



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**A G E N D A**  
**REGULAR MEETING OF COUNCIL**

Monday, June 15, 2009  
7:00 p.m.  
Esquimalt Council Chambers

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1. **CALL TO ORDER**

2. **LATE ITEMS**

3. **APPROVAL OF THE AGENDA**

4. **PRESENTATION**

- (1) Introduction of Scott Hartman, Director of Parks and Recreation

5. **MINUTES**

- (1) Minutes of the Regular Meeting of Council, June 1, 2009

Pg. 1 – 13

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

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

7. **PUBLIC HEARING**

The Public Hearing is to afford all persons who deem their interest in property affected by the Bylaw an opportunity to be heard or to present written submissions before the Municipal Council on matters contained in the Bylaw:

(1) **PUBLIC HEARING – ZONING BYLAW AMENDMENT [NO. 184],  
2009, NO. 2706, 934 AND 936 CRAIGFLOWER ROAD**

- (a) Notice of Public Hearing, Zoning Bylaw, 1992, No. 2050,  
Amendment Bylaw [No. 184], 2009, No. 2706

Pg. 14

- (b) Background Information – *Available for Viewing Separately*
- Staff Report No. DEV-09-022
  - Staff Report No. DEV-09-024

**PUBLIC INPUT**

**ADJOURNMENT OF PUBLIC HEARING**

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8. **PUBLIC HEARING STAFF REPORT**

- (1) Rezoning and Development Permit, 934 and 936 Craigflower Road,  
[Lot B, Section 10, Esquimalt District, Plan 326] and [Lot PT 8,  
Section 10, Esquimalt District Plan 6650, lying southerly of a  
boundary parallel to and perpendicularly distant 120 feet from the  
northerly boundary of said lot], Staff Report No. DEV-09-041

Pg. 15 – 79

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9. **DELEGATION**

- (1) Barry Hobbis, Victoria Harbour Ferry Co. Ltd., Re: Proposed Mega Yacht Marina Pg. 80

10. **STAFF REPORTS**

*Administration*

- (1) Appointment of Directors and Officers, Deputy and Acting Appointments, Staff Report No. ADM-09-026 Pg. 81 – 84
- (2) Times Colonist Experience Esquimalt Advertising Budget, Staff Report No. ADM-09-027 Pg. 85 – 89
- (3) Resolution to Attend Conference – Councillor Brame, Staff Report No. ADM-09-028 Pg. 90 – 102

*Parks and Recreation*

- (4) Emergency Funding for Desiccant Dehumidifier Wheel, Staff Report No. P&R-09-022 Pg. 103

*Engineering and Public Works*

- (5) Bus Shelters and Upgrade to Transit Stops, Staff Report No. EPW-09-025 Pg. 104 – 106

*Finance*

- (6) MFA Short – Term Borrowing – Admirals / Colville Project, Staff Report No. FIN-09-018 Pg. 107
- (7) Council Policy Admin – 52, Staff Report No. FIN-09-019 Pg. 108 – 110

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

- (1) Report from Mayor Desjardins, Activities for May and June Pg. 111 – 114

12. **REPORTS FROM COMMITTEES**

- (1) Draft Minutes of the Heritage Advisory Committee meeting, May 20, 2009 Pg. 115 – 119
- (2) Draft Minutes of the Advisory Planning Commission meeting, May 26, 2009 Pg. 120 – 129

13. **COMMUNICATIONS**

- (1) Letter from the Greater Victoria Spirit Committee, dated June 1, 2009, Re: Letter of Appreciation for Local Grant Pg. 130
- (2) Letter from the District of Saanich, dated June 1, 2009, Re: Admirals Bridge Construction – Full Road Closure Pg. 131 – 133

(3) Letter from the Polaris Institute and Toxic Free Canada, received June 3, 2009, Re: Encouraging the Consumption of Tap Water Over Bottle Water Pg. 134 – 136

(4) Letter from Mayor Dean Fortin, City of Victoria, dated June 4, 2009, Re: Letter of Support for Johnson Street Bridge Infrastructure Funding Pg. 137

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 negotiations and related discussions respecting the proposed provision of a municipal service and goals and objectives, pursuant to Section 90 (1) (k) and (l) that the general public be excluded.

16. **ADJOURNMENT**



# **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES  
REGULAR MEETING  
OF MUNICIPAL COUNCIL  
TUESDAY, JUNE 1, 2009  
7:00 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  
G. Coté, Director of Engineering and Public Works  
B. Snyder, Director of Development Services  
C. Evans, Manager of Corporate Services

**PUBLIC:** 21 members of the public

1. **CALL TO ORDER**

Mayor Desjardins 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 Councillor Linge that the agenda be approved.

The motion **CARRIED**.

4. **PRESENTATION**

(1) Mayor's Appreciation – Sandy Rozon

Mayor Desjardins recognized Sandy Rozon for her extensive volunteer efforts and passion for the community and presented Ms. Rozon with a one year membership to the municipal parks and recreation facility.

(2) Mayor's Introduction – Carollyne Evans

Mayor Desjardins introduced the new Manager of Corporate Services, Carollyne Evans. Ms. Evans stated she was delighted to join the municipality and was looking forward to the new challenges ahead.

(3) Mayor's Introduction – Gary McCartie

Mayor Desjardins introduced Tourism Project Manager Gary McCartie. Mr. McCartie stated he was very impressed with the rich history and liveliness of what Esquimalt has to offer. The well-organized archival material is outstanding and he is excited to be working on a tourism improvement plan which will include a visual library, updated website and resurrection of walking tours.

5. **MINUTES**

(1) Minutes of the Regular Meeting of Council, May 19, 2009

(2) Minutes of the Special Meeting of Council, May 25, 2009

Moved by Councillor Linge, seconded by Councillor Brame that the minutes of the Regular Meeting of Council, May 19 and the Special Meeting of Council, May 25 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. **HEARINGS**

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

- (a) Notice of Hearing
- (b) Background Information – *Available for Viewing Separately*
  - Staff Report No. DEV-09-036

The Mayor convened the hearing at 7:15 p.m.

Director of Development Services – outlined the details of the application request.

Applicant - Valentia Chuback stated that when the sunroom was built 17 years ago the contractor built an unapproved extra foot. The sunroom is now is leaking and to replace, walls and windows will be added. The floor space will remain the same.

Public Input – Mayor Desjardins called 3 times for public input but no input was received.

The Mayor adjourned the hearing at 7:20 p.m.

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

- (a) Notice of Hearing
- (b) Background Information – *Available for Viewing Separately*
  - Staff Report No. DEV-09-035

The Mayor convened the hearing at 7:20 p.m.

Director of Development Services – outlined the details of the application request.

Applicant - Peter Volchek stated a higher solid wood fence will add some privacy and reduce noise from vehicle traffic and transit bus from busy intersection at Woodway and Admirals Road.

Public Input – Mayor Desjardins called 3 times for public input but no input was received.

The Mayor adjourned the hearing at 7:25 p.m.

8. HEARING STAFF REPORTS

- (3) Hearing for Development Variance Permit, 1206 Wychbury Avenue [Lot 7, Section 11, Esquimalt District, Plan 21838], Staff Report No. DEV-09-036

Moved by Councillor Linge, seconded by Councillor Brame 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 218387 [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.

The motion **CARRIED**.

- (4) Hearing for Development Variance Permit, 677 Admirals Road [Strata Lot 1, Suburban Lot 50, Section 11, Esquimalt District, Plan VIS3131], Staff Report No. DEV-09-35

Moved by Councillor Brame, seconded by Councillor McIlldoon 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) – Fence** – 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.

Discussion:

Councillor Garrison stated his concerns with precedent setting allowing a high fence and its impact on existing trees. Councillor Garrison stated he understands the applicant's desire to mitigate noise, and trees and shrubs would provide a more effective barrier. The motion **CARRIED WITH COUNCILLOR GARRISON OPPOSED**.

9. DELEGATIONS

- (1) Tony Gibb, Re: Property on Grafton Street  
Mr. Gibb of 1381 Lyall Road stated the property at 491 Grafton Street is being used improperly as a business under the Zoning Bylaw as a recovery house for short term stays for recovering

addicts, with a potential 16 beds. He stated the house has a long history of problems with police for drug use and fighting in the street, and is not maintained by the landlord. Although Mr. Grafton respects the good intention of the property's use, it is not appropriately located in a residential area and urged Council to enforce its bylaws.

- (2) Brandi Tinkler, Re: Esquimalt High School Curling Academy  
Ms. Tinkler stated she appreciated the opportunity to attend the academy and had done very well in curling competitions. Coach Cindy Tucker was also in attendance and added it was an exciting first year with an initial enrollment of 8 students and 12 already registered for next year. Ms. Tucker would appreciate being contacted if anyone can help out with the home stay situation.

9.

## STAFF REPORTS

### *Administration*

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

Moved by Councillor Brame, seconded by Councillor Gaul that the appointment of Larry Randle as Corporate Administrator and Head, Freedom of Information and Protection of Privacy be rescinded effective April 24, 2009 and

That effective June 1, 2009 Carollyne Evans be appointed as Corporate Administrator and Head, Freedom of Information and Protection of Privacy.

The motion **CARRIED**.

### *Parks and Recreation*

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

Moved by Councillor Linge, seconded by Councillor Brame that June 6, 2009 be proclaimed Access Awareness Day in Esquimalt and that Mayor and Council be invited to participate in Access Awareness Day activities.

The motion **CARRIED**.

Councillor Linge noted that the Committee has been very active over the last year and a half attempting to ensure the municipality is accessible to all residents for a wide range of definitions of accessibility.

### *Engineering and Public Works*

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



Moved by Councillor Garrison, seconded by Councillor Gaul 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 165m along Craigflower Road be adopted.  
The motion **CARRIED**.

*Finance*

- (4) Local Grant Application, Staff Report No. FIN-09-017

Council noted this is a late application from the Greater Victoria Development Agency whose purpose is to provide coordinated regional economic development. They are requesting \$10,000 and the balance of the local grants fund is \$5,595.

Moved by Councillor Linge, seconded by Councillor Brame that Council approve \$1,000 in funding from the local grants fund for the Greater Victoria Development Agency for economic development services.  
The motion **CARRIED**.

*Development Services*

- (5) Livable Cities Conference Portland, Staff Report No. DEV-09-030

Moved by Councillor Garrison, seconded by Councillor Brame that the Staff Report on the Livable Cities conference held May 12, 2009 in Portland, Oregon be received.  
The motion **CARRIED**.

Mayor Desjardins congratulated Directors Barb Snyder and Andy Katschor for their hard work on the Gorge Creek Restoration Project which received a Certificate of Recognition in the Nature Spaces category from the International Making Cities Livable Board.

- (6) Input from Local Governments to BC Transit's Corporate Strategic Plan, Staff Report No. DEV-09-032

Moved by Councillor Brame, seconded by Councillor Gaul that Mayor Barb Desjardins, Councillor Garrison and senior staff participate in a teleconference call to BC Transit to respond to the questions posed in BC Transit's Corporate Strategic Plan Discussion Paper.  
The motion **CARRIED**.

- (7) 493 – 495 Grafton Street – Complaints Regarding the Sub-leasing of 495, Staff Report No. DEV-09-033

The Director of Development Services advised the Zoning Bylaw allows up to four individuals to sublet a property and live as a family as long as the house is not divided into suites. The use of

the property does not fit the definition of rest home and recovery centres are not regulated by the province.

Moved by Councillor Garrison, seconded by Councillor Gaul that further information regarding the use of the property located at 493 – 495 Grafton Street be received from the property owners [Guang-Ming Chen and Shue Guo], Lessee (Neway Recovery House) and residents.

The motion **CARRIED**.

The Mayor called for input from the public.

1. Sue Donaldson of 1577 Lyall Street stated the property is being used as institutional use with food services, general maintenance, appointments and curfew and monitoring carried out, contrary to R1 provisions in the Zoning Bylaw.
2. Heather Peters of 490 Grafton Street stated there are queen size beds set up to accommodate 6 people and a further 2 queen size beds set up for emergencies. The property is shabby and in disrepair.

Council concerns:

1. Staff to confirm status of policing issues at the property
2. Staff to confirm Neway's business status with the Better Business Bureau
3. Staff to confirm details of business licence and inspect property to ensure business licence requirements are being met
4. Income being generated for short-term tenancy in residential area needs to be regulated
5. People in recovery require a healthy, structured environment with some privacy; half-way houses need to be located in designated areas where municipality and residents are aware
6. Council nor staff not invited to Neway's Open House

Moved by Councillor Garrison, seconded by Councillor Linge that Staff investigate further the status of the use of the property located at 493-495 Grafton Street as a business, rooming house or rest home, and that a Staff Report be prepared for Council, with legal opinion, clarifying the status.

The motion **CARRIED**.

- (8) Development Permit, 860 Admirals Road, [Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546], Staff Report No. DEV-09-034

Moved by Councillor Garrison, seconded by Councillor Brame 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 title of Lot 11, Block 7, Section 10, Esquimalt District, Plan 2546 [860 Admirals Road].  
The motion **CARRIED**.

- (9) PMD [Pacific Mobile Depot] Recycling at 800 Viewfield Road, Staff Report No. DEV-09-037

Moved by Councillor Linge, seconded by Councillor Brame that Staff Report No. DEV-09-037 on the Pacific Mobile Depot Recycling site located at 800 Viewfield Road be received, and that Staff monitor the site for a further three week period, re-evaluate the site for noise and criminal activity complaints, and bring back a report to Council.  
The motion **CARRIED**.

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

There were no reports given.

The Mayor called a brief recess for 5 minutes from 8:20 p.m. to 8:25 p.m.

**11. REPORTS FROM COMMITTEES**

- (1) Minutes of the Heritage Advisory Committee meeting, April 15, 2009

Moved by Councillor Garrison, seconded by Councillor Brame that the Minutes of the Heritage Advisory Committee meeting, April 15, 2009, be received.  
The motion **CARRIED**.

- (2) Minutes of the Environmental Advisory Committee meeting, April 23, 2009

Moved by Councillor Garrison, seconded by Councillor Brame that the Minutes of the Environmental Advisory Committee meeting, April 23, 2009, be received.  
The motion **CARRIED**.

- (3) Minutes of the Centennial Celebrations Select Committee meeting, April 30, 2009

Moved by Councillor Garrison, seconded by Councillor Brame that the minutes of the Centennial Celebrations Select Committee meeting, April 30, 2009, be received.  
The motion **CARRIED**.

- (4) Draft Minutes of the Arts, Culture and Special Events Advisory Committee meeting, May 6, 2009

Moved by Councillor Garrison, seconded by Councillor Brame that the minutes of the Arts, Culture and Special Events Advisory Committee meeting, May 6, 2009, be received.  
The motion **CARRIED**.

- (5) Draft Minutes of the Access Awareness Committee meeting, May 13, 2009

Moved by Councillor Garrison, seconded by Councillor Brame that the Draft Minutes of the Access Awareness Committee meeting, May 13, 2009, be received.  
The motion **CARRIED**.

- (6) Draft Minutes of the Parks & Recreation Advisory Committee meeting, May 14, 2009

Moved by Councillor Garrison, seconded by Councillor Brame that the Draft Minutes of the Parks & Recreation Advisory Committee meeting, May 14, 2009, be received.  
The motion **CARRIED**.

Councillor Brame noted for Staff's attention there is a doubling up of assessing the condition of the tennis courts by both the Parks & Recreation Advisory Committee as well as the Centennial Celebrations Select Committee.

- (7) Memorandum from the Access Awareness Committee, dated May 27, 2009, Re: Access Awareness Committee Accomplishments in 2008

The Memorandum was received.

- (8) Memorandum from the Access Awareness Committee, dated May 27, 2009, Re: Bus Shelters

Council requested that Staff consult with Peter Justo on alternatives to tag removal, consult police on quick removal of tags, check with the Victoria Police Department on progress of existing database and report back to Council.

- (9) Memorandum from the Access Awareness Committee, dated May 27, 2009, Re: Sidewalk Ramp Improvements

Moved by Councillor Brame, seconded by Councillor Garrison that the Memorandum from the Access Awareness Committee, dated May 27, 2009, Re: Sidewalk Ramp Improvements be received.

The motion **CARRIED**.

- (10) Memorandum the Arts, Culture and Special Events Advisory Committee, dated May 27, 2009, Re: Township of Esquimalt Calendar of Events

Moved by Councillor Brame, seconded by Councillor Linge that the Memorandum from the Arts, Culture and Special Events Advisory Committee, dated May 27, 2009, Re: Township of Esquimalt Calendar of Events be received at this point, with Staff to provide Council with a report on ownership of the Calendar.

The motion **CARRIED**.

## 12. 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

Moved by Councillor Brame, seconded by Councillor Gaul that Council consent to the adoption of Capital Regional District Bylaw 3614, *Traffic Safety Commission Establishment Bylaw No. 1, 1990 Amendment Bylaw No. 3, 2009* which will add the Town of View Royal as a participant in the Extended Service of the Traffic Safety Commission.

The motion **CARRIED**.

- (2) Letter from the Capital Regional District, dated May 14, 2009, Re: CRD Bylaw 3617, Regional Parks Loan Authorization Bylaw No. 1, 2009

Moved by Councillor Garrison, seconded by Councillor Gaul that Council consent to the adoption of Capital Regional District Bylaw No. 3617, *Regional Parks Loan Authorization Bylaw No. 1, 2009*.

The motion **CARRIED**.

Adoption of the bylaw authorizes the borrowing of \$4,540,000 to allow the Capital Regional District to purchase additional land for Regional Parks Service.

- (3) Letter from Boys & Girls Club Services of Greater Victoria, dated May 17, 2009, Re: Letter of Appreciation for Local Grant

Moved by Councillor McIlldoon, seconded by Councillor Brame that the letter from the Boys & Girls Club Services of Greater Victoria, dated May 17, 2009, Re: Letter of Appreciation for Local Grant, be received.

The motion **CARRIED**.

- (4) Letter from Peter Justo, dated May 20, 2009, Re: Publicly Owned Sewage Treatment

Moved by Councillor Garrison, seconded by Councillor Gaul that Council receive the letter from Peter Justo, dated May 20, 2009, Re: Publicly Owned Sewage Treatment and

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).

Discussion:

Council members recognized the strong public support for publicly owned facilities and that P3 partnerships could add additional costs to taxpayers.

Mayor Desjardins stated as a representative on the Capital Regional District Board she could not support the motion at this time as the subject matter has not yet been discussed at the CRD Board table.

Moved by Councillor Garrison, seconded by Councillor Gaul that the resolution be amended by:

(i) striking out "sewage treatment...other...in perpetuity and" in the first paragraph;

(ii) inserting the words "public services and water in the first paragraph

(ii) striking out the entire second paragraph so the motion reads:

That Council of the Township of Esquimalt is in favour of publicly owned, managed and operated public services and water resources in principle.

Discussion:

Councillor Linge stated Council did not have enough information on P3 partnerships to take a position. Councillors McIlldoon and Gaul stated the resolution on the table informs the public Council wants public ownership of facilities.

THE QUESTION WAS CALLED ON THE MAIN MOTION, AS AMENDED, to read:

That Council of the Township of Esquimalt is in favour of publicly owned, managed and operated public services and water resources in principle.

The motion **CARRIED WITH MAYOR DESJARDINS AND COUNCILLOR LINGE OPPOSED.**

- (5) Letter from Citizen and Immigration Canada, dated May 20, 2009, Re: Multiculturalism Program

Moved by Councillor Linge, seconded by Councillor Brame that the letter from Citizen and Immigration Canada, dated May 20, 2009, Re: Multiculturalism Program be received.

The motion **CARRIED.**

- (6) Letter from the Buccaneer Days Committee, dated May 21, 2009, Re: Request for Acting Mayor to Receive Parade Salute

Moved by Councillor Brame, seconded by Councillor Gaul that the letter from the Buccaneer Days Committee, dated May 21, 2009, Re: Request for Acting Mayor to Receive Parade Salute, be received and

That Councillor Brame is the appointed Acting Mayor for this event.

The motion **CARRIED.**

- (7) Letter from Buccaneer Days Committee, dated May 21, 2009, Re: Request for Members of Council to Judge Parade

Moved by Councillor Garrison, seconded by Councillor Gaul that the letter from Buccaneer Days Committee, dated May 21, 2009, re: Request for Members of Council to Judge Parade, be received and

That Councillors Brame, McIldoon and Linge will serve as Judges on Saturday, June 13, 2009.

The motion **CARRIED.**

- (8) Letter from the Maritime Museum of British Columbia Society, dated May 25, 2009, Re: Letter of Appreciation for Local Grant

Moved by Councillor McIldoon, seconded by Councillor Brame, that the letter from the Maritime Museum of British Columbia Society, dated May 25, 2009, Re: Letter of Appreciation for Local Grant, be received.

The motion **CARRIED.**

13. **PUBLIC QUESTION AND COMMENT PERIOD**  
Excluding items which are or have been the subject of a Public Hearing.

There were no questions or comments from the public.

14. **MOTION TO GO IN CAMERA**

- (1) Moved by Councillor Brame, seconded by Councillor Garrison 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.

15. **ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor McIlDoon that the meeting be adjourned at 9:45 p.m.  
The motion **CARRIED**.

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MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS 1<sup>st</sup> DAY OF JUNE, 2009

CERTIFIED CORRECT

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CAROLLYNE EVANS  
CORPORATE OFFICER





# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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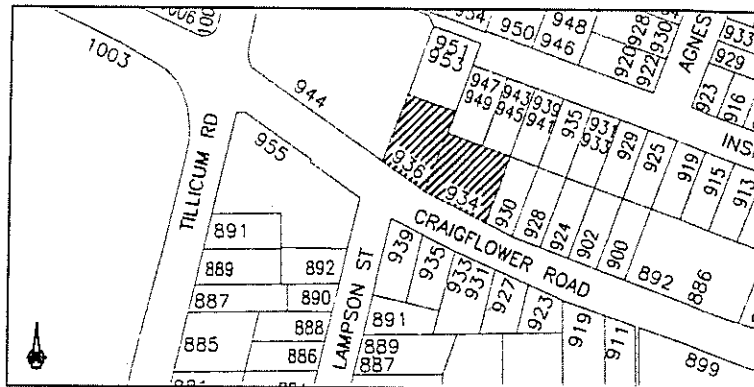
May 27, 2009

## REVISED NOTICE OF PUBLIC HEARING

An application for a change in zoning has been received from Herbert Kwan Architect on behalf of Stratford Business Group, the registered owner of both 934 Craigflower Road and 936 Craigflower Road. The applicant intends to consolidate the two properties and construct a 13 unit Townhouse Development.

### Purpose of the Application:

Zoning Bylaw, 1992, No. 2050, Amendment Bylaw [No. 184], 2009, No. 2706 provides for changes in the zoning designation of the parcels legally described as Lot B, Section 10, Esquimalt District, Plan 326 and; Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot [934 Craigflower Road and 936 Craigflower Road] shown cross-hatched below from RD-3 [Two Family/ Single Family Residential] to CD No. 68 [Comprehensive Development District No. 68])



### Site Location:

934 Craigflower Road and 936 Craigflower Road  
[Lot B, Section 10, Esquimalt District, Plan 326] and;  
[Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot]

The general purpose of this change in zoning is to facilitate development of the subject properties as a 13 unit townhouse development.

The Municipal Council will consider this application at **7:00 p.m., Monday, June 15, 2009, in the Council Chambers, Esquimalt 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 inspected at Development Services, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m. [excluding Saturdays, Sundays and Statutory Holidays] until June 15, 2009.

BARBARA SNYDER  
DIRECTOR OF DEVELOPMENT SERVICES

## STAFF REPORT


**DATE:** June 10, 2009 **REPORT NO.** DEV-09-041  
**TO:** Laurie Hurst, Acting Chief Administrative Officer  
**FROM:** Barbara Snyder, Director of Development Services  
Trevor Parkes, Senior Planner  
**SUBJECT:** **REZONING AND DEVELOPMENT PERMIT**  
**934 and 936 Craigflower Road**  
**[Lot B, Section 10, Esquimalt District, Plan 326]**  
**[Lot PT 8, Section 10, Esquimalt District Plan 6650, lying southerly of**  
**a boundary parallel to and perpendicularly distant 120 feet from the**  
**northerly boundary of said lot.]**

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### RECOMMENDATION

1. That Bylaw No. 2706, which would amend Zoning Bylaw No. 2050 by changing the zoning designation of 934 Craigflower Road and 936 Craigflower Road [Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot] shown cross-hatched on Schedule 'A' of the amending bylaw from RD-3 [Two Family/ Single Family Residential] to CD No. 68 [Comprehensive Development District No. 68], be given **third reading and adoption**; and
2. That should Bylaw No. 2706 be adopted, Development Permit No. 15/2008 limiting the form and character of the proposed development as shown on the project data and site plans stamped "Received April 7, 2009", and architectural plans stamped "Received August 21, 2008"; prepared by Herbert H. Kwan Architect and the landscape plan prepared by Lombard North Group, stamped "Received August 21, 2008", **not be approved, issued and registered** on the titles of [Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot [934 Craigflower Road and 936 Craigflower Road] until the applicant has had an opportunity to enter into a development agreement [i.e. Section 219 Covenant] that will ensure the municipality will receive the funds required to secure the agreed upon amenities.

  
Trevor Parkes  
Senior Planner

  
Barbara Snyder  
Director, Development Services

## **PURPOSE**

The applicant is requesting a change in zoning from RD-3 [Two Family/Single Family Residential] to a Comprehensive Development Zone to permit the construction of a 13 unit townhouse development on the subject properties.

## **BACKGROUND**

**Advisory Planning Commission:** This application was considered by APC on the evening of September 16, 2008. Members indicated they were impressed by the form and character of the design and felt it would set a high standard for redevelopment in the area. The application was unanimously forwarded to Council with a recommendation of approval subject to the applicant confirming to Council the project would be constructed to "Built Green" standards.

**Committee of the Whole:** The application was presented to the Committee of the Whole on April 14, 2009. COTW accepted the staff recommendation that the application for rezoning of 934 and 936 Craigflower Road and a Development Permit limiting the form and character of the proposed development as shown on the project data and site plans stamped "Received April 7, 2009", and architectural plans stamped "Received August 21, 2008"; prepared by Herbert H. Kwan Architect and the landscape plan prepared by Lombard North Group, stamped "Received August 21, 2008", be forwarded to Council with a recommendation for approval.

**Council:** The report from the COTW was received at the regular meeting of Council on April 20, 2009. Staff were directed to prepare the necessary bylaw to change the zoning of 934 and 936 Craigflower Road [Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot] from RD-3 [Two Family/ Single Family Residential] to a Comprehensive Development Zone and forward it to Council.

**Traffic Study:** A traffic analysis, stamped "Received April 2, 2009", prepared by Boulevard Transportation Group to evaluate the impact of the proposed development on traffic flow on Craigflower Road and adjacent cross streets is attached for your reference [appendices can be provided upon request]. Engineering staff reviewed this report and also completed their own evaluation of the application. Both the consultant and Engineering staff agree that this development will have an insignificant impact on the traffic conditions in the immediate area.

