:

- By joining the conversation online at www.bctransit.com/2030;
- By written response;
- By teleconference with one or more participants from your senior staff or elected officials. Teleconferences will be facilitated and arranged by BC Transit staff and can be initiated by contacting Tania Wegwitz, Corporate Business Development Manager, at 250-995-5632 or tania_wegwitz@bctransit.com.

A further phase of consultation is planned for early fall 2009 upon completion and approval of the draft plan by BC Transit's Board of Directors.

If you would like to discuss this initiative personally, please contact me at 250-995-5617 mike_davis@bctransit.com or Manuel Achadinha, President and CEO.

Yours sincerely,

Mike Davis
Vice-President and CIO
Business Development

Attachment: BC Transit Strategic Plan Discussion Paper

Discussion Paper: BC Transit's Corporate Strategic Plan

Why a Strategic Plan?

In January 2008, the Provincial Government set a very ambitious goal for BC Transit: double transit ridership by 2020.

This goal brings tremendous potential to contribute to stronger, more sustainable communities. It also requires that BC Transit assess how we plan, invest in, and promote public transportation throughout the province.

At the same time, we know that our world is in transition.

The changes around us bring opportunities to engage citizens, attract new customers and build diverse partnerships. We also know that the next 20 years will bring some real challenges, including a shifting climate, an aging population, and a significantly more unpredictable energy and economic picture.

Our Plan and Community Consultation

In April 2009 BC Transit will launch a province-wide strategic planning process to look at these challenges and opportunities and set a vision for the future. This Corporate Strategic Plan will guide the long-term direction of BC Transit and will provide the framework for more detailed capital plans, service plans, and budgets to follow. The plan is an unprecedented opportunity to re-imagine our organization and set a course for its continued evolution.

Since our organization exists to serve communities, it is crucial that we hear from our partner local governments during this first information-gathering phase of the strategic plan process. Of particular importance is hearing what local government elected officials and staff perceive to be future challenges and opportunities for transit and the strengths and weaknesses of our current organization's structure and services.

This paper presents key questions for discussion and feedback. We request that senior local government staff review this paper and direct its response and circulation as required by June 9, 2009. There are four ways to provide input:

- By providing information to your staff or elected officials scheduled to attend the BC Transit workshop in Comox, BC May 6-8, 2009;
- By joining the conversation online at www.bctransit.com/2030;
- By written response;
- By teleconference with one or more participants from your senior staff or elected officials. Teleconferences will be facilitated and arranged by BC Transit staff and can be initiated by contacting Tania Wegwitz, Corporate Business Development Manager, at 250-995-5632 or tania_wegwitz@bctransit.com.

A further phase of consultation is planned for early fall 2009 upon completion and approval of the draft plan by BC Transit's Board of Directors. This second component will likely include regional workshops. Starting in mid-May, public input to the plan for this first phase will be garnered online through the website and this will be advertised on buses and through local media.

The honest and thoughtful comments that you provide will help shape the choices and priorities that we make. Thank you for your participation and contribution.



Part 1: Future Challenges and Opportunities

- 1.1 What are the significant challenges that will face your community over the next 20 years?
- 1.2 What are the significant opportunities?
- 1.3 How do you see BC Transit's role in relation to these challenges and opportunities?

Part 2: Creating a Vision

- 2.1 What does successful public transportation look like in your community 20 years from now?
- 2.2 What are the aspects of this future system that make it different from how you see public transportation currently functioning in your community?

Part 3: Providing Feedback on BC Transit's Performance

As the provincial Crown agency, BC Transit coordinates the delivery of public transportation throughout BC outside Metro Vancouver. In most communities, BC Transit systems are a partnership between local government and a local operating company. In Nanaimo, Nelson, Powell River, and the Sunshine Coast, the municipal partner also operates the system. The Victoria Regional Transit System is operated by BC Transit.

In partnership with local governments, BC Transit's key responsibilities include:

- **Planning:** developing long range and operational plans
 - **Funding:** funding about half of scheduled transit services and two-thirds of custom service for people with disabilities
 - **Marketing:** promoting transit system routes, schedules and policies
 - **Fleet Management:** purchasing vehicles and setting fleet maintenance standards
 - **Contract Administration:** managing transit system budgets and service contracts with private transit management companies as well as obtaining volume discounts for fuel and transit system components.
 - **Expertise:** offering expertise and advice in areas, such as fare strategies, labour relations, and safety policies.
- 3.1 Of the BC Transit responsibilities/services listed above, as far as you are aware, which has your community has used over the past year?
 - 3.2 What are the most valuable aspects of BC Transit's current organization, structure and services?
 - 3.3 What are the aspects of BC Transit's current organization, structure or services that should be changed to better enable your community to reach the transportation vision you outlined in section 2.1?
 - 3.4 How would you suggest those aspects be changed?

Part 4: Gaining New Customers

In January 2008, the Provincial Government set a very ambitious goal for BC Transit: double transit ridership by 2020. Achieving this goal may mean reassessing are approaches to key areas, including:

- | | |
|-----------------------------|-------------------------------|
| • Planning / Land Use | • Technology / Infrastructure |
| • Funding | • Marketing / Communication |
| • Partnerships / Governance | • Other? |

- 4.1 What are the key things that need to change on a local government level in order to attain this goal of increased ridership? What are your suggestions for how to change them?
- 4.2 What are the key things we need to change on a BC Transit or provincial level in order to attain this goal? What are your suggestions on how to change them?

STAFF REPORT

DATE: May 22, 2009 **REPORT NO.** DEV-09-033
TO: Laurie Hurst, A/Chief Administrative Officer
FROM: Barbara Snyder, Director of Development Services
SUBJECT: **493-495 Grafton Street - Complaints regarding the Sub-leasing of 495**

FOR INFORMATION

The Township has received several complaints, both written and verbal, from residents of the Grafton/Lyall area regarding the use of the rental duplex at 493 - 495 Grafton Street. A copy of one letter from a neighbouring resident is attached.

The property in question is a legal duplex; there have been problems with the use of this building in the past however it has now been returned to only a two-unit dwelling. The building is owned by Guang-Ming Chen and Shue Guo [neither of whom reside at this location]. Each half of the duplex is currently rented to separate individuals. The municipality does not restrict the rental of units and the zoning bylaw does permit as many as 4 unrelated persons to reside in one dwelling unit.

The complaints arise from the fact that the person who leases 495 Grafton has sublet the unit to 4 persons as the Neway Recovery House [see attached flyer]. The 4 unrelated persons occupying this unit are women recovering from addictions who are residing here for a transitory period [approximately 3 months]. These women are now clean and sober but may not yet be ready to live on their own. Although the person who has the primary lease of 495 Grafton does not reside here, he does maintain the property [cuts the grass; removes garbage; cleans the house, etc.].

Nearby residents are complaining that the rental to unrelated individuals is a "business" and should not be permitted in the RD-1 [Two Family Residential] Zone.

The terms of Zoning Bylaw No. 2050 state that a Dwelling Unit is for the Use of one Family and up to 4 unrelated persons is considered to be a Family. The following definitions are from Zoning Bylaw No. 2050.

Dwelling Unit means one or more habitable rooms used for the residential accommodation of one Family when such rooms contain or provide for the installation of only one (1) set of cooking facilities and one or more sets of sanitary facilities.

Dwelling - Two Family means a detached building consisting of two Dwelling Units.

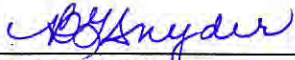
Family means one or more persons related by blood, marriage, common law, adoption, or foster parenthood; or not more than four (4) unrelated persons sharing one Dwelling Unit.

According to the above terms, the sub-rental of this unit to 4 individuals living together as a family [i.e. they are not dividing the unit into individual suites] is technically legal and is no different than a dwelling unit being shared by 4 university students.

Neighbours are concerned that if this use is permitted, the second half of the duplex [493] may be leased by the same individual and used in the same manner, meaning that 8 women in recovery could be housed in this location.

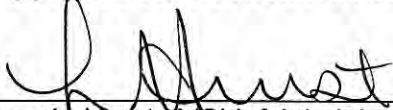
In order to regulate the rental or leasing of any single family or two family residential unit the zoning bylaw and our business license bylaw would need to be amended. Recovery homes are not regulated by the province.

Respectfully submitted,



Barbara Snyder
Director of Development Services

Approved for Council's consideration:



Laurie Hurst, A/Chief Administrative Officer

Dated: May 26/09

19 May 2009

1377 Lyall St.
Esquimalt BC V9A 5H9

Mayor Barbara Desjardins and Council
Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC V9A 3P1



RE: 495 Grafton St. illegal use in RD-1 duplex zone

Dear Mayor and Council:

Please consider this a letter of complaint concerning the operation of an unregulated and illegal halfway house for recovering substance use clients at 495 Grafton Street in Esquimalt. I wish immediate action on the part of the Corporation of the Township of Esquimalt to enforce bylaws prohibiting institutional use at this residential property, with the object of terminating such use as soon as possible.

I attach for your information a one-sheet flyer distributed the week of May 12, 2009 by the current non-resident renters of the above address in which its operation as a halfway house by them is confirmed under the title of Newway Recovery House. The renters of the half-duplex at the address above sublet the residence to recovering substance abusers and do not reside at the property.

This owner of 493/495 Grafton Street, as your staff is aware, has been the subject of continuing complaints over the past five years, to both the Municipality and the Residential Tenancy Office regarding substandard rental housing and illegal multiple family residential use in an RD-1 zone at the address. Given the history of complaint at this address, I request an expedited enforcement of existing bylaws.

Thank you in advance for your earliest response, which I expect by June 2, 2009. I may be reached at suedonaldson@telus.net or at the address above if further comment is desired.

Sincerely


Sue Donaldson

→ Cc Barbara Snyder, Director of Development Services
Trevor Parkes, Senior Planner
Bob Haveruk, Bylaw Enforcement Officer

Neway Recovery House

495 Grafton Street
Victoria B.C. V9A 6S4
Telephone: 250 – 590 – 5697
tricia5697@hotmail.com

Mission Statement

Neway Recovery House will help bring substance addicted clients on to a supportive journey of healing body, mind, and spirit. We are dedicated to providing a safe place to reach goals, motivate, build skills, and share our experience, strength and hope.

Vision Statement

Neway Recovery is a long- term sober house for woman with addiction.

We believe all people entering recovery need to be treated with dignity and respect. People thrive in an atmosphere of acceptance. People feel safe when surrounded by good boundaries and guidelines. People should have the opportunity to reach their optimum potential.


This is a long term Recovery house for woman only. Clients can stay as long as needed. Room and board is \$550.00 monthly. This includes everything, food, utilities, laundry, toiletries, and all in house services. Clients must stay clean and sober during there stay or will be asked to leave. We are not a harm reduction house.

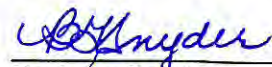
STAFF REPORT

DATE: May 26, 2009 **REPORT NO.** DEV-09-034
TO: Laurie Hurst, Acting Chief Administrative Officer
FROM: Barbara Snyder, Director of Development Services
Trevor Parkes, Senior Planner
SUBJECT: DEVELOPMENT PERMIT
860 Admirals Road
[Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546]

RECOMMENDATION

That the application for a Development Permit, limiting the form and character of development to that shown on architectural plans prepared by Java Designs, stamped "Received April 2, 2009" and on the plant list and landscape plan prepared by Exterus Landscape Design Group stamped "Received April 30, 2009" and "Received May 11, 2009" respectively, be **approved, issued and registered** on the title of Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546 [860 Admirals Road].


Trevor Parkes
Senior Planner


Barbara Snyder
Director, Development Services

SUMMARY

The applicant proposes to construct a strata titled duplex on a vacant, existing lot located at 860 Admirals Road. The parcel is zoned RD-3 (Two Family/ Single Family Residential) therefore construction of a duplex is a permitted use. This two unit proposal is subject to Development Permit Area No. 5 – Enhanced Design Control Residential; therefore a Development Permit is required before a Building Permit can be issued.

The proposed duplex complies with all current RD-3 zoning requirements and with many of the design guidelines contained in the Official Community Plan.

BACKGROUND

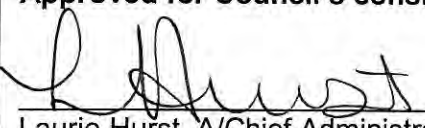
Advisory Planning Commission [APC]: This application was considered by APC on the evening of March 17, 2009. Members were complimentary of the design, particularly mentioning that they liked that garage doors were not a prominent feature on the façade of the building. Concern was raised about the choice of Birch trees in the landscape plan as they grow large and require a great deal of water and are susceptible to disease. Additional comments included a suggestion that the applicant resolve the driveway access issues for 866 Admirals Road with staff prior to proceeding to Council and to consider providing vehicular access to the rear yard of each unit. The applicant responded to these suggestions by altering the landscape plan to include Dogwoods in place of the Birch trees as well as enhancing the landscaping at the rear of the property. Additionally, the

applicant has provided a drawing detailing the proposed new driveway for 866 Admirals Road [attached] which has been favourably received by the Director of Engineering and Public works. The application was unanimously forwarded to Council with a recommendation of approval.

Committee of the Whole [COTW]: The application was presented at the regular meeting of the Committee of the Whole on May 11, 2009. COTW accepted the staff position that the application be forwarded to Council with a recommendation of approval.

Council: The report from the Committee of the Whole was received at the regular meeting of Council on May 19, 2009. Staff were directed to prepare the Development Permit and return it to Council.

Public Notification: As this proposal does not involve rezoning and does not require any variances, public consultation is not a requirement.

Approved for Council's consideration:

Laurie Hurst, A/Chief Administrative Officer

Dated: May 27/09



860 Admirals Road



SCALE 1 : 400



9.7 Development Permit Area No. 5 – Enhanced Design Control Residential

9.7.1 Scope

All lands zoned for two-unit dwellings or zoned as Comprehensive Development Districts for residential developments only are designated as part of Development Permit Area No. 5 – Enhanced Design Control – Intensive Residential as shown on “Schedule C” of this Plan.

9.7.2 Category

Section 919(1)(f) of the *Local Government Act* – form and character of intensive residential development.

9.7.3 Justification

The following policies and guidelines were developed to allow for the better utilization and redevelopment of parcels within residential neighbourhoods and ensure that development occurs in a manner that retains the desirable physical characteristics of a neighbourhood.

9.7.4 Requirements of Owners of Land within the Development Permit Area

- a) Owners of land within Development Permit Area No. 5 must not do any of the following without first obtaining a development Permit in accordance with the guidelines for this Development Permit Area:
- construct a two-unit dwelling;
 - subdivide a two-unit dwelling;
 - convert a single-unit dwelling to a two-unit dwelling;
 - renovate an existing two-unit dwelling if the value of construction, as specified in the Building Permit, would exceed 50 percent of the assessed value (as listed on the BCAA property roll at the time of construction) of the building being added to or renovated;
 - construct two or more separate dwelling units on one parcel, without first obtaining a Development Permit in accordance with the guidelines of this Development Permit Area; or
 - construct a dwelling on a parcel less than 530 m² in area if that parcel was created after May 31st, 2002.

b) Exemptions:

The following do not require a development permit:

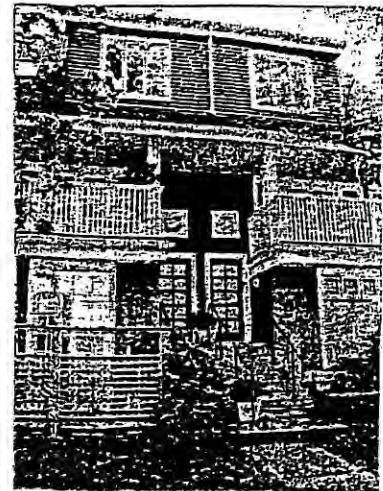
- additions or renovations to, or the construction of, one single-unit dwelling situated on a fee simple parcel;
- additions or renovations to any two-unit dwelling situated on a parcel zoned for two-unit use where the value of construction, as specified in the Building Permit, does not exceed 50 percent of the assessed value of the building (as listed on the BCAA property roll at the time of construction) being added to or renovated;
- construction of buildings or structures less than 10 square meters in area;
- minor additions to existing dwellings where the floor area of the addition does not exceed 10 percent of the ground floor area of the dwelling;

- emergency repairs to existing structures where a potential safety hazard exists; and
- fences.

9.7.5 Guidelines for Owners of Land within the Development Permit Area

The intent of these guidelines is to ensure that new two-unit development (i.e. duplexes) is compatible with and enhances the surrounding community.

- a) New two-unit dwellings, additions to or renovations of existing two-unit dwellings, and the conversion of single-unit dwellings into two-unit dwellings should be designed to be consistent with and preserve the proportions and patterns of existing residential buildings in the immediate vicinity, including the wall-to-window area ratios and the amount and type of open space provided.
- b) Where it is not possible to achieve buildings of similar size and proportion to the surrounding residential buildings, the fronts of the buildings should be designed to create the appearance of smaller structures either by staggering the dwelling units or visually breaking up the façade with architectural detailing.
- c) Innovative and creative site-specific two-unit dwellings are encouraged where yard space is maintained either on the ground or as rooftop gardens. Setbacks to the street may be reduced to maximize property use.
- d) Front to back duplexes are generally discouraged unless they can be designed to eliminate negative impacts to the immediate neighbours such as shading of gardens, overlook of outdoor amenity areas and violation of privacy.
- e) Side by side, up and down, or staggered unit configurations are preferred as these result in a greater number of units facing the street, less disruption of privacy, and a more equitable division of outdoor amenity areas between the two dwelling units.
- f) The use of exterior building materials similar to those used in older residential neighbourhoods (i.e. combinations of wood, brick, stucco, and stone) is encouraged.
- g) Rooflines of new development should relate in height, shape and pitch to existing residential buildings in the immediate area. For corner sites, the building design should avoid having large unbroken sloped roof areas facing the street.
- h) To create interest in the façade of the buildings facing the street, the incorporation of architectural elements such as bay windows, covered porches, verandas and prominent front doors is encouraged.
- i) Buildings should be designed to minimize visual intrusion onto the privacy of surrounding homes. Some overlook of adjoining yards and neighbouring decks may be unavoidable; however, additional privacy should be achieved by inseting balconies, decks and patios into the building or by screening them with latticework or landscaping. Windows should be spaced



- so that they do not align directly with those of other buildings.
- j) The height and massing of new two-unit dwellings should be designed to minimize the casting of shadows onto the private outdoor space of adjacent residential dwellings.
 - k) A landscaping plan showing ground cover areas, planting beds, shrubbery and trees (both existing and proposed) is required for every new two-unit dwelling or the conversion of a single-unit dwelling to a two-unit dwelling. Landscaping should add to the aesthetic appeal of the streetscape as well as provide privacy between dwelling units.
 - l) The provision of private open space should be part of an overall site development and landscape plan and should take into consideration general site circulation patterns (including parking), existing landscape features, sun access, privacy and usability.
 - m) Retention and protection of trees and the natural habitat is encouraged where possible.
 - n) Parking areas, garages and driveways should appear as a minor component of the site when viewed from the street. The building of curving access roads and driveways helps to avoid views from the street of large expanses of paving. The use of shared driveways is encouraged.
 - o) The use of permeable and decorative surfacing materials, such as brick, concrete pavers, textured concrete, coloured paving or grasscrete is encouraged in place of solid expanses of asphalt or concrete.
 - p) Where possible, hydro meters will not be placed on the front façade of a building and, if placed on the side of a building which is visible from the street, will be appropriately screened.
 - q) Where an existing single unit dwelling is being converted to a two-unit dwelling both the original structure and the addition shall be in the same architectural style and constructed of the same exterior finishes including roofing material, window treatments, exterior finishes, door styles and trims.
 - r) Roof styles and pitches of the original and new portions of the building must be complimentary.
 - s) For new or converted two unit dwellings, garages and parking areas are encouraged to be located in the rear yard. Shared driveways are preferred to access the rear yard.
 - t) Where two single lane driveways serve a two unit lot, landscaping features are encouraged between the driveways.”