**Amenity Contribution:** Esquimalt's Official Community Plan, Section 2.2.4.1 (h) states that development proposals with heights and / or densities greater than those set out within the OCP may be considered where amenities are provided for the benefit of the community. This application exceeds the 0.70 Floor Area Ratio defined within the OCP for Townhouse Residential therefore the applicant has volunteered to provide the municipality with the following amenities:

**One [1] Big Belly - Solar Garbage Container**  
**One [1] Bus Shelter**  
**Donation of \$2000.00 for Park Acquisition**  
**Donation of \$2000.00 for Public Art.**

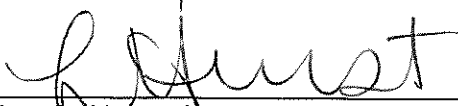
Staff are recommending that Council grant third reading and adoption of the Amending Bylaw at this time. Staff advise that Council should not approve the Development Permit until the applicant has had an opportunity to enter into a development agreement [i.e. Section 219 Covenant] that will ensure the municipality will receive the funds required to secure the aforementioned amenities. This is a more desirable solution than withholding approval of the Amending Bylaw until this issue is resolved as it provides the applicant with a degree of security and offers them more flexibility as they move to the detailed planning stage of this project. Staff are hopeful that the development agreement can be resolved in a timely manner and the Development Permit can be returned to Council for consideration prior to Council's summer recess.

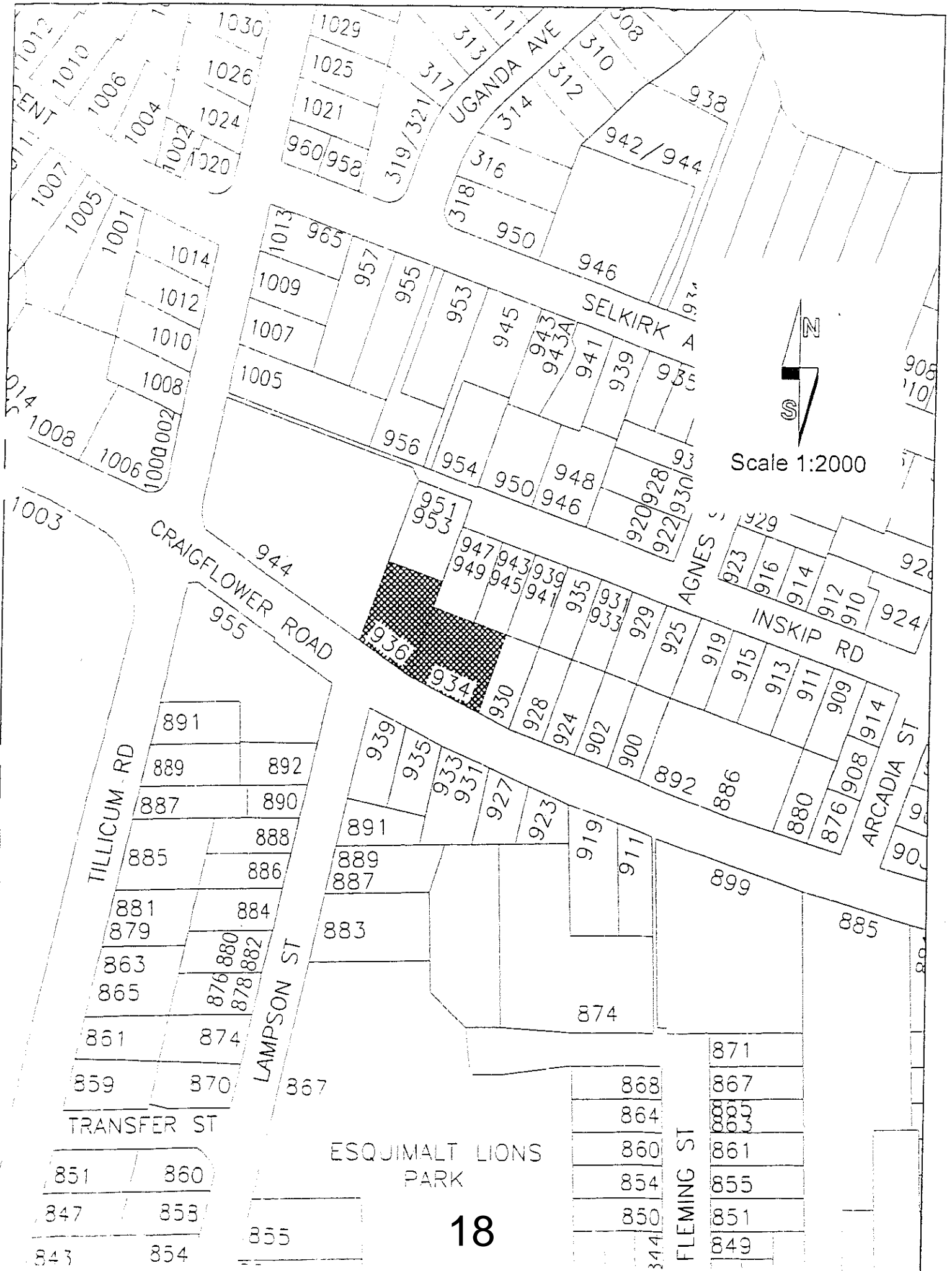
**Public Notification:** As this is an application for rezoning, notices were mailed to tenants and owners of properties within 45 m [150 ft] of the subject property on May 21, 2009 advising them that Council would be considering the requested rezoning on Monday, June 1, 2009. Notice of Public Hearing was to be printed in the May 20<sup>th</sup> and May 27<sup>th</sup> editions of the Victoria [Esquimalt] News, however, due to an administrative error at the Victoria [Esquimalt] News the advertisement failed to run on May 20<sup>th</sup>. Accordingly, revised notices were mailed on May 27, 2009 indicating a change of date for the Public Hearing to June 15, 2009. Notice of Public Hearing was printed in the June 3<sup>rd</sup> and June 10<sup>th</sup> editions of the Victoria (Esquimalt) News and a sign, which has been in place on the street frontage of the subject property since before the APC meeting, was updated to show the date and time of the Public Hearing. To date staff have dealt with a number of inquiries from local resident's however no written responses have been received from the public relating to this application.

### OPTIONS

Should Council consider approval of this application, the following options are available:

1. Grant third reading and adoption of the Amending Bylaw however do not approve the Development Permit. Approval of the Development Permit could occur at a future Council meeting [possibly the July 6, 2009 regular meeting of Council] provided that the applicant has registered a Section 219 Covenant providing for the community amenities offered;
2. Grant third reading to the Amending Bylaw only. Adoption of the Amending Bylaw and approval of the Development Permit could occur at a future Council meeting [possibly the July 6, 2009 regular meeting of Council] provided that the applicant has registered a Section 219 Covenant providing for the community amenities offered;
3. Grant third reading and adoption for the Amending Bylaw and approval of the Development Permit without appropriately securing agreed upon community amenities.

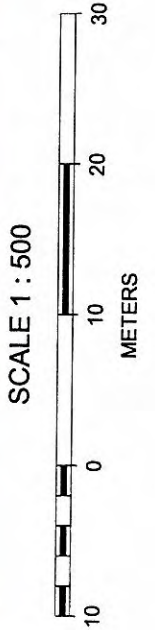
<p><b>Approved for Council's consideration:</b></p> <p></p> <p>_____ Laurie Hurst, Acting Chief Administrative Officer</p> <p>Dated: <u>June 11/09</u></p> <p style="text-align: right;"><b>17</b></p>
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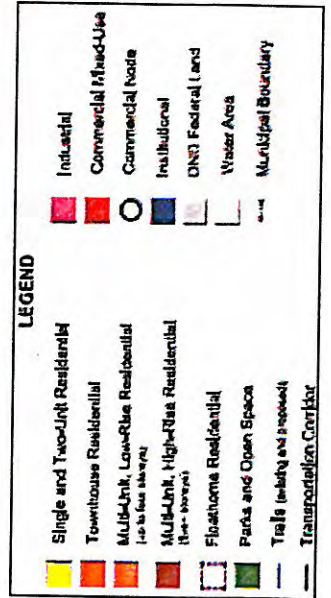
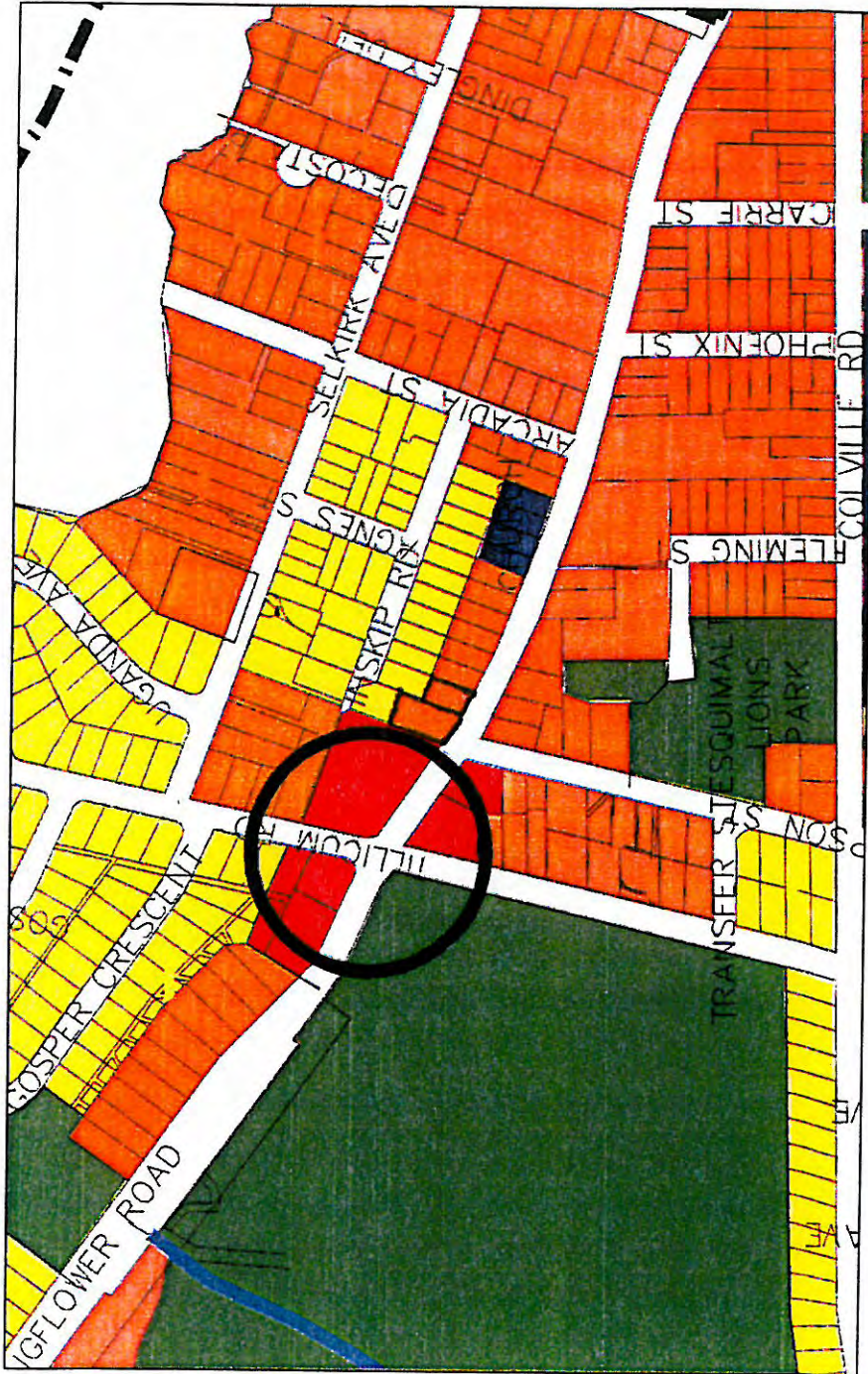
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ESQUIMALT LIONS PARK

# 934/36 Craigflower Road



Extract from Official Community Plan Bylaw No. 2646 Schedule 'A'  
Land Use Designations



## Development Permit Area No. 1 – Multi-Unit Residential

### 9.3.1 Scope

All land designated Multi-Unit Residential on Schedule "C" are part of DPA No. 1.

### 9.3.2 Category

Section 919(1)(f) of the *Local Government Act* – form and character, multi-family residential.

### 9.3.3 Justification

This Plan emphasizes the importance of protecting residential neighbourhoods and encouraging a high quality of construction for new development. It is essential that new multi-unit residential development not have a negative impact on, or be out of character with, existing residential neighbourhoods. The primary objective of Development Permit Area No. 1 is to ensure that the development of multi-unit residential sites is compatible with surrounding uses.

### 9.3.4 Requirements of Owners of Land within the Development Permit Area

a) Owners of land within Development Permit Area No. 1 must not do any of the following without first obtaining a development Permit in accordance with the guidelines for this Development Permit Area:

- i) subdivide lands; or
- ii) construct or alter a building or structure;

without first obtaining a Development Permit in accordance with the guidelines of this Development Permit Area.

b) Exemptions:

The following do not require a development permit:

- i) construction of buildings or structures less than 10 square metres in area;
- ii) 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;
- iii) emergency repairs to existing structures and public walkways where a potential safety hazard exists;
- iv) fences;
- v) the cutting of trees as permitted upon application under the municipal tree protection bylaw; and
- vi) placement of signs less than 1.5 sq. metres in area.

### 9.3.5 Guidelines for Owners of Land within the Development Permit Area

a) The size and siting of buildings that abut existing single- and two-unit and townhouse dwellings should reflect the size and scale of adjacent development and complement the surrounding uses. To achieve this, height and setback restrictions may be imposed as a condition of the development permit.



- b) New buildings should be designed and sited to minimize visual intrusion onto the privacy of surrounding homes and minimize the casting of shadows onto the private outdoor space of adjacent residential units.
- c) High-density multi-unit residential buildings or mixed commercial/residential buildings in commercial areas with a zero front setback should be designed so that the upper storeys are stepped back from the building footprint, with lower building heights along the street front.
- d) Landscaping of multi-unit residential sites should emphasize the creation of an attractive streetscape, as well as provide privacy between individual buildings and dwellings, screen parking areas and break up large expanses of paving.
- e) Surface parking areas in multi-unit residential developments less than five storeys in height, will be situated away from the street and screened by berms, landscaping or solid fencing or a combination of these three.
- f) Underground parking will be provided for any multi-unit residential buildings exceeding four storeys.
- g) The retention of public view corridors particularly views to the water should be encouraged wherever possible.
- h) To preserve view corridors and complement natural topography, stepped-down building designs are encouraged for sloping sites.
- i) Retention and protection of trees and the natural habitat is encouraged wherever possible.
- j) Townhouses will be designed such that the habitable space of one dwelling unit abuts the habitable space of another unit and the common wall overlap between adjoining dwellings shall be at least 50 percent.
- k) Site lighting in multi-unit residential developments should provide personal safety for residents and visitors and be of the type that reduces glare and does not cause the spill over of light onto adjacent residential sites.
- l) Garbage receptacle areas and utility kiosks should be screened by solid fencing or landscaping or a combination of the two.
- m) For waterfront sites, retention of natural features and existing trees should be a priority in site planning considerations.
- n) When any existing single-unit residence or duplex residence is being redeveloped to a multi-unit residential use by adding on of one or more dwelling units, such addition will be designed so that all of the units form a cohesive whole. In order to achieve cohesiveness:
  - i) both, the existing and proposed structures will be in the same architectural style;
  - ii) variations between the roofline of the existing building and any proposed addition(s) will be no greater than 1.5 metres;



- iii) roof styles and pitches must be complementary;
  - iv) architectural features such as sloping roofs and dormers should be incorporated into the design to unite the various parts of the structure; and
  - v) the existing and proposed structure will be constructed using the same or complimentary exterior finishes including roofing materials, window treatments, door styles and other finishing details.
- o) Within the area bounded by Tillicum, Craigflower, Lampson and Transfer Streets, redevelopment to multi-unit residential use will require that vehicular access to these sites be off Lampson Street rather than Tillicum, in recognition of the high levels of traffic currently using Tillicum Road.
- p) To create a more aesthetic and functional design that links each multi-unit residential project with the streetscape, the following guidelines are recommend:
- i) Avoid long, narrow parcels with minimal road frontage (consolidate one or more parcels where necessary);
  - ii) Place parking areas away from the street; and
  - iii) Design porches and windows overlooking the street to increase personal interaction and safety.

commented that there are documents that bind them to certain elements and earth-tone colours.

In response to a question from Paulette Flannagan, regarding what type of assurance does the Commission have that what has been presented will be adhered to?

Phil Large stated that a Building Scheme will be registered against the title of the lots and this is a binding document.

Bev Windjack outlined the rehabilitation plan for the Gorge Waterway, indicating the use of native plants. She indicated that a significant number of the existing trees would be retained.

Bev Windjack informed the Commission members that a 5 metre strip would be dedicated to the municipality as parkland.

There were no further comments or questions from the Commission.

The Chair commented that this is the last subdividable property along the Gorge and it will be good to see the rehabilitation of the strip along the waterway.

**Public Input:**

No members of the public spoke to this application.

**RECOMMENDATION:**

Moved by Ramona Scott, seconded by Brian Gordon, that the Esquimalt Advisory Planning Commission (APC) resolves that the application for a Development Permit for Lot 1, Section 2, Esquimalt District, Plan 7068 (1190 Rhoda Lane) be forwarded to Council with a **recommendation of approval**.  
The motion **CARRIED UNANIMOUSLY**.

The opinions and comments of the APC members are as follows:

- That the public access be ensured.

(4) **Rezoning and Development Permit Applications**  
**Herb Kwan, Architect on behalf of Stratford Business Group Ltd.**  
**934/936 Craigflower Road**

Herb Kwan, Architect, was in attendance representing the owner of the property, along with Jim Partlow, Landscape Architect from the Lombard Group.

Herb Kwan, outlined the proposal to rezone the property to permit the assembly of two parcel and construction of a 13 unit townhouse development.

He outlined the topography of the area and the mix of land uses. He also outlined the site planning for the project.

Herb Kwan stated that the site is unique and challenging and informed the Commission members of the materials, colour and layout of the various proposed units.

Jim Partlow, outlined the landscape plan and how he related the landscaping to the rise and fall of the area, and also relating it to the property. He outlined the various species that they would be using to infuse colour during various seasons.

In response to a question regarding privacy of the units, Jim Partlow explained that they had discussed privacy hedging. They did not want to enclose the area too much as this would provide "hiding spots". He explained that they would be using boxwood and wrought iron fencing, which will give a balance and work well together.

The Chair inquired as to where the workers would park during construction. Herb Kwan responded that the owner would be looking into that.

In response to a question from a Commission member whether they had talked to the neighbourhood, Herb Kwan, stated no, but they would be doing that.

In response to a question from a Commission member, Herb Kwan clarified that the project would not be build to LEED standard, but "built-green".

**Public Input:**

In response to a question from Lynda Hundleby regarding mitigating sound and vibrations at such a busy location Herb Kwan outlined the technology of building materials available, especially the technology around windows; that when the proposed windows are closed the noise would be non existent.

**RECOMMENDATION:**

Moved by Talya Cohen, seconded by Brian Gordon, that the Esquimalt Advisory Planning Commission (APC) resolves that the applications for Rezoning and a Development Permit for the subject properties be forwarded to Council including the following conditions listed below with a **recommendation of approval:**

1. That applicant conduct a public meeting, as required by Council's PLAN-25, prior to the proposal going to the Committee of the Whole meeting;
2. That the project be constructed to "*Built Green*" standards.  
The motion **CARRIED UNANIMOUSLY**.

The opinions and comments of the APC members are as follows:

- Commended the architect on an excellent and thorough presentation, a real "Wow" project;
- Will set high standard for the area.

#### V. PLANNER'S STATUS REPORT

Trevor Parkes gave the following status report:

- 372 Pooley Place – Development Variance Permit – notices to be sent out September 18<sup>th</sup>, hearing scheduled for October 6<sup>th</sup>.
- 774 Fairview Road – Development Permit with Variance – notices to be sent out September 18<sup>th</sup>, hearing scheduled for October 6<sup>th</sup>.
- 622 Admirals Road – Rezoning Application – Application held in abeyance pending a review of the OCP; preparation of a work plan for preparation of a Development Cost Control (DCC) bylaw.
- 1180 Colville Road – Development Permits for an existing 37 unit building and a proposed new 35 unit strata building.- staff recommendations accepted for a draft Development Permit and a draft Temporary Use Permit be allowed. On July 14, 2008, Council adopted both amendments to the OCP and Zoning Bylaw to allow Temporary Use Permits.
- 1180 Colville – Amendment to CD Zone 57 received first and second reading.
- 847 Dunsmuir Road – Issues associated with site design in relation to servicing rights-of-way are being evaluated by Staff and the applicant. These issues must be resolved prior to the Development Permit moving forward to Committee of the Whole.

#### VI. COUNCIL LIAISON

Not in attendance – no report available.

*934/936 Craigflower Road*

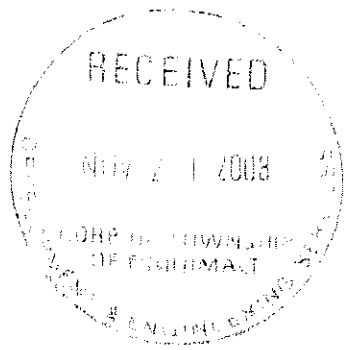
*Vickeys - Borden Nov 21/08*

# Notice of Public Information Meeting

A Townhouse development is being proposed  
for the property at  
**934/936 Craigflower Road**

Neighbours and the community are invited to join  
**The Development Team**  
to discuss and comment on the  
development proposal.

The Open House will be held at  
**7:00 pm, Tuesday, December 2, 2008** at  
**Archie Browning Sports Centre**  
**Crow's Nest Room**  
**1151 Esquimalt Road**



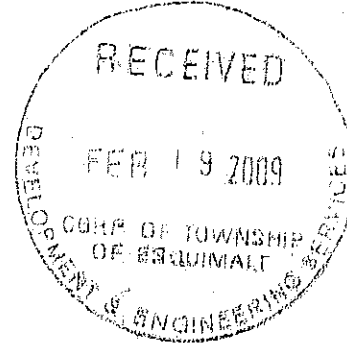


# Herbert H. Kwan Architect

650 Herald Street, Victoria, B.C. V8W 1S7 Telephone (250) 708 2099 Fax (250) 708 2089

Mayor and Council  
The Township of Esquimalt  
1229 Esquimalt Road,  
Esquimalt, B.C.  
V9A 3P1

February 18, 2009



Dear Mayor and Members of Council;

Re: **Proposed Residential Development  
934/936 Craigflower Road  
Esquimalt, B.C.**

Our clients, the Stratford Business Group and Steve Copp Construction Ltd. have been developing in the Greater Victoria area over the past number of years and feel that this development fits in well in the Municipality of Esquimalt. On December 2, 2009, the development team held a public information meeting to discuss the concept with the neighbours and the community.

A municipal mandated notification protocol was followed whereby 35 written invitations to the information meeting were mailed to neighbours within 45 meter radius of the development site and advertisements were placed in the November 19 and 21, 2008 editions of the Esquimalt News. The meeting was held at the Archie Browning Sports Centre, within convenient distance from the development neighbourhood.

The 7:00 pm meeting was attended by 9 neighbours representing 5 households, including 923, 927, 928, 935, and 939, all of Craigflower Road. Our office received 7 comment sheets, of these 1 was in support of the development, 3 were in support with modifications, and 3 were not in support.

<u>Areas of concern expressed by the Respondents</u>	<u># of Respondents</u>
• Development density	6
• Exterior design not in character with heritage houses in the immediate area	5
• Vehicular traffic	3
• Lack of green space (children's play area)	2
• Pedestrian traffic	2
• Does not fit into the neighbourhood	1

In response, the development team offers the following:

- Development density
  - The latest Official Community Plan designates these properties suitable for "Townhouse Residential" of up to three storeys in building height. The proposed project meets these criteria.

*Proposed Residential Development  
434/936 Craigflower Road  
Esquimalt, B.C.*



- The site's adjacency to the commercial intersection of Craigflower and Tillicum Roads makes it an ideal location for a medium density residential development.
- Exterior design not in character with heritage houses in the immediate area
  - The architectural styles of the immediate neighbourhood are varied and eclectic in nature, ranging from the utilitarian (gas station), to the traditional (single family post war), and the pseudo-arts and crafts (heritage houses).
  - Any future commercial developments at the intersection of Tillicum and Craigflower will likely be more urban and modern in style than arts and crafts.
  - While we commend the restoration of several houses on Craigflower, we do believe that new buildings in the area need not emulate their arts and crafts style. However, a thoughtful design with a different but sympathetic architectural style is a valid response in this multi-layered neighbourhood.
  - The project and the design was reviewed and recommended by the Advisory Planning Commission to move forward with the rezoning application process.
- Vehicular traffic
  - A traffic study has been commissioned and its findings will be submitted to Council via the Planning Department sometime in early March, 2009.
- Lack of green space (children's play area)
  - The proposed development is near two major green spaces in Esquimalt:
    - The Esquimalt Gorge Park
      - Less than 400 m from the development site.
      - Over 10 hectares of green space, contains children's play area, picnic area, water features etc.
    - Esquimalt Lions Park
      - Less than 110 m away from the development site.
      - Two base ball diamonds
  - In addition to the above, we have instructed our landscape architect to design a small play area for children in the rear of the property where there will be adequate overseeing by the residents of the development.

The partnership between Stratford Business Group and Steve Copp Construction Ltd has generated awards for quality in design and building for townhouses and other similar developments. Steve Copp Construction Ltd's owner, Steve Copp, is the past president of "Canadian Home Builders Victoria" and his company is a certified Built Green Builder. As a team, the partners in the Stratford Business Group have and will continue to ensure that this proposed development will meet the highest and exacting standards as set forth by the Municipality of Esquimalt.

Regards

Herbert Kwan, MAIBC  
HHK/cs

CC Stratford Business Group 250-658-3085





# Herbert H. Kwan Architect

650 Herald Street, Victoria, B.C. V8W 1S7 Telephone (250) 708 2099 Fax (250) 708 2089

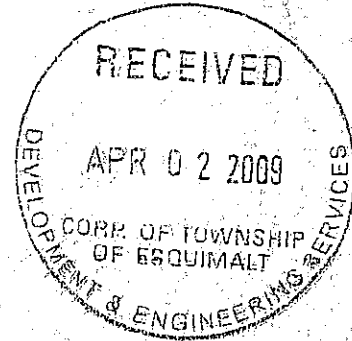
Ms. Barbara Schneider  
Director of Planning  
Township of Esquimalt  
1229 Esquimalt Road,  
Victoria, B.C.  
V9A 3P1

April 2, 2009

Faxed: 250-414 7160 (Couriered)

Dear Ms. Schneider;

Re: ***Proposed Residential Development***  
***934/936 Craigflower Road***  
***Esquimalt, B.C.***  
***Response to Review Comments***



Further to our telephone discussion with Trevor Park, Senior Planner, on March 9, 2009, we are pleased to provide the following:

1. Steve Copp Construction Ltd. is a certified "Built Green Builder" and proposes the following Green building features:
  - Appliances shall have Energy Star ratings
  - Windows shall have Energy Star ratings
  - Low flush toilets
  - Provide to Home Owners "Built Green" Home Owner's Manual
  - Framing practices, insulation, venting and finishing products shall be in line with the "Built Green Programme"
  - Water management in line with "Built Green Programme".
2. Storm water management plan
  - We spoke with your Municipal Engineer on March 31, 2009 and he has agreed that the storm water management plan could be provided to the Township for review and approval at the building permit stage. Our clients are committed to meeting this condition.
3. Parking dimensions
  - We have made modifications to our parking plan as per our telephone conversation with Mr. Trevor Park of March 18, 2009.
  - 3 copies of the revised site plan and project data sheet revision dated March 27, 2009 have been enclosed for your review.

*Re: Proposed Residential Development  
934/936 Craigflower Road  
Esquimalt, B.C.  
Response to Review Comments*



4. Traffic study

- Attached please find enclose one copy of traffic study prepared by Boulevard Transportation Group dated April 2, 2009 for your review.

Regards

Herbert Kwan, MAIBC  
HHK/cs

Encl.

CC Mr. Bill Nickel  
Mr. Steve Copp

250-658 3085  
e-mailed



# 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

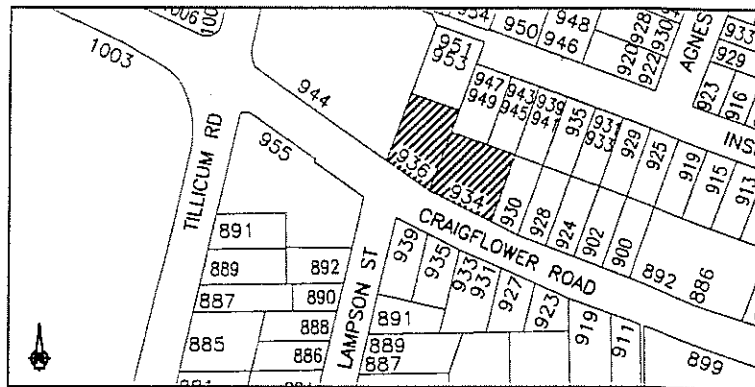
May 21, 2009

## NOTICE OF PUBLIC HEARING

An application for a change in zoning has been received from Herbert Kwan Architect on behalf of Stratford Business Group, the registered owner of both 934 Craigflower Road and 936 Craigflower Road. The applicant intends to consolidate the two properties and construct a 13 unit Townhouse Development.

### Purpose of the Application:

Zoning Bylaw, 1992, No. 2050, Amendment Bylaw [No. 184], 2009, No. 2706 provides for changes in the zoning designation of the parcels legally described as Lot B, Section 10, Esquimalt District, Plan 326 and; Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot [934 Craigflower Road and 936 Craigflower Road] shown cross-hatched below from RD-3 [Two Family/ Single Family Residential] to CD No. 68 [Comprehensive Development District No. 68])



### Site Location:

934 Craigflower Road and 936 Craigflower Road  
[Lot B, Section 10, Esquimalt District, Plan 326] and;  
[Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot]

The general purpose of this change in zoning is to facilitate development of the subject properties as a 13 unit townhouse development.

The Municipal Council will consider this application at **7:00 p.m., Monday, June 1, 2009, in the Council Chambers, Esquimalt 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 inspected at Development Services, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m. [excluding Saturdays, Sundays and Statutory Holidays] until June 1, 2009.

BARBARA SNYDER  
DIRECTOR OF DEVELOPMENT SERVICES



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

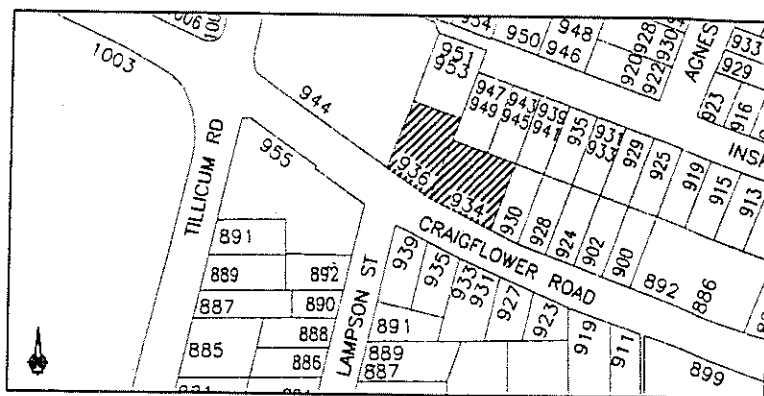
May 27, 2009

## REVISED NOTICE OF PUBLIC HEARING

An application for a change in zoning has been received from Herbert Kwan Architect on behalf of Stratford Business Group, the registered owner of both 934 Craigflower Road and 936 Craigflower Road. The applicant intends to consolidate the two properties and construct a 13 unit Townhouse Development.

### Purpose of the Application:

Zoning Bylaw, 1992, No. 2050, Amendment Bylaw [No. 184], 2009, No. 2706 provides for changes in the zoning designation of the parcels legally described as Lot B, Section 10, Esquimalt District, Plan 326 and; Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot [934 Craigflower Road and 936 Craigflower Road] shown cross-hatched below from RD-3 [Two Family/ Single Family Residential] to CD No. 68 [Comprehensive Development District No. 68])



### Site Location:

934 Craigflower Road and 936 Craigflower Road  
[Lot B, Section 10, Esquimalt District, Plan 326] and;  
[Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot]

The general purpose of this change in zoning is to facilitate development of the subject properties as a 13 unit townhouse development.

The Municipal Council will consider this application at **7:00 p.m., Monday, June 15, 2009, in the Council Chambers, Esquimalt 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 inspected at Development Services, Municipal Hall, 1229 Esquimalt Road, from 8:30 a.m. until 4:30 p.m. [excluding Saturdays, Sundays and Statutory Holidays] until June 15, 2009.

BARBARA SMYDER  
DIRECTOR OF DEVELOPMENT SERVICES

Re: Rezoning on Craigflower Road

Attn: Trevor Parkes – Senior Planner Development Services

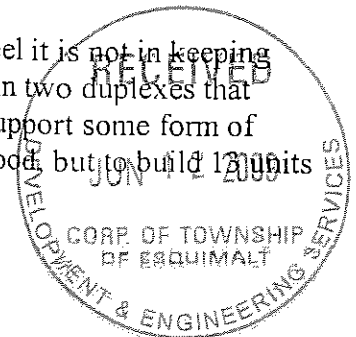
I would like to object to the application for re-zoning on Craigflower Rd. I live at 935 Craigflower Road, which is directly opposite from the proposed project. I feel this project will have a major impact on my property. I feel that build the proposal to build a 13 unit complex in a duplex zone area would be an error in judgement for this lovely neighbourhood.

Most of the houses in the immediate area are owner occupied with single or at most double occupancy. To take two lots and to turn them into a 13 unit complex is changing the fabric the immediate community.

I feel one of the major concerns will be increased traffic problems. If the new owners posses two cars, which is highly likely, there will be 26 vehicles attempting to enter and exit onto what is already a very congested intersection. With the massive amounts of traffic flow that already exists on Craigflower Road the possibility of another 26 vehicles will further compound the problem. Furthermore the addition of another 26 vehicles will further complicate matters with the transit issues. The bus is already in a bad position having to pick and drop off on the corner of Craigflower and Tillicum. This creates a hazardous merge lane for traffic coming across Tillicum in both directions. The idea of relocating the transit stop to accommodate the new housing complex, on the corner of Craigflower and Lampson, will only make matters worse. There is also the matter of the crosswalk, which is already in a bad spot and is very dangerous for people to use because of the high volume of traffic that comes whipping down from the traffic lights. There will be almost no green space in the planning and young children and their parents will need to cross a busy a street on the hazardous crosswalk in order to get to the Lions playground on Lampson street.

I am also concerned about what the proposed complex will do to the value of my property and the property of my fellow neighbours. I purchased this house based on the information, provided to me by my realtor, that this area was zoned for single family homes and duplexes only. There was no mention that there would be the possibility of apartment and townhouse complexes being constructed. I was delighted by the four heritage houses, especially the one on the corner, and decided to buy my house because of the attractiveness of these homes. To my dismay I realized that the properties across the street were occupied, and have been since last August, but have not received the care and attention that most of my neighbours put into their properties. I now understand the reason for the neglect.

I have previewed the plans for the proposed complex. I feel it is not in keeping with what is across the street from it. I could understand putting in two duplexes that keep with the early 1900 motif of the opposite home and could support some form of landscaping that is in accordance with the rest of the neighbourhood, but to build 13 units



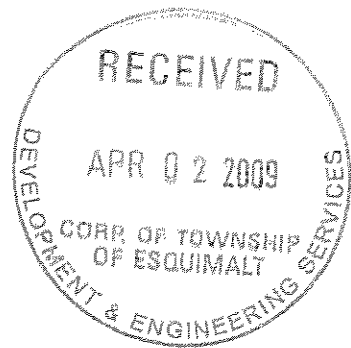
with tiny front yards and a concrete pad in the back lacks vision. I feel this will eventually decrease the value of the homes in the area. I respectfully submit my reasons for opposing the re-zoning and will be in attendance at the June 15<sup>th</sup> meeting to voice my displeasure in the proposed idea.

Thank you for taking the time to listen to my concerns

Yours truly,

Linda George  
935 Craigflower Road  
Victoria BC  
V9A 2X7






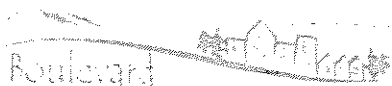
934 - 936 CRAIGFLOWER ROAD  
TRAFFIC IMPACT ANALYSIS

DATE April 02, 2009

File: 984


  
 City of Craigflower  
 1234 Main Street  
 Craigflower, BC V2Y 1A1  
 Phone: (250) 555-1234  
 Fax: (250) 555-5678  
 Email: info@craigflower.ca

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## 1.0 INTRODUCTION

Boulevard Transportation Group Ltd. was retained by Steve Copp Construction Ltd. to undertake a traffic impact analysis for a proposed development of townhouses at 934 and 936 Craigflower Rd.

### 1.1 Study Area

The proposed development will be constructed on the lots of 934 and 936 Craigflower Rd and is located on the north side of the Lampson St/ Craigflower Rd intersection in Esquimalt. The study area for this analysis is Tillicum Rd/ Craigflower Rd east to the proposed access for the townhomes including the intersection of Lampson St/ Craigflower Rd. **Figure 1** shows the study area and the site boundary.

## 2.0 EXISTING CONDITIONS

### 2.1 Land Use

Currently, there is a single family dwelling located on each of the lots. The surrounding properties to the west of the proposed site are commercial businesses including an adjacent gas station. To the immediate east and south of the proposed site, the land use is single family housing with several townhouse and apartment complexes.

Lampson Street Elementary School is located on Lampson St, one block south of the Lampson St/ Craigflower Rd intersection. To the east of the school are several commercial sites (Great Canadian Superstore) and several industrial and warehouse businesses (Greaves Moving and Storage Ltd).

### 2.2 Road Network

Craigflower Rd is a two lane 50km/h arterial road that provides an east-west connection between the Western Communities and the City of Victoria. At the intersection of Tillicum Rd/ Craigflower Rd, Craigflower Rd widens to 4 lanes and operates in a split phasing for the northbound and southbound movements.

Tillicum Rd is a four lane 50km/h arterial road that provides a north-south connection via Colville Rd between the Town of Esquimalt and CFB Esquimalt located to the southwest and the Trans-Canada Highway located to the north.

Lampson St is a two lane road that provides a north-south connection between Munro Rd at its southern end and Craigflower Rd at its northern end.

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FIGURE 1



TITLE:		
934-936 CRAIGFLOWER RD		
SITE BOUNDARY AND STUDY AREA		
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DRAWN:	gs	DRAWING NO: 984_FIGURES

## 2.3 Future Road Network Upgrades

The Town of Esquimalt is upgrading Craigflower Rd. The first phase of this project will occur this year and includes the intersection of Tillicum Rd/ Craigflower Rd to Arcadia St/ Craigflower Rd. The upgrades include the addition of bike lanes and a two-way left turn lane in front of the site. The two-way left turn lane will transition into a dedicated westbound left turn for Lampson St/ Craigflower Rd. An eastbound right turn lane will be constructed and an eastbound left turn phase being added at Tillicum Rd/ Craigflower Rd. Additionally, the transition from 2 lanes to 4 lanes on Craigflower Rd will be shortened to the west side of Lampson St/ Craigflower to facilitate on-street parking bays..

## 2.4 Traffic Volumes

The AM and PM peak hour traffic volume data for the intersection of Lampson St/ Craigflower Rd was collected on February 10, 2009 from 7:30am to 8:30am and 4:30pm to 5:30pm respectively. The traffic volume for the intersection of Tillicum Rd/ Craigflower Rd was previously counted for the Craigflower Road Corridor Report. The Corridor Report volumes were then balanced with the volumes recorded on the 10<sup>th</sup> of February. These balanced volumes were then used as the base traffic volumes for this analysis.

## 2.5 Traffic Analysis

Analysis of the traffic conditions at the intersection within the study area were undertaken using Synchro software. The addition of the eastbound right turn lane and eastbound left turn phase were assumed for existing conditions. The Synchro results were also reviewed using the microsimulation portion of the software (SimTraffic).

Synchro software is used because of its ability to provided analysis using the Highway Capacity Manual methodology and a microsimulation of the traffic conditions. The software analysis uses measures of effectiveness to return the results of the analysis. These measures of effectiveness include level of service (LOS), delay and 95<sup>th</sup> percentile queue length. The delays and type of traffic control (signalized versus unsignalized) are used to determine the level of service. The level of services are broken down into six letter grades with LOS A being excellent operations and LOS F being unstable / failure operations. See *Appendix A* for additional details.

### 2.5.1 2009 Existing AM Peak Hour Conditions

At the intersection of Tillicum Rd/ Craigflower Rd, the eastbound through operates at a LOS C and the eastbound right operates at a LOS A. The westbound movement operates at a LOS B and the

northbound and southbound movement operate at a LOS D. The intersection of Lampson St/ Craigflower is operating at a LOS C or better in all directions.

### 2.5.2 2009 Existing PM Peak Hour Conditions

The intersection of Tillicum Rd/ Craigflower is operating at a LOS E in the northbound and southbound directions. The eastbound through operates at a LOS C and the eastbound right operates at a LOS A. The westbound movement operates at a LOS F. The analysis of Lampson St/ Craigflower Rd resulted in an eastbound and westbound LOS A and the northbound movement operating at a LOS C.

Refer to **Figures 2 and 3** for the 2009 existing AM and PM peak hour volumes and LOS.

## 3.0 POST DEVELOPMENT

### 3.1 Site Access and Network

The proposed access for the development is located on Craigflower Rd, 132m east of the intersection of Tillicum Rd/ Craigflower Rd, 45m east of the intersection of Lampson St/ Craigflower Rd and 171m west of the intersection of Arcadia St/ Craigflower Rd. Craigflower Rd will continue to operate as free flow while the proposed driveway will operate as stop controlled.

Refer to **Figure 4** for the site plan of the proposed development site plan.

### 3.2 Land Use

The proposed land use for the development is 13 townhouse units (*ITE Land Use 230*).

### 3.3 Trip Generation

The trips for the existing and proposed land use were generated using the ITE "Trip Generation Manual (8<sup>th</sup> Edition)."

The proposed townhouses will generate 6 trips, 1 in and 5 out, during the AM peak hour and 7 trips, 2 out and 5 in, during the PM peak hour.

### 3.4 Trip Modifications

No trip modifications were applied to the trips for the site.

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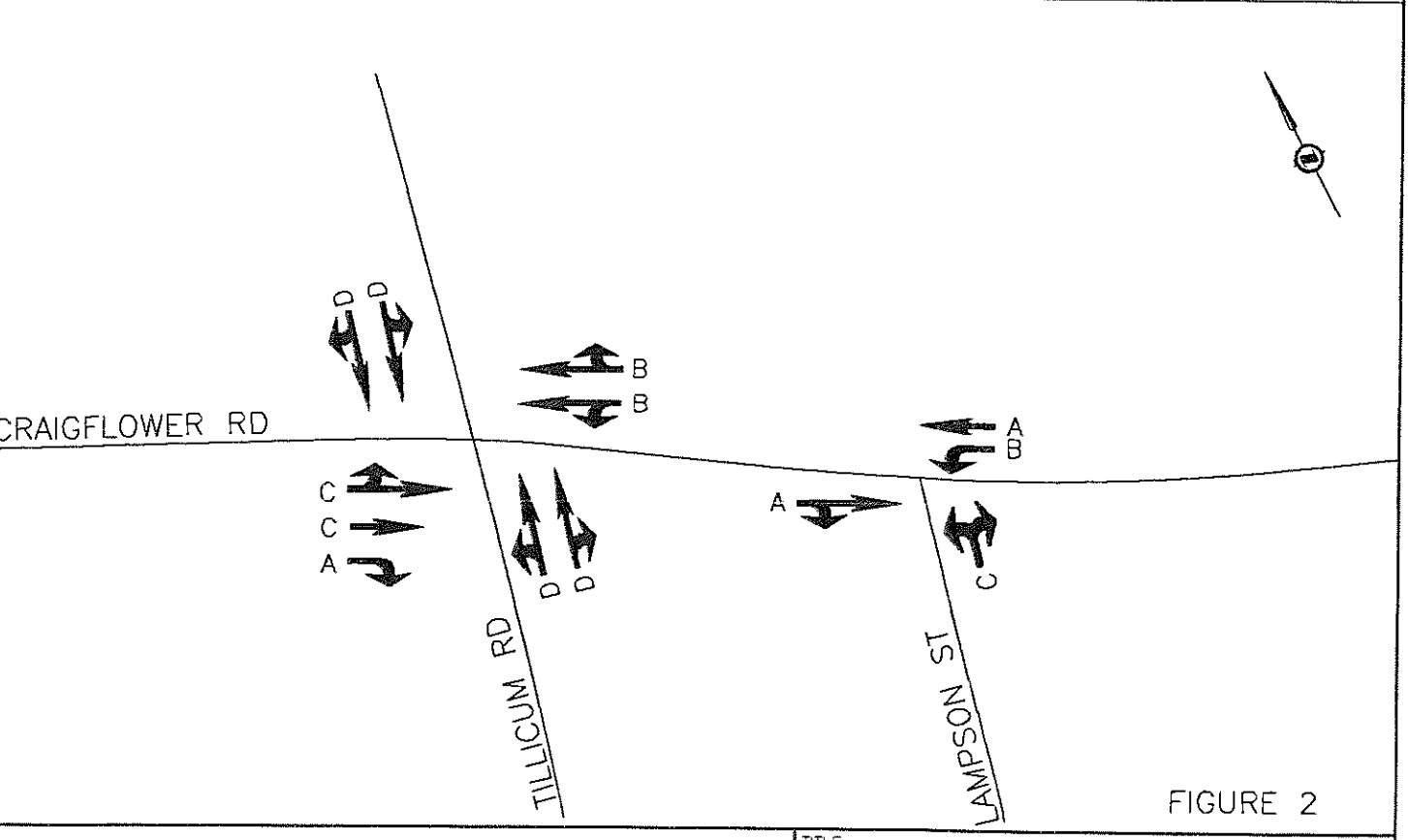
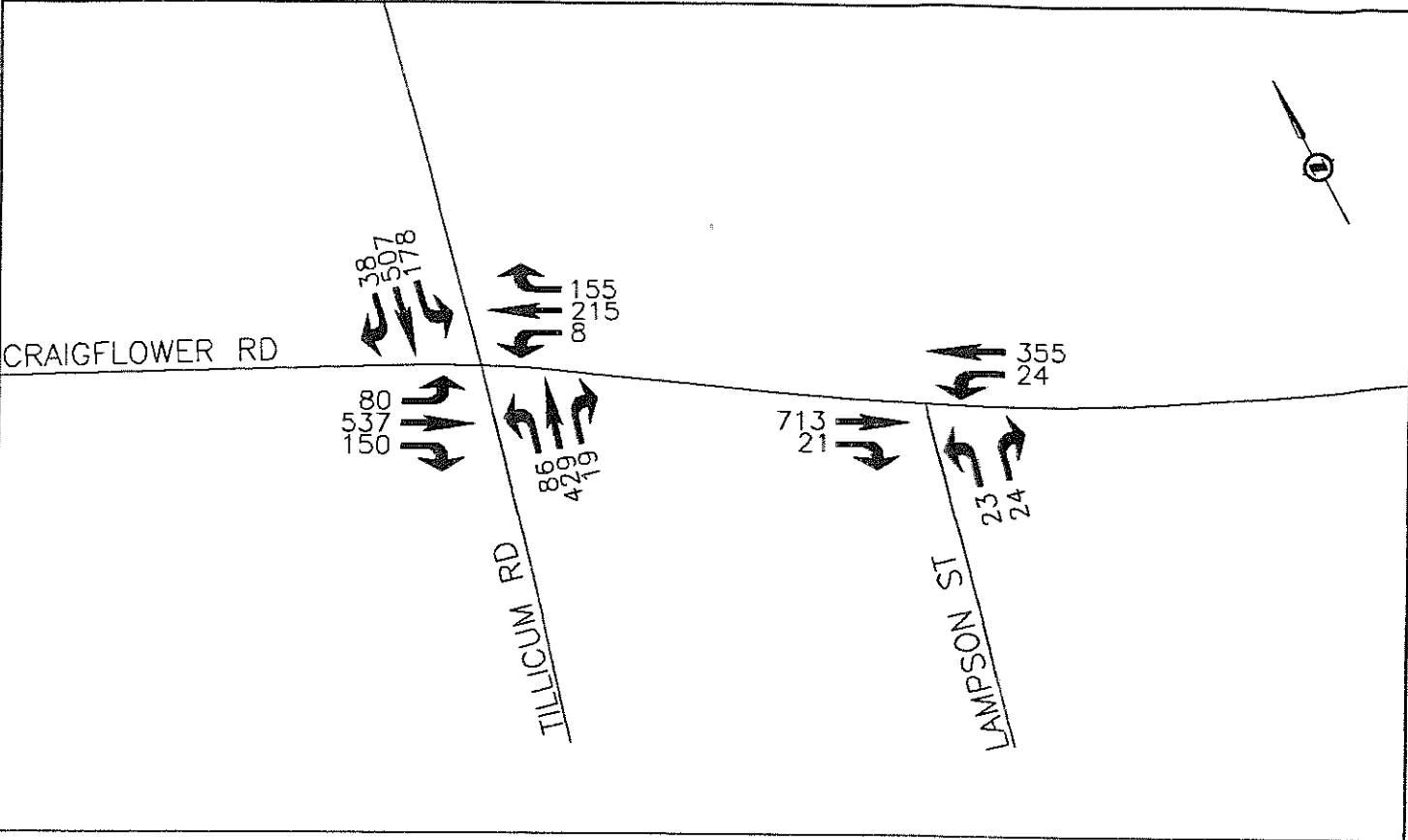
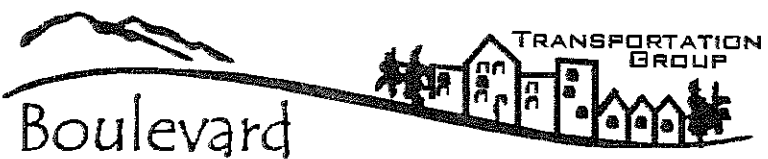


FIGURE 2



TITLE: 934-936 CRAIGFLOWER RD		
2009 AM EXISTING VOLUMES AND LOS		
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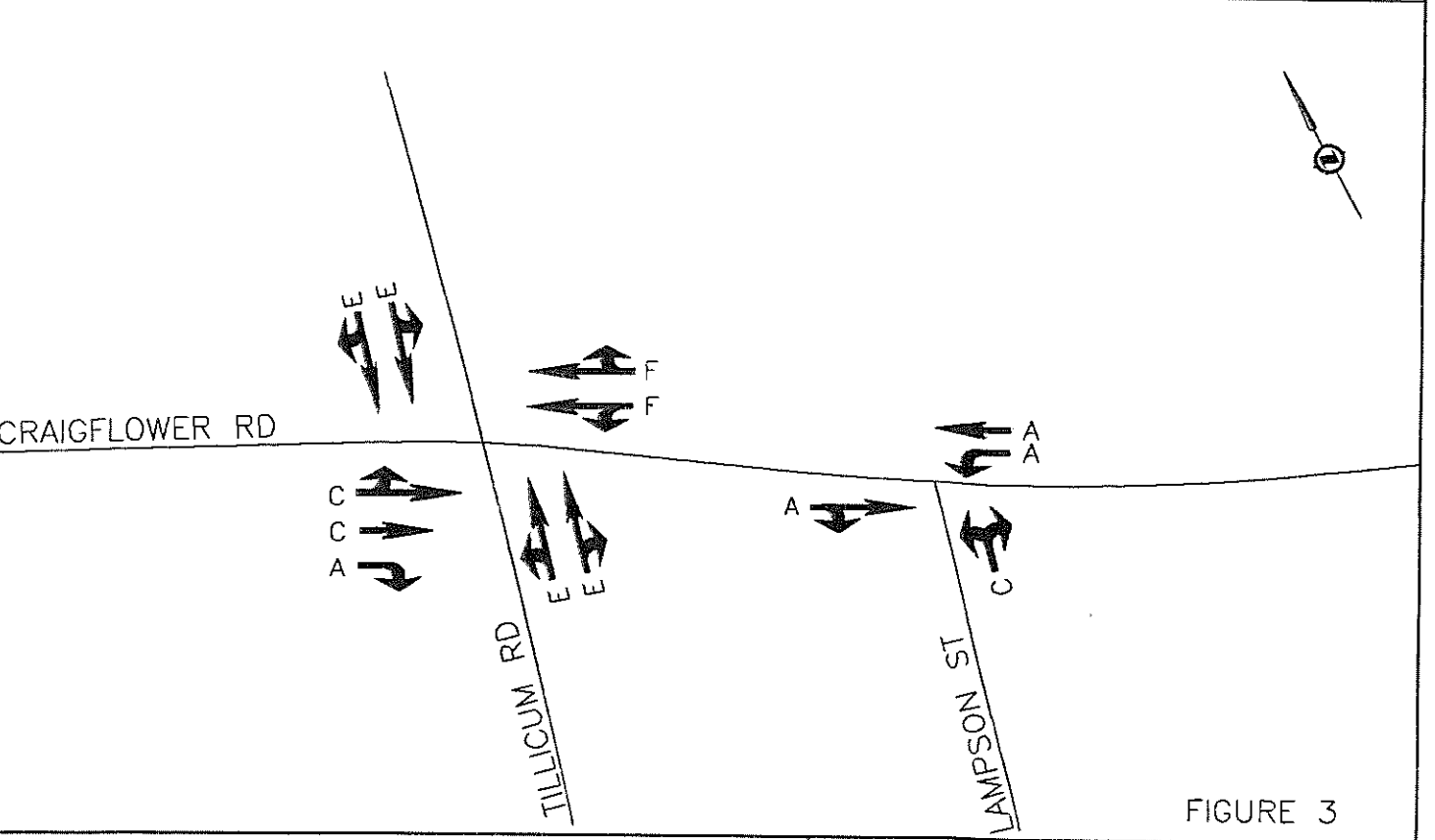
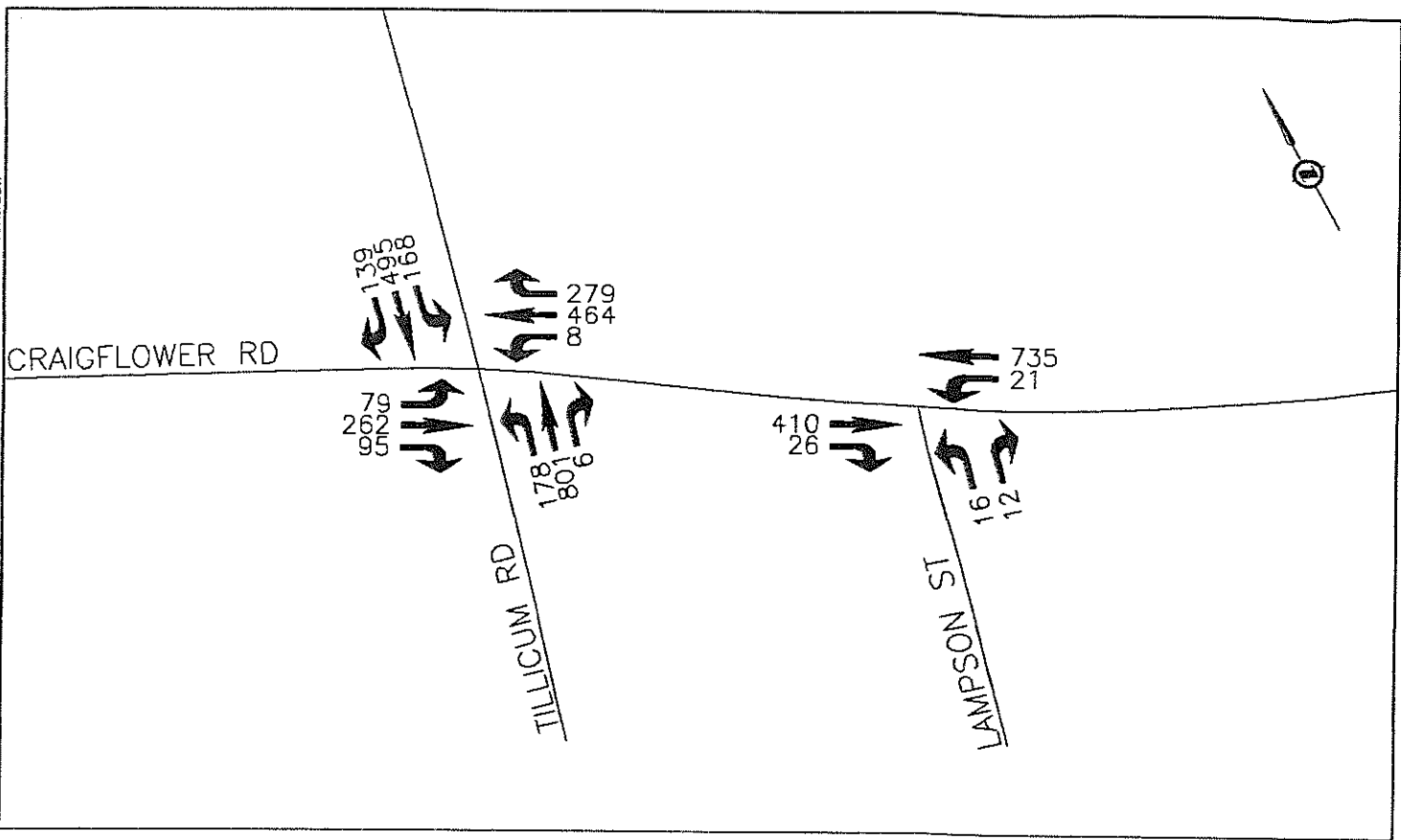
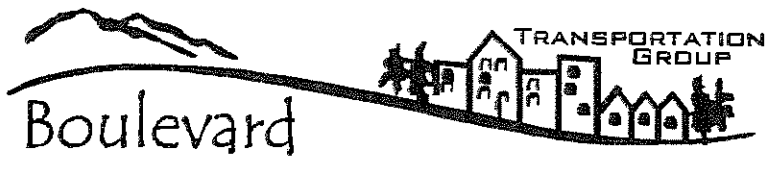


FIGURE 3



TITLE: 934-936 CRAIGFLOWER RD			
2009 PM EXISTING VOLUMES AND LOS			
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DATE: FEB 20-09	DRAWING NO: 984_FIGURES	REV.	