40. **TWO FAMILY/SINGLE FAMILY RESIDENTIAL [RD-3]**

The intent of this Zone is to accommodate Single Family or Two Family Dwelling Units on individual Parcels of land.

(1) **Permitted Uses**

The following Uses and no others are permitted:

- (a) Single Family Residential
- (b) Two Family Residential
- (c) Home Occupation

(2) **Parcel Size**

The minimum Parcel Size for Parcels created by subdivision shall be 668 square metres

(3) **Minimum Lot Width**

The minimum width of Parcels created by subdivision shall be 18.3 metres, measured at the Front Building Line.

(4) **Building Density [Floor Area Ratio]**

- (a) For parcels 800 square metres in area and larger, the Floor Area Ratio for Two Family Dwellings shall not exceed 0.35.
- (b) For parcels under 800 square metres in area the Floor Area Ratio for Two Family Dwellings shall not exceed 0.4."

(5) **Floor Area**

The minimum Floor Area for the First Storey of a Principal Building shall be 88 square metres

(6) **Building Height**

- (a) No Principal Building shall exceed a Height of 7.3 metres
- (b) No Accessory Building shall exceed a Height of 3.6 metres
- (c) When developing a front to back Two Family Dwelling, the back Dwelling Unit shall be no higher than the highest point of the existing Dwelling Unit. A Two Family Dwelling is considered back to front if more than 75% of the floor area of the back Dwelling Unit is behind the rear wall of the front Dwelling Unit.

(7) **Building Width**

The minimum width of any Single Family or Two Family Dwelling shall be 7 metres

(8) **Lot Coverage**

(a) All Principal Buildings, Accessory Buildings and Structures combined shall not cover more than 30% of the Area of a Parcel.

(b) All Accessory Buildings and Structures combined shall not exceed 10% of the Area of a Parcel.

(8.1) **Building Massing**

The second storey of any Two Family Dwelling shall be a maximum of 75% of the total floor area of the ground floor, including an attached garage.

(9) **Siting Requirements**

(a) **Principal Building**

(i) **Front Setback:** No Principal Building shall be located within 7.5 metres of the Front Lot Line.

(ii) **Side Setback:** No Principal Building shall be located within 1.5 metres of an Interior Side Lot Line, with the total Setback of all Side Yards not to be less than 4.5 metres. In the case where a Parcel is not served by a rear lane, one [1] Side Yard shall not be less than 3 metres. In the case of a Corner Lot, no Principal Building shall be located within 3.6 metres of an Exterior Side Lot Line.

(iii) **Rear Setback:** No Principal Building shall be located within 7.5 metres of a Rear Lot Line.

(b) **Accessory Building**

(i) **Front Setback:** No Accessory Building shall be located in front of the front face of the Principal Building.

(ii) **Side Setback:** No Accessory Building shall be located within 1.5 metres of an Interior Side Lot Line nor 3.6 metres of an Exterior Side Lot line.

(iii) **Rear Setback:** No Accessory Building shall be located within 1.5 metres of a Rear Lot line.

(iv) **Building Separation:** No Accessory Building shall be located within 2.5 metres of a Principal Building.

(c) **Garage Setback:** Detached and attached garages shall be set back a minimum of 1.5 metres from the front face of the Dwelling Unit."

(10) **Common Wall Requirements**

In Two Family Dwellings the common wall overlap between the habitable areas of the two Dwelling Units shall be not less than 50%.

(11) **Fencing**

Subject to Section 22, no fence shall exceed a Height of 1.2 metres in front of the front face of the Principal Building and 2 metres behind the front face of the Principal Building.

(12) **Off Street Parking**

Off street parking shall be provided in accordance with the requirements of Parking Bylaw No. 2011.

(13) ***Driveway Width***

The maximum width of a driveway surface on a Two Family Residential lot shall be a total of 5.5 metres. This applies to a double-wide driveway, or the combined width of two single lane driveways serving a Two Family Dwelling."

NOTE: THE MUNICIPALITY DOES NOT HAVE TO SIGN
THIS COVENANT OR THE FORM C- GENERAL INSTRUMENT

SAMPLE

DUPLEX COVENANT

SECTION 219 COVENANT

This Covenant made the day of 200

BETWEEN:

SAMPLE

(the "Owner")

OF THE FIRST PART

AND:

CORPORATION OF THE TOWNSHIP OF ESQUIMALT,
1229 Esquimalt Road, Victoria, B.C., V9A 3P1

(the "Corporation")
OF THE SECOND PART

WHEREAS:

- A. The Owner is the registered owner of the lands described herein.
- B. The building on the said lands is a two family dwelling.
- C. Section 219 of the *Land Title Act* permits the registration of a Covenant in favour of the Corporation in respect of the use of land.

NOW THEREFORE IN CONSIDERATION of the sum of One Dollar (\$1.00) of lawful money of Canada paid by the Corporation to the Owner (the receipt and sufficiency of which is hereby acknowledge by the Owner) the Owner and the Corporation agree as follows:

1. That parcel of land described as:
(the "Lands") shall be used only in accordance with this Covenant.

SAMPLE

2. Only one Principle Building consisting of two Dwelling Units shall be located on the land. "Dwelling Unit" means one or more habitable rooms used for the residential accommodation of one Family when such rooms contain or provide for the installation of only one (1) set of cooking facilities and one or more sets of sanitary facilities. "Family" means one or more persons related by blood, marriage, common law, adoption or foster parenthood; or not more than four unrelated persons sharing one Dwelling Unit.
3. This Covenant runs with the Lands.
4. Nothing in this Covenant shall affect the Corporation in the exercise of its statutory powers.
5. The parties hereto each covenant to and agree with the other that the _____ being the holder of mortgages on the lands of the Grantor registered under number _____ at the Victoria Land Title Office do hereby consent to and approve the granting of the Covenant herein and do hereby grant priority to the said Covenant over the said mortgages such that the Covenant shall constitute and rank as a prior charge against the lands affected thereby.
6. These presents shall enure to the benefit of and be binding upon the parties hereto and upon their respective proper signing officers in that behalf as of the day and year first above written.

IN WITNESS WHEREOF, the parties hereto have signed, or being corporations have caused their officers to sign, the attached Form C General Instrument in execution of this Agreement.

[S:\Form\covenant 219 duplex]

V. ADOPTION OF MINUTES

Moved by Gerald Froese, seconded by Ramona Scott that the minutes of the regular meeting of February 17, 2009 be adopted as circulated.
The motion **CARRIED**.

VI. STAFF REPORT

- (1) **Development Permit**
860 Admirals Road
677959 BC Ltd [Mike Lauemer] owner/applicant
Proposal is to erect a strata-titled duplex on a vacant lot.

Mike Lauemer, owner, was in attendance to outline his proposal to construct a strata-titled duplex on a duplex zoned lot. He also stated that he owned the property beside at 866 Admirals Road. He informed the Commission members that the property meets all the setbacks of the Zoning Bylaw and the designation in the Official Community Plan.

He stated that the driveway encroaches onto the adjoining property which he owns. He stated that the encroachment will be removed.

Rod Lavergne inquired if the Oak tree will remain.

Mike Lauemer responded that the Oak tree is in the building envelope.

Joanne Kimm commented that Birch trees require a lot of moisture and perhaps the applicant could liaison with Municipal Staff regarding an appropriate tree for the corner.

Ed Williams asked the applicant if he had negotiated with the Engineering department regarding access at 866 Admirals Road.

The applicant responded, not as yet.

Ed Williams inquired about the reference to a wood garage door, but no door shown on plans.

The applicant commented that the submission was changed at the last minute and the door was missed on the plans.

Ramona Scott commented she liked the colours, and feels the project is a good fit with the neighbourhood.

Darwin Robinson commented on the driveway access. He suggested that grasscrete be used for the driveway. He stated that he likes to see "toys" (i.e. recreational vehicles, boats stored in the rear yard).

Public Input

No member of the public spoke to this application.

RECOMMENDATION:

Moved by Ed Williams, seconded by Darwin Robinson that the Esquimalt Advisory Planning Commission (APC) resolves that the application for a Development Permit for Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546 [860 Admirals Road] be forwarded to Council with a **recommendation of approval**, on the proviso that the issue of the driveway encroachment be resolved.

The Motion **CARRIED UNANIMOUSLY**.

Also, the Commission suggested the use of an alternate species of tree than the Birch proposed on the landscape plan.

**(2) Development Permit
3 Metro Urban Design and Development [Glenn Davies]
513 Sturdee Street**

The proposal is to construct a non-strata titled duplex.

Glenn Davies, owner, Brian Kendrick, Designer, and Robert Roberts, builder were in attendance to outline the proposal.

Glenn Davies outlined the history of the property, commenting that they have cleaned up the property and also have new tenants in the building. He commented that Brian Kendrick had work hard on the design and did the best that they could do to show commitment to the neighbourhood. Have implemented green features. They have talk to the neighbours and did not receive any negative comments. The project provides affordable housing and a mortgage helper.

Glenn Davies stated to the Commission that the project will be built as the graphics illustrate.

In response to a question from the Chair, Trevor Parkes explained that a non-strata titled property allows two units with one legal title (i.e. one owner owns both units).

Darwin Robinson commented that he liked the design and felt it is a perfect for the area.

PROPOSED ENERGY EFFICIENT AND GREEN MATERIALS FOR USE AT
860 ADMIRALS ROAD



HARDI-PLANK SIDING

A sustainable substitute for wood that incorporates natural ingredients which are low in toxicity and outlast other products

LANDSCAPING

The landscape plan includes the use of already existing mature plants, re-use and recycling of these mature plants will reduce water consumption necessary when establishing new growth plants, the old plants will not go to landfill

SITE MANEGMENT

Proper site management will be enforced when it comes to excavation, this will include, 1
1 re-use of soil
2. Containment of soils for the purpose of reducing runs off,
3. Controlled construction waste IE: separation of materials for recycling

PLUMBING

About 65% of total indoor home water use comes from the bathroom. To offset this we would install

1. **ENERGY STAR** rated low flow showerheads and faucets
2. **Duel flush and low flush** toilets that use between 3 and 6 liters of water per flush
3. **ENERGY STAR** rated washing machines

WINDOWS

Install only windows with the **ENERGY STAR** sticker- this feature alone can account for up to a 10% energy savings

APPLIANCES

To be installed according to the Natural Resources Canada-**ENERGY STAR** list of approved appliances

LIGHTING AND HEATING

1. **ENERGY STAR** rated fixtures and the use of compact fluorescent bulbs
2. **installation of a ENERCY STAR** programmable thermostat
3. use of dimmer switches and outdoor motion sensors
4. installation of a high efficiency water heater

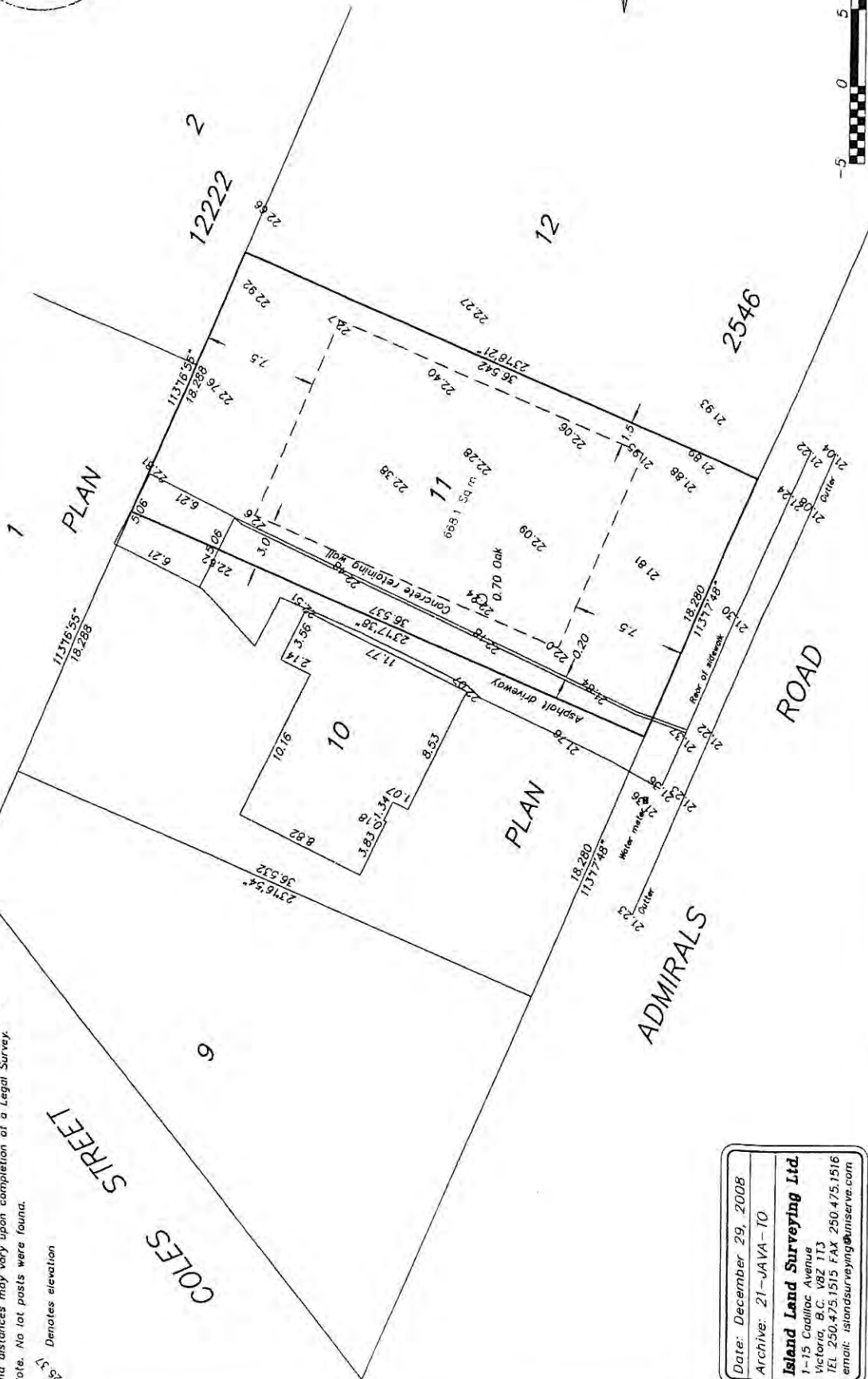
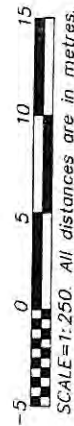
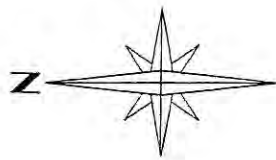
SITE PLAN OF LOT 11, BLOCK 7, SECTION 10, ESQUIMALT DISTRICT, PLAN 2546.

LEGEND

Elevations shown are based upon geodetic datum and were taken upon the ground where indicated by their decimal point. Bearings and distances may vary upon completion of a Legal Survey.


Note: No lot posts were found.

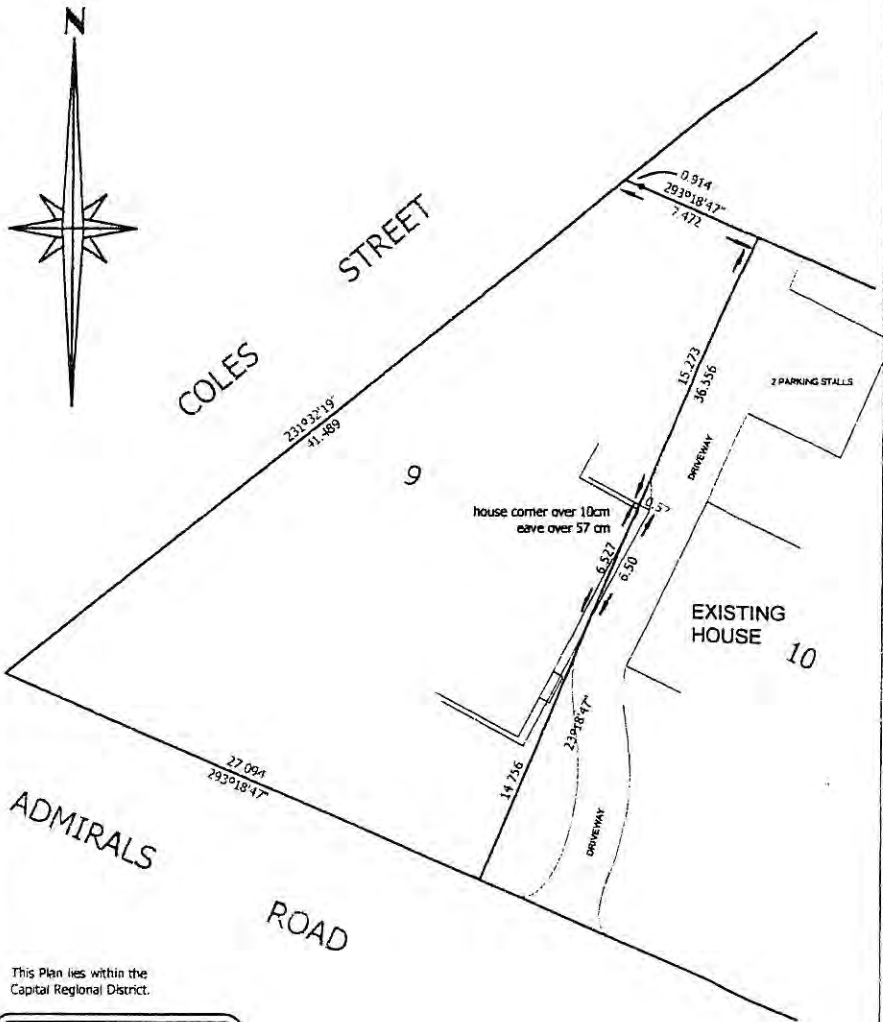
8.51 Denotes elevation



Date: December 29, 2008
 Archive: 21-JAVA-10
Island Land Surveying Ltd.
 1-15 Cadillac Avenue
 Victoria, B.C. V8Z 1T3
 TEL 250.475.1515 FAX 250.475.1516
 email: islandsurveying@islandsurvey.com

SITE PLAN SHOWING HOUSE LOCATIONS
ON LOTS 9 & 10, BLOCK 7, SECTION 10,
ESQUIMALT DISTRICT, PLAN 2546.

5 0 5 10 15

 SCALE=1:250. All distances are in metres.



This Plan lies within the
 Capital Regional District.

Date: June 18, 2003
 Archive: 21-YOUNG-MN
 ORRICO & ASSOCIATES
 Land Surveying Ltd.
 1-15 Cadillac Avenue
 Victoria, B.C. V8Z 1T3
 Tel: 475-1515 Fax: 475-1516
 email: lorrco@vansie.net




JAVA DESIGNS
 RESIDENTIAL HOUSE DESIGNS
 Where Dreams and Homes Come Together
 WWW.JAVADESIGNS.CA
 250.886.9697

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

DEVELOPMENT PERMIT

NO. 02/2009

Owners: Michael Lauener
677959 B.C. Ltd.
1086 Clayton Road
Victoria, BC V8L 5P6

Lands: Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546

Address: 860 Admirals Road

Conditions:

1. This Development Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit.
2. Approval of this Development Permit is issued in accordance with architectural plans prepared by Java Designs, stamped "Received April 2, 2009" and the plant list and landscape plan prepared by Exerus Landscape Design Group stamped "Received April 30, 2009" and "Received May 11, 2009" respectively, all of which are attached hereto as Schedule 'A'.
3. The lands shall be developed in accordance with the terms and conditions and provisions of this Permit, provided that minor variations which do not affect the overall building design may be permitted by the Director of Development Services.
4. The terms, conditions and covenants contained herein shall ensure to the benefit of and be binding upon the Owners, their executors, heirs or administrators, successors and assigns as the case may be or their successors to title in the lands.
5. This Development Permit is not a Building Permit.
6. This Permit lapses two (2) years after the date it is issued if the holder of the Permit does not substantially start any construction with respect to which the Permit was issued.
7. For the purposes of this Development Permit, the holder of the Permit shall be the owner(s) of the lands.