CRAIGFLOWER RD

FIGURE 4

TITLE:  
**934-936 CRAIGFLOWER RD**  
**PROPOSED DEVELOPMENT**  
**SITE PLAN**

TRANSPORTATION GROUP

Boulevard

NOTE: DRAWING PROVIDED BY HERBERT H. KWAN ARCHITECT.

### 3.5 Trip Assignment

The AM peak hour directional split of the traffic on Craigflower Rd is 33% westbound and 67% eastbound. During the PM peak hour, the directional split for is 36% westbound and 64% eastbound. The trips generated by the site during the AM and PM peak, were assigned to the road network based on these directional percentages.

### 3.6 Traffic Analysis

#### 3.6.1 AM Peak Hour Conditions

The intersections of Tillicum Rd/ Craigflower Rd and Lampson St/ Craigflower Rd continue to operate at their pre-development LOS for all movements.

The analysis of the proposed access/ Craigflower Rd found that the eastbound and westbound movements operate a LOS A and the southbound movement will operate at a LOS C.

#### 3.6.2 PM Peak Hour Conditions

During the PM peak hour, the intersections of Tillicum Rd/ Craigflower Rd and Lampson St/ Craigflower Rd continue to operate at their pre-development LOS for all movements.

The intersection of the proposed access/ Craigflower Rd will operate at a LOS A in the eastbound and westbound direction and a LOS B in the northbound direction.

Refer to **Figures 5 and 6** for the 2009 AM and PM post development volumes and LOS.

## 4.0 LONG TERM CONDITIONS

A review of traffic conditions for the year 2019 was undertaken with and without the proposed development. The background traffic volumes were determined by growing the existing 2009 volumes by 2% per year. The post-development 2019 volumes were determined by adding together the development trips and the 2019 background volumes. See *Appendix C* for long term traffic volumes and Synchro results.

### 4.1 Traffic Analysis

#### 4.1.1 2019 AM Peak Hour Conditions

With or without the development, at the intersection of Tillicum Rd/ Craigflower Rd, the northbound and southbound movements will operate at a LOS E. The eastbound through movement operates at a LOS F and the eastbound right operates at LOS A. The westbound movement operates at a LOS B. At



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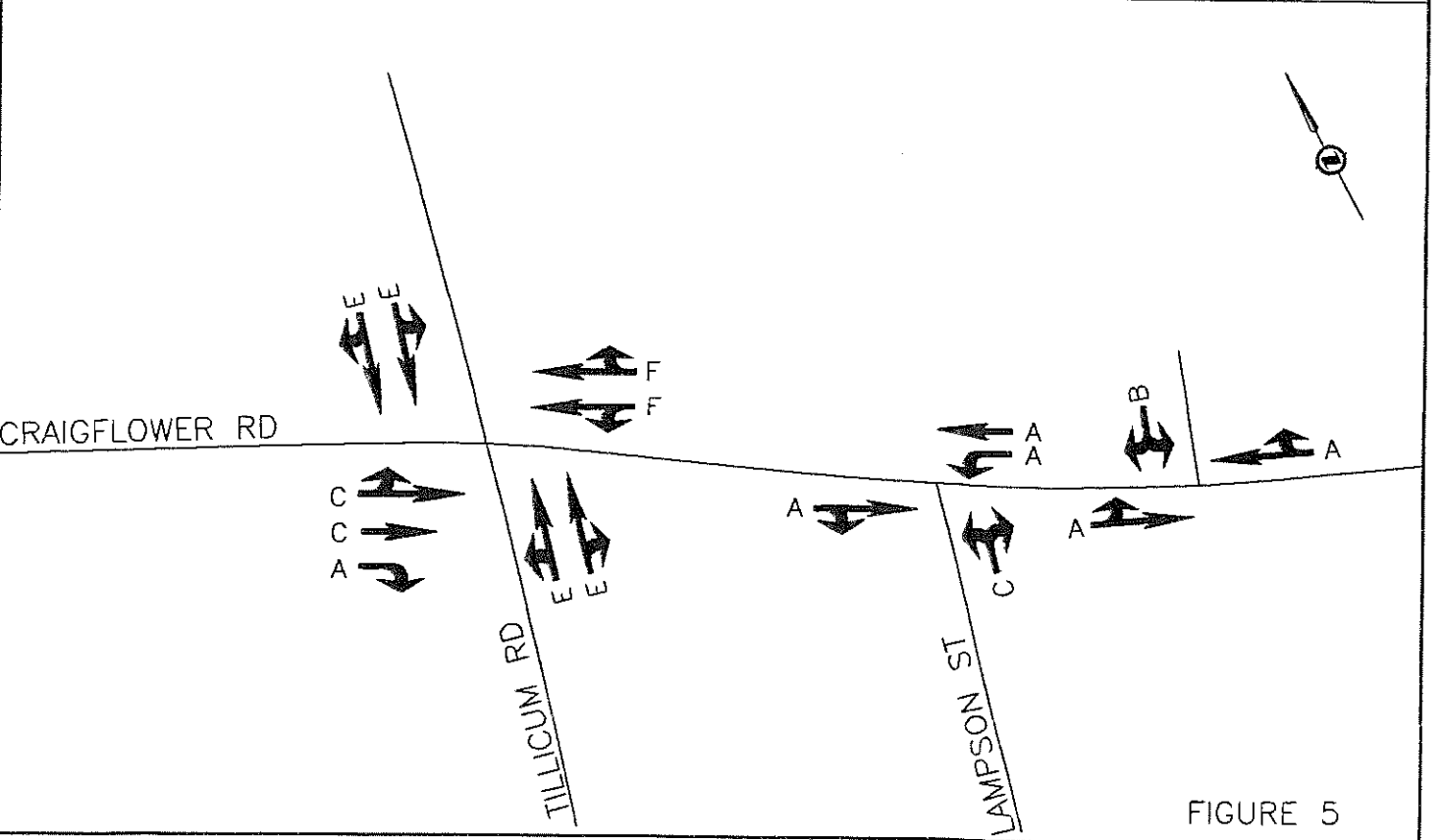
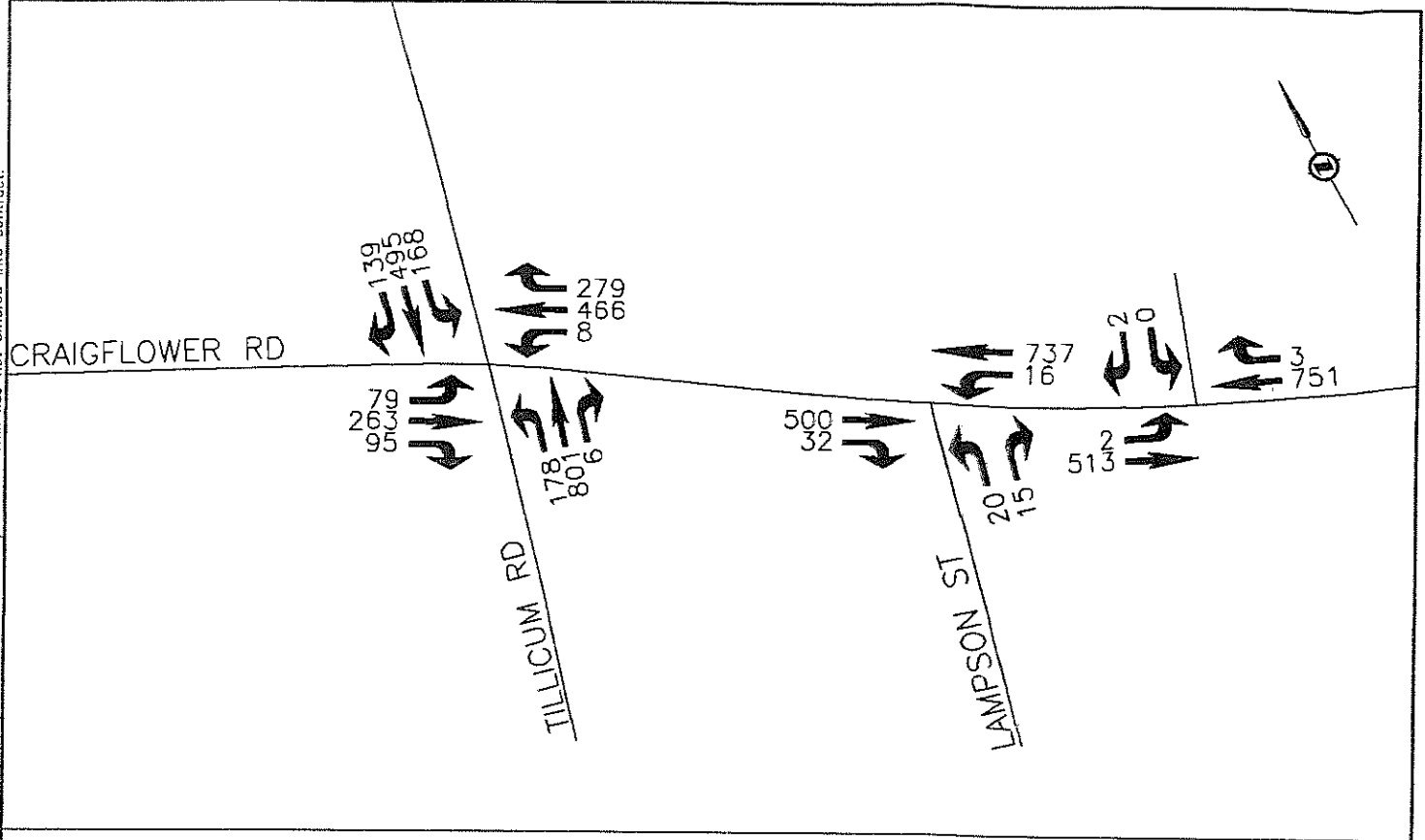
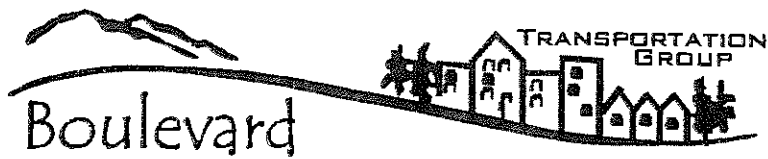


FIGURE 5



TITLE: 934-936 CRAIGFLOWER RD		
2009 AM POST DEVELOPMENT VOLUMES AND LOS		
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DATE: FEB 20-09	DRAWING NO: 984_FIGURES	REV.

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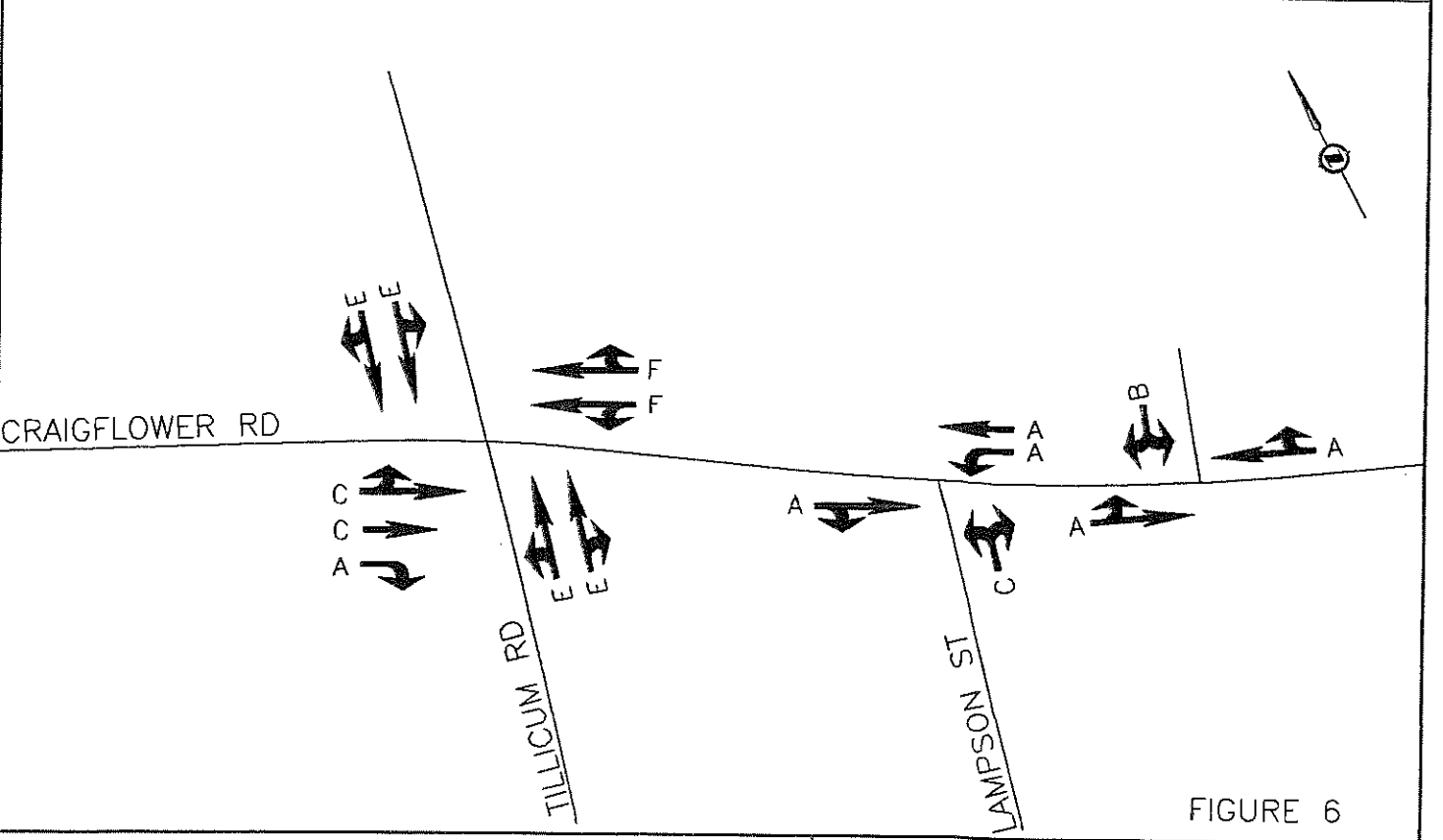
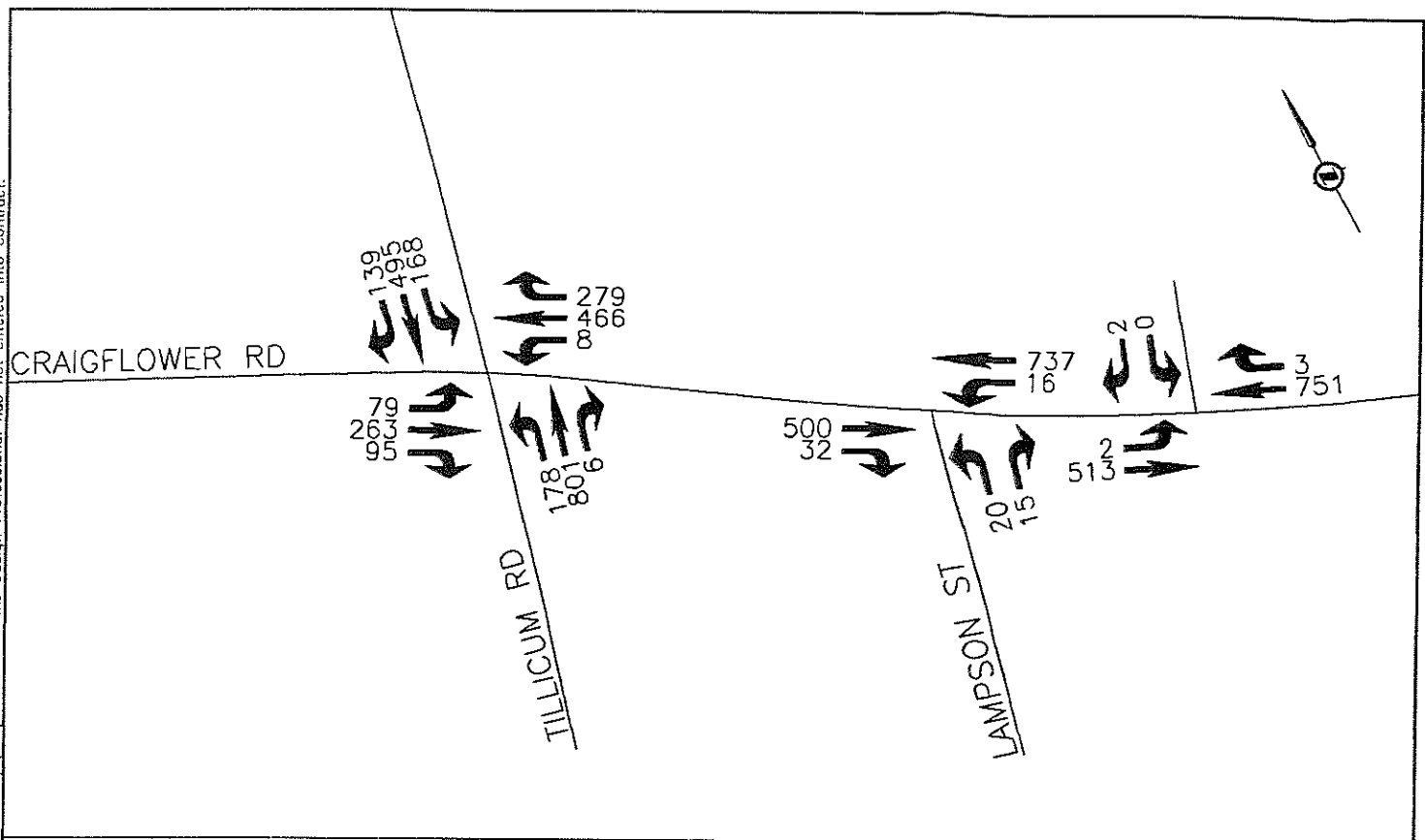
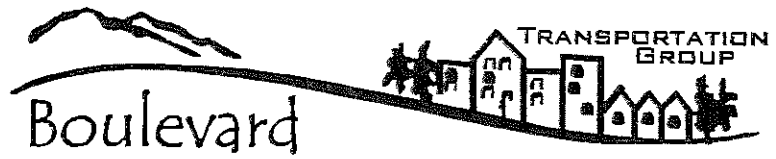


FIGURE 6



TITLE: 934-936 CRAIGFLOWER RD			
2009 PM POST DEVELOPMENT VOLUMES AND LOS			
DESIGNED: GS	DRAWN: gs	SCALE: NTS	
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the intersection of Lampson St/ Craigflower Rd, the eastbound and westbound movements operate at a LOS B or better and the northbound movement operates at a LOS E with or without the development.

**4.1.2 2019 PM Peak Hour Conditions**

At the intersection of Tillicum Rd/ Craigflower Rd with and without the development, the northbound and southbound operate at a LOS F, while the eastbound through movement will operate at a LOS D and the eastbound right movement at a LOS A. The westbound movement operates at a LOS D. The intersection of Lampson St/ Craigflower Rd will operate at a LOS A in the eastbound and westbound direction and a LOS C in the northbound movement.

Refer to **Figures 7 and 8** for the 2019 AM and PM existing volumes and LOS and **Figures 9 and 10** for the 2019 AM and PM post development volumes and LOS.

**5.0 GEOMETRICS**

**5.1 Intersection Spacing**

The Transportation Association of Canada’s (TAC) Geometric Design Guide for Canadian Roads recommends that the minimum spacing between a driveway and an intersection on an undivided arterial road be 35m. The proposed development’s access on Craigflower Rd is approximately 45m east of the Lampson St/ Craigflower Rd intersection. The proposed development’s driveway access exceeds the recommended minimum spacing from an intersection.

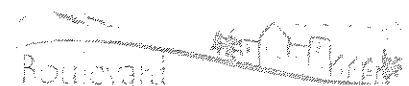
**5.2 Sight Distances**

Sight distances for the intersection of the proposed access/ Craigflower Rd were reviewed. The table on the following page shows the results of the onsite recorded sight distances in comparison to the TAC guidelines.

**Table 1: TAC Sight Distance at Driveway (50 km/h)**

<b>Movement</b>	<b>Measured</b>	<b>Required</b>	<b>Met?</b>
EB/WB Stopping Distance	171m	65m	<b>Yes</b>
SB Turning left, looking right	132m	123m	<b>Yes</b>
SB Turning left, looking left	171m	100m	<b>Yes</b>
SB Turning right, looking left	171m	123m	<b>Yes</b>

The measurements recorded exceed the required sight distances.



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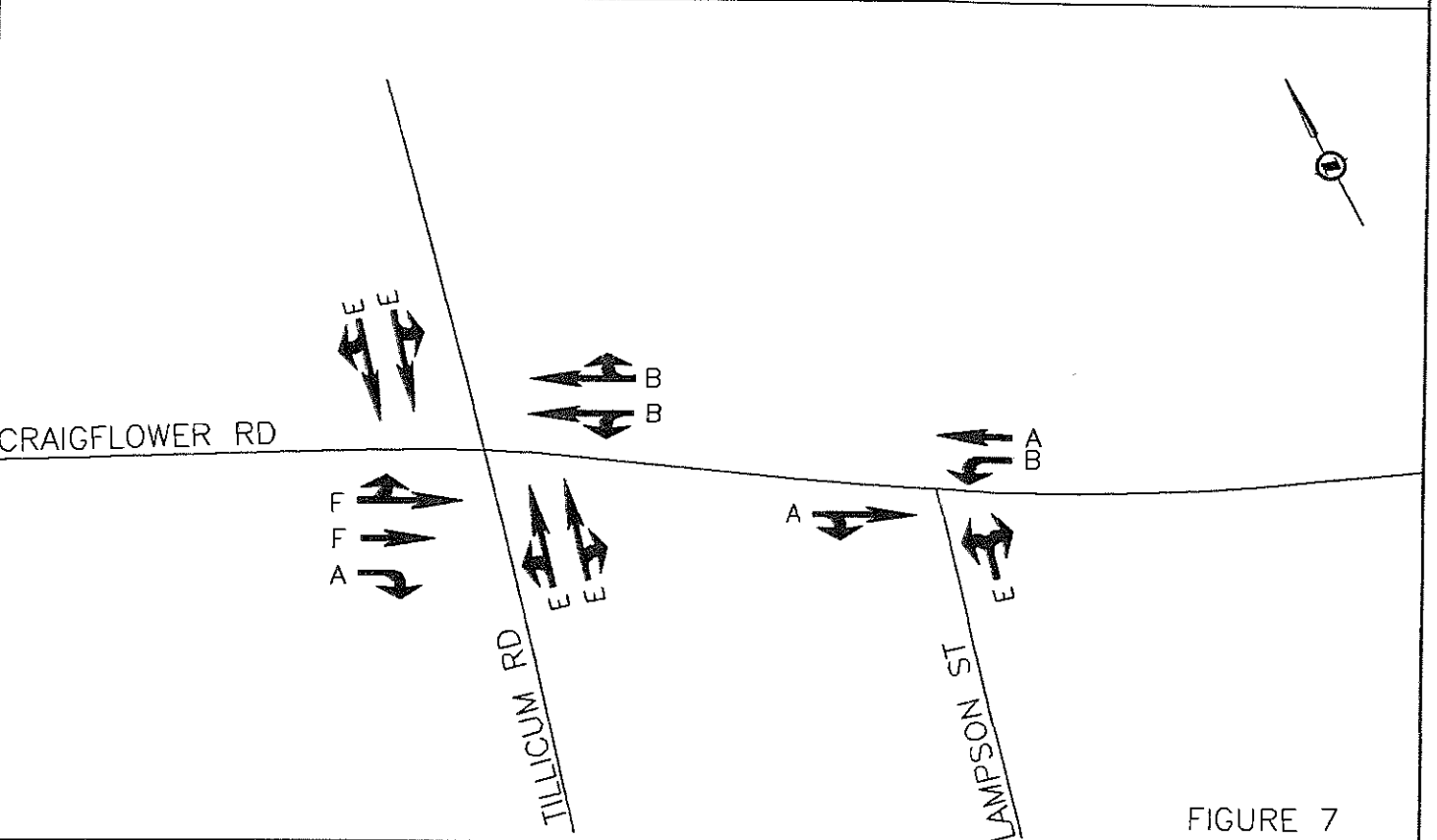
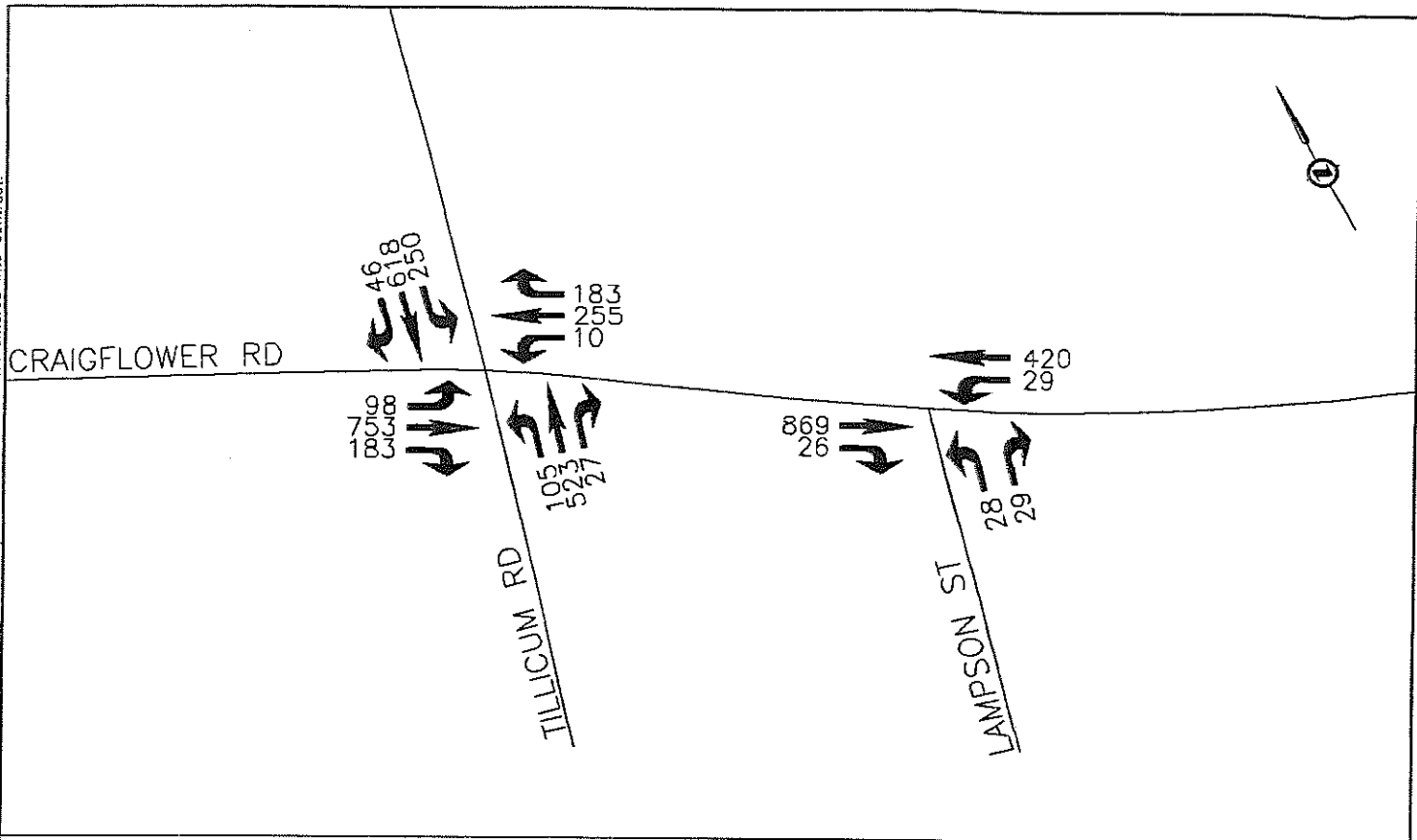
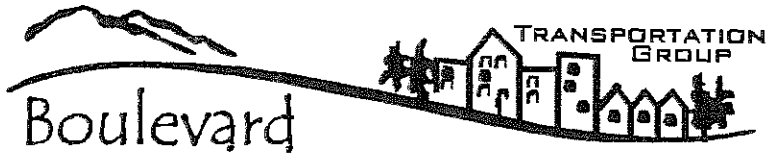


FIGURE 7



TITLE: 934-936 CRAIGFLOWER RD			
2019 AM EXISTING VOLUMES AND LOS			
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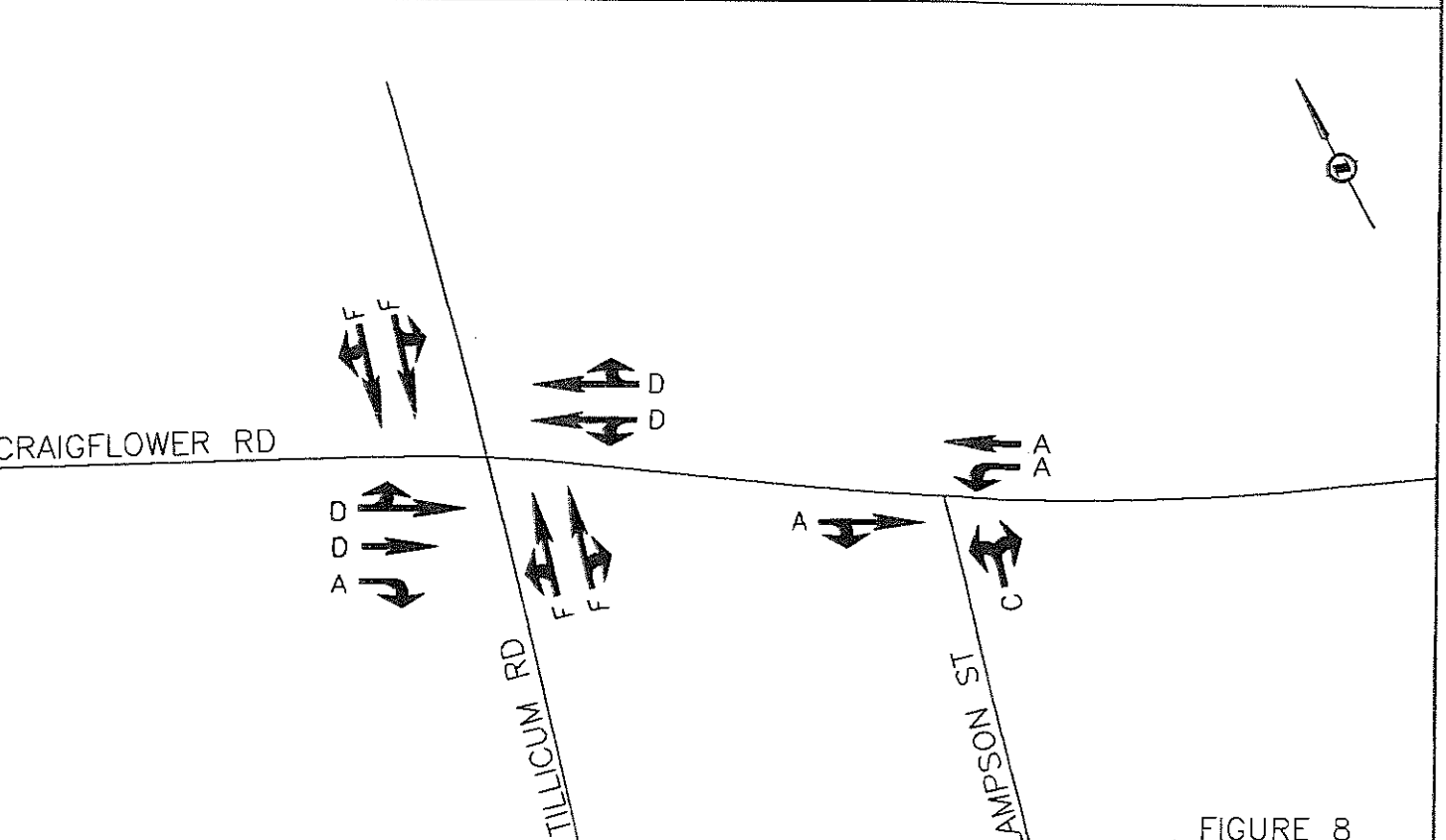
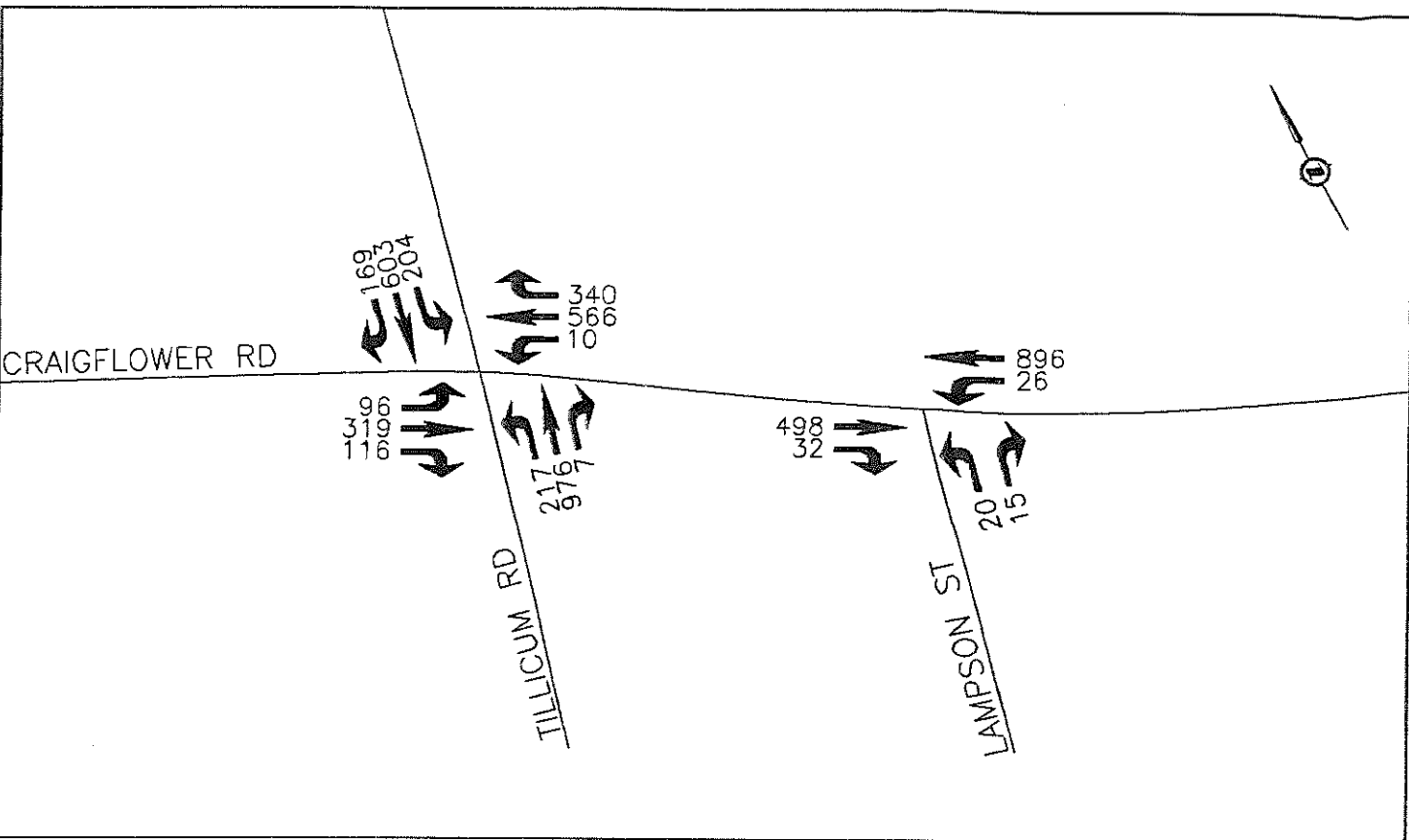
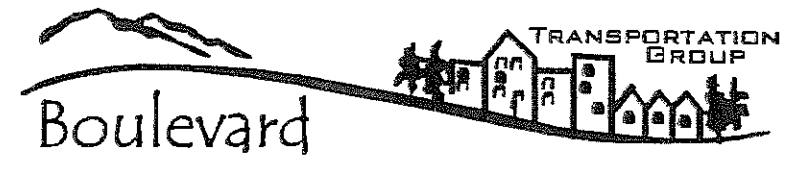


FIGURE 8



TITLE: 934-936 CRAIGFLOWER RD			
2019 PM EXISTING VOLUMES AND LOS			
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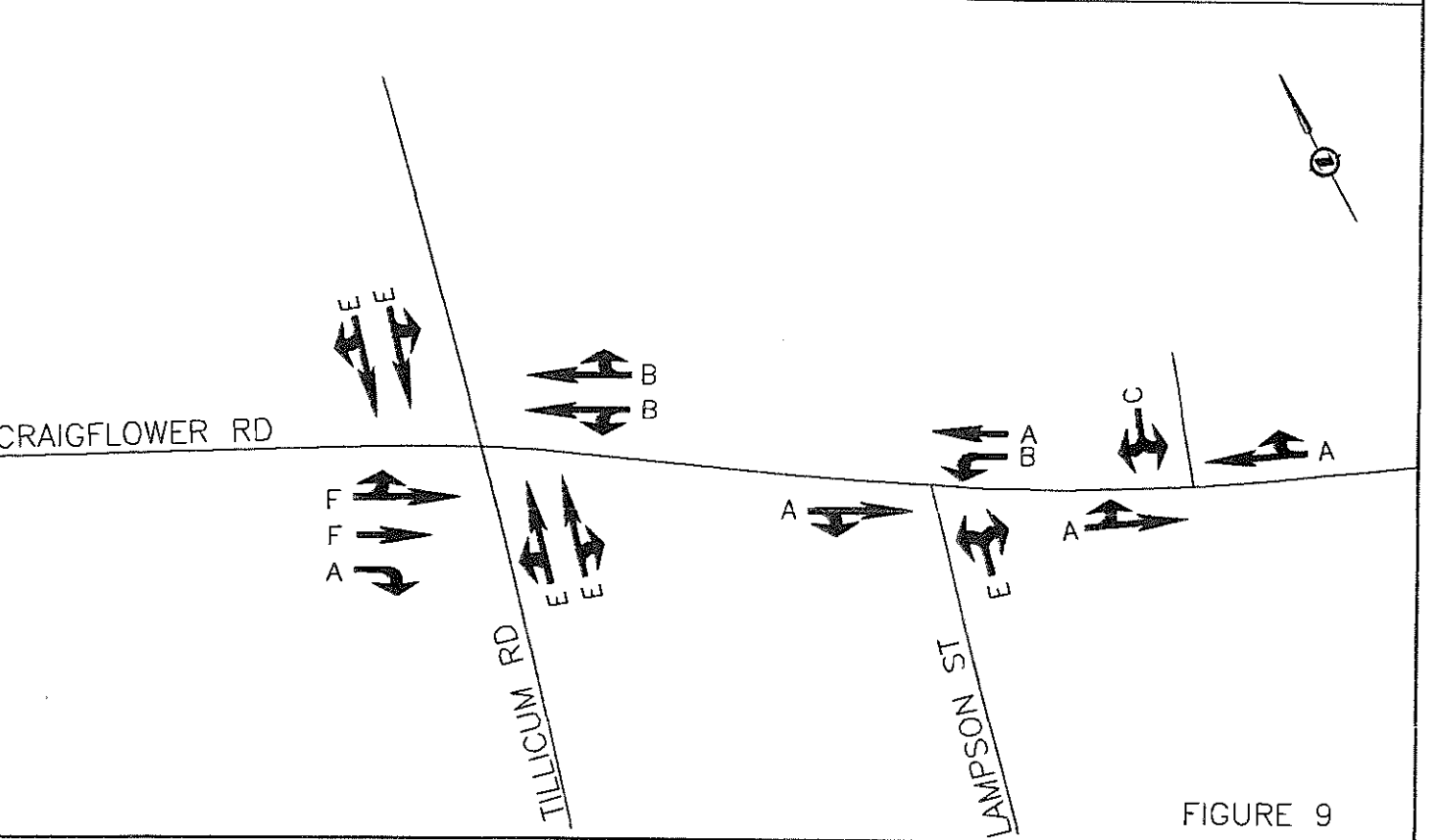
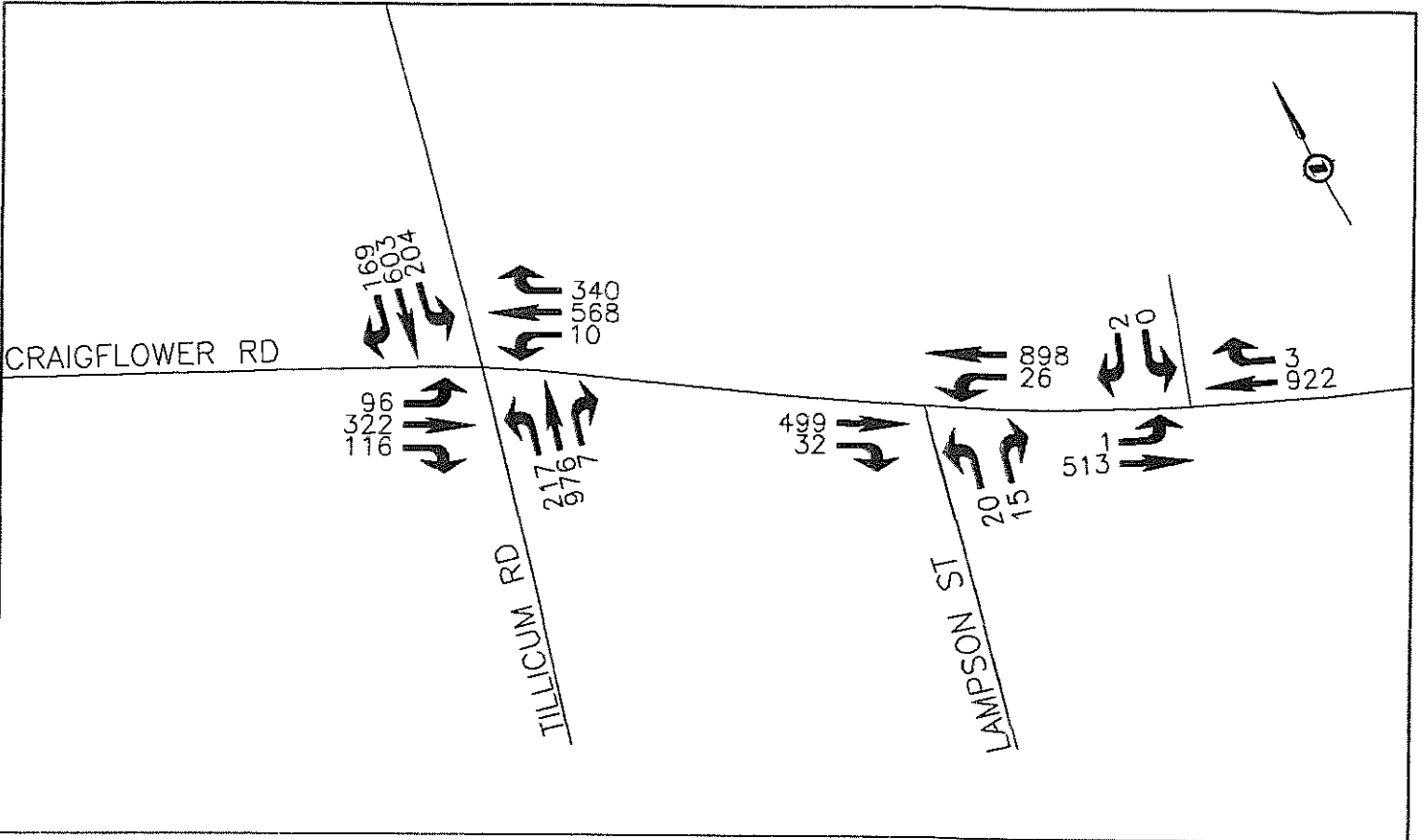
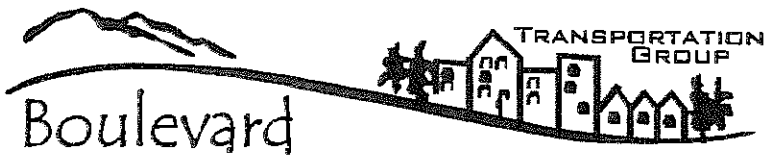


FIGURE 9



TITLE: 934-936 CRAIGFLOWER RD 2019 AM POST DEVELOPMENT VOLUMES AND LOS		
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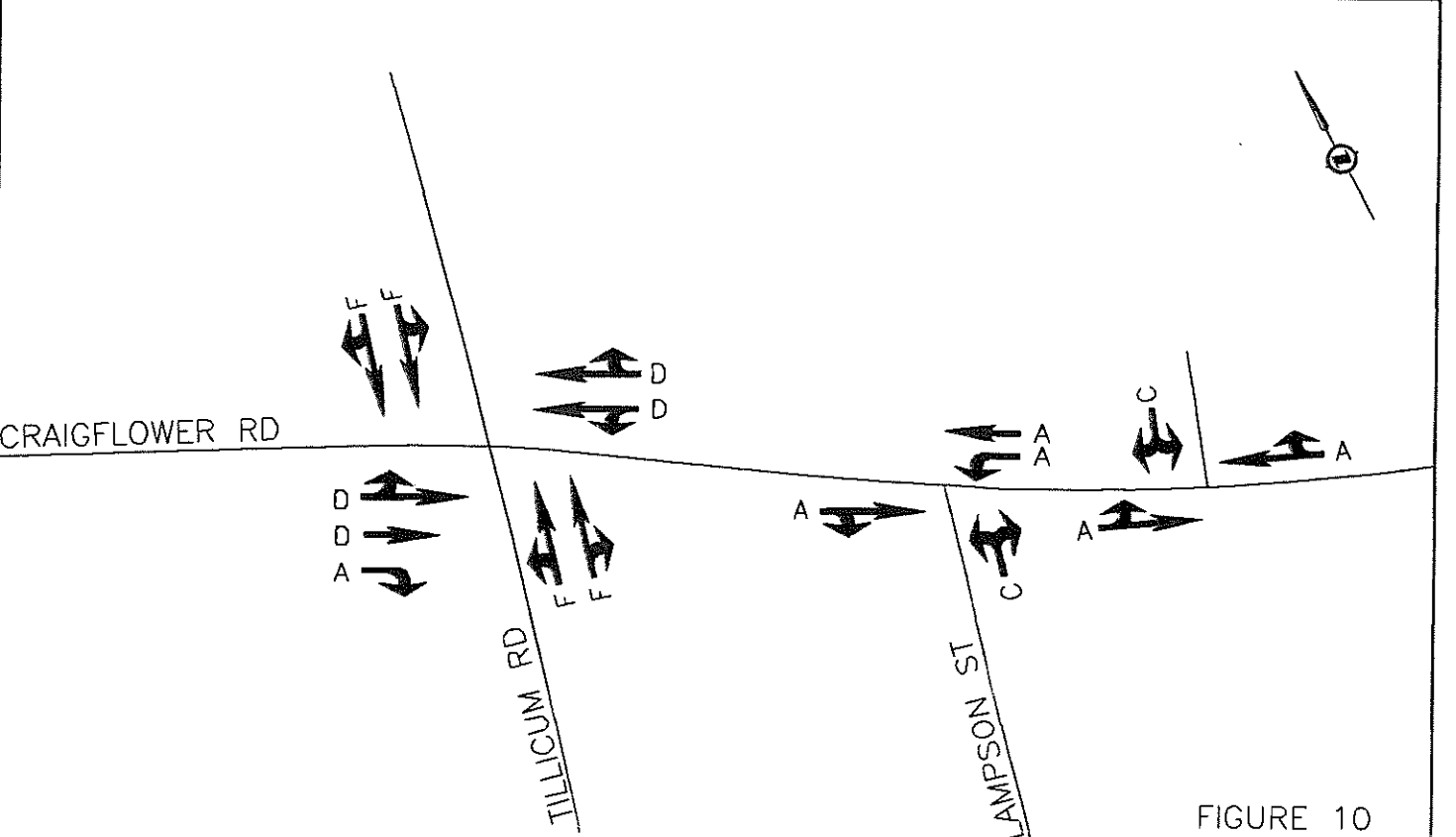
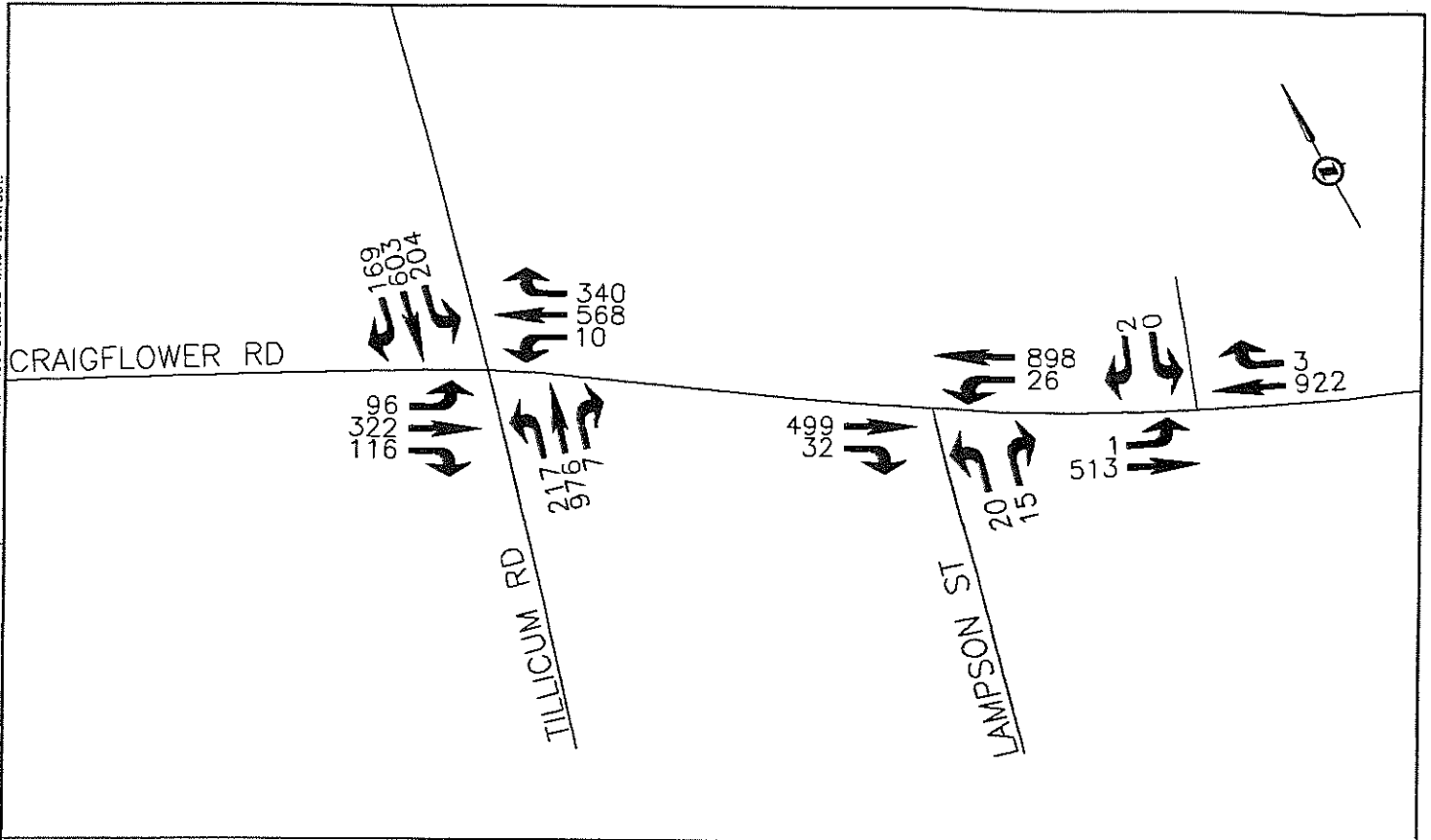
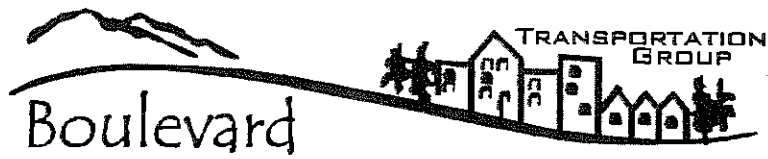


FIGURE 10



TITLE: 934-936 CRAIGFLOWER RD		
2019 PM POST DEVELOPMENT VOLUMES AND LOS		
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DATE: FEB 20-09	DRAWING NO: 984_FIGURES	REV.