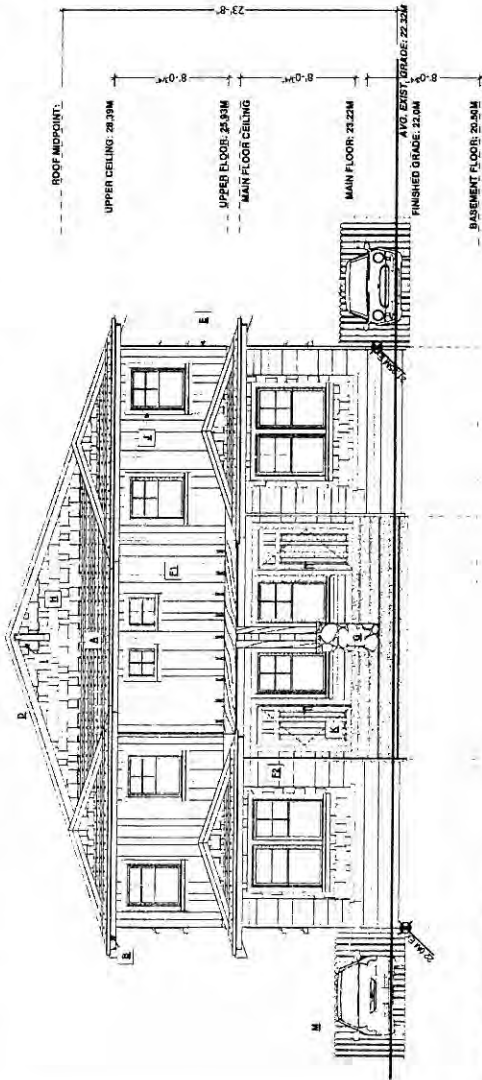
ISSUED BY MUNICIPAL COUNCIL RESOLUTION ON THE ____ DAY OF
____, 2009

SIGNED THIS _____ DAY OF _____, 2009

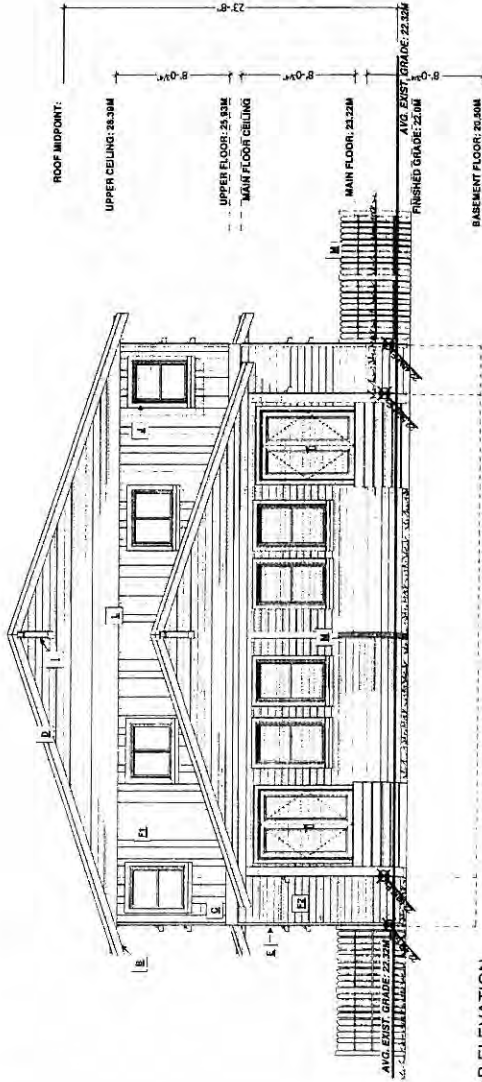
Director of Development Services

A/Corporate Administrator
Corporation of the Township
of Esquimalt

PROPOSED NEW SIDE BY SIDE DUPLEX TO 860 ADMIRALS ROAD, ESQUIMALT



FRONT ELEVATION
SCALE: 1/4" = 1'-0"



REAR ELEVATION
SCALE: 1/4" = 1'-0"

EXTERIOR FINISHES SCHEDULE

ITEM NO.	DESCRIPTION	FINISH
A	ROOFING	1. ASPHALT/FLY ASH WITH WATERPROOFING
B	SHUTTER SOFT	2. PLYWOOD SHEATHING
C	WALL BAND	3. 1/2" GYPSUM BOARD
D	WALL BAND	4. 1/2" GYPSUM BOARD
E	CEILING	5. 1/2" GYPSUM BOARD
F	WALL FINISH	6. 1/2" GYPSUM BOARD
G	WALL FINISH	7. 1/2" GYPSUM BOARD
H	WALL FINISH	8. 1/2" GYPSUM BOARD
I	WALL FINISH	9. 1/2" GYPSUM BOARD
J	WALL FINISH	10. 1/2" GYPSUM BOARD
K	WALL FINISH	11. 1/2" GYPSUM BOARD
L	WALL FINISH	12. 1/2" GYPSUM BOARD
M	WALL FINISH	13. 1/2" GYPSUM BOARD

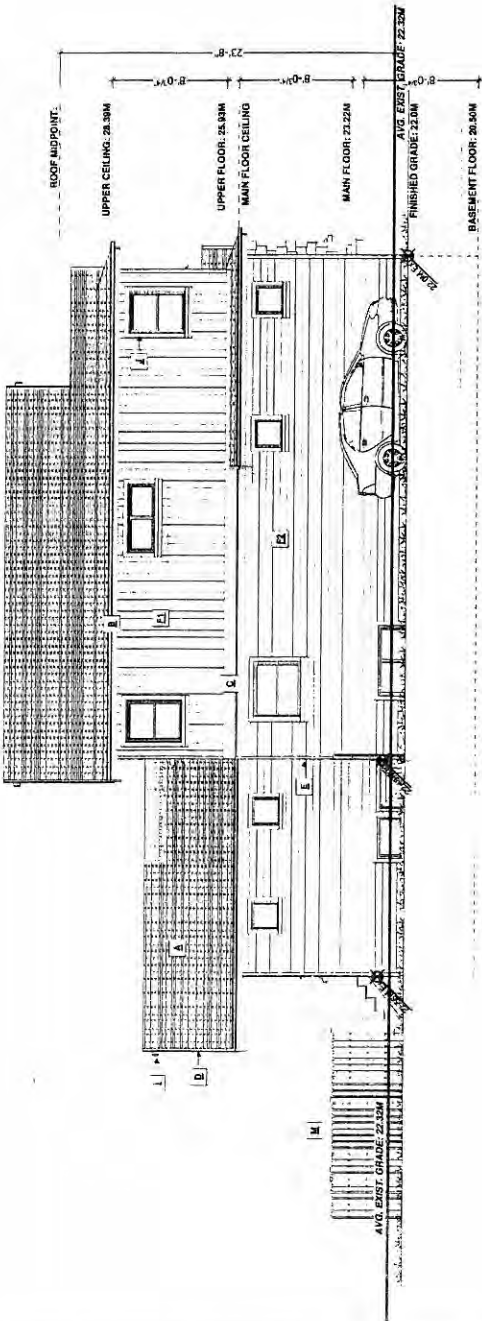
* ALL WINDOWS TO COMPLY WITH RCBC CODE PER 2.2.1.1. A R.F. TO USE A R.F. 1.1.1. WINDOW INSULATION. TABLE 17.1 MUST BE CLEARLY LABELED ON ALL WINDOW UNITS UPON INSTALLATION OR PROTECTION.



CUSTOMER: ONE MECHANICAL LTD
 ADDRESS: 3600 ADAMSBURG ROAD, ESQUIMALT
 SCALE: 1/4" = 1'-0"
 DATE: APRIL 1, 2009
 DEVELOPMENT APPLICATOR
 JAVO DESIGNS
 1000 101ST STREET, SUITE 101
 WEST VANCOUVER, BC V6V 2G9
 WWW.JAVODESIGNS.COM
 TEL: 604-261-8899

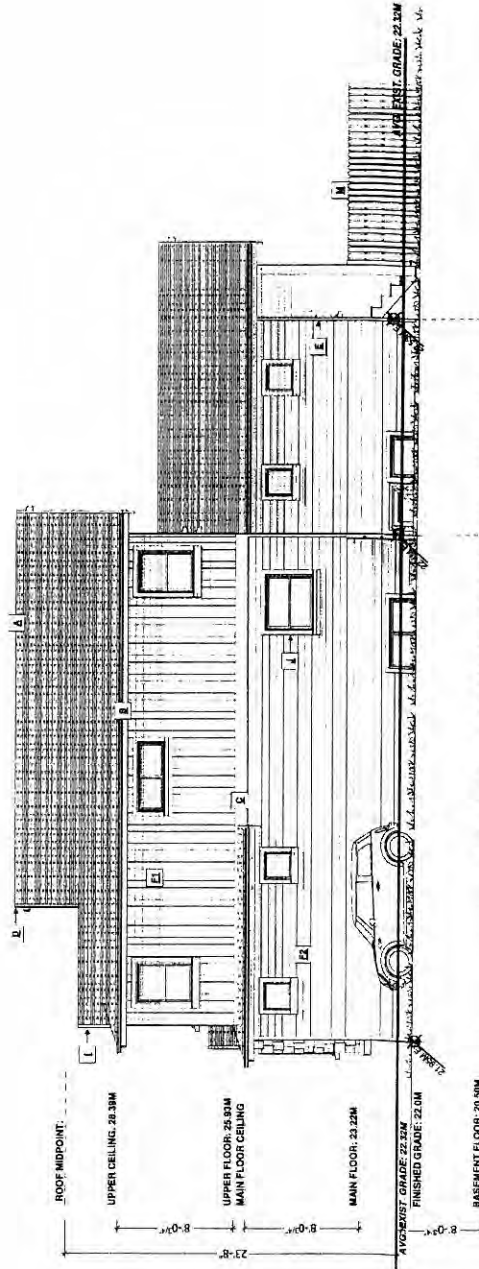
THIS IS SCHEDULE 'A' OF
DEVELOPMENT PERMIT NO. 02/12-09

CORPORATE ADMINISTRATOR



TOTAL WALL AREA: 909 Sq Ft
 TOTAL UNPROTECTED OPENINGS: 78.25 Sq Ft
 % UNPROTECTED OPENINGS: 8.6%

LEFT ELEVATION
 SCALE: 1/4" = 1'-0"



TOTAL WALL AREA: 909 Sq Ft
 TOTAL UNPROTECTED OPENINGS: 78.25 Sq Ft
 % UNPROTECTED OPENINGS: 8.6%

RIGHT ELEVATION
 SCALE: 1/4" = 1'-0"

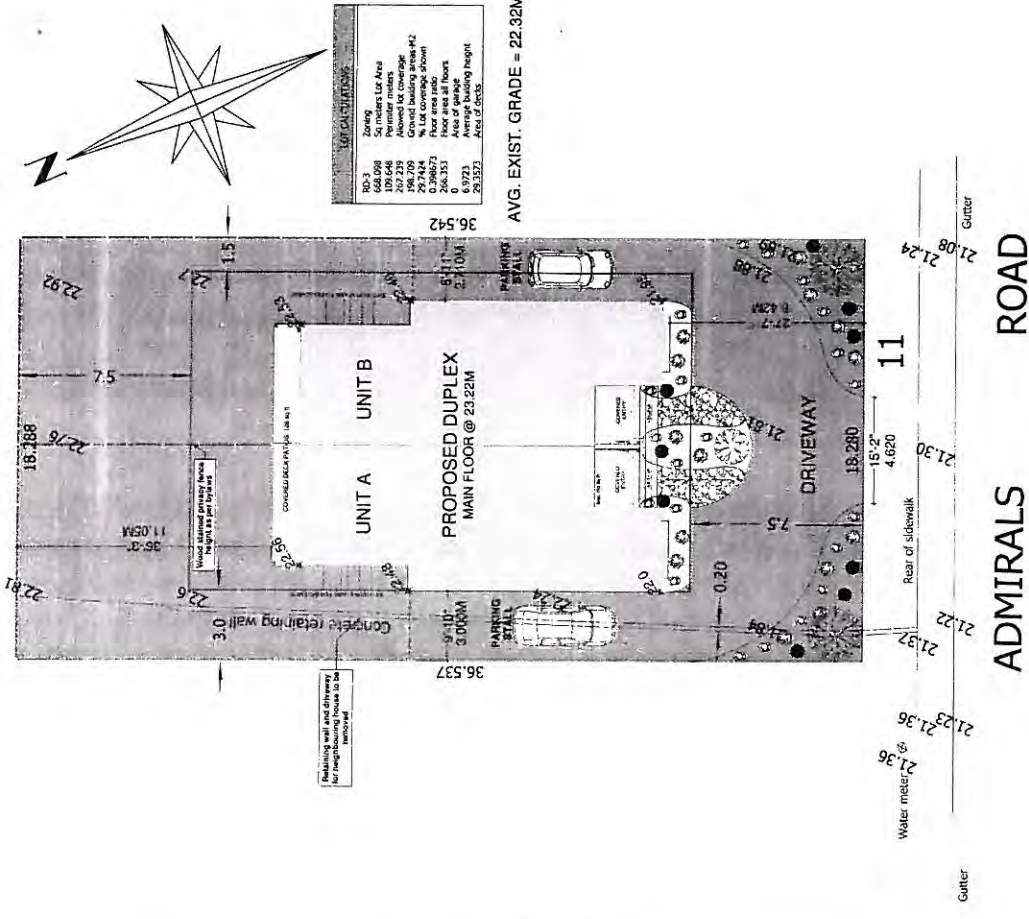
ROOFING		EXTERIOR FINISHES SCHEDULE	
A	ROOFING	1	ROOFING
B	ROOFING	2	ROOFING
C	ROOFING	3	ROOFING
D	ROOFING	4	ROOFING
E	ROOFING	5	ROOFING
F	ROOFING	6	ROOFING
G	ROOFING	7	ROOFING
H	ROOFING	8	ROOFING
I	ROOFING	9	ROOFING
J	ROOFING	10	ROOFING
K	ROOFING	11	ROOFING
L	ROOFING	12	ROOFING
M	ROOFING	13	ROOFING



CUSTOMER: KING MECHANICAL LTD.
 ADDRESS: 140 JONES ROAD, ESQUIMAULT
 SCALE: 1/4" = 1'-0"
 DATE: APRIL 1, 2009
 DEVELOPMENT APPLICATION
 DRAWN BY: ERIC LAMBERT, AEC
 CHECKED BY: ERIC LAMBERT, AEC
 PROJECT NO.: 250.888.9897
 WWW.LVAENGINEERING.CA

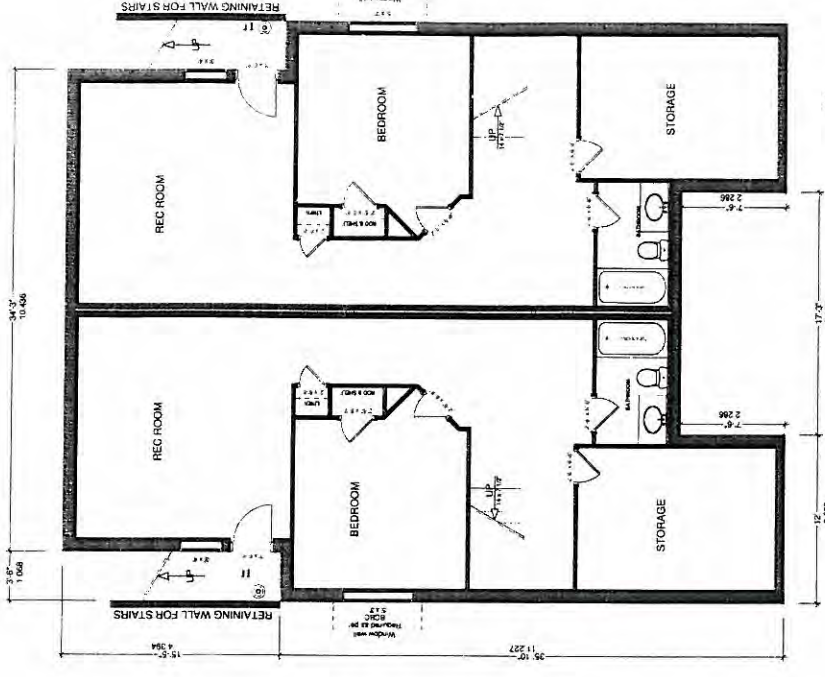
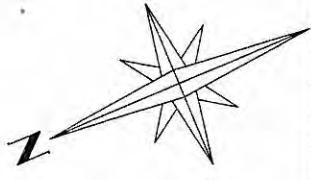
THIS IS SCHEDULE 'A' OF
 DEVELOPMENT PERMIT NO. 02/2009

CORPORATE ADMINISTRATOR



ZONING INFORMATION	
RD-3	Zoning
100,000	Sq. meters lot area
200,000	Sq. meters lot coverage
250,000	Allowed lot coverage
250,000	Allowed building area #2
250,000	Allowed building area #1
250,000	Allowed building area #3
250,000	Allowed building area #4
250,000	Allowed building area #5
250,000	Allowed building area #6
250,000	Allowed building area #7
250,000	Allowed building area #8
250,000	Allowed building area #9
250,000	Allowed building area #10
250,000	Allowed building area #11
250,000	Allowed building area #12
250,000	Allowed building area #13
250,000	Allowed building area #14
250,000	Allowed building area #15
250,000	Allowed building area #16
250,000	Allowed building area #17
250,000	Allowed building area #18
250,000	Allowed building area #19
250,000	Allowed building area #20
250,000	Allowed building area #21
250,000	Allowed building area #22
250,000	Allowed building area #23
250,000	Allowed building area #24
250,000	Allowed building area #25
250,000	Allowed building area #26
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250,000	Allowed building area #41
250,000	Allowed building area #42
250,000	Allowed building area #43
250,000	Allowed building area #44
250,000	Allowed building area #45
250,000	Allowed building area #46
250,000	Allowed building area #47
250,000	Allowed building area #48
250,000	Allowed building area #49
250,000	Allowed building area #50

AVG. EXIST. GRADE = 22.32M



BASEMENT FLOOR PLAN (8'-0 3/4" WALLS)
SCALE: 1/8" = 1'-0"
BASEMENT FLOOR AREA: 1,752 Sq Ft (162.77 Sq M)



CUSTOMER: ORME MECHANICAL LTD.
ADDRESS: 884 ADMIRALS ROAD, ESQUIMAULT
SCALE: 1/8" = 1'-0"
DATE: APRIL 2008

DEVELOPMENT APPLICATION

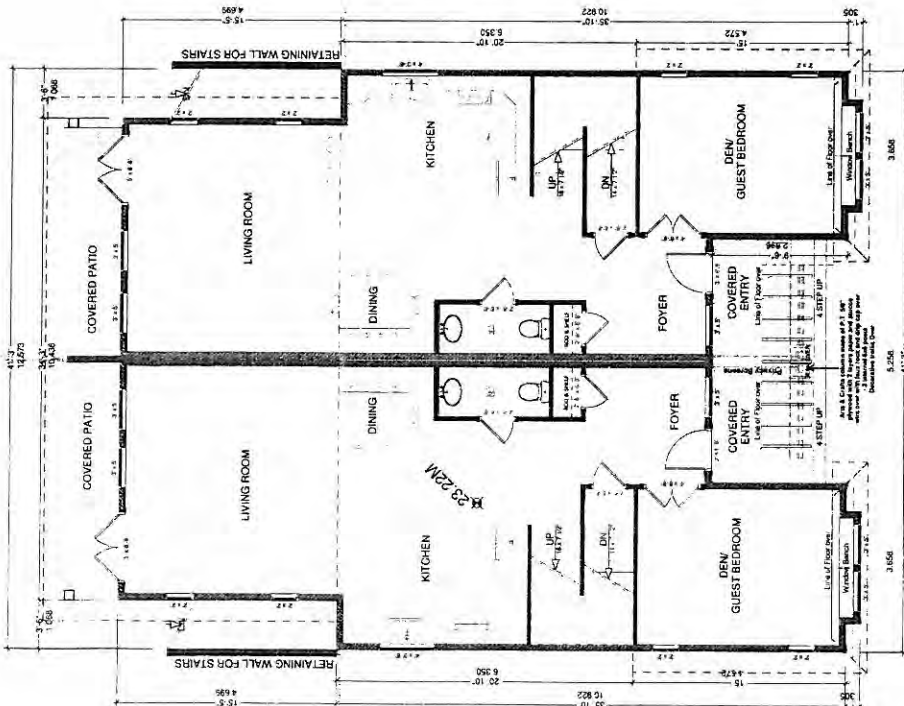
OWNER: KVA MARKET, INC.
PROJECT: KVA MARKET, INC.
WWW.JAVADESIGN.COM
250.865.3937

Page # **A3**

THIS IS SCHEDULE 'A' OF DEVELOPMENT PERMIT NO 02/2009

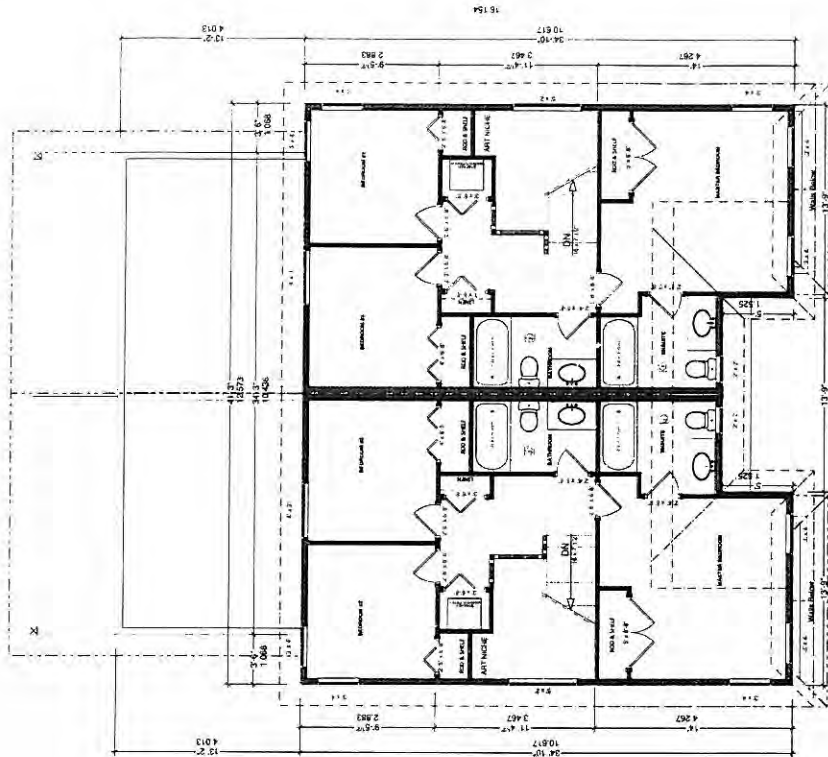
CORPORATE ADMINISTRATOR

SITE PLAN
SCALE: 1/8" = 1'-0"



○ MAIN FLOOR PLAN (9'-0 3/4" WALLS)

SCALE: 1/4" = 1'-0"
 MAIN FLOOR AREA: 1,640 Sq Ft (152.36 Sq M)



○ UPPER FLOOR PLAN (8'-0 3/4" WALLS)

SCALE: 1/4" = 1'-0"
 UPPER FLOOR AREA: 1,227 Sq Ft (114 Sq M)



CUSTOMER: ONE COMMERCIAL LTD.
 ADDRESS: 880 JAMESVILLE ROAD, ESQUIMAULT
 DRAWN BY: STEVE MORRETT, AEC
 CHECKED BY: WWW.JAVADESIGNINC.COM
 WWW.JAVADESIGNINC.COM
 250-860-5671

DATE: APRIL 2, 2009
 DEVELOPMENT APPLICATION

SCALE: 1/4" = 1'-0"
 SHEET NO. 1 OF 2
 SHEET TITLE: DEVELOPMENT APPLICATION

FIGURE NO. A4

THIS IS SCHEDULE 'A' OF
 DEVELOPMENT PERMIT NO. 02/2289

CORPORATE ADMINISTRATOR

Client: Mike Lauener

Address: 860 Admirals Rd, Victoria, BC

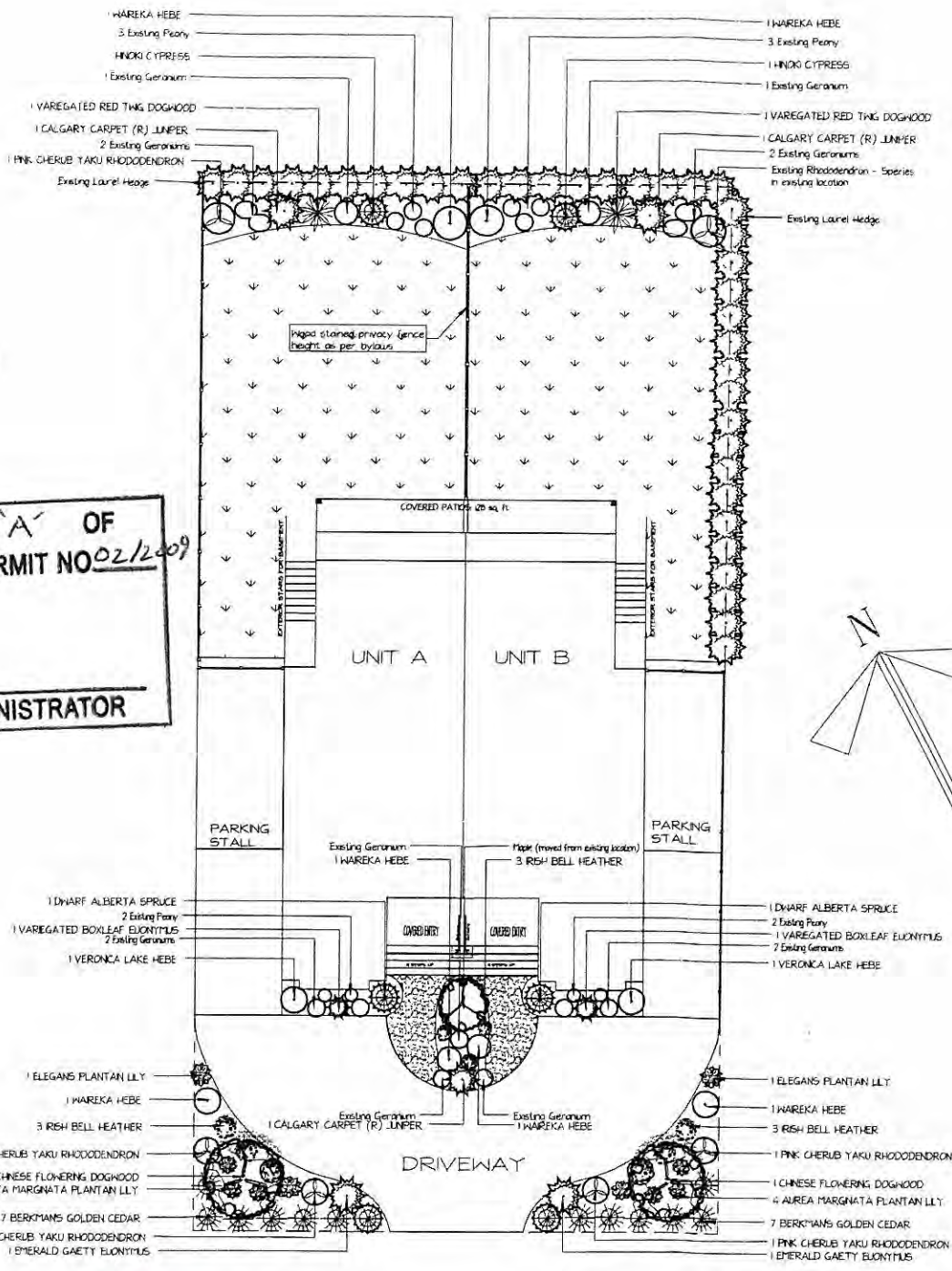
Phone: 250-655-1202



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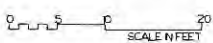
Plant List

	Plant	Size	Qty
	Hosta Sieboldiana Elegans	1 gal	2
CORPORATE ADMINISTRATOR	Hosta Fortunei 'Aurea Marginata'	1 gal	8
	Thuja Occidentalis 'DeGroots Spire'	4-5'	14
	Yaku Rhododendron	1 gal	6
	Boxwood Euonymus	1 gal	2
	Hebe Veronica lake or non-variegated	1 gal	2
	Cornus Alba 'Ivory Halo'	5 gal	2
	Cornus Kousa	6-7' B&B	2
	Picea Glauca conica	5 gal	2
	Daboecia cantabrica 'Harlequinn'	5 gal	9
	Euonymus Fortunei Emerald Gaiety	1 gal	2
	Hebe Waireka	1 gal	6
	Juniperus Sabina 'Monna'	1 gal	3
	Dwarf Hinoki Cypress	2 gal	2
	Asst Geranium-transplanted from existing site	1 gal	5-6
	Asst Peony-transplanted from existing site	1 gal	5-6
	Japanese Waterfall Maple Species transplanted from existing site	Mature	1



THIS IS SCHEDULE 'A' OF
 DEVELOPMENT PERMIT NO. 02/2009
 CORPORATE ADMINISTRATOR

RECEIVED
 MAY 11 2009
 CORP OF TOWNSHIP
 OF ESQUIMALT
 DEVELOPMENT & ENGINEERING SERVICES



Exterus
 LANDSCAPE DESIGN GROUP INC.

Mike Lauener 860 Admirals Rd Victoria		
client:	date:	revision:
scale: 1"=12'	April 24, 2009	i
drawn by: HY	checked by: NM	drawing #: Planting Plans

Note: Irrigation is to be installed by developer

STAFF REPORT

DATE: May 27, 2009 **REPORT NO.** DEV-09-037
TO: Laurie Hurst, Acting Chief Administrative Officer
FROM: Barbara Snyder, Director of Development Services
SUBJECT: PMD [Pacific Mobile Depot] Recycling at 800 Viewfield Rd.

FOR INFORMATION

On May 20th, 2009 a complaint from a resident of Hereward Road was sent to the Mayor Desjardins, Mayor Fortin of Victoria and Chief of Police Jamie Graham regarding noise and criminal activity associated with Pacific Mobile Depot's recycling business at 800 Viewfield Road. PMD has been leasing land in the industrial park from Monks Office Supply since the fall of 2008. The complaint was received in Development Services on May 26th.

Although the recycling operation is located in an industrial zone where a certain amount of noise is to be expected, the neighbours have complained of foul language, loud banging of the containers and truck noise. In addition, PMD do not [according to the complainant] lock the bins at night which attracts unsavoury activity and more noise as people rummage through the bins after the recycling operation is closed [i.e. late at night and early morning]. Police have been called to the site to deal with these individuals and, according to the residents have commented that "this is crack-head heaven".

Nine residents in the vicinity of Wilson Street, Hereward and Old Esquimalt Roads have signed a Petition for Action [copy attached] demanding that Pacific Mobile Depot be removed from 800 Viewfield Road.

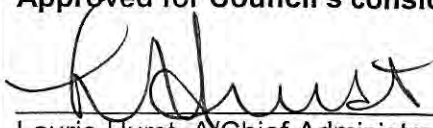
On May 27th, Bob Haveruk, Chief Building Official and Bylaw Enforcement Officer met with Ross Hill, President of Monk Office Supply and Zeb Pereira of PMD on site to discuss the problem. This discussion was followed up by a letter from Bob Haveruk [copy attached].

Hopefully, now that Monks and PMD are aware of the municipality's and the neighbours' concerns, the situation will improve. It is recommended that the operators of PMD be given time to improve their operation [i.e. relocating the containers further from neighbouring residences and ensuring that they are securely locked at night] before more drastic action is considered.

Respectfully submitted,



Barbara Snyder
Director of Development Services

<p>Approved for Council's consideration:</p>  Laurie Hurst, Acting Chief Administrative Officer
<p>Dated: <u>May 28/09</u></p>

May 27, 2009

File No. 4020-20

Ross Hill, CA,
President
Monk Office
800 Viewfield Road
Esquimalt, British Columbia, V9A 4V1

Dear Mr. Hill:

Re: 800 Viewfield Road

Thank you for meeting with me today to discuss the concerns of your neighbours on Hereward Road. The problems of noise, foul language and security are also of concern to the Municipality of Esquimalt.

Esquimalt's "Noise Control Bylaw, 2007, No. 2677" limits the permitted noise level at the point of reception in a Quiet (residential) zone to 60 dBA during the day and 55 dBA during the night. Of course, the intent of the bylaw is to create an atmosphere where noise does not disturb the peace and enjoyment of neighbours on their property. After meeting with you I am sure that we can work together towards that common goal.

The Municipality would like to have Pacific Mobile Recycling relocate their containers across the parking lot as far away as possible from any residential area. The containers must be securely locked to avoid the late night activity that has become a problem. I met with a representative of Pacific Mobile this morning and we are working to address the situation. With these measures, as well as controlling the language, it is anticipated that we will have a workable solution.

I look forward to your response.

Regards,

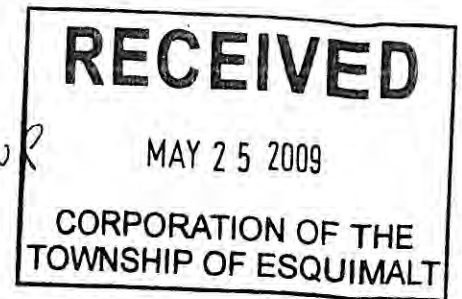


Bob Haveruk, RBO
Chief Building Official

c: Dale and Jacqueline Speers, 814 Hereward Road, Victoria, BC, V9A 4C8
Mayor Barbara Desjardins and Council
Mayor Dean Fortin, City of Victoria, #1 Centennial Square, Victoria, BC, V8W 1P6
Chief Jamie Graham, City of Victoria Police Department, 850 Caledonia Road,
Victoria, BC V8T 5J8
Barbara Snyder, Director of Development Services
Pacific Mobile Recycling, 800 Viewfield Road, Esquimalt, BC, V9A 4V1

[S:\BylawView800\Noise]

Dale & Jacqueline Speers
814 Hereward Road
Victoria, BC V9A 4C8



May 20, 2009

*c: Barb S.
for follow up
report*

Mayor Mr. Dean Fortin City of Victoria
Mayor Barb Desjardins City of Esquimalt
& Chief of Police, Mr. Jamie Graham City of Victoria & Esquimalt

Re: 800 Viewfield Road, Esquimalt Road

We have made previous calls about a noise (by-law infraction) and criminal activity (a criminal issue) in our neighbourhood which has been on going since the fall of 2008. This is very disturbing, not only to us in our home but to all residents that live in the general vicinity of Monks Office Supply, 800 Viewfield Road.

Although Monks has an Esquimalt address, 800 Viewfield Road, their rear property line flanks Hereward Road which is a Victoria West jurisdiction and is a property which is considerable in size and in fact large enough so that they rent space to other businesses. In the past they have had a roofing company and more recently Pacific Mobil Depot, a recycling business.

We have talked to Mr. James McKenzie owner at Monks and to Zeb Percira at Pacific Mobil Depot (PMD) on several occasions asking for consideration and respect for the residential homes and the people therein, who do not appreciate being awoken at early hours and to tolerate, throughout the day very loud banging, loud obscene voices, and transport truck noise. We are also not appreciative of the fact that the current renters, PMD are sporadically operational from Monday to Sunday, and do not lock down their shipping containers, attracting the criminal and drug element to our neighbourhood.

We have had to call the police four times in the past short while, to alert them that people were breaking into these containers and all the while making loud crashing and banging noises as they open and rummage through these containers during the night hours. This has been from midnight on to the wee hours of the morning, disturbing our sleep and causing fear and disruption in our household as well as to others living within hearing of this practice.

Many of the older folk who live nearby are also afraid and very concerned about the type of people that this business has attracted to our area. This complaint is on top of the inconsiderate and disrespectful operational noise of banging recycled materials, loud obscene voices and vehicle noises which should not be happening in a residential neighbourhood to the extent that it does.

As a point of interest, prior to Monks instating PMD as renters, they consulted with three of our neighbours but did not consult with us, who happen to border Monk's property line and who then bear the brunt of all noise and other disturbances that their renters cause. Further we understand that PMD has had previous noise and disturbance issues in Esquimalt and had been asked to relocate away from residential areas. In this case, they have not complied.

In spite of our requests for consideration and respect for our neighbourhood and our homes, the above activity persists and has escalated.

Our last call to the police was Sunday, May 17 at 2:00 AM and the attending police officer said, "This is crack-head heaven at this address." This is scary and totally undesirable nor wanted in our neighbourhood. We demand that these issues be addressed satisfactorily and quickly. The ideal is that the current renter, PMD moves their operation immediately.

We ask that this resolution be enforced by the city of Esquimalt and the City of Victoria in this instance as there must be some form of resolution between municipalities on these kinds of issues.

Yours truly,

Dale & Jacqueline Speers
250-386-2079

A large, stylized handwritten signature in black ink, appearing to read 'Dale & Jacqueline Speers', written over the typed name and phone number.

CC: James McKenzie, Monks owner or Manager at Monks Office Supplies
Barbara Snyder, Esquimalt Director of Development Services
Steve Simmonds, Victoria By-Law Officer

PETITION FOR ACTION

We the undersigned are demanding that the business known as Pacific Mobile Depot be removed from 800 Viewfield Road immediately. This request is due to the operational noise and the fact that it attracts the criminal and drug element to our neighbourhood.

NAME	ADDRESS	PHONE
1. Jackie & Dale Speers	814 Hereward Rd	386-2079
2. Connie Speers	833 Hereward	389-0677
3. Sean Dance	837 Hereward Rd.	686-2523.
4. SHERAN SITAR	810 HEREWARD RD	3885229
5. CARRIE SITAR.	810 HEREWARD.	388-3731.
6. Diane Pettit	802 Hereward	385-9430
7. DOREEN MONTGOMERY	805 OLD ESQ. RD.	360-1849
8 Bill Suchta	790 Wilson St	216-4862

NAME	ADDRESS	PHONE
9 Mike + Marilyn Parker	815 Dilworth St	250- 383-5547
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CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES HERITAGE ADVISORY COMMITTEE

Wednesday, April 15, 2009

7:00 p.m.

Council Chambers, Municipal Hall

PRESENT: Councillor Lynda Hundleby
Councillor Don Linge
Shelly Burchnall
Liz Dill
Sherri Robinson
Colin MacLock

STAFF: Barbara Snyder – Director of Development Services (Staff Liaison)
Deborah Liske – Recording Secretary

GUEST: Mayor Barbara Desjardins (Departed 7:33 p.m.)

REGRETS: Jim MacMillan-Murphy

1. CALL TO ORDER

Barbara Snyder, Director of Development Services called the meeting to order at 7:04 p.m.

2. LATE ITEMS

The following late items were introduced:

1. Add to Agenda item 7. **COMMUNICATIONS** (7) Letter from Captain M.J.M. Halle, Base Commander, CFB Esquimalt, dated April 2, 2009, Re: Non-voting Liaison Representative from CFB Esquimalt
2. Add to Agenda item 7. **COMMUNICATIONS** (8) Email from Hal Kalman, dated April 6, 2009, Re: Properties of Heritage Significance on Department of National Defence Property
3. Add to Agenda item 7. **COMMUNICATIONS** (9) Work Point Chronology – Bronze Plaque at Entrance to Fort Rodd Hill Historic Site

3. APPROVAL OF THE AGENDA

Moved by Councillor Hundleby, seconded by Councillor Linge that the agenda of the Heritage Advisory Committee meeting of April 15, 2009 be approved as amended with the inclusion of the late agenda items.

The motion **CARRIED**.

4. INTRODUCTIONS

Roundtable introductions took place.