## 6.0 DRIVEWAY ACCESS DESIGN

The proposed access road would consist of two 3.0m wide lanes which would provide one lane for entry and one lane for exit at the same time. The driveway would be graded at 2% for 8m and then at a maximum of 15% until the driveway ties in with the finished ground of the parking lot. Where the driveway crosses the sidewalk, driveway flares 1m wide and 3m deep would be constructed to provide a smooth transition for the driveway through the sidewalk and vice versa. The driveway design is subject to the approval of the Town of Esquimalt's engineering department.

## 7.0 OTHER TRANSPORTATION MODES

There are several alternative modes of transportation located in close proximity to the proposed development.

Currently, BC Transit operates two main bus routes (#14 and #26) that are accessible by residents of the proposed development. The #14 bus has an eastbound and westbound stop located within 50m of the proposed development while the #26 bus has stops located on Tillicum Rd near Craigflower Rd. These two routes connect Esquimalt in a north-south direction with Saanich and an east-west direction with the Western Communities and the City of Victoria.

Upon completion of Phase 1 of the Craigflower Rd upgrades, there will be dedicated bike lanes and sidewalk along the site's frontage on Craigflower Rd

## 8.0 CONCLUSIONS

The addition of the insignificant amount of traffic generated by the development to Craigflower Rd does not change the LOS at the intersections of Lampson St/ Craigflower Rd and Tillicum Rd/ Craigflower Rd. The proposed driveway/ Craigflower Rd will operate at a LOS C or better exiting the site in the AM and PM peak hours. In the long term, the intersection of Tillicum Rd/ Craigflower Rd will operate at a LOS D or worse with or without the development. In the long term, the Township should consider providing left turn lanes on all four approaches to improve the LOS at the intersection. The delay at the intersection of Tillicum Rd/ Craigflower Rd with the addition of the trips generated by the development increases by 1 second in the eastbound and westbound movements.

The location of the driveway exceeds TAC intersection spacing and exceeds the required sight distances. The driveway should be designed meet the Town of Esquimalt's requirements and approval.

Sidewalks and bicycle lanes will be provided as part of the Craigflower Rd upgrades.

PAGE 6



## 9.0 RECOMMENDATIONS

- Design the driveway to meet the Town of Esquimalt's design requirements and approval



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**BYLAW NO. 2706**

A Bylaw to amend Bylaw No. 2050, cited as the  
"Zoning Bylaw, 1992, No. 2050"

THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF  
ESQUIMALT, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the "*ZONING BYLAW, 1992, NO. 2050, AMENDMENT BYLAW [NO. 184], 2009, NO. 2706*".
2. That Bylaw No. 2050, cited as the "Zoning Bylaw, 1992, No. 2050" be amended as follows:
  - (1) by adding the following words and figures after 'Comprehensive Development District No. 67' in Part 31, Zone Designations:

"Comprehensive Development District No. 68"
  - (2) by adding the following text as Section 67.55:

**67.55 COMPREHENSIVE DEVELOPMENT DISTRICT NO. 68 [CD NO. 68]**

In that Zone designated as CD No. 68 [Comprehensive Development District No. 68] no Building or Structure or part thereof shall be erected, constructed, placed, maintained or used and no land shall be used except in accordance with and subject to the regulations contained in or incorporated by reference into this Part.

(1) **Permitted Uses**

The following Uses and no others shall be permitted:

- (a) Townhouse Residential
- (b) Home Occupation

(2) **Parcel Size**

The minimum Parcel Size of fee simple Parcels created by subdivision shall be 2100 square metres.

(3) **Density**

The number of Dwelling Units permitted on Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot shall be limited to thirteen [13] for a density of one unit per 163 square metres.

(4) **Building Height**

No Principal Building shall exceed a Height of 10.2 metres

(5) **Lot Coverage**

All Principal Buildings and Structures combined shall not cover more than 43% of the combined area of Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot.

(6) **Floor Area Ratio**

The combined Floor Area Ratio of Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot, shall not exceed .80.

(7) **Siting Requirements**

(a) **Principal Buildings:**

- (i) Front Setback: No Front Setback will be required.
- (ii) Side Setback: No Principal Building shall be located within 1.5 metres of an Interior Lot Line.
- (iii) Notwithstanding Section 7(a)(ii), no Principal Building shall be located within 7.0 metres of the eastern most Interior Lot Line.
- (iv) Rear Setback: No Principal Building shall be located within 4.3 metres of the Rear Lot Line.

(b) **Accessory Buildings:**

- (i) No Accessory Buildings shall be permitted.

(8) **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 no fence shall exceed a height of 2 metres behind the front face of the Principal Building

(9) **Landscaping and Open Space**

Landscaping and Open Space shall be as shown on the plans submitted with the application and controlled by Development Permit No. 15/2008.

(10) **Off-Street Parking**

The number of off street parking stalls shall be provided in the ratio of 2.15 spaces per dwelling unit.

- (3) by changing the zoning designation of Lot B, Section 10, Esquimalt District, Plan 326 and Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly of a boundary parallel to and perpendicularly distant 120 feet from the northerly boundary of said lot [934 and 936 Craigflower Road], shown cross-hatched on Schedule "A" attached hereto, from RD-3 [Two Family/ Single Family Residential] to CD No. 68 [Comprehensive Development District No. 68].
- (4) by changing Schedule 'A' Zoning Map, attached to and forming part of "Zoning Bylaw, 1992, No. 2050" to show the changes in zoning classification effected by this bylaw.

READ a first time by the Municipal Council on the 4th day of May, 2009.

READ a second time by the Municipal Council on the 4th day of May, 2009.

A Public Hearing was held pursuant to Sections 890 and 892 of the *Local Government Act* on the ---- day of -----, 2009.

READ a third time by the Municipal Council on the ---- day of ----, 2009.

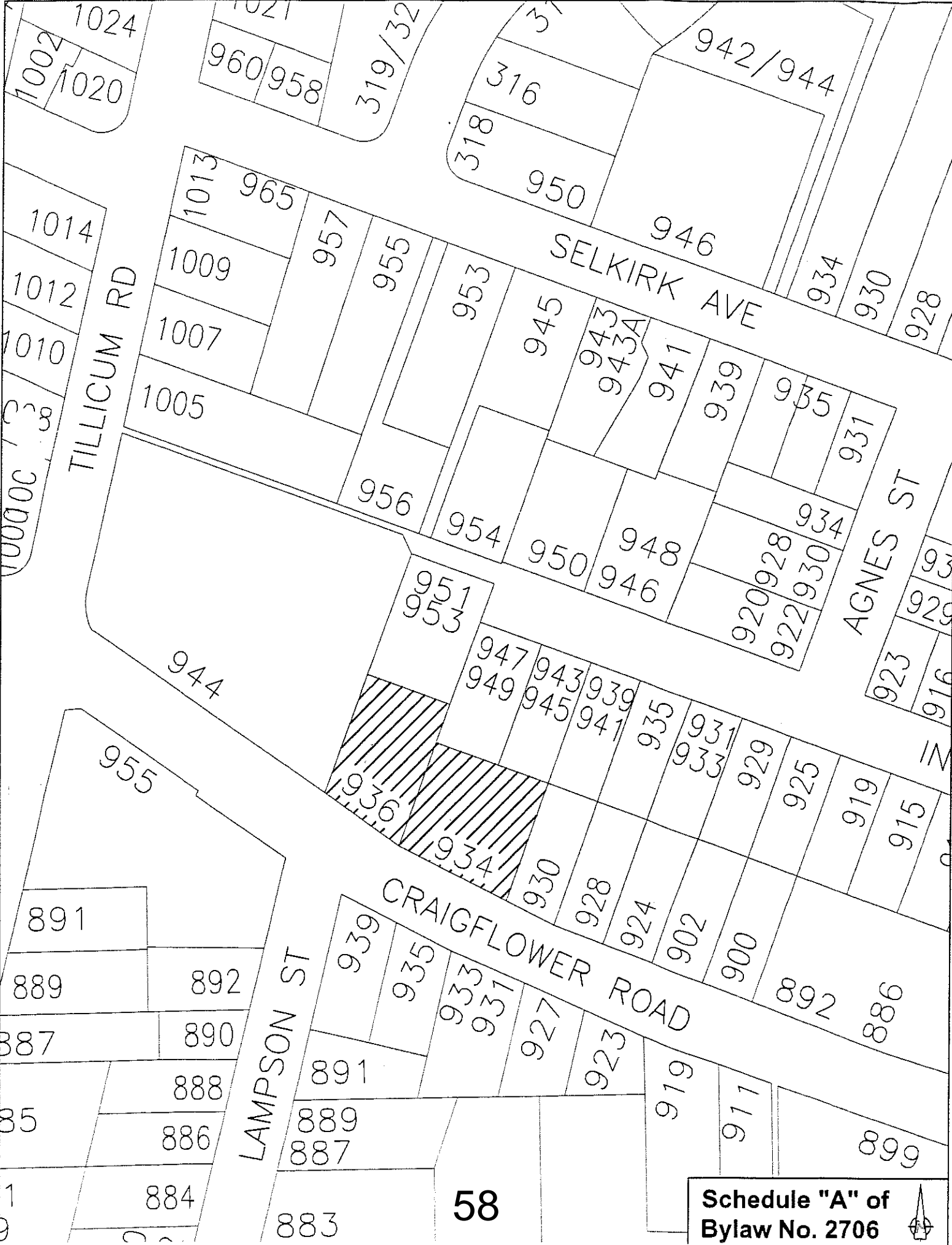
**ADOPTED** by the Municipal Council on the ---- day of ----, 2009.

---

BARB DESJARDINS  
MAYOR

---

CAROLLYNE EVANS  
CORPORATE ADMINISTRATOR



Schedule "A" of  
Bylaw No. 2706



58

**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**DEVELOPMENT PERMIT**

**NO. 15/2008**

**Owners:** Stratford Business Group Ltd., Inc. No. 510531  
4452 Sunnywood Place  
Victoria BC, V8X 4N4

**Lands:** Lot B, Section 10, Esquimalt District, Plan 326 and;  
Lot PT 8, Section 10, Esquimalt District, Plan 6650, lying southerly  
of a boundary parallel to and perpendicularly distant 120 feet from  
the northerly boundary of said lot.

**Address:** 934 and 936 Craigflower 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 the project data and site plans stamped "Received April 7, 2009", and architectural plans stamped "Received August 21, 2008"; prepared by Herbert H. Kwan Architect as well as the landscape plan prepared by Lombard North Group, stamped "Received August 21, 2008", 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

\_\_\_\_\_  
Corporate Administrator  
Corporation of the Township  
of Esquimalt

# PROPOSED 13 TOWNHOUSE DEVELOPMENT

934 / 936 CRAIGFLOWER ROAD  
ESQUIMALT, B.C.

## REZONING APPLICATION

### DRAWING INDEX

#### ARCHITECTURAL

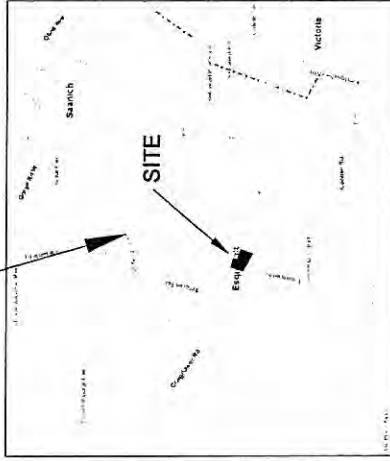
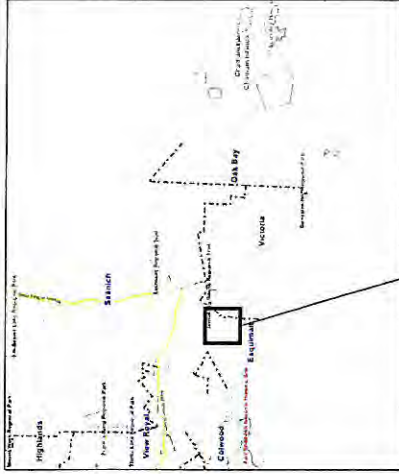
A000	DRAWING INDEX & PROJECT DATA	
A100	LOWER FLOOR & SITE PLAN	1 : 100
A101	MAIN FLOOR PLAN	1 : 100
A102	UPPER FLOOR PLAN	1 : 100
A103	ROOF PLAN	1 : 100
A200	LOWER FLOOR SUITE LAYOUT PLAN	1 : 50
A201	LOWER FLOOR SUITE LAYOUT PLAN	1 : 50
A202	LOWER FLOOR SUITE LAYOUT PLAN	1 : 50
A203	MAIN FLOOR SUITE LAYOUT PLAN	1 : 50
A204	MAIN FLOOR SUITE LAYOUT PLAN	1 : 50
A205	MAIN FLOOR SUITE LAYOUT PLAN	1 : 50
A206	UPPER FLOOR SUITE LAYOUT PLAN	1 : 50
A207	UPPER FLOOR SUITE LAYOUT PLAN	1 : 50
A300	BUILDING ELEVATIONS	1 : 75
A301	BUILDING ELEVATIONS	1 : 75
A302	BUILDING ELEVATIONS	1 : 75
A400	SECTIONS	1 : 50
A401	SECTIONS	1 : 50

#### LANDSCAPING

P1	LANDSCAPE PLAN	1 : 100
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## LOCATION MAPS



## PROJECT DATA

1. ADDRESS	934 & 936 CRAIGFLOWER ROAD																																																																						
2. LEGAL DESCRIPTION	LOT 8 (CD E6606893) SECTION 10, ESQUIMALT DISTRICT PLAN 326 LOT 8, SECTION 10 ESQUIMALT DISTRICT PLAN 656																																																																						
3. SITE AREA	LOT 834 1 195.7 m <sup>2</sup> LOT 835 865.3 m <sup>2</sup> TOTAL 2122.0 m <sup>2</sup>																																																																						
4. ZONING	RD-3 CURRENT PROPOSED CD (SITE SPECIFIC)																																																																						
5. BUILDING AREA	837.3 m <sup>2</sup>																																																																						
7. SITE COVERAGE	38 %																																																																						
8. FLOOR AREA	LOWER FLOOR 374.3 m <sup>2</sup> (LOWER FLOOR GARAGES 405.0 m <sup>2</sup> ) MAIN FLOOR 715.2 m <sup>2</sup> UPPER FLOOR 841.0 m <sup>2</sup> TOTAL (MINUS GARAGES) 1793.5 m <sup>2</sup>																																																																						
9. FLOOR SPACE RATIO	.85 TO 1.0																																																																						
10. NUMBER OF UNITS	13 TOWNHOUSES																																																																						
8. UNIT FLOOR AREAS (EXCLUDING GARAGES)	<table border="1"> <thead> <tr> <th>UNIT</th> <th>LOWER</th> <th>MAIN</th> <th>UPPER</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr><td>1</td><td>28.6</td><td>55.6</td><td>67.5</td><td>151.7</td></tr> <tr><td>2</td><td>25.0</td><td>62.9</td><td>63.0</td><td>150.9</td></tr> <tr><td>3</td><td>26.8</td><td>63.0</td><td>64.1</td><td>153.9</td></tr> <tr><td>4</td><td>25.0</td><td>61.3</td><td>63.4</td><td>149.7</td></tr> <tr><td>5</td><td>25.0</td><td>61.3</td><td>63.4</td><td>149.7</td></tr> <tr><td>6</td><td>26.8</td><td>63.0</td><td>64.1</td><td>153.9</td></tr> <tr><td>7</td><td>25.0</td><td>62.4</td><td>63.8</td><td>151.2</td></tr> <tr><td>8</td><td>25.0</td><td>62.4</td><td>63.8</td><td>151.2</td></tr> <tr><td>9</td><td>25.7</td><td>61.5</td><td>64.1</td><td>151.3</td></tr> <tr><td>10</td><td>56.9</td><td>57.1</td><td>41.6</td><td>155.6</td></tr> <tr><td>11</td><td>25.6</td><td>51.7</td><td>53.9</td><td>131.2</td></tr> <tr><td>12</td><td>49.2</td><td>77.9</td><td></td><td>127.1</td></tr> <tr><td>13</td><td>45.8</td><td>70.0</td><td></td><td>115.8</td></tr> </tbody> </table>	UNIT	LOWER	MAIN	UPPER	TOTAL	1	28.6	55.6	67.5	151.7	2	25.0	62.9	63.0	150.9	3	26.8	63.0	64.1	153.9	4	25.0	61.3	63.4	149.7	5	25.0	61.3	63.4	149.7	6	26.8	63.0	64.1	153.9	7	25.0	62.4	63.8	151.2	8	25.0	62.4	63.8	151.2	9	25.7	61.5	64.1	151.3	10	56.9	57.1	41.6	155.6	11	25.6	51.7	53.9	131.2	12	49.2	77.9		127.1	13	45.8	70.0		115.8
UNIT	LOWER	MAIN	UPPER	TOTAL																																																																			
1	28.6	55.6	67.5	151.7																																																																			
2	25.0	62.9	63.0	150.9																																																																			
3	26.8	63.0	64.1	153.9																																																																			
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8	25.0	62.4	63.8	151.2																																																																			
9	25.7	61.5	64.1	151.3																																																																			
10	56.9	57.1	41.6	155.6																																																																			
11	25.6	51.7	53.9	131.2																																																																			
12	49.2	77.9		127.1																																																																			
13	45.8	70.0		115.8																																																																			
12. PARKING PROVIDED	2 SPACES PER DWELLING = 26 STALLS 21 in garages 7 visitor stalls 28 STALLS TOTAL																																																																						
13. PARKING REQUIRED	2 SPACES PER DWELLING = 26 STALLS																																																																						
14. NUMBER OF STOREYS	3 STOREYS																																																																						
15. BUILDING HEIGHT	10.55 m																																																																						
16. SETBACKS	CRAIGFLOWER ROAD (SOUTH) 3873 (UNIT 1) & 3914 (UNIT 10) WEST PROPERTY LINE 1524 EAST PROPERTY LINE 6464 (UNIT 1) + 1524 (UNIT 13) NORTH PROPERTY LINE 4315																																																																						
16. OPEN SPACE AREA	1296.0 m <sup>2</sup>																																																																						

revision date March 27 2009  
April 6, 2009

consultants

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
934 / 936 CRAIGFLOWER ROAD  
ESQUIMALT, BC

drawing DRAWING INDEX & PROJECT DATA  
scale

date 14-JUL-08

sheet A000

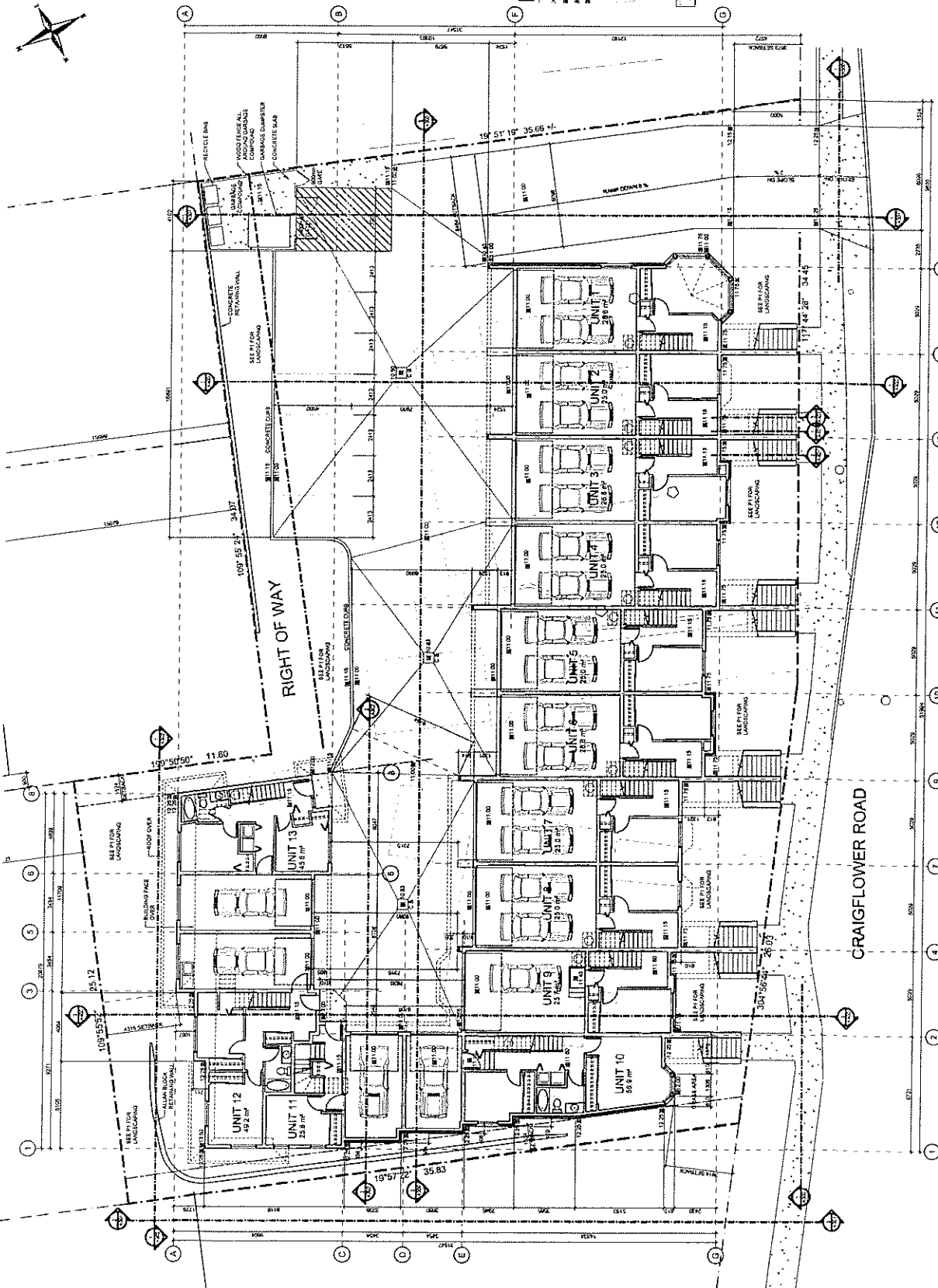
THIS IS SCHEDULE 'A' OF  
DEVELOPMENT PERMIT NO 15/2009

CORPORATE ADMINISTRATOR





Herbert H. Kwan Architect  
 650 Herald Street, Victoria, B.C., V8W 1S7 (250) 709-2099