5. GREETINGS FROM MAYOR DESJARDINS

Mayor Desjardins welcomed and thanked everyone for participating on the committee. Mayor Desjardins noted that Esquimalt has a rich history and is looking forward to seeing what the committee accomplishes.

6. NEW BUSINESS

(1) Review of Committee Terms of Reference (TOR)

The Director of Development Services reviewed the Heritage Advisory Committee terms of reference.

(2) Membership List Contact Information

A confidential membership contact list was distributed.

(3) Committee Member Interests – What Each Member Brings to the Table

Committee members provided a brief background of their experiences and interests in heritage.

(4) Meeting Schedule Dates and Times

The Heritage Advisory Committee will meet on a monthly basis on the third Wednesday of the month. Meetings will start at 7:00 p.m. and will be held in the Council Chambers. As per the committee terms of reference, the committee will not meet in the months of July, August and December.

(5) Agenda Items and Distribution

A list of options for agenda distribution was distributed.

(6) Heritage Context Plan

The Director of Development Services distributed a copy of the Esquimalt Heritage Context Plan to committee members; noting the plan will also be available on the municipal website.

Councillor Hundleby noted that the previous Cultural Advisory Committee applied for a grant to hire a consultant to develop the plan. It was further noted that the Esquimalt Heritage Context Plan will provide the municipality with direction for future heritage management.

Mayor Desjardins departed the meeting at 7:33 p.m.

(7) Work Plan Discussion

Committee members discussed what they would like to accomplish as a committee.

The Director of Development Services reviewed the items of highest importance in the action plan listed on page 20 and 21 of the heritage context plan with committee members providing feedback on those items.

1.1 Create an official Community Heritage Registry

- Committee create or hire a contractor?
- Requires contacting individual property owners notifying them of inclusion on list.
- Municipality has less power to protect the building if it is not on the registry.
- Can an individual property owner opt out of being included in the registry – The Director of Development Services will investigate and report back.
- Suggested that photographs, history and context be included.

2.1 Introduce heritage management into the municipal planning process

2.2 Identify and train planner responsible for heritage

2.3 Strengthen property-flagging system – The Director of Development Services reported that this will be implemented.

- 4.1 Protect publicly-owned properties with designation
- 4.2 Introduce heritage incentives – The Director of Development Services will investigate.
- 4.3 Protect privately-owned properties with designation
 - The municipality has not designated any privately owned property in a number of years.
 - Without some sort of incentive people are not interested in designating their homes as heritage significant.
 - Suggested that the committee start to nominate heritage type homes to the heritage society to receive an award. It was further noted that the property does not need to have heritage designation to be nominated for the award.
 - Suggested that a list be developed of all homes that are about 100 years old; inform them of the centennial, provide a informational heritage designation pamphlet and history of their home (i.e.: home name etc.).
 - Suggested that a heritage home tour take place during the centennial in 2012.
 - Suggested that a information session be held to educate those with homes of heritage significance
 - Suggested that a jubilee book be developed; this would be a longer term goal.
- 4.5 Form heritage foundation – Councillor Linge will research the City of Victoria Heritage Foundation and report back at the next meeting.
- 5.1 Seek opportunities for cooperation with CFB Esquimalt
 - Committee members discussed the merits of representation from CFB Esquimalt on the committee. It was noted that late agenda item 7, under Communications, noted that at this time, CFB Esquimalt was declining to provide a representative.
 - Council meets with senior staff from CFB Esquimalt on a semi-annual basis.
 - Suggested that the committee assist the navy museum in some sort of capacity.
 - CFB Esquimalt is interested in creating a more welcoming atmosphere for the public.
- 5.2 Seek opportunities for cooperation with First Nations
 - The committee discussed the guard house on DND land; discussion with First Nations needs to be arranged; further suggested that First Nations War Veterans Association also be contacted.
 - Councillor Linge and Councillor Hundleby will discuss increasing interaction with First Nations with Mayor Desjardins.
- 7.3 Ensure that promotion of heritage events target all segments and that they are accessible to all

It was requested that committee members review the action list for further discussion of the committee work plan at the next meeting.

Committee members discussed hosting an event of some type. Suggestions included:

- Heritage week
- Tour of 100 year old homes
- Heritage fair
- Heritage teas for owners of homes of heritage significance – a avenue to assist in providing information about and encouraging heritage designation

Other items discussed for the work plan included:

- Update heritage policy
- Create heritage registry
- Anniversary of military in Esquimalt in 2010 – participate or include in some capacity
- Development of a heritage book

It was noted that committee members requested to review current municipal heritage policies, which include the Heritage Management Policy and Heritage Tree Policy. This item will be discussed further at the May meeting. Committee members would also like to review Built Heritage in Esquimalt – An Inventory by Dorothy Fields at the next meeting.

7. COMMUNICATIONS

- (1) Heritage BC Quarterly, Fall 2008
- (2) Heritage BC Quarterly, Winter 2009
- (3) Email from Heritage BC, dated March 27, 2009, Re: Heritage BC March 2009 Update
- (4) Hallmark Society Preserve, Volume 35, Number 4, Winter 2008
- (5) Hallmark Society Preserve, Volume 36, Number 1, Spring 2009
- (6) Article from the Royal United Services Institute of Vancouver Island, Navy's National Archives Preserved in Calgary
- (7) Letter from Captain M.J.M. Halle, Base Commander, CFB Esquimalt, dated April 2, 2009, Re: Non-voting Liaison Representative from CFB Esquimalt (**Late Item**)
- (8) Email from Hal Kalman, dated April 6, 2009, Re: Properties of Heritage Significance on Department of National Defence Property (**Late Item**)
- (9) Work Point Chronology – Bronze Plaque at Entrance to Fort Rodd Hill Historic Site (**Late Item**)

A committee member noted that the Work Point Chronology provides additional information that is not included in the context plan.

Moved by Councillor Hundleby, seconded by Colin MacLock that the Communications be received.

The motion **CARRIED**.

8. ELECTIONS

- (1) Elections of Chair and Vice-Chair

The Director of Development Services opened the floor to nominations for Chair.

Liz Dill was the only nomination received for chair. Liz Dill was appointed to the position of Chair of the Heritage Advisory Committee by acclamation.

The Director of Development Services opened the floor to nominations for Vice Chair.

Colin MacLock was the only nomination received for vice chair. Colin MacLock was appointed to the position of Vice Chair of the Heritage Advisory Committee by acclamation.

9. ADJOURNMENT

The meeting adjourned at 8:58 p.m.

Liz Dill, Chair

This 20th day of May, 2009



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES

ENVIRONMENTAL ADVISORY COMMITTEE

Thursday, April 23, 2009
7:15 p.m.
Council Chambers, Municipal Hall

PRESENT: Edwin Hubert – Chair
Mark Salter – Vice-Chair
Councillor Randall Garrison
Eileen Palmer
Jo-Lee Bertrand (Departed 9:02 p.m.)
Beth Sobieszczyk

GUEST: Mayor Barbara Desjardins (Departed 7:36 p.m.)

STAFF: Marlene Lagoa – Manager of Communications and Sustainability (Staff Liaison)
Deborah Liske – Recording Secretary

REGRETS: Councillor Lynda Hundley
Larry Dill
Lorraine Nygaard-Ishizaki

1. CALL TO ORDER

Chair Hubert called the meeting to order at 7:17 p.m.

2. LATE ITEMS

The following late items were introduced:

1. Add to Agenda item 7. **NEW BUSINESS** (3) CRD Climate Action Steering Committee
2. Add to Agenda item 7. **NEW BUSINESS** (4) Curb Paint

3. APPROVAL OF THE AGENDA

Moved by Eileen Palmer, seconded by Jo-Lee Bertrand, that the agenda of the Environmental Advisory Committee meeting of April 23, 2009 be approved with the inclusion of the late agenda items.

The motion **CARRIED**.

4. GREETINGS FROM MAYOR DESJARDINS

Mayor Desjardins welcomed committee members and expressed gratitude for their commitment to volunteer on the committee. Mayor Desjardins noted that the Environmental Advisory Committee is a very dynamic committee and is looking forward to seeing the initiatives that the committee develops this year.

5. MINUTES

Moved by Jo-Lee Bertrand, seconded by Eileen Palmer, that the minutes of the Environmental Advisory Committee meeting of March 19, 2009 be approved as presented.

The motion **CARRIED**.

6. **OLD BUSINESS**

(1) From the March 19, 2009 Environmental Advisory Committee meeting

(a) 2008 Year End Final Report

Chair Hubert reported that the 2008 Year End Report is prepared and will be circulated to committee members for review prior to adoption at the next meeting.

(b) Work Plan Discussion
a. Sub-Committees

Committee members discussed which sub-committees to continue and/or create for the year. The list of sub-committees will be a standing item on the agenda every meeting to be reported on when required.

Mayor Desjardins departed from the meeting at 7:36 p.m.

It was determined that the following sub-committees would form the 2009 work plan. Committee members also determined sub-committee leads and commenced discussion on the focus of each sub-committee. Eileen Palmer will review the Township's 2009 – 2011 municipal strategic plan for actions that relate to the sub-committees and report back at the next meeting.

Urban Landscape – Beth Sobieszczyk

- Community Garden
- Local Food Security
 - Promote pocket market that is viable for any farmer
 - (a) community garden
 - (b) community market (work with Pocket Market/Rec Centre)
 - (c) bylaw for street front farm stands
 - Neighbourhood plant exchange
- Urban Forest Expansion
 - Promoting planting and support of new trees

Pesticide Reduction – Mark Salter

- Pesticide Education
- Bylaw Awareness & Compliance

Marine and Shoreline (Formally Gorge Waterway Initiative) – Larry Dill

- Green Boating/Marinas
- Shoreline impacts (discharge, erosion)
- Promoting marine conservation
- Maintain safe, accessible and sustainable access points to water
- Riparian foreshore restoration

Alternative Transportation – Jo-Lee Bertrand

- Cross-town Bus Route (Bay)
- Dialogue with DND
 - Non-residential parking
 - Promote car pooling
 - Admirals Road

Sustainability – To Be Determined

Climate Change – Eileen Palmer

- Green Development Checklist
- Recommend green features for new residential building

- Lawn care education
- Providing input to Sustainability Manager on corporate climate action strategies

Solid Waste – Lorraine Nygaard-Ishizaki

- Improve recycling and waste disposal information/opportunities for residents
- Waste Free Wednesdays
- Recycling
- Waste Reduction (plastic bags)
- Composting
- Hazardous Waste
- Work with Engineering/Public Works on waste strategy

Environmental Education – To Be Determined

- Booth at Buccaneer Days

7. NEW BUSINESS

(1) Light Rail Transit Station in Esquimalt

A committee member enquired if a station is proposed for Esquimalt. Councillor Garrison noted that two shelters are proposed; one southbound, one northbound, near the Admirals / Colville Road intersection.

(2) Waste Free Wednesday

Mark Salter provided the committee with information about waste free Wednesday which takes place on October 31, 2009. Suggested that the event be promoted at the committee booth at Buccaneer days and further suggested that the Township of Esquimalt develop some type of initiative for that day in October.

Jo-Lee Bertrand departed the meeting at 9:02 p.m.

(3) CRD Climate Action Steering Committee (**Late Item**)

Councillor Garrison distributed a copy of the CRD Climate Action and Adaptation bylaw to committee members and noted that he and Councillor Hundleby will represent Esquimalt on the Steering Committee and the Manager of Communications and Sustainability will represent Esquimalt on the CRD Climate Action Working Group.

(4) Curb Paint (**Late Item**)

A committee member enquired about the Township of Esquimalt's policy for curb paint. The Manager of Communications and Sustainability will research and report back at the next meeting.

8. REPORT FROM STAFF LIAISON

The Manager of Communications and Sustainability reported that she is currently working on a green fleet policy and has been working on earth day initiatives for the municipality and community.

9. COMMUNICATIONS

- (1) Letter from the Recycling Council of British Columbia, dated November 3, 2009, Re: Plastic Bags

Deferred to the next meeting.

10. **COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS**

Councillor Garrison provided the committee with the following updates:

- CRD is recommending one treatment plant for the region at Royal Bay in Colwood.
- Township of Esquimalt has established a sustainability reserve fund for future large sustainability expenditures.
- Alternatives will be coming forward in May to determine how the E & N Rail Trail will be developed.

11. **ADJOURNMENT**

The meeting adjourned at 9:12 p.m.

Edwin Hubert, Chair

This 28th day of May, 2009



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES CENTENNIAL CELEBRATIONS SELECT COMMITTEE

Thursday, April 30, 2009

7:00 P.M.

Council Chambers, Esquimalt Municipal Hall

PRESENT: Mayor Barbara Desjardins
Councillor Don Linge
Bob McKie
Janet Jones
Sandy Rozon
Dino Fiorin
Sherri Robinson
Marilyn Kraeker
Joe Buczkowski
Bruce Devitt
Celia Owen
Diane Knight – Recording Secretary

REGRETS: Terry Eckstein
Jennifer Parlee
Karol Sanderson

1. WELCOME

Mayor Barbara Desjardins welcomed members to the first meeting of the Centennial Celebrations Select Committee.

2. INTRODUCTIONS

Members of the group introduced themselves.

3. MEETING SCHEDULE

It was determined that meetings will be held on the fourth Tuesday of each month at 6:30 pm. In the early months of the Committee, meetings will be less frequent. As the date becomes closer to September 2012, more meetings will be required. The next meeting will be May 26th, 2009. There will be no meeting held over the summer.

Members stressed the need to coordinate this group with the other committees of Council as there is a lot of crossover between the groups. It is also important to coordinate with other projects in the community.

The group agreed that email correspondence will be used for communication which means that agendas/minutes will be sent via email.

4. BRAINSTORMING SESSION

A brainstorming session took place with the following points made:

Vision

- What is the story we want to tell
- What is our Mission Statement
- Create separate groups for Finance, special events, break down tasks, make a list

Research

- Date for Incorporation is September 12, 1912 - research when first Council meeting was held
- September 12, 2012 is a Wednesday
- Sherri Robinson will look into copy of first logo – pre 1957 “Always in Front”
- Research past information and need to be accurate
- Identify what types of events took place in that era
- History of the Japanese Garden

Communication

- Require communication strategy
- Very simple media release, with phone number for volunteers, signup list
- Advertise, website, Blog
- Invite pioneer residents, past employees, ex/mayors, councillors, residents
- Invite Royalty, Governor General, Lieutenant Governor
- Army and navy involved with Esquimalt
- Engage Francophone community
- Engage all schools
- Include E&N railway
- Include Victoria Operatic Society
- Incorporate Esquimalt High 100 years in 2015
- Incorporate Military 2010 event
- Include First Nations – invite both First Nation Chiefs regarding their participation in the events - Fit in with August Potlatch

Community Consultation

- Need to coordinate projects in the community
- Ensure community is aware of Centennial, send letters out regarding this event, see what they will be doing
- Ensure close liaison and communication with other community groups and community
- Township has to set theme but also engage community in planning
- Community needs to be consulted so they will buy into the events
- Encourage members to start now to talk about Centennial within groups they are currently involved with
- Use public consultation to recruit volunteers

Events/Projects

- Village Core
- Work with military, 100 Gun salute
- Tall ships
- Snow Bird Fly Pass

- First Mayor's speech, have an actor or singer present...
- Find old fire truck
- Research and find old uniforms
- Huge Buccaneer days dance
- Prepare a book with historical photos
- Complete Japanese Gardens
- Re-enact the Gorge Regatta, include canoe races
- Time capsule
- Restore and purchase tennis courts at Esquimalt High
- May Day dance – get dance studio involved
- Have ethnic day, tabor toss??
- Old timers hockey, other sports, curling, football
- Military, Gun run, Queen's Own Rifles, mock battles
- Freedom of the City
- Cadets do sunset ceremony in Bullen Park, May 9
- Park dedication Highrock Park (buy it), Saxe Point, Gorge
- Bike paths
- Water park
- Music in the park
- Wall and plaques for Japanese gardens, fundraising
- Business improvements
- Store fronts
- Public art
- Banner contest
- Ties, scarves, buttons, pins
- fundraising

Actions

- Start promoting Centennial in September this year
- Identify grants
- Find sponsors

The group also raised the following items for immediate action:

- Entering a car in the Buccaneer Days Parade
- Creating banner/magnetic strips for vehicle in parade
- Bruce Devitt and Celia Owen offered to look after a shift at an information booth at Buccaneer Days – a schedule will be required
- Entering a vehicle or having information available at Oak Bay Tea Party

A list of group members will be distributed with the next agenda.

5. CELEBRATION TIMING

Discussion took place regarding having one large event or several smaller events. Members of the group supported having many different events, starting with the New Year's Levee on January 1, 2012, then coordinate with other groups regarding their annual events and also have one large event in September.

6. ANNOUNCEMENT OF CHAIR AND VICE CHAIR

Mayor Desjardins announced that Janet Jones has been appointed Chair of the group and that Jennifer Parlee will be Vice Chair.

The Chair spoke to the group stating the project will be lots of work and lots of fun. At the next meeting, members will be tasked with projects to be completed over the summer.

The Chair requested that members bring forward a sentence or two at the next meeting with their ideas for a Mission Statement. She also requested that they bring forward any other ideas that may have been missed.

Questions were raised regarding the budget for this Committee. This information will be available at the next meeting.

7. NEXT MEETING

The next meeting will be held on Tuesday, May 26 at 6:30 pm in Council Chambers.

8. ADJOURNMENT

Meeting was adjourned at 9 pm.

Janet Jones, Chair
This 26th day of May, 2009



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

**MINUTES
ARTS, CULTURE AND SPECIAL EVENTS
ADVISORY COMMITTEE**

Wednesday, May 6, 2009

7:00 p.m.

Council Chambers, Municipal Hall

PRESENT: Councillor Bruce McIldoon
Councillor Meagan Brame
Janet Jones – Chair
Norm Swan – Vice Chair
Nick Brame
Avrille Gosling

STAFF: Karen Hay – Planning Technician
Deborah Liske – Recording Secretary

GUEST: Gary McCartie – Tourism Project Manager

REGRETS: Moira Tait
Barbara Snyder – Director of Development Services (Staff Liaison)

1. **CALL TO ORDER**

Chair Jones called the meeting to order at 7:00 p.m.

2. **LATE ITEMS**

There were no late items.

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Nick Brame, that the agenda of the Arts, Culture and Special Events Advisory Committee meeting of May 6, 2009 be approved as presented.
The motion **CARRIED**.

4. **MINUTES**

Moved by Nick Brame, seconded by Norm Swan, that the minutes of the Access Awareness Committee meeting of April 1, 2009 be approved as presented.
The motion **CARRIED**.

5. **OLD BUSINESS**

- (1) Work Plan Discussion
(a) List of Current Events in Esquimalt

Chair Jones reviewed the list of current events happening in Esquimalt.

Committee members discussed the development of a calendar of events in Esquimalt. Key points of the discussion noted that the calendar would need to be:

- regularly updated with upcoming events;
- include a simple explanation of each event;
- improve / increase contact information;
- posted on municipal website; and
- distributed to the Tourism Project Manager.

Moved by Councillor McIldoon, seconded by Councillor Brame, that the Arts, Culture and Special Events Committee recommends that:

1. A Township of Esquimalt Calendar of Events be developed that will highlight and promote events in Esquimalt;
2. The municipal website and Tourism Project Manager be utilized to advertise the calendar of events; and
3. The Arts, Culture and Special Events Advisory Committee be provided with the opportunity to provide input into events to be included in the calendar.

The motion **CARRIED**.

Committee members requested receiving an updated event list at each meeting.

(2) Sub-committees

Chair Jones reviewed the work plan discussion from the April 1, 2009 meeting and suggested committee members develop a prioritized list of events to be involved in.

(3) Buccaneer Days
(a) Event

Committee members discussed including an art display / exhibit at Buccaneer Days. It was noted that space in the curling rink can be utilized at no cost.

Councillor McIldoon and Councillor Brame will make enquiries to determine if any other organizations, including the Esquimalt Painters Club and Esquimalt Photography Club, are planning to host a display / exhibit. It was noted that musicians can also participate.

Committee members discussed the need for an event to happen on the Friday night of Buccaneer Days. It was suggested that an event / concert take place at Ecole Victor-Brodeur theatre. Councillor McIldoon will enquire if the theatre is available and can be utilized and also if any bands are interested in participating. It was noted that committee members would be required to assist at this event.

(b) Parade
a. Esquimalt Jazz Band
b. Flat Deck for Float

Nick Brame reported that he will be contacting the Esquimalt Jazz Band to determine if they are interested and available to participate. Norm Swan will make enquiries for a flat deck.

(4) Fall Event (Fall Arts Harvest)

Committee members discussed hosting an event in early to mid October in the recreation centre.

Chair Jones provided the committee with an overview of the 2008 Spring Awakening event hosted by the former Cultural Advisory Committee. Key points included:

- advertised a call-out for artists and received a good response;
- event took place at municipal hall in Council Chambers, Wurtele Room and foyer on a Sunday from noon to 4:00 p.m.;
- invitations distributed;
- advertised in local newspaper, on municipal website and created posters for display in community;
- background music provided by a guitarist;
- honorariums provided to artists that displayed their work;
- event was well attended;
- artists were very appreciative of event and turn out;
- contact list of participating artists is available to utilize for future events.

Committee members continued discussion for a fall event. Key points included the following:

- 2009 event will be referred to as a Fall Arts Harvest until a formal name is determined;
- subcommittee will determine where, date and outreach;
- noted that costs are associated for advertising, mail outs, honorariums and light refreshments;
- utilize municipal newsletter to advertise;
- utilize rooms and areas in recreation centre;
- encourage Esquimalt High School art class / youth artist participation.

Chair Jones and Norm Swan will arrange to meet with Jeff Byron, Manager of Recreation to determine availability of facilities in order to confirm a date for the event. Avril Gosling noted a willingness to assist in development of the event.

Committee members discussed the following additional items from the April 1, 2009 work plan discussion.

Spring Garden Tour in 2010 and/or Art in the Park 2010

- include Esquimalt Gorge park; Japanese gardens; Macaulay park – Councillor McIldoon will review this concept with the Parks and Recreation Advisory Committee);
- invite Esquimalt Garden club, volunteer groups from Saxe Point, Gorge and Rockheights areas to participate;
- determine date for event;
- determine dates of other garden tours in region to eliminate conflict;
- outreach would need to start shortly;
- incorporate a walking garden tour;
- development of walking map for tour.

Esquimalt Art Lending Library

- develop an art lending library to showcase revolving art in municipal buildings to expose more people to art and provide artists with more exposure;
- Councillor Brame will review the municipal public arts policy to determine if this is possible within the scope of the policy.

Walking Events

- discover Esquimalt by walking around;
- reintroduce “volksport”/international type walking routes;
- develop walking maps that include distances;
- develop distinct routes with information about the area of the walk, highlights of the walk, rest stops, etc.;
- develop walking tour for celebration of lights / caroling.

The committee determined that they would prioritize their work plan in the following order:

1. Buccaneer Days
2. Fall Arts Harvest
3. (a) Spring Garden Tour in 2010
3. (b) Art in the Park 2010
4. Esquimalt Art Lending Library
5. Walking Events

(5) CRD Grant Application

- (a) CRD Arts Development Project Grants

Chair Jones reported that the CRD Arts Development Project grants are only available to non-profit societies that have programming in the arts as their primary mandate and purpose. The Arts, Culture and Special Events Advisory Committee does not fall into that category.

(b) Community Arts Council of Greater Victoria Community Municipal Arts Grants

Chair Jones reported that the Community Arts Council of Greater Victoria has a Community Municipal Arts grant program that awards four municipalities in the CRD \$500 annually to promote arts and artists in their region. Unfortunately, the Esquimalt Lantern Festival has already applied for the grant for our region.

Councillor McIldoon suggested that the committee apply for the Parks and Recreation community events funding. Councillor McIldoon will enquire if the committee is eligible.

Gary McCartie, Tourism Project Manager suggested an event unique to Esquimalt that celebrates all the arts; visual, dance, theatre, music, media; including professional, amateur and students. Mr. McCartie further noted that the event would need to be different and of a larger scale; at least a full day or possibly two days and could include guest speakers. It was suggested that the event be called a "Cornucopia of Art" or "Autumn Harvest of Art".

(6) Public Art Policy

Chair Jones requested that committee members review for any required updates and bring back to the next meeting.

6. NEW BUSINESS

(1) Introduction of Esquimalt Tourism Manager

Gary McCartie was successfully awarded the contract to provide services as the Tourism Project Manager for the Township of Esquimalt.

Mr. McCartie has a background in story telling using media and will be working on developing opportunities for Esquimalt to promote itself. Esquimalt needs to determine how it sees itself now, what changes are needed in its presentation, what it wants for tourism and what Esquimalt wants to present. Esquimalt is unknown to many and needs to promote the assets that it does have, and do that well. Establishing Esquimalt as a community that celebrates the arts would be a wonderful opportunity to promote and celebrate the community.

7. ADJOURNMENT

The meeting adjourned at 9:04 p.m.

Janet Jones, Chair

This day of , 2009



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

**MINUTES
ACCESS AWARENESS COMMITTEE**

Wednesday, May 13, 2009
4:00 P.M.

Wurtele Room, Esquimalt Municipal Hall

- PRESENT:** Brian Gray - Chair
Councillor Meagan Brame (Departed at 5:27 p.m.)
Brian Gray
Emmy Labonté
Meagan Duncan
Joe Buczkowski
Paul Newcombe
Barbara Amberstone
Lorne Argyle
Steve Segal – BC Transit (Departed at 5:32 p.m.)
- STAFF:** Gilbert Coté – Director of Engineering and Public Works (Staff Liaison)
Deborah Liske – Recording Secretary
- REGRETS:** Councillor Don Linge – Vice Chair
Andy Katschor – Parks Manager (Staff Liaison)

1. **CALL TO ORDER**

Chair Gray called the meeting to order at 4:00 p.m.

2. **LATE ITEMS**

There were no late items.

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Meagan Duncan, that the agenda of the Access Awareness Committee meeting of May 13, 2009 be approved as presented.
The motion **CARRIED**.

4. **APPROVAL OF MINUTES**

Moved by Councillor Brame, seconded by Lorne Argyle, that the minutes of the Access Awareness Committee meeting of April 22, 2009 be approved as presented.
The motion **CARRIED**.

5. **OLD BUSINESS**

- (1) Measuring Up Facilities Audit
(a) Call for Proposals
(b) Survey Content

A committee member noted the need to include the Public Safety Building in the facilities audit due to its lack of accessibility.

Chair Gray distributed a copy of a federal Municipal Infrastructure Lending Program to committee members to review for information. This program provides for low-cost loans to municipalities for housing-related infrastructure projects. The Director of Engineering and Public Works provided an explanation of the processes required by the local government to apply for these types of programs. The majority of these types of programs require the local government to provide a matching amount of funding in order to be eligible.

It was requested that this item be brought back to the next meeting for further discussion.

(2) 2008 Year End Report

A copy of the 2008 Year End Report drafted by the Acting Director of Parks and Recreation was distributed to the committee for review. Committee members reviewed the report for any errors or omissions, noting that the committee also assisted in a review of the location of the placement of garbage cans on Esquimalt Road. It was requested that prior to the report being presented to Council that it be amended to include the garbage can placement.

Moved by Councillor Brame, seconded by Barbara Amberstone, that the amended 2008 Year End Report be received and forwarded to Council for information.
The motion **CARRIED**.

The Director of Engineering and Public Works noted that the municipality will be replacing bus shelters with a different type of shelter that will assist in decreasing vandalism.

A committee member noted that the sidewalk on the north side of Esquimalt Road across from the Esquimalt Plaza is too narrow; a bench or shelter is needed at the bus stop and some type of curb is required to stop scooter / wheelchair wheels from rolling on to the grass. The Director of Engineering and Public Works will review.

A committee member noted that it is much more feasible to have bus shelters constructed that cannot be vandalized to the extent that current shelters are. It was suggested that shelters not be replaced until new technology becomes available that will stand up to vandalism better than existing ones. It was further suggested that a database be developed to track the location of bus shelters that are continually vandalized.

Steve Segal, BC Transit, noted that lighting and visibility are key to decreasing vandalism of bus shelters.

Moved by Emmy Labonté, seconded by Joe Buczkowski, that the Township of Esquimalt:

1. Delay the replacement of damaged bus shelters until 2010;
2. Allocate the funding for the replacement of damaged shelters to fund new benches and shelters in locations where current benches and shelters do not exist;
3. Develop a database to track which bus shelters are repeatedly vandalized and damaged;
4. Engage ETAG to assist in finding a solution for the successful removal of the acid etchings on the vandalized bus shelters.

The motion **CARRIED**.

(3) Sidewalk and Crosswalk Projects for 2009
(a) List of Ramps to be Prioritized

The Director of Engineering and Public Works noted that there is \$20,000 in the budget to improve the accessibility of sidewalks by either grinding down the lip or completely removing and replacing the ramp. It was further noted that the approximate cost to grind down the lip is \$350 per ramp and approximately \$1500 to remove and replace the ramp.

The committee discussed prioritizing the list of ramps for completion.

Moved by Paul Newcombe, seconded by Meagan Duncan, that:

1. The Esquimalt Public Works Department commence the grinding of sidewalk ramps starting at Grafton Street and proceed east on Esquimalt Road until all locations requiring grinding as listed on the sidewalk replacement list noted on the May 13, 2009 Access Awareness Agenda are completed;
2. Any budget funds remaining after the completion of the grinding be allocated to remove and replace the highest priority sidewalk ramps as listed on the sidewalk replacement list.

The motion **CARRIED**.

(4) Work Plan Discussion

The committee discussed items to include in the 2009 committee work plan. The following items were suggested:

- Sidewalk upgrades
- Crosswalk upgrades
- Database of bus stops
- Access Awareness day
- Buccaneer days
- Accessible secondary suites
- Measuring up facilities audit
- Input on 10 by 10 program
- Enforcing snow removal bylaw

Committee members requested additional information about the 10 by 10 program for further discussion at the next meeting.

Moved by Joe Buczkowski, seconded by Meagan Duncan that 10 by 10 program information be made available for the public at Access Awareness day and Buccaneer days.
The motion **CARRIED**.

Committee members discussed the need to enforce municipal snow removal bylaws. It was suggested that a notice be sent to the owners / managers of major apartment blocks reminding them of the requirement to remove snow and ice from sidewalks in front of their buildings. It was noted that enforcement is the major issue with this problem and that public education is essential.

It was noted by a committee member that the sidewalk needs to be cleared to a minimum of 30 inches to allow for the safe passage of wheelchairs and scooters. It was further noted that the bylaw requires review and an increase to level of enforcement.

The Director of Engineering and Public Works will discuss this concern with the bylaw enforcement official and report back at a future meeting.

(5) Access Awareness Day

It was reported that the subcommittee will be meeting on May 20th, 2009.

(6) Buccaneer Days

Councillor Brame noted that a table / space is available for the committees to utilize in the curling rink for a booth.

Committee members discussed the information that they would like to have available at the booth. The following suggestions were noted:

- Utilize display boards to display information;
- Accessibility survey to receive feedback;
- Informational materials from BC Transit (Steve Segal will coordinate);
- Resource materials utilized at Access Awareness Day.

It was noted that the booth would be required to be staffed by committee members the duration of the weekend. Committee members were requested to provide their availability.

Councillor Brame departed the meeting at 5:27 p.m.

6. **NEW BUSINESS**

(1) Accessible Suites

Chair Gray reported that he has a significant amount of information from CMHC on secondary suites and distributed two informational handouts to committee members.

Steve Segal departed the meeting at 5:32 p.m.

Chair Gray reviewed the need in the community to legalize accessible secondary suites in the community. This item will be discussed further at the next meeting.

7. **NEXT MEETING**

The next meeting of the Access Awareness Committee will take place on June 10, 2009.

8. **ADJOURNMENT**

Moved by Lorne Argyle, seconded by Meagan Duncan, that the meeting adjourn at 5:35 p.m. The motion **CARRIED**.

Brian Gray, Chair

This day of , 2009



Corporation of the Township of Esquimalt

**ESQUIMALT PARKS AND
RECREATION
ADVISORY COMMITTEE**

MAY 14, 2009

7:00 p.m.

Council Chambers, Esquimalt Municipal Hall

MINUTES

Present: Councillor B. McIldoon
Councillor A. Gaul
Richard Fyfe, Chair
Geoff Murray, Vice Chair
Maureen Mitchell-Starkey, Community Representative
Willie MacGillivray, Community Representative
Nick Brame, Youth Liaison

Staff: J. Byron, Manager of Recreation Services
C. Weber, Secretary to the Director of Parks and Recreation Services

The meeting was called to order at 7:00 p.m.

1. ELECTION OF VICE CHAIR

The Chair called for nominations for the position of Vice Chair.
Moved by Maureen Mitchell-Starkey, seconded by Councillor Gaul that Geoff Murray be appointed as Vice Chair by acclamation for 2009.
The motion **CARRIED**.

2. APPROVAL OF AGENDA

The Committee approved the agenda with the updated version of item (5.2) pg. 10 as follows: *This has been included in the Building Canada Fund Grant Application.*

3. MINUTES

Moved by Councillor McIldoon, seconded by Maureen Mitchell-Starkey that the Minutes of the Regular Meeting of the Parks and Recreation Advisory Committee held on March 12, 2009 be approved.
The motion **CARRIED**.

4. PRESENTATION

Lucie Hulford, resident, addressed the Committee regarding the tennis courts at Esquimalt High School. Ms. Hulford reported that the current state of the courts on Colville Road deem them unusable, and that she is trying to set up a meeting with School District 61, and also looking for support to solicit funds which would be

Esquimalt Parks and Recreation Advisory Committee Minutes
Regular Meeting of May 14, 2009

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used for the resurrection of the tennis courts. The Manager of Recreation Services informed Ms. Hulford that the Department would make meeting space

available (up to five times per year) to her so that she could organize and meet with other groups. The Manager of Recreation Services also suggested that she meet with the Community Services Programmer to brainstorm in order to initiate the process. The Chair thanked Ms. Hulford for her presentation.

5. DIRECTOR'S REPORT

- (1) 1st Period Report – Parks. Councillor Gaul reported that staff will be taking the Tree Cutting Bylaw back to Council for review at a future date.
- (2) 1st Period Report – Recreation.

The Commission Chair reported that Marilyn Kraeker had resigned from the Parks and Recreation Advisory Committee.

- (3) Appoint one (1) Parks and Recreation Advisory Committee Member to the Access Awareness Committee. The Commission requested that the alternate be appointed to this Committee.
- (4) Appoint one (1) Parks and Recreation Advisory Committee Member to the Olympic Torch Committee. Nick Brame and Maureen Mitchell-Starkey volunteered to sit on the Committee on the condition that the meetings are held in the evening.
- (5) Appoint two (2) Parks and Recreation Advisory Committee Members to the Food Services Review Committee. Maureen Mitchell-Starkey and Willie MacGillivray volunteered to sit on the Committee.
- (6) Appoint one (1) Parks and Recreation Advisory Committee Member to sit on the Gorge Waterway Initiative Committee. Geoff Murray volunteered to sit on the Committee.
- (7) Orientation Manual. The Manager of Recreation Services informed the Committee that the binders are updated and available to take home after the meeting.
- (8) Reschedule Parks and Recreation Orientation Tour. This item was tabled until the next Regular Meeting which is scheduled for June 4, 2009.

Moved by Willie MacGillivray, seconded by Geoff Murray that the Director's Report be received and filed.

The motion **CARRIED**.

6. INFORMATION

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- (1) Gorge Waterway Initiative – 2008 Annual Report
Moved by Maureen Mitchell-Starkey, seconded by Geoff Murray that the information be received and filed.

The motion **CARRIED**.

- (2) Report from the Acting Director of Parks and Recreation Services regarding Ken Hill Park Update. Councillor Gaul expressed concern that the date of the report was in January of 2009 and that the report was just now coming to the Committee table.

Moved by Willie MacGillivray, seconded by Geoff Murray that the report be received and filed.

The motion **CARRIED**.

- (3) A letter from L. Attrill, resident and a response letter from the Acting Director of Parks and Recreation Services regarding the tennis courts at Esquimalt High School.

Moved by Maureen Mitchell-Starkey, seconded by Geoff Murray that the correspondence be received and filed.

The motion **CARRIED**.

- (4) Copies of reports to Council on two (2) grant applications.

(a) Building Canada Fund – Communities Component.

(b) Infrastructure Grants: Building Canada Fund.

Moved by Willie MacGillivray, seconded by Geoff Murray that the information be received and filed.

The motion **CARRIED**.

7. COMMISSION DISCUSSION AND SUB-COMMITTEE REPORTS

- (1) Verbal update from Councillor Gaul from the Friends of Archie Browning Sports Centre. Councillor Gaul reported that this non profit society has been established for two years and act as a liaison to community groups.

Three goals of the group are:

- Better facilitate community groups with the Parks and Recreation Advisory Committee. The Friends are putting on a push to include all user groups and will submit a report three times annually: September, January / February, March / April.
- Assist in writing and researching grants
- Assist in the Food Services Review

- (2) Communication.

Councillor Gaul requested that the Parks and Recreation Advisory Committee receive information on all events prior to them happening. Staff to ensure that the Monthly Event Listing be forwarded to Committee and Council Members as soon as the information becomes available.

**Esquimalt Parks and Recreation Advisory Committee Minutes
Regular Meeting of May 14, 2009**

Page 4

- (3) Maureen Mitchell-Starkey stated that the last couple of agendas have been sparse and she would like to see "some meat back on the plate". The Manager of Recreation Services stated that once the new Director is in place, the Committee can set up a Work Plan and there will be more projects for the Committee.
- (4) Councillor McIldoon stated that he would endorse the resident to go ahead seeking funds to repair the tennis court at Esquimalt High School.
- (5) Geoff Murray stated that he felt that currently the Committee was listening to staff reports and not having input.

Moved by Maureen Mitchell-Starkey, seconded by Councillor Gaul that the Committee move to the Public Input portion of the agenda.

The motion **CARRIED**.

8. PUBLIC INPUT

Brian Gray, resident, addressed the Committee in reference to the Kraft Celebration Tour Competition which, if the application is successful, could secure \$25,000 for the mural on Archie Browning Sports Centre. Mr. Gray requested assistance from the Committee to prepare the application. Councillor Gaul volunteered to work with Brian Gray on this project.

7. COMMISSION DISCUSSION AND SUB-COMMITTEE REPORTS (Continued)

- (6) Richard Fyfe is supportive of the resident seeking funds for the tennis courts. The Chair also stated that the Committee needs to collectively figure out what information is going to Council.

Councillor Gaul stated that the Committee should be receiving everything they did when they were a Commission.

- (7) The Manager of Recreation Services reported:
 - that the KPMG Financial Audit of the Sports Centre has been completed.
 - \$13,000 (estimated) profit was made for Parks and Recreation Services from the 2009 Mayor's Golf Tournament.
 - Ice User's meeting will be held on May 21st
 - Asked if the Committee had a desire to reschedule the offsite tour with Juan de Fuca.
 - The Federal Grants were approved for only three summer students instead of the usual eight.
 - Regional Curling Steering Committee has been meeting and the final report will be done by the end of June
 - Feasibility Study – seismic upgrading portion is still being done – there is an extended deadline.
 - Staff will send an electronic copy of the agenda as well as a hard copy.

9. **ADJOURNMENT**

Moved by Geoff Murray, seconded by Maureen Mitchell-Starkey that the meeting be adjourned at 9:30 p.m.

The motion **CARRIED.**

Jeff Byron
Manager of Recreation Services

Chairperson, Esquimalt Parks and
Recreation Advisory Committee



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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MEMORANDUM

DATE: May 27, 2009
TO: Mayor and Council
FROM: Brian Gray, Chair, Access Awareness Committee
SUBJECT: ACCESS AWARENESS COMMITTEE ACCOMPLISHMENTS IN 2008

Please find below a list of the accomplishments of the Access Awareness Committee for 2008.