**LEGEND**

- ▲ 100.00 EXISTING SPOT ELEVATIONS
- 100.00 PROPOSED SPOT ELEVATIONS
- 100.00 EXISTING GRADE ELEVATIONS
- 100.00 PROPOSED GRADE ELEVATIONS
- OUTLINE OF PINGS TO BE DEMOLISHED
- ▨ ASPHALT PAVING
- ▩ CONCRETE PAVING



sheet A100

date 14-JUN-08

drawing LOWER FLOOR & SITE PLAN

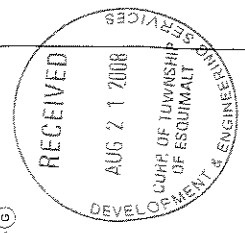
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 ESCQUIMALT, BC  
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revision date April 6 2009

consultants

**THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 15/2008**

**CORPORATE ADMINISTRATOR**



sheet A101

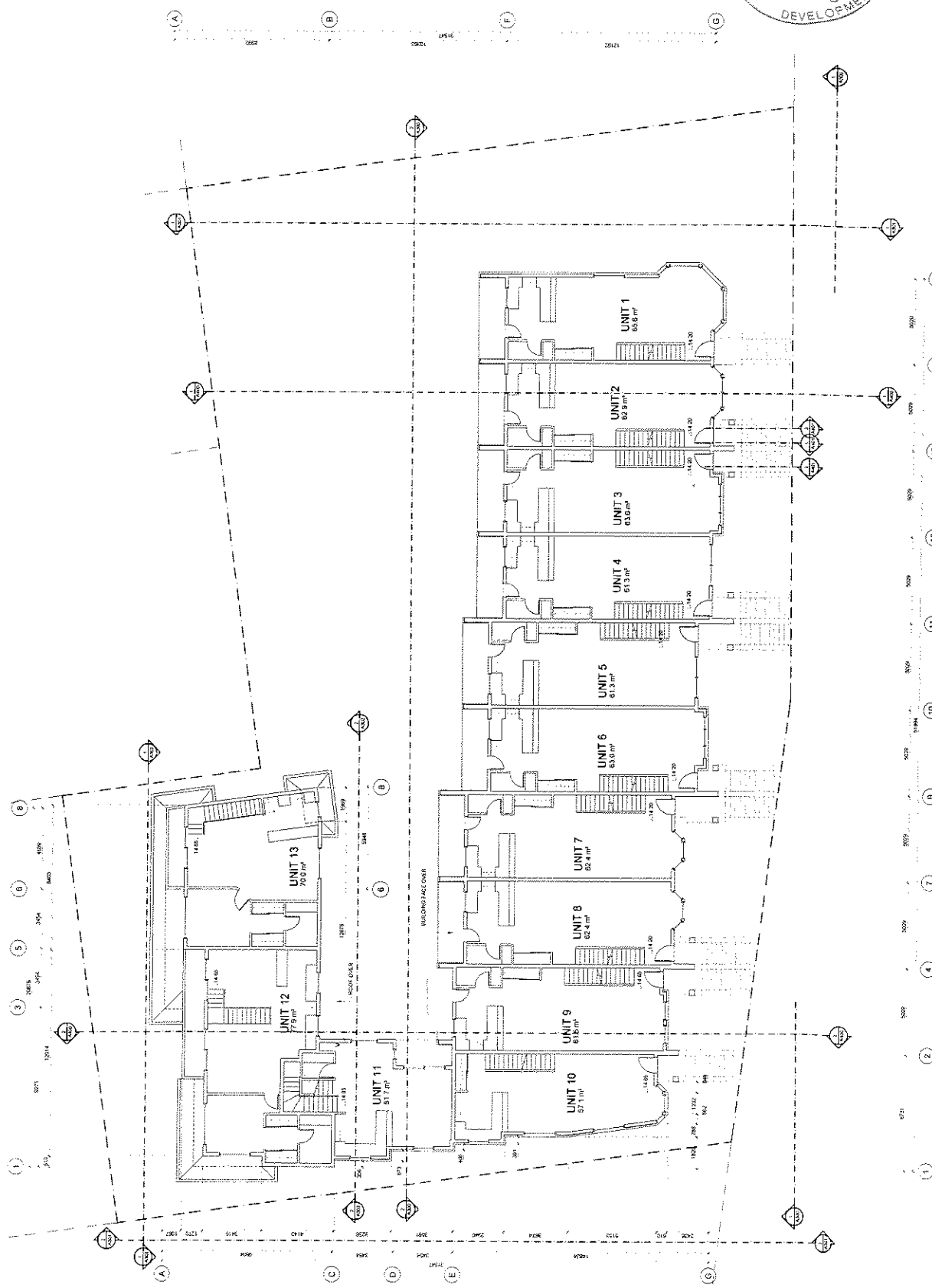
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drawing MAIN FLOOR PLAN  
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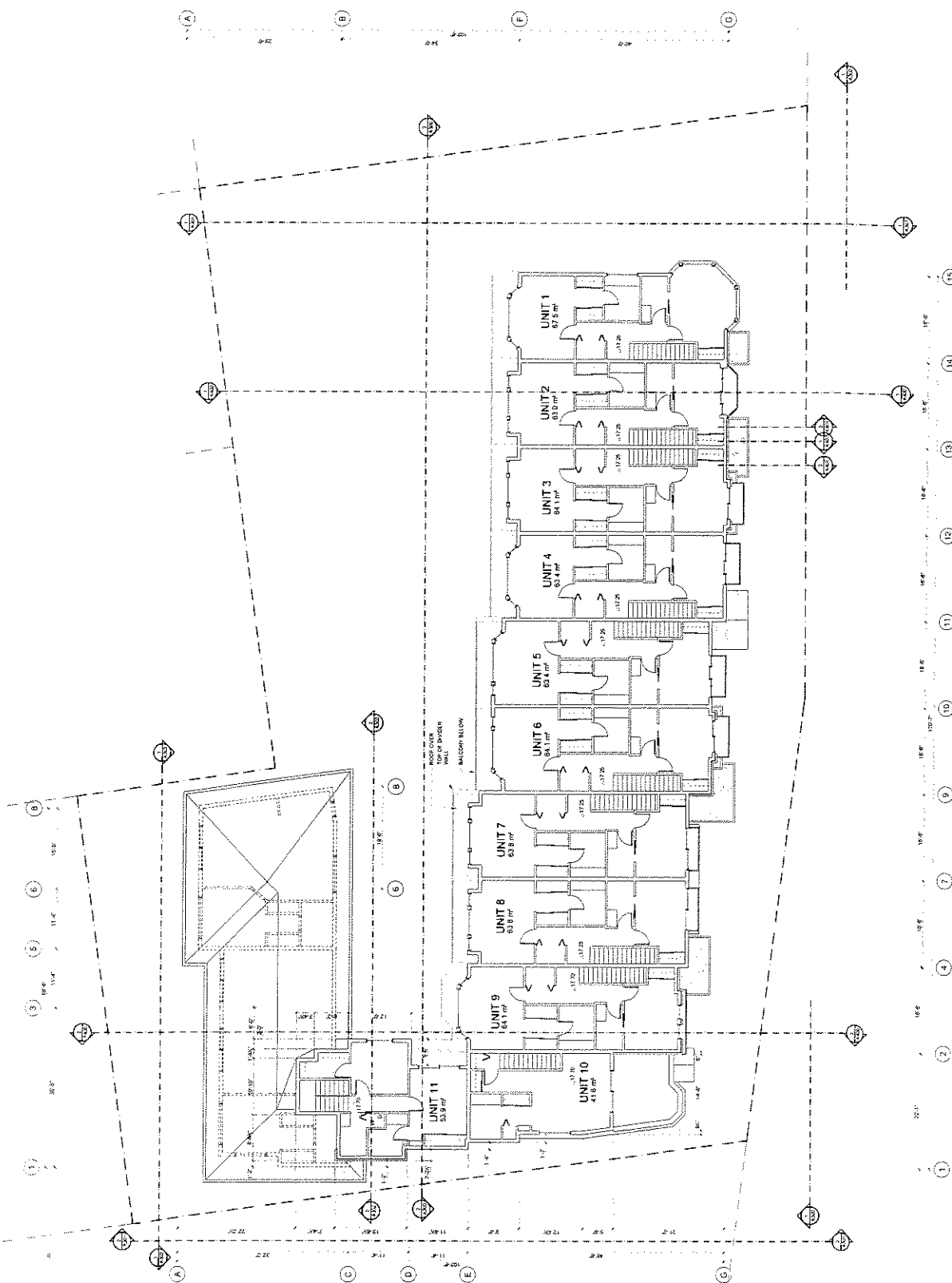
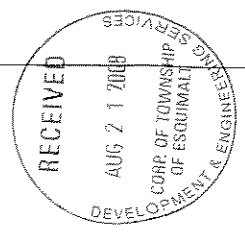
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 521/523 CHALGLOMER ROAD  
 ESQUIMALT, BC

revision date

consultants



THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO 15/2008  
 CORPORATE ADMINISTRATOR



sheet A102

date 14-JUL-08

drawing UPPER FLOOR PLAN  
 scale 1:100

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 554 / 556 CRAIG LOWER ROAD  
 ESQUIMALT, B.C.

revision date

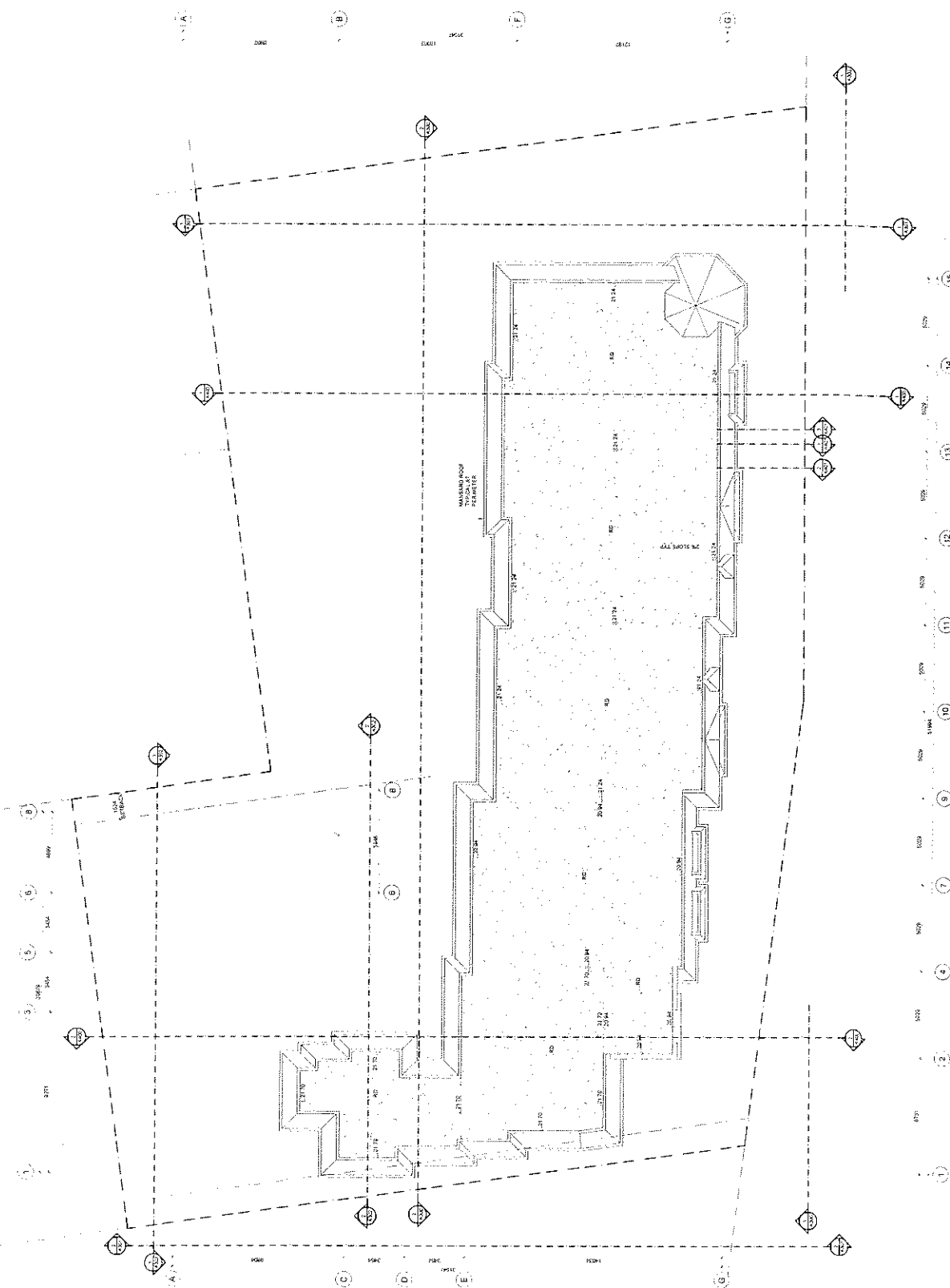
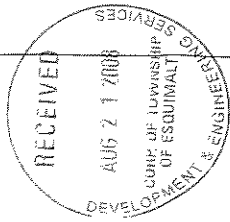
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 DEVELOPMENT PERMIT NO. 15/2008

CORPORATE ADMINISTRATOR



Herbert H. Kwan Architect  
 650 Herald Street, Victoria, B.C., V8W 1S7 (250) 708-2099



sheet A103

date 14-Jul-08

drawing ROOF PLAN  
 scale 1:100

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 5347/5348 CRAIGFLOWER ROAD  
 ESQUIMALT, BC

revision date

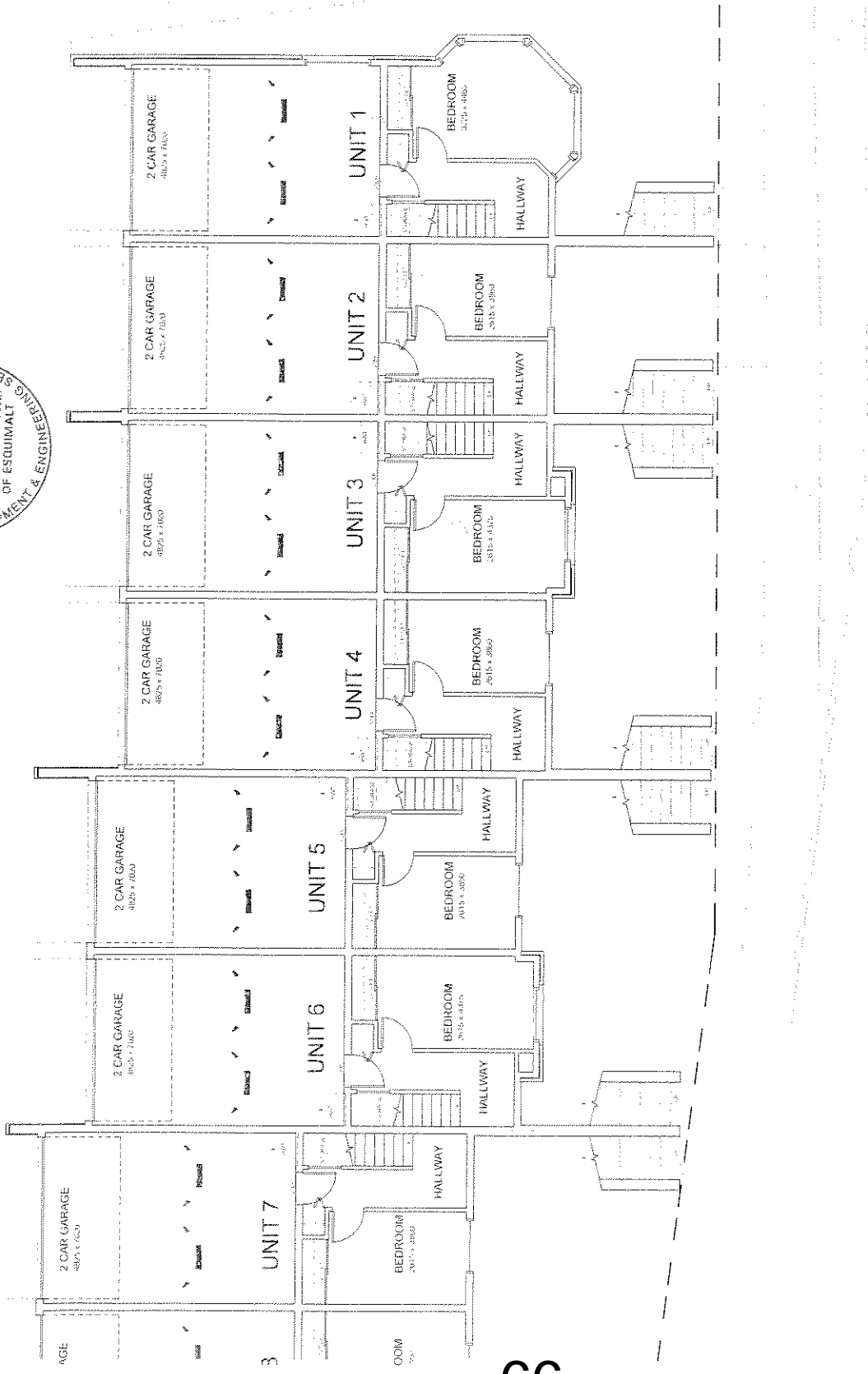
consultants

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 CORP. OF TOWNSHIP  
 OF ESQUIMALT  
 DEVELOPMENT & ENGINEERING SERVICES



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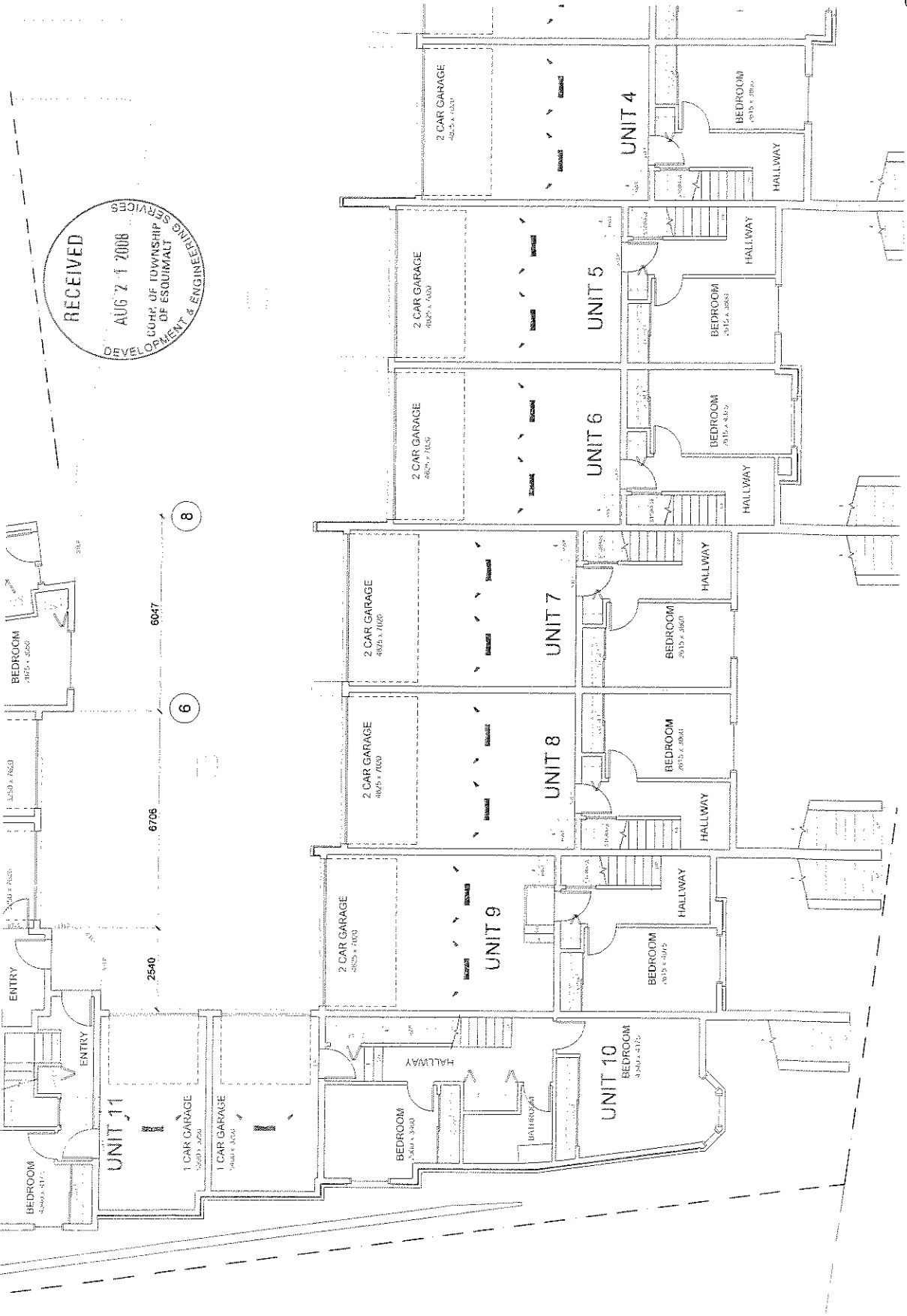
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 554 / 256 CRAIGLOVER ROAD date 14-JUL-08  
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THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 15/2008  
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Herbert H. Kwan Architect  
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 CORR. OF TOWNSHIP  
 OF ESQUIMALT  
 DEVELOPMENT & ENGINEERING SERVICES



sheet A201

date 14-JUN-08

drawing LOWER FLOOR SUITE LAYOUT PLAN

scale 1:50

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 9407 156th STREET  
 ESQUIMALT, BC

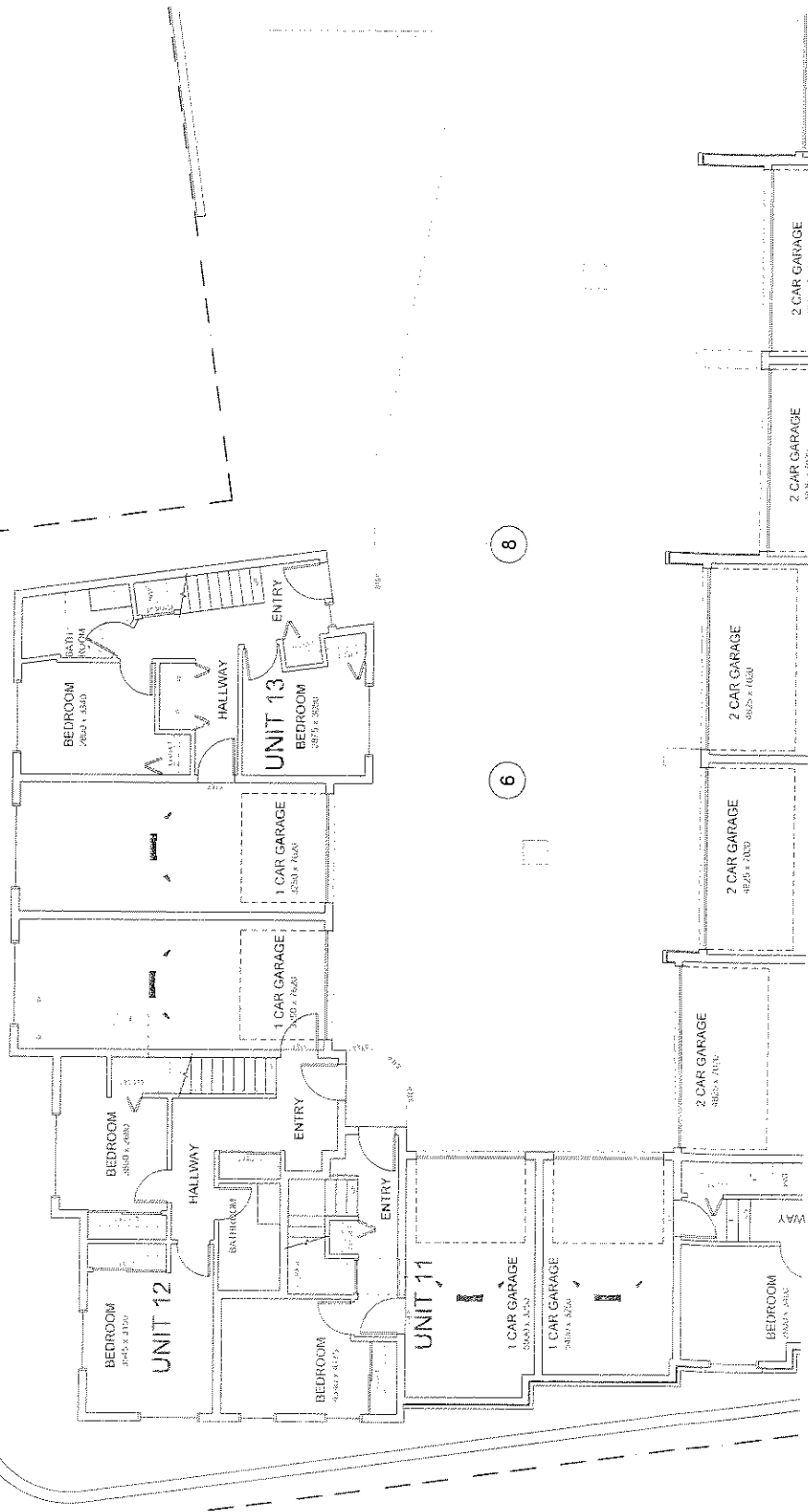
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consultants

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 CORPORATE ADMINISTRATOR



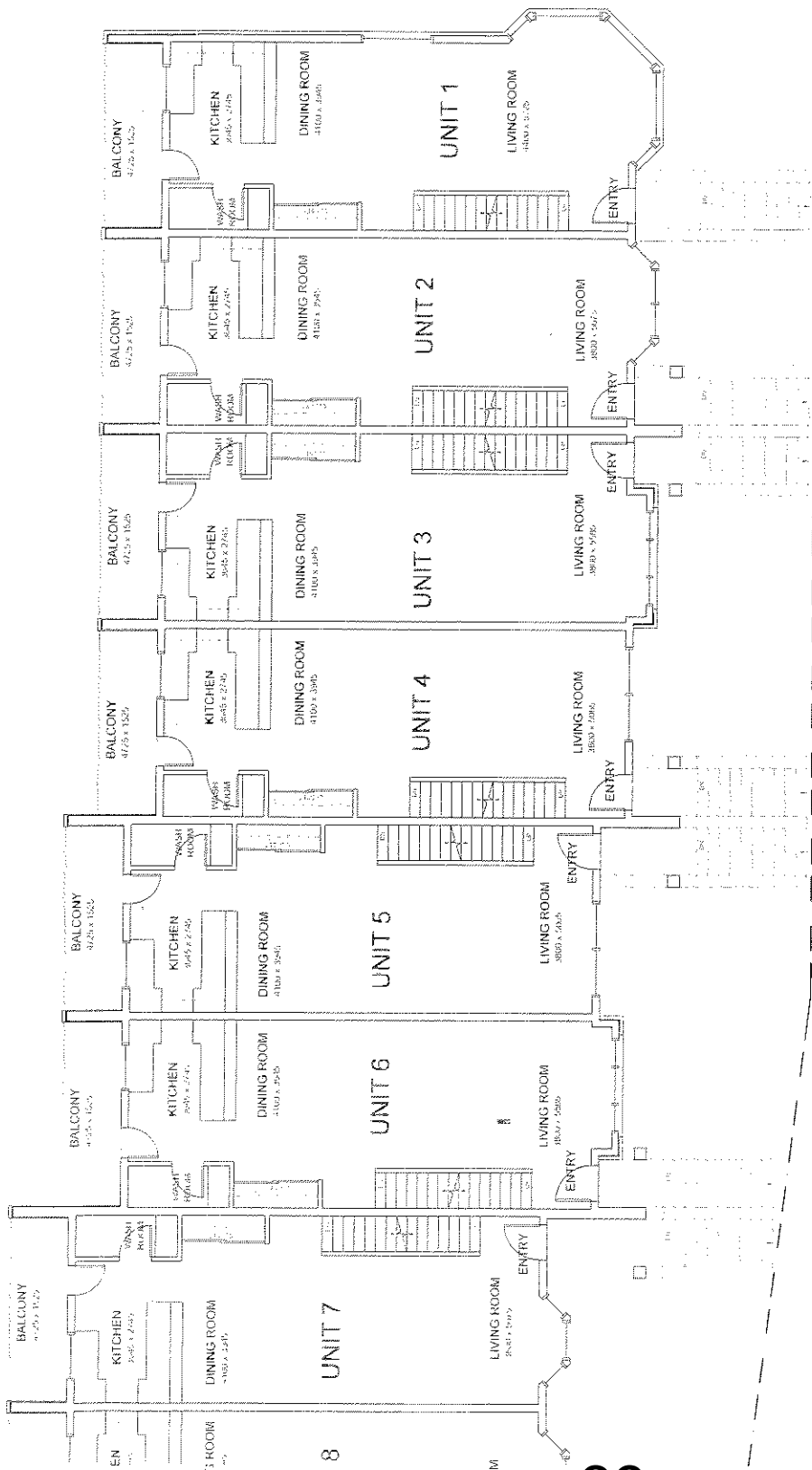
Herbert H. Kwan Architect  
 650 Herald Street, Victoria, B.C., V8W 1S7 (250) 708-2099



8  
6

sheet A202  
 date 14-June  
 drawing LOWER FLOOR BUTELAYOUT PLAN  
 project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 581 / 583 CRAIG LOWER ROAD  
 ESQUIMALT, BC  
 scale 1:50  
 revision date  
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THIS IS SCHEDULE 'A' OF  
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 CORPORATE ADMINISTRATOR

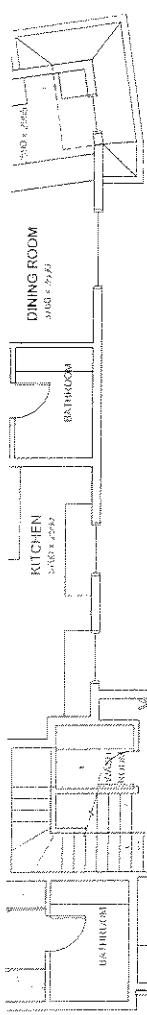


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 DEVELOPMENT & ENGINEERING SERVICES