- Community accessibility issues survey completed
- Committee provided input to the Municipal sign replacement program
- Esquimalt Pedestrian Charter reviewed by Committee
- Bus stop bench list created
- Access Awareness Day held in the Recreation Centre
- Members of the Committee met at the BC Transit Yard to discuss accessibility issues
- Esquimalt was successful in obtaining a \$20,000.00 Measuring Up grant to conduct a community audit
- Committee provided input into the location of the placement of Municipal garbage cans along Esquimalt Road

Respectfully submitted,

Brian Gray
Chair
Access Awareness Committee

BG/dl



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MEMORANDUM

DATE: May 27, 2009
TO: Mayor and Council
FROM: Brian Gray, Chair, Access Awareness Committee
SUBJECT: BUS SHELTERS

At the May 13, 2009 meeting of the Esquimalt Access Awareness Committee, the Committee discussed the vandalism of bus shelters in Esquimalt.

Following the discussion the following motion was passed:

That the Access Awareness Committee recommends that:

1. The Township of Esquimalt delay the replacement of damaged bus shelters until 2010;
2. Allocate the funding for the replacement of damaged shelters to fund new benches and shelters in locations where current benches and shelters do not exist;
3. Develop a database to track which bus shelters are repeatedly vandalized and damaged;
4. Engage ETAG to assist in finding a solution for the successful removal of the acid etchings on the vandalized bus shelters.

Respectfully submitted,

Brian Gray, Chair
Access Awareness Committee

BG/dl



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MEMORANDUM

DATE: May 27, 2009
TO: Mayor and Council
FROM: Brian Gray, Chair, Access Awareness Committee
SUBJECT: **SIDEWALK RAMP IMPROVEMENTS**

At the May 13, 2009 meeting of the Esquimalt Access Awareness Committee, the Committee discussed the need to improve the accessibility of sidewalk ramps within the Township of Esquimalt.

The committee was provided with a list of sidewalk ramps on Esquimalt Road that required upgrading to improve accessibility. The options available for improvement consisted of either:

- (a) removal of the existing lip; or
- (b) complete removal of ramp and replacement.

Following the discussion the following motion was passed:

That the Access Awareness Committee recommends that:

1. The Esquimalt Public Works Department commence the grinding of sidewalk ramps starting at Grafton Street and proceed east on Esquimalt Road until all locations requiring grinding as listed on the sidewalk replacement list noted on the May 13, 2009 Access Awareness Agenda are completed; and
2. Any budget funds remaining after the completion of the grinding be allocated to remove and replace the highest priority sidewalk ramps as listed on the sidewalk replacement list.

Respectfully submitted,

Brian Gray, Chair
Access Awareness Committee

BG/dl



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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MEMORANDUM

DATE: May 27, 2009
TO: Mayor and Council
FROM: Janet Jones, Chair, Arts, Culture and Special Events Advisory Committee
SUBJECT: TOWNSHIP OF ESQUIMALT CALENDAR OF EVENTS

At the May 6, 2009 meeting of the Esquimalt Arts, Culture and Special Events Advisory Committee, the Committee discussed the development of a calendar of events in Esquimalt.

Following the discussion the following motion was passed:

That the Arts, Culture and Special Events Advisory Committee recommends that:

1. A Township of Esquimalt Calendar of Events be developed that will highlight and promote events in Esquimalt;
2. The municipal website and Tourism Project Manager be utilized to advertise the calendar of events; and
3. The Arts, Culture and Special Events Advisory Committee be provided with the opportunity to provide input into events to be included in the calendar.

Respectfully submitted,

Janet Jones, Chair
Arts, Culture and Special Events Advisory Committee

JJ/dl



Making a difference...together

Capital Regional District
625 Fisgard Street, PO Box 1000
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Agenda

May 14, 2009



Ms. Laurie Hurst
Acting Corporate Administrative Officer
Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC, V9A 3P1

Dear Ms. Hurst:

RE: CRD Bylaw 3614, Traffic Safety Commission Establishment By-law No. 1, 1990, Amendment Bylaw No. 3, 2008

Please place CRD Bylaw 3614, copy enclosed at third reading, on your next Council agenda with a request to give consent to the adoption of the bylaw in accordance with Section 801.4 of the *Local Government Act*.

The purpose of Bylaw 3614 is to add the Town of View Royal as a participant in the Extended Service of the Traffic Safety Commission. On June 14, 1989, Bylaw 1718, "Traffic Safety Commission Bylaw No. 1, 1989" created a Commission for the purpose of reviewing traffic safety problems in this region and making recommendations to the CRD Board for the purpose of reducing or eliminating the problems, and for planning and operating traffic safety education programs as provided for in the annual budget of the commission. Currently, the participants in the extended service are the three electoral areas and ten of the thirteen municipalities (excludes Colwood, Metchosin, and View Royal).

Adding View Royal as a participant slightly reduces the requisition costs to the other participants, as noted on the attached schedule which indicates the level of requisition for 2009 based on 2009 converted assessments.

Over the years, the CRD Traffic Safety Commission has been involved in numerous regional projects, including:

- produced versions 1& 2 of a CD released to promote safer driving for seniors, "*Older and Wiser: Safer Driving for Seniors*"
- participated in "*Enhanced Enforcement*" campaigns - current focuses include seatbelts, drunk driving, aggressive driving, etc.
- in cooperation with the Vancouver Island Health Authority, presented "Grandparent Safety Day"
- participated in Vehicle Advertising Campaign - featuring traffic safety messages on VIHA vehicles and BC Transit buses
- spearheaded "*Make the Malahat Safer*" campaign
- supported "*Booster Seat Awareness*" campaign
- produced "*Intersection Crash Diagram*" - aiming to identify intersections with a high number of crashes

...2

May 14, 2009

The membership of the Commission includes a CRD Director and Alternate Director, as well as representatives from the medical community, community health, police, business, university research, traffic engineering sectors, community programs, managers, and traffic safety education. Attached is list showing the current membership of the Traffic Safety Commission

Please contact Peggy Dayton, CRD Corporate Services, 250.360.3034, for questions regarding the bylaw.

Yours sincerely,



Carmen I. Thiel
Corporate Officer
Administration Dept.
T 250.360.3128
F 250.360.3130
E cthiel@crd.bc.ca

Encl.

CAPITAL REGIONAL DISTRICT

BYLAW NO. 3614

A BYLAW TO AMEND BYLAW NO. 1828 "TRAFFIC SAFETY COMMISSION ESTABLISHMENT BYLAW NO. 1, 1990" TO ADD THE TOWN OF VIEW ROYAL AS A PARTICIPANT

NOW THEREFORE, the Board of the Capital Regional District in open meeting assembled, enacts as follows:

- 1. Bylaw No. 1828, the "Traffic Safety Commission Establishment Bylaw No. 1, 1990" is amended as follows:

By deleting Section 4 in its entirety and substituting the following:

- "4. The Electoral Areas of Juan de Fuca, Salt Spring Island and Southern Gulf Islands and the Municipalities of Sidney, Saanich, Victoria, Oak Bay, Esquimalt, Central Saanich, Sooke, Langford, Highlands, North Saanich and View Royal include the participating areas for this Extended Service."

- 2. This bylaw may be cited as "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 3, 2009".

CONSENTED TO BY AT LEAST TWO THIRDS of the Electoral Ares of Juan de Fuca, Salt Spring Island and Southern Gulf Islands and the Town of Sidney, District of Saanich, City of Victoria, District of Oak Bay, Township of Esquimalt, District of Central Saanich, District of Sooke, City of Langford, District of Highlands District of North Saanich and Town of View Royal.

READ A FIRST TIME THIS	13 th	day of	May	2009
READ A SECOND TIME THIS	13 th	day of	May	2009
READ A THIRD TIME THIS	13 th	day of	May	2009
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS		day of		2009
ADOPTED THIS		day of		2009

CHAIR

SECRETARY

FILED WITH THE
INSPECTOR OF MUNICIPALITIES THIS

day of 2009

1.230 TRAFFIC SAFETY COMMISSION

- Est bylaw 1828, Nov. 1990; bylaw 1921, Aug 1991

Municipalities	Basis of Apportionment		Percent of Total	2009 Requisition	Percent of Total	Estimated Requisition
	Actual Assessments	Converted Assessments				
City of Victoria	16,291,139,114	2,182,875,997	26.7%	16,872	26.1%	16,494
District of Central Saanich	3,419,871,390	402,654,898	4.9%	3,112	4.8%	3,043
Township of Esquimalt	2,290,946,756	256,255,674	3.1%	1,981	3.1%	1,936
City of Langford	4,998,893,724	636,637,323	7.8%	4,921	7.6%	4,811
District of Saanich	21,328,531,346	2,332,626,222	28.5%	18,030	27.9%	17,626
District of Oak Bay	5,419,122,309	560,257,813	6.9%	4,330	6.7%	4,233
District of North Saanich	3,723,109,008	401,091,928	4.9%	3,100	4.8%	3,031
Town of Sidney	2,662,579,587	321,856,563	3.9%	2,488	3.8%	2,432
Town of View Royal	1,665,228,392	187,410,144	0.0%	0	2.2%	1,416
District of Highland	498,124,743	52,135,515	0.6%	403	0.6%	394
District of Sooke	1,766,894,135	192,849,666	2.4%	1,491	2.3%	1,457
	<u>62,399,212,112</u>	<u>7,526,651,743</u>	<u>89.8%</u>	<u>56,728</u>	<u>90.0%</u>	<u>56,872</u>
Electoral Areas						
Juan de Fuca	1,387,683,388	165,647,345	2.0%	1,280	2.0%	1,252
Saltspring Island	3,233,654,833	342,666,070	4.2%	2,649	4.1%	2,589
Southern Gulf Islands	2,880,726,385	297,232,045	3.6%	2,297	3.6%	2,246
	<u>7,502,064,606</u>	<u>805,545,460</u>	<u>9.9%</u>	<u>6,226</u>	<u>9.6%</u>	<u>6,087</u>
First Nations						
Tsawout	129,091,700	15,219,510	0.2%	118	0.2%	115
Songhees	141,770,200	15,974,805	0.2%	123	0.2%	121
				<u>241</u>		<u>236</u>
	<u>70,172,138,618</u>	<u>8,363,391,518</u>	<u>100.0%</u>	<u>63,195</u>	<u>100.0%</u>	<u>63,195</u>

Maximum Levy: None stated.

**Traffic Safety Commission
2009 Members**

Name	Represents
Supt. Grant Brilz	B.C. Ambulance Service
Joe Cardle Principal	School Districts
Judy Dryden	BCAA Traffic Safety Foundation
Julie Duhamel Public Health Nurse	Prevention Services, Vancouver Island Health Authority
Chris Foord, Chair Transportation Consultant	Traffic Planning Sector
Chief Paul Hames Chief of Police	B.C. Association of Chiefs of Police
S/Sgt. Andrew Isles RCMP	Integrated Road Safety Unit
Dr. Bonnie Leadbeater Professor, Dept. of Psychology	Youth and Society Research
Barb McLintock, Chair of Media Subcommittee	B.C. Coroners Service
Alan Perry Vice-Chair	Media
Dr. Richard Stanwick, Chief Medical Health Officer	Vancouver Island Health Authority
Director Leif Wergeland (Director Jack Mar, Alternate)	CRD Board
Colleen Woodger Road Safety Coordinator	ICBC Traffic Safety Division



Making a difference...together

Capital Regional District
625 Fisgard Street, PO Box 1000
Victoria, BC, Canada V8W 2S6

T: 250.360.3000
F: 250.360.3234
www.crd.bc.ca

Agenda

May 14, 2009

Ms. Laurie Hurst
Acting Corporate Administrative Officer
Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC, V9A 3P1



Dear Ms. Hurst:

RE: CRD Bylaw 3617, Regional Parks Loan Authorization Bylaw No. 1, 2009

Please place CRD Bylaw 3617, copy enclosed at third reading, on your next Council agenda with a request to give consent to the adoption of the bylaw in accordance with Section 802(1)(b) of the *Local Government Act*. We require a response before June 30, 2009.

The purpose of this bylaw is to authorize the borrowing of \$4,540,000 to allow the CRD to purchase land for regional park adjacent to Island View Beach Regional Park (see the attached map). The CRD proposes to acquire the area highlighted with the black line, retain Area A and sell Area B. The acquisition of land at Island View Beach for regional park has been considered a high priority by the CRD for 35 years. The CRD Contract for Purchase and Sale is for \$4.75 M with completion on October 15, 2009. The purchase is subject to the approval of Bylaw 3617 by the CRD Board on or before August 10, 2009.

The CRD needs to borrow funds as there are presently insufficient funds in the Land Acquisition Fund to acquire the land and 2009 is the last year for the current Land Acquisition Fund. The borrowing of funds for this acquisition will not result in an overall increase in requisition for Regional Parks. The principal and interest payment will be paid either through the Land Acquisition Fund if it is extended, or will not exceed the reduction in requisition if the fund is not extended.

CRD staff plan to attend your Council meeting and will be available to provide information and answer any questions. Please contact Jeff Ward, Manager of Planning, Resource Management and Development at 250-360-3370 if you have any questions about the proposed purchase and borrowing bylaw. Also please inform Jeanette Molin at 250-360-3341 regarding the date when this item will be addressed by your Council.

Yours sincerely,

Carmen I. Thiel
Corporate Officer
Administration Dept.
T 250.360.3128
F 250.360.3130
E cthiel@crd.bc.ca

Encl.

CAPITAL REGIONAL DISTRICT
BYLAW NO. 3617

**A BYLAW TO AUTHORIZE THE BORROWING OF FOUR MILLION FIVE HUNDRED FORTY
THOUSAND DOLLARS (\$4,540,000) FOR REGIONAL PARKS LAND ACQUISITION**

WHEREAS:

- A. The Capital Regional District provides for the operation of Regional Parks as established by Bylaw No. 1749;
- B. The Board of the Capital Regional District wishes to purchase additional land for the Regional Parks service;
- C. Other funding sources shall be used to fund part of the acquisition;
- D. The estimated net cost of land acquisition, including the cost of related studies and expenses incidental thereto, to be funded by debt servicing is the sum of Four Million Five Hundred Forty Thousand Dollars (\$4,540,000) which is the maximum amount of debt intended to be authorized by this bylaw;
- E. Pursuant to the *Regional District Liabilities Regulation* elector approval is not required if borrowing for a regional park service and consent on behalf of the participants shall be obtained pursuant to section 802(1)(b) of the *Local Government Act*;
- F. It is proposed that the financing for the land acquisition be undertaken by the Municipal Finance Authority of British Columbia pursuant to proposed agreements between that Authority and the Capital Regional District;

NOW THEREFORE, the Board of the Capital Regional District in open meeting assembled, enacts as follows:

- 1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the acquisition of lands for the purpose of acquiring and developing Regional Parks and Regional Trails herein before described and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - (a) to borrow upon the credit of the Regional District a sum not exceeding Four Million Five Hundred Forty Thousand Dollars (\$4,540,000);
 - (b) to acquire all such real property, easements, rights-of-way, leases, licenses, rights or authorities as may be requisite or desirable for or in connection with the land acquisition as deemed necessary by the Board.
- 2. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is 15 years.

3. This Bylaw may be cited as "Regional Parks Loan Authorization Bylaw No. 1, 2009".

CONSENTED TO by two-thirds of the councils of the Municipalities of Victoria, Saanich, Esquimalt, Oak Bay, Sidney, North Saanich, Central Saanich, View Royal, Highlands, Colwood, Langford, Metchosin, Sooke, and the Directors of the Electoral Areas of Juan de Fuca, Salt Spring Island and the Southern Gulf Islands.

READ A FIRST TIME THIS	13 th	day of	May	2009
READ A SECOND TIME THIS	13 th	day of	May	2009
READ A THIRD TIME THIS	13 th	day of	May	2009
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS		day of		2009
ADOPTED THIS		day of		2009

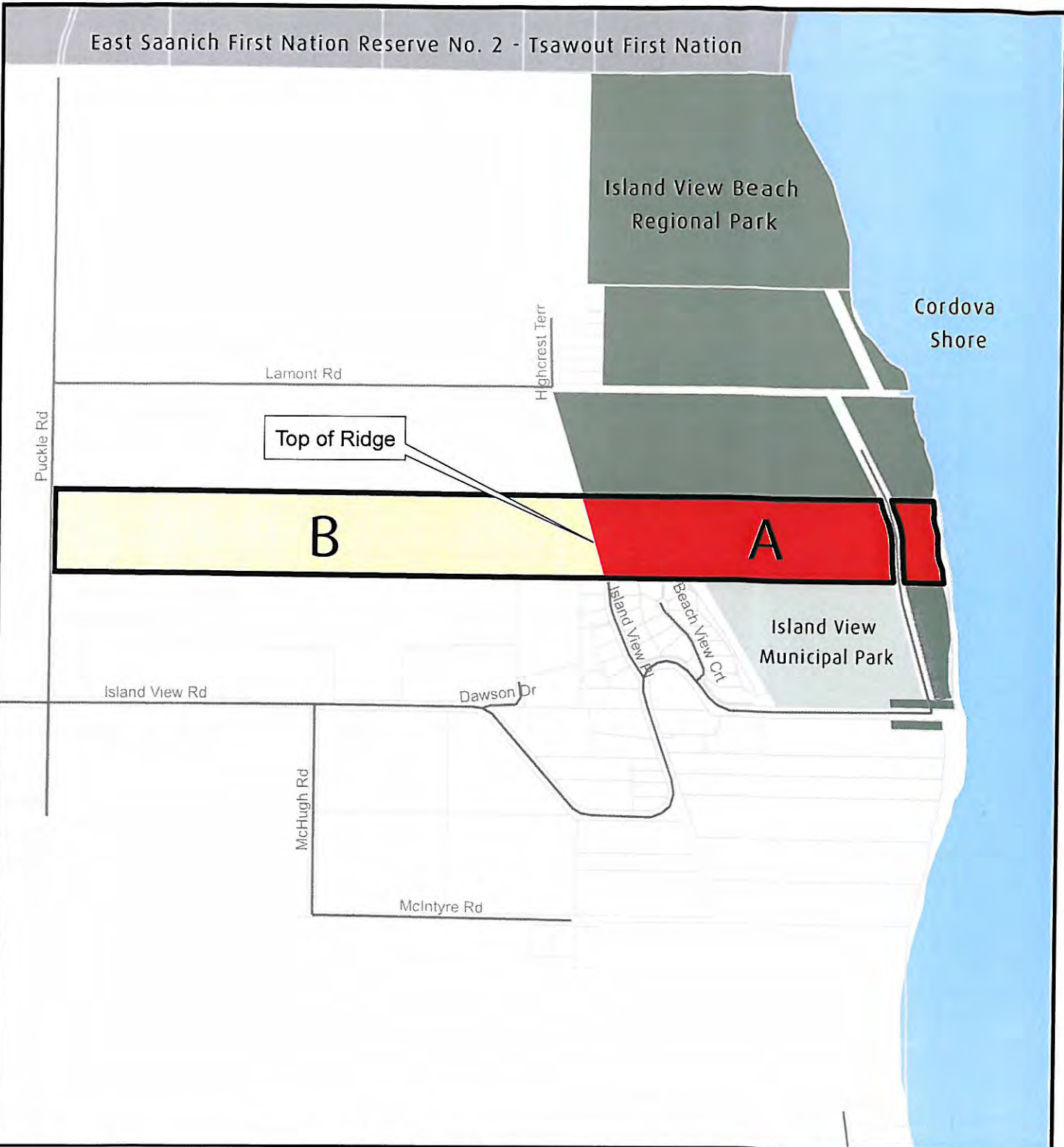
CHAIR

SECRETARY

FILED WITH THE
INSPECTOR OF MUNICIPALITIES THIS

day of 2009

East Saanich First Nation Reserve No. 2 - Tsawout First Nation









1:10,500



UTM Zone 10N NAD 1983



-  Subject Property
-  Area to be retained as Regional Park
-  ALR portion to be sold
-  Regional Park
-  Other Park
-  First Nation Reserve
-  Lot Line
-  Major Road
-  Minor Road

DISCLAIMER

Important This map is for general information purposes only. The Capital Regional District (CRD) makes no representations or warranties regarding the accuracy or completeness of this map or the suitability of the map for any purpose. **This map is not for navigation.** The CRD **will not be liable** for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed by the CRD at any time.

RP_IVB_Attachment_1.mxd

May 2009

Attachment 1

Island View Beach Regional Park - Land Acquisition
Board Meeting of May 13, 2009



Agenda



Boys & Girls Club Services
of Greater Victoria



17 May 2007

Ms. Laurie Hurst, CGA
Director of Financial Services
Town of Esquimalt
1229 Esquimalt Road
Victoria BC V9A 3P1

Dear Ms. Hurst

Thank you so much for your letter of May 14th containing the very good news that a grant amount of \$6,500 has been approved by the Esquimalt Municipal Council!

While we realize this is less than we asked for and what we received last year, we understand the severe constraints put upon the council to keep property tax increases to a minimum. That, coupled with what we perceived as an increase in grant requests when we attended the presentations, must have made your jobs extremely difficult. We greatly appreciate that Council has recognized the important contribution that our Esquimalt Harbourside Community Club continues to provide children in Esquimalt by continuing to fund us.

On behalf of all of us at Boys & Girls clubs but in particular the children, youth and families we serve in Esquimalt our sincerest thanks for your support.

Yours sincerely

Kate Mansell
Director of Development

President
Ben Andersen
National Parole Board
Immediate Past President
David Curtis
President, Viking Air
Vice-Presidents
Tamara S. Rogers
Ministry of the Attorney General
Mike Sidhu
Sr Acct Manager
Island Savings Credit Union
Treasurer
Robert N. Moysey, CA
Parkes & Moysey
Secretary
Dr Jason Walker

Directors
Gerald R. Bunting, CGA
Hutcheson & Co.
Kris Charmley
Sr. Vice President & Branch Manager
AON Reed Stenhouse Inc.
Robert H. Harman
Kimberly MacLean
North American Training Director
National Money Mart Company
Barbara McLinlock
BC Coroner's Service
Robert A. Peterson
Retired Chief, Saanich Police
William J. Snowdon
Past President
Boys & Girls Clubs of Canada

Director Emeritus
Debi Dempsey
Manager, Community Relations
Coast Capital Savings

Executive Director
Ralph Hembruff

Foundation Board

President
Kris Charmley
Vice President
Lorne Campbell
Treasurer
Gerald R. Bunting, CGA
Secretary
Robert N. Moysey, CA
Dave Curtis
Robert H. Harman, Hon Chair
Chris Saunders

Honourary Patrons

Mr. Peter S. Baillie
Mr. Alex A. Campbell, OBC
Mr. Mel Cooper, CM, OBC
Mr. Jack W. Davis
Mr. Paul Duncan
Mr. Ron Eberle
Mr. Douglas J. Enns
Mr. Terry Farmer
Mrs. Helen Hughes, CM
Mr. George F. Jones, QC
Mr. Cedric Steele

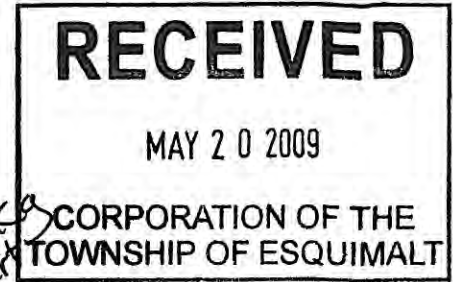
Charitable Registration #10680 4032 RR0002

A good place to be

1240 Yates Street
Victoria, BC V8V 3N3
P [250] 384.9133
F [250] 384.9136
www.bgcvic.org

Laurie

Peter Justo
102-929 Esquimalt Road
Esquimalt, BC V9A 3M7
May 20, 2009



✓ Correspondence Agenda
✓ Report: reader file
✓ c. entire file
Gilbert

Dear Mayor and Council,

As you are aware, the CALWMC will soon be making a recommendation to the CRD regarding the type and location(s) of the new wastewater treatment plant(s).

It is generally expected that the cost will be shared equally by the province, the federal government and the CRD.

The provincial government is ideologically committed to the principle of Public Private Partnerships (P3s) and has created Partnerships BC, an agency to advance such schemes for projects costing more than \$50 million.

Accordingly, the provincial contribution will be made contingent on having first undergone a review as to the feasibility of the project being a Public-Private Partnership. In my opinion, a recommendation by Partnerships BC in favour of a P3 is a foregone conclusion.

Does this mean that CRD board members should blindly accept the "suggestion" that the sewage treatment infrastructure should be a P3? I don't think so. To force acceptance of such a proposal, the provincial government might threaten to withhold its share of the cost, but I don't believe it will carry out that threat if the CRD stands firm. After all, the provincial government ordered the CRD to build the sewage treatment facility. How can they justify not contributing the traditional one-third of the cost?

Why am I so opposed to P3s? In my research I have found that the proponents of P3s are almost always the beneficiaries: moneylenders, builders, and lawyers. They rarely quote figures, and when they do they usually omit or circumscribe comparisons with traditional procurement.

Neutral observers and opponents of P3s usually state clearly sourced cost figures and provide valid comparisons between a public project and a P3 project.

Lower costs and "risk transfer" are often cited as some of the reasons for building infrastructure as a P3. However, the formula Partnerships BC uses to make comparisons is, by their own admission, difficult to understand and can easily lead the casual reader to the wrong conclusion.

Cost estimates can be manipulated to make a project appear to come in "under budget". The secrecy that surrounds P3 contracts will prevent us from ever knowing the true costs. In the past, cost increases that occurred during the construction phase have been explained away by higher labour or materials costs, while any savings are always credited to the fact (myth?) that the "private sector is more efficient".

The conventional and proven "Design – Build" model is frequently mistaken for a P3 because a private firm designs and builds infrastructure to government specifications. This makes sense. No government can or should keep a bevy of architects or hundreds of construction workers on the payroll just because every five or ten years a new school or new City Hall may be needed.

What is never mentioned by proponents is the fact that P3s commit the taxpayer to pay an annual fee to the private partner for 20, 30, 40, or more years, regardless of how the private partner performs (you can be sure the contract contains every possible escape clause). With a guaranteed cash flow for decades to come, where is the risk for the private partner?

Why can that money not stay in the community and benefit local businesses?

.../2

Despite claims to the contrary by Partnerships BC and their masters in the government, there is incontrovertible evidence that P3s cost the taxpayer more in the long run, are rarely completed on time and on budget, and do not transfer risk to the private partner. Under separate cover, I submit one copy of a recent report by respected forensic auditor Ron Parks. A couple of significant findings of that report are hi-lited on the enclosed pages.

One example is the Port Mann bridge project. The CEO of Partnerships BC himself admitted that now that the private partner has backed out, building and operating the Port Mann bridge as a public project rather than a P3 is saving the taxpayer \$200 million (that's two-hundred million!).

As for the risk transfer, let us be clear that no CEO in the world will sign a contract whose cost projection does not include a more than sufficient allowance for any and all foreseeable risks, which means we, the taxpayers, are carrying the risk, not the private partner.

Corporations and consortia are not charities. They exist to make a profit for their shareholders. For Minister Kevin Falcon to tell the taxpayers that they are not paying for the Port Mann bridge is being disingenuous, to say the least.

The Greater Victoria Water Watch Coalition, of which I am a founding member, came about out of concern that some predatory multinational water corporation will some day approach the CRD, offering to "manage" all or part of the system for the CRD, "more efficiently", of course.

When the provincial government made it mandatory for the CRD to build a sewage treatment system, our concerns grew, as did our organization, because research shows that taking over the management of a part of the system, such as sewage-treatment, by means of an benevolent-sounding public-private partnership is usually the first step towards taking over the entire system. Don't say it can't happen here.

I sincerely ask you to adopt a resolution like the one suggested below, in the hope that it will strengthen the resolve of the CRD to keep ownership and especially management, operation and maintenance of water in all its forms in public hands.

Be it resolved

That Council of the Township of Esquimalt is in favour of publicly owned, managed and operated sewage treatment and other water resources in perpetuity and

That Council representatives on the CRD board resist any attempt by the provincial government to force a public private partnership scheme to take over the new sewage treatment plant(s)

This week, GVWWC members will be making appeals like this to every Council in the region.

I appreciate your concern for our community and for ensuring that our grandchildren and their children will have clean fresh water, supplied at reasonable cost by their own community.

Sincerely,



Peter Justo

Enclosure:

Excerpts from "Evaluation of Public Private Partnerships"
By Ronald H. Parks and Rosanne E. Terhart

Accordingly, we have focused our review on four projects: Abbotsford Regional Hospital and Cancer Centre (“Abbotsford Hospital”), Sea-to-Sky Highway Improvement (“Sea-to-Sky”), Academic Ambulatory Care Centre (“Diamond Centre”) and Canada Line Final Project (“Canada Line”).

2.0 KEY FINDINGS

Based on our review of four P3 projects (Abbotsford Hospital, Sea-to-Sky, Diamond Centre and Canada Line), we had the following key findings:

- The difference in the cost (in nominal dollars) between a publicly delivered project and a P3 project can be substantial. For example, the Diamond Centre will cost \$203 million over the life of the contract as compared to a cost of \$89 million had the project been publicly delivered – a difference of nearly 130 percent.
- While it is appropriate to discount nominal dollar costs, we conclude, based on available evidence and the application of more appropriate discount rates, the cost of P3s exceeds traditional procurement methodology for the projects referred to above.
- We conclude that the methodology used by Partnerships BC to compare the P3 projects to the public sector comparator is biased in favour of the P3 projects.
- We cannot determine whether the citizens of British Columbia are at risk of losing opportunities and money because of private equity refinancing arrangements that may occur following completion of the construction stage of the project; however, the private partners are most certainly in business to make a profit while the government is not. The profit made by the private partners, by definition of the term “private”, would not be shared by the public.
- We found that critical information and documentation in support of the Value for Money reports was for the most part denied in response to Freedom of Information requests. In our view this suggests a general lack of transparency and public accountability.

3.0 EXECUTIVE SUMMARY

Our responses to the questions we were asked to address are set out below.

3.1 **Based on available evidence, is the actual cost of P3s in excess of traditional procurement using such methodology as Design/Build Agreement?**

We found that in all the projects we reviewed, the nominal costs of the P3 substantially exceeded the nominal costs of the Public Sector Comparator.

Nominal costs are the actual number of dollars spent over the life of the contract. The difference in the cost between a publicly delivered project and a P3 can be substantial. For example, the Diamond Centre will cost \$203 million over the life of the contract as compared to a cost of \$89 million had the project been publicly delivered – a difference of nearly 130 percent.

It is, however, appropriate to apply a discount rate to the respective cash flows in order to take into account the time value of money. The discount rates applied vary from project to project but they create net present value comparisons that favour the P3 option in three of the four projects we reviewed. In our view, however, the discount rates applied should reflect the government's cost of borrowing which is considerably lower and would result in a net present value comparison favouring the Public Sector Comparator option.

For reasons that are discussed in the section on methodology, a higher discount rate favours a P3 over public delivery. Discount rates in the four projects reviewed varied between 6 percent and 7.5 percent.

We understand that in the United Kingdom, the recommended discount rate for projects up to 30 years duration is 3.5 percent. (This rate, referred to as the "Social Time Preference Rate", is derived from the value society attaches to present, as opposed to future, consumption.)

We prepared graphs (included in Section 4.1) to illustrate the differences in net present value of the four projects reviewed. In each case, we concluded that if a more appropriate discount rate

were used, public delivery of the project presented greater value for money than the P3.

We believe the argument for applying discount rates reflecting the government's cost of borrowing is supported by the CEO of Partnerships BC, Larry Blain, who is quoted as stating in a panel discussion for The Public Policy Institute of California in October 2007:

"Clearly all the money is coming from the government. It's debt of the province, whether you borrow it as bonds, or contract over a 35-year period."

We conclude, based on available evidence and the application of more appropriate discount rates, the cost of P3s exceeds traditional procurement methodology for the projects reviewed.

3.2 Is the methodology used by Partnerships BC to compare value between P3s and traditional public procurement biased to a degree that makes it unlikely for public procurement to succeed?

As we set out in answer to the previous question, the discount rate applied to the respective costs of the P3 and Public Sector Comparator is a critical element in determining value for money. Since the cash costs to the public of the P3 option occur much later in the project life than in the Public Sector Comparator option, the application of a high discount rate will almost always serve to portray the P3 as offering more value for money. Proponents of P3s argue that the discount rate used should reflect the project risk transferred to the private sector; however, in all the value for money analyses we reviewed, the "value" of transferred risk is added to the Public Sector Comparator net present value. Therefore, the "value" of these risks is effectively double-counted and results in a bias that favours the P3 option.

The Ontario Auditor General's comments included in the 2008 Annual Report appear to parallel our view that the methodology used to procure, evaluate and report the benefit of the P3 project was biased in favour of the P3 project. Savings would have been demonstrated if the province's cost of borrowing was used at the time of the agreement instead of the higher weighted average cost of capital used by the private sector. The Auditor General also

raised significant questions as to the legitimacy of the value of risk nominally transferred to private partners.

We believe that the appropriate discount rate should approximate the government's cost of borrowing, which is considerably lower than the discounts used and would result in a comparison favouring traditional procurement.

We conclude that the methodology used by Partnerships BC to compare the P3 projects to the Public Sector Comparator is biased in favour of the P3 projects.

3.3 Are the citizens of British Columbia at risk of losing opportunities and money because private partners of P3 projects are permitted to sell shares and take profits after the higher risk construction phase of a project is completed?

We cannot determine whether the citizens of British Columbia are at risk of losing opportunities and money because of private equity refinancing arrangements that may occur following completion of construction of a project. We believe that such profits made by private partners, by definition of the term "private", would not be shared by the public. However, we do expect that P3 contracts contain clauses such as that regarding "Qualifying Refinancing" in the Abbotsford Hospital contract, and also clauses that prohibit changes of control in the construction period, with provisions for subsequent equity owners to honour the terms of the contracts.

3.4 Is the government of British Columbia allowing the release of information sufficient for the public to be confident their interests are protected in P3 projects?

Based on the depth and scope of the information we have been provided, and our review of the denials of certain information and reasons given by government, our answer to this question is no. We found that critical information and documentation in support of the Value for Money reports was for the most part denied in response to Freedom of Information requests. In our view this suggests a general lack of transparency and public accountability.



Agenda

Suite 641, 800 Burrard Street
Vancouver, B.C.
V6Z 2V8



May 20, 2009

Dear Sir/Madam,

On behalf of Citizenship and Immigration Canada (CIC) in BC/Yukon Region, I am pleased to write to you as an important stakeholder in the area of multiculturalism.

As you may be aware, this past November marked an important development in government policy when Prime Minister Harper announced that the federal Multiculturalism Program would be transferred to CIC under the stewardship of the Honourable Jason Kenney, Minister of Citizenship, Immigration and Multiculturalism. The Multiculturalism Program was previously under the mandate of the Department of Canadian Heritage.

This change offers many opportunities, including greater coordination between CIC's settlement programs for newcomers and our programming to promote further inclusion, participation and shared citizenship for all Canadians.

I am inviting you to learn more about our Multiculturalism Program by visiting our Internet site (www.cic.gc.ca/multi/pgm/index-eng.asp) or contacting our Regional Program Officers, Julie Papaioannou (604 666-6465) or Nickola Selby (604 666-6695). I would also like to advise that we will be holding information sessions with interested stakeholders later this year to discuss our Program and identify opportunities to partner with community organizations.

In the meantime, I am providing you with the current priorities which guide our decision-making in funding projects under the Multiculturalism Program:

- supporting the economic, social and cultural integration of new Canadians and cultural communities.
- facilitating the development of projects aimed at mentorship, volunteerism, leadership, and civic education among at-risk cultural youth.
- promoting inter-cultural understanding and Canadian values through community initiatives, with the objective of addressing issues of cultural social exclusion and radicalization.

Thank you for your interest and we look forward to exploring possible future partnerships in multiculturalism with your organization.

Yours sincerely,

Robert Godfrey
Regional Director General
BC/Yukon Region

Canada

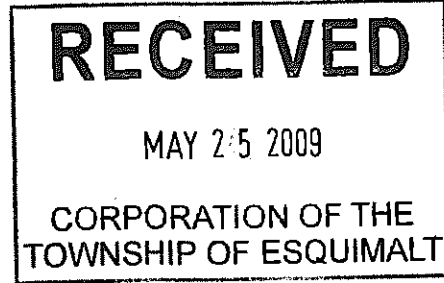


**ESQUIMALT
Buccaneer Days
June 12, 13, 14, 2009**



May 21, 2009

Mayor Desjardins
Esquimalt Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1



Dear Mayor Desjardins:

On behalf of the 2009 Buccaneer Days Committee, I would like to invite the Acting Mayor to sit on the reviewing stand to greet the Base Commander and / or the Rear Admiral when they arrive to take the parade salute. The reviewing stand will be located on Esquimalt Road across from the Esquimalt Municipal Hall and we would request the Acting Mayor to be at the reviewing stand by 10:30 a.m.

Thank you for your consideration of this request.

Yours truly,

Bob McKie
Co-Chair
2009 Buccaneer Days Committee

Bill Emery & Bob McKie, Co-Chairs
P.O. Box 36030 – 1153 Esquimalt Road, Esquimalt, B.C. V9A 3N7

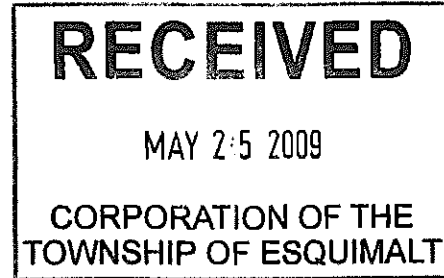


ESQUIMALT Buccaneer Days June 12, 13, 14, 2009



May 21, 2009

Mayor and Council
Esquimalt Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1



Dear Mayor Desjardins and Council Members:

On behalf of the 2009 Buccaneer Days Committee, I would like to invite three members of Council to be judges for this year's parade which is being held on Saturday, June 13, 2009.

The judging will be located at Old Esquimalt Road and Lampson Street and your presence as a judge will be requested in that location from 9:30 a.m. until 10:15 a.m.

Your participation in the 2009 Buccaneer Days event is very much appreciated and I look forward to your favorable response to this request.

Yours truly,

Bob McKie
Co-Chair
2009 Buccaneer Days Committee

Bill Emery & Bob McKie, Co-Chairs
P.O. Box 36030 - 1153 Esquimalt Road, Esquimalt, B.C. V9A 3N7

Agenda

Maritime Museum of British Columbia Society

28 Bastion Square, Victoria, British Columbia V8W 1H9 Fax: (250) 382-2869 ☎ (250) 385-4222 web: mmbc.bc.ca



May 25, 2009

Mayor and Council
The Corporation of the Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC
V9A 3P1

Dear Mayor Desjardins and Members of Council

The Maritime Museum of British Columbia's Board of Trustees, staff and volunteers are pleased to welcome British Columbia residents, tourists and students to this historic museum.

The Corporation of the Township of Esquimalt is playing a vital role in aiding us in maintaining this museum. Through your generous financial support of \$1, 000.00, we will be better able to showcase our maritime heritage and local history. In addition, our staff are always willing to share their expertise with visitors, students and researchers.

We consider this museum to be a valuable asset to our tourism industry in Greater Victoria. Our staff and volunteers strive to make the visit an enjoyable and informative experience with special exhibits, historical insights, public programs and the preservation of maritime artifacts.

Your continuing support, through this grant, is very much appreciated. Together with our ongoing efforts, your contribution will help ensure our financial wellbeing and our ability to achieve our mission to preserve, protect and promote the rich, collective maritime heritage of our region and province.

Yours sincerely,

Greg Evans
Executive Director

pc – Laurie Hurst, Director of Financial Services
pc – David Winkler QC, President – Maritime Museum of British Columbia Society