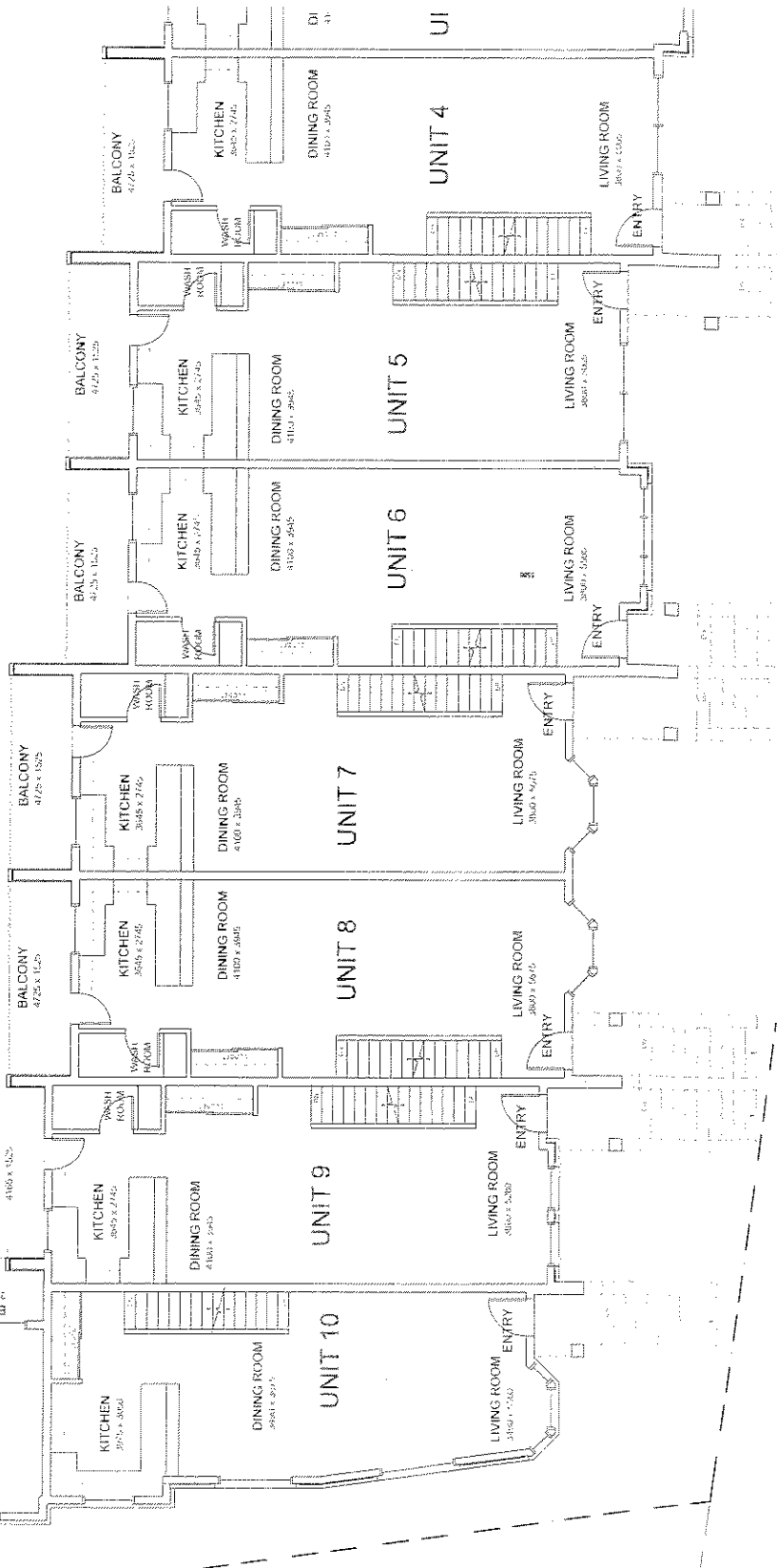
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 consultants revision date scale 1:50

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 DEVELOPMENT PERMIT NO. 15/2008  
 CORPORATE ADMINISTRATOR



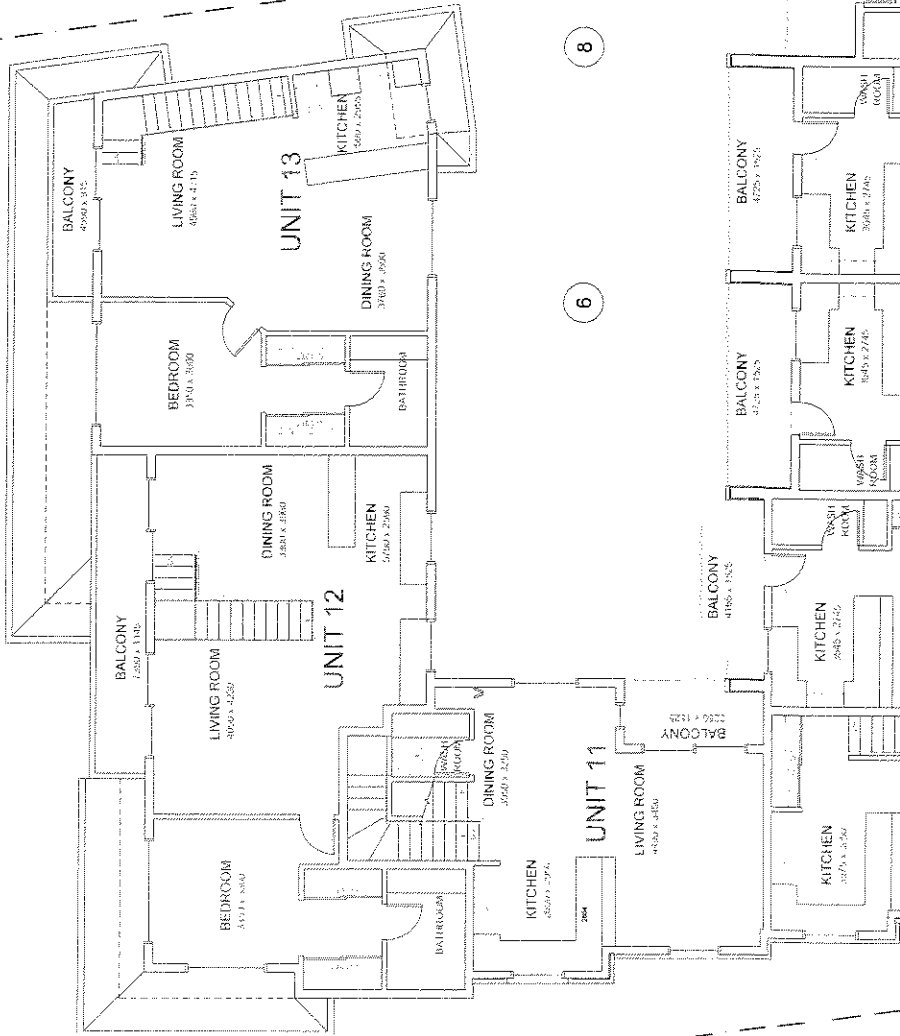


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 drawing: MAIN FLOOR SUITE LAYOUT PLAN date: 14-JUNE-08 sheet: A204  
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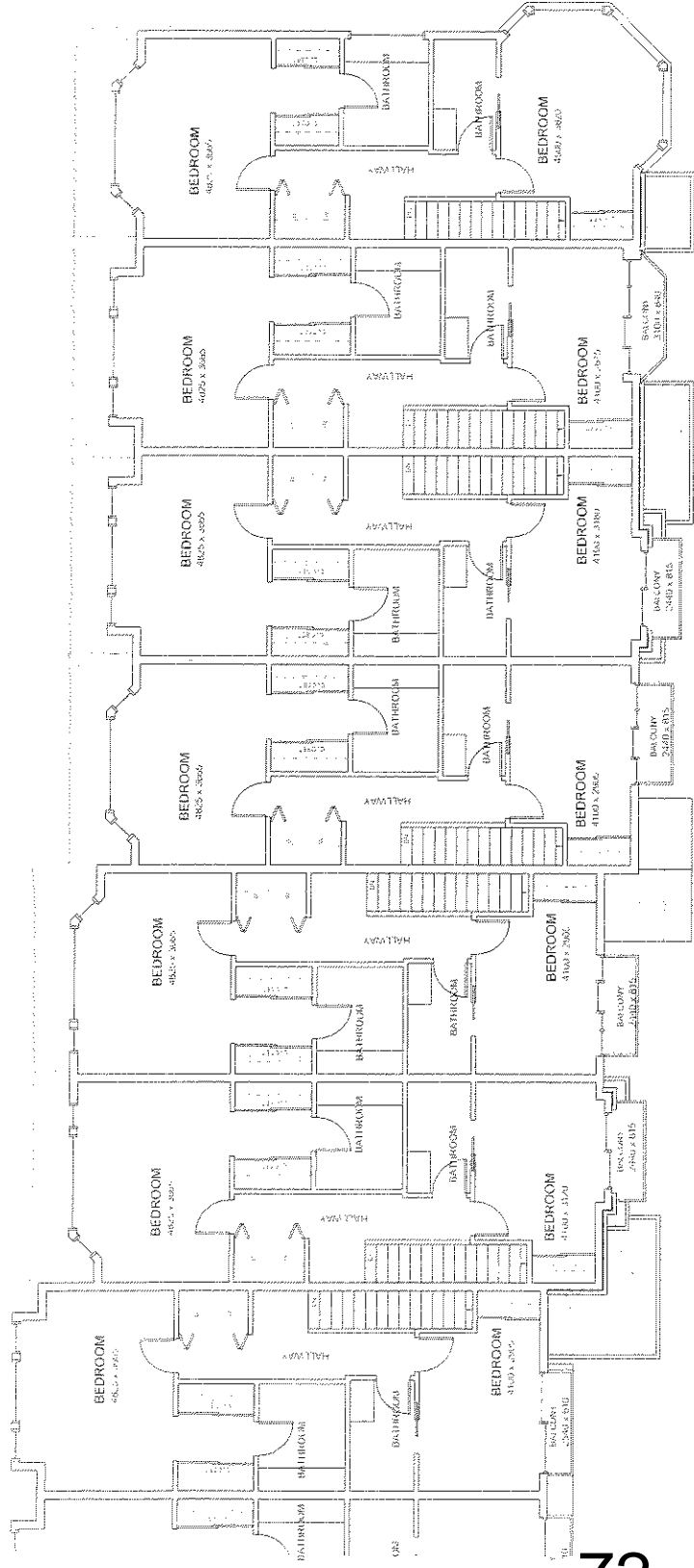
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 DEVELOPMENT PERMIT NO. 15 / 2008  
 CORPORATE ADMINISTRATOR



6 8

consultants  
 revision date  
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 drawing MAIN FLOOR SUITE LAYOUT PLAN  
 scale 1 : 50  
 date 14-June  
 sheet A205

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO 15/2008  
 CORPORATE ADMINISTRATOR



72



sheet A206

date 02.04.2008

drawing UPPER FLOOR SUITE LAYOUT PLAN

scale 1:50

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT

9441 598 CRANFLEWER ROAD

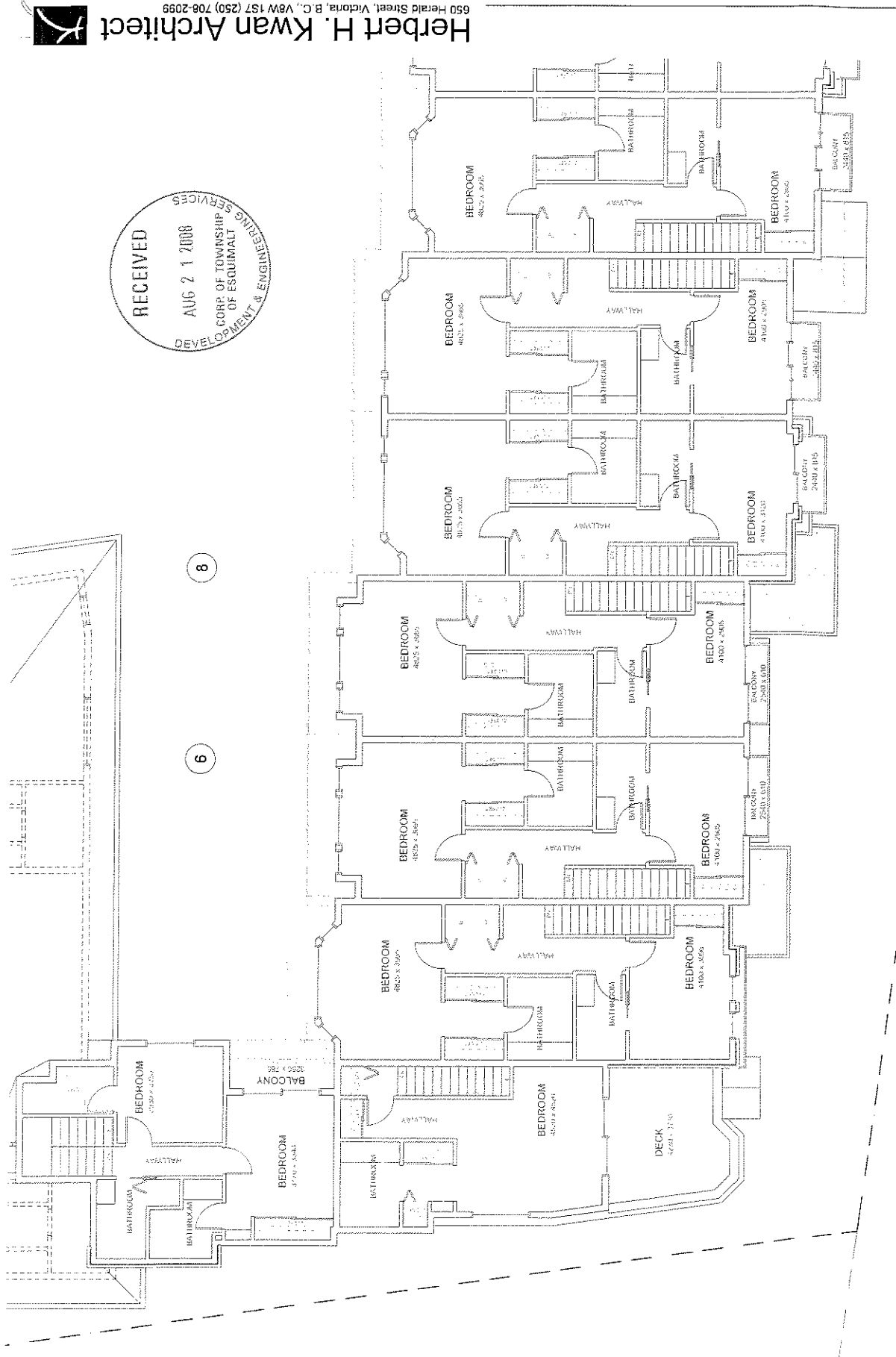
ESQUIMALT, BC

revision date

consultants

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 15/2008

CORPORATE ADMINISTRATOR



8  
6

A207

sheet

date 07.06.2008

scale 1:50

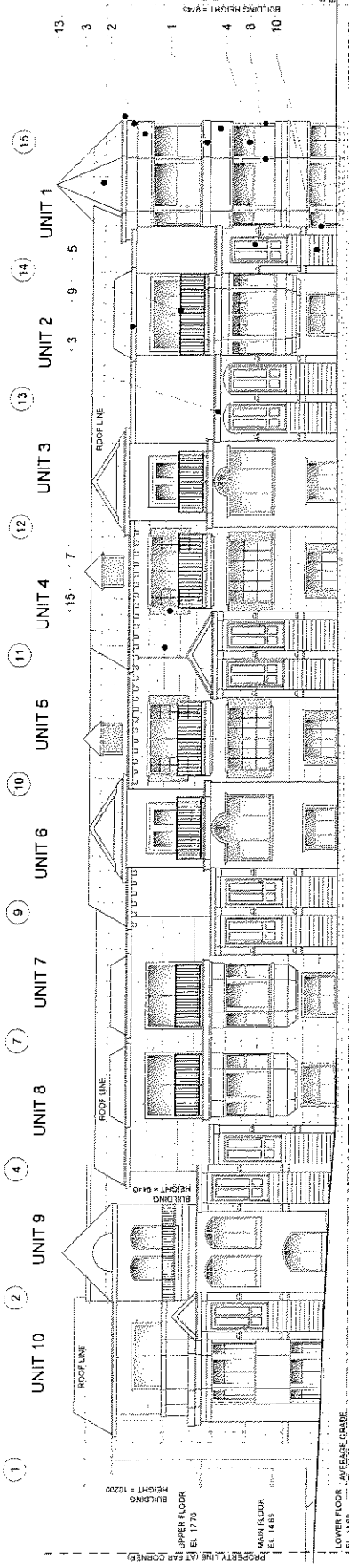
drawing UPPER FLOOR SUITE LAYOUT PLAN

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 5347 1500 CRAIGSLOVER ROAD  
 ESQUIMALT, BC

revision date

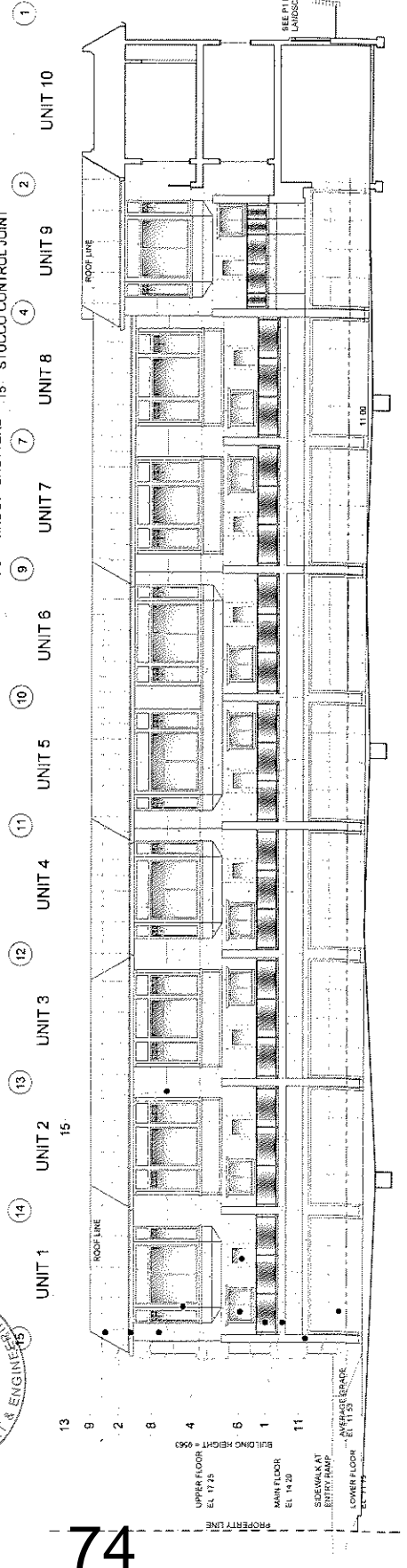
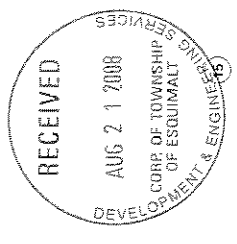
consultants

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 15/2008  
 CORPORATE ADMINISTRATOR



- FINISH LEGEND**
- 1 BRICK VENEER
  - 2 STUCCO
  - 3 WOOD TRIM
  - 4 VINYL DOOR / WINDOW
  - 5 METAL BALCONY RAILING
  - 6 GLASS BALCONY RAILING
  - 7 WOOD WINDOW SHUTTERS
  - 8 WOOD DOOR / WINDOW TRIMS
  - 9 ALUMINUM GUTTERS
  - 10 CONCRETE STAIRS & SIDE WALLS
  - 11 INSULATED GARAGE DOORS
  - 12 FIBERGLASS ASPHALT SHINGLES
  - 13 METAL ROOFING
  - 14 THROUGH WALL FLASHING
  - 15 STUCCO CONTROL JOINT

**1 SOUTH ELEVATION**  
 A300

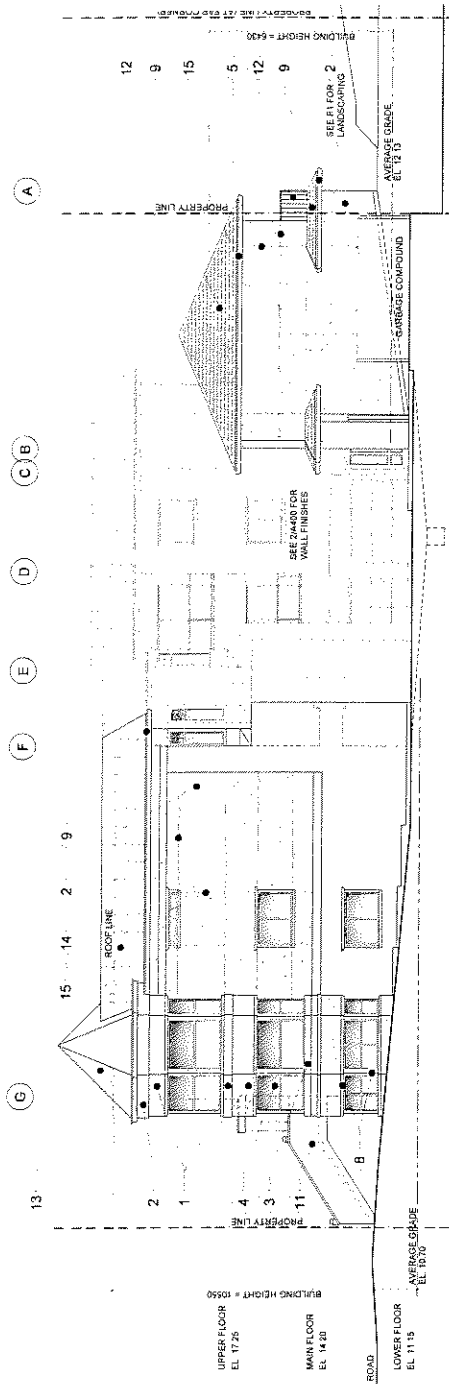


**2 NORTH ELEVATION**  
 A300

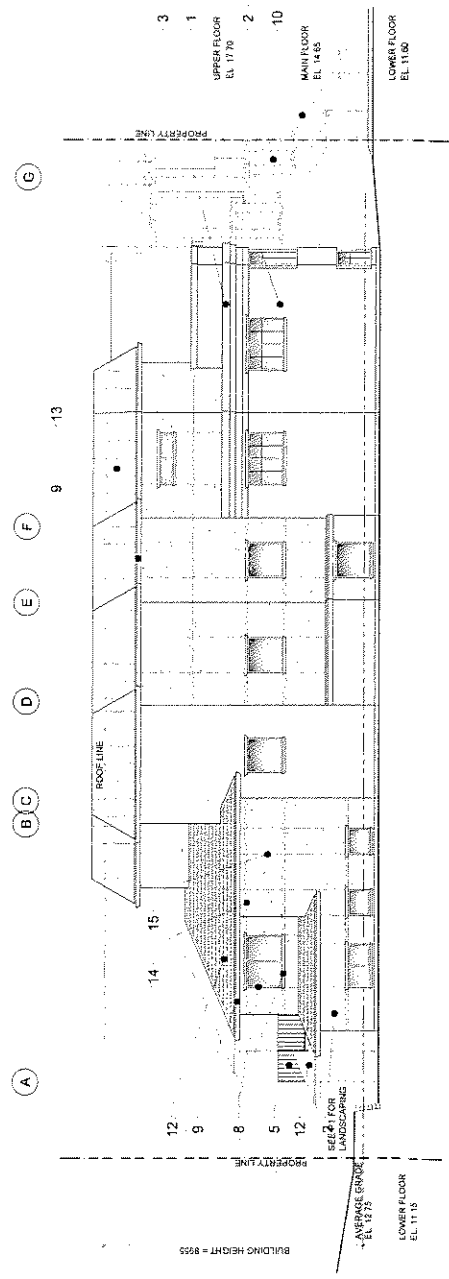
project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT 934 / 936 CRAIGLEOVER ROAD ESQUIMALT, BC  
 drawing BUILDING ELEVATIONS  
 date 14-JUL-08  
 scale 1 : 7.5  
 sheet A300

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO 15/2008  
 CORPORATE ADMINISTRATOR

- FINISH LEGEND**
- 1 BRICK VENEER
  - 2 STUCCO
  - 3 WOOD TRIM
  - 4 VINYL DOOR / WINDOW
  - 5 METAL BALCONY RAILING
  - 6 GLASS BALCONY SHUTTERS
  - 7 WOOD WINDOW SHUTTERS
  - 8 WOOD DOOR / WINDOW TRIMS
  - 9 ALUMINUM GUITTERS
  - 10 CONCRETE STAIRS & SIDE WALLS
  - 11 INSULATED GARAGE DOORS
  - 12 FIBERGLASS ASPHALT SHINGLES
  - 13 METAL ROOFING
  - 14 THROUGH WALL FLASHING
  - 15 STUCCO CONTROL JOINT



1 EAST ELEVATION  
A301

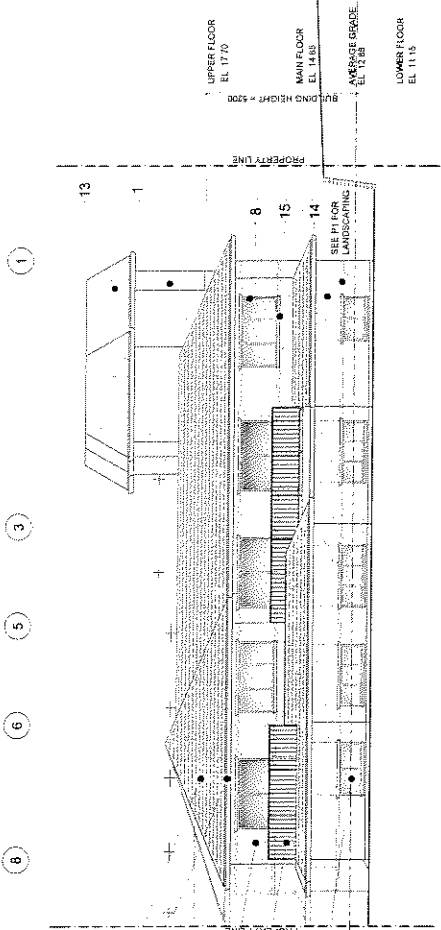


2 WEST ELEVATION  
A301

revision date \_\_\_\_\_ consultants \_\_\_\_\_ drawing BUILDING ELEVATIONS scale 1:75 date 14-JUL-08 sheet A301

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 15/2008

CORPORATE ADMINISTRATOR

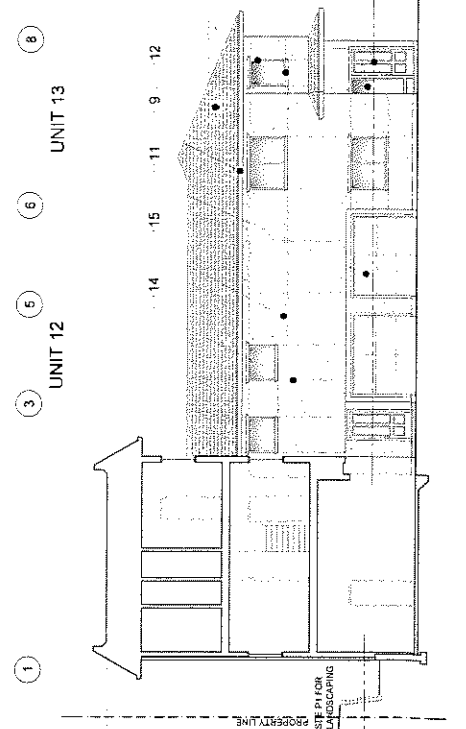


1 NORTH ELEVATION  
 A302



FINISH LEGEND

- 1. BRICK VENEER
- 2. STUCCO
- 3. WOOD TRIM
- 4. VINYL DOOR / WINDOW
- 5. METAL BALCONY RAILING
- 6. GLASS BALCONY RAILING
- 7. WOOD WINDOW SHUTTERS
- 8. WOOD DOOR / WINDOW TRIMS
- 9. ALUMINUM GUTTERS
- 10. CONCRETE STAIRS & SIDE WALLS
- 11. INSULATED GARAGE DOORS
- 12. FIBERGLASS ASPHALT SHINGLES
- 13. METAL ROOFING
- 14. THROUGH WALL FLASHING
- 15. STUCCO CONTROL JOINT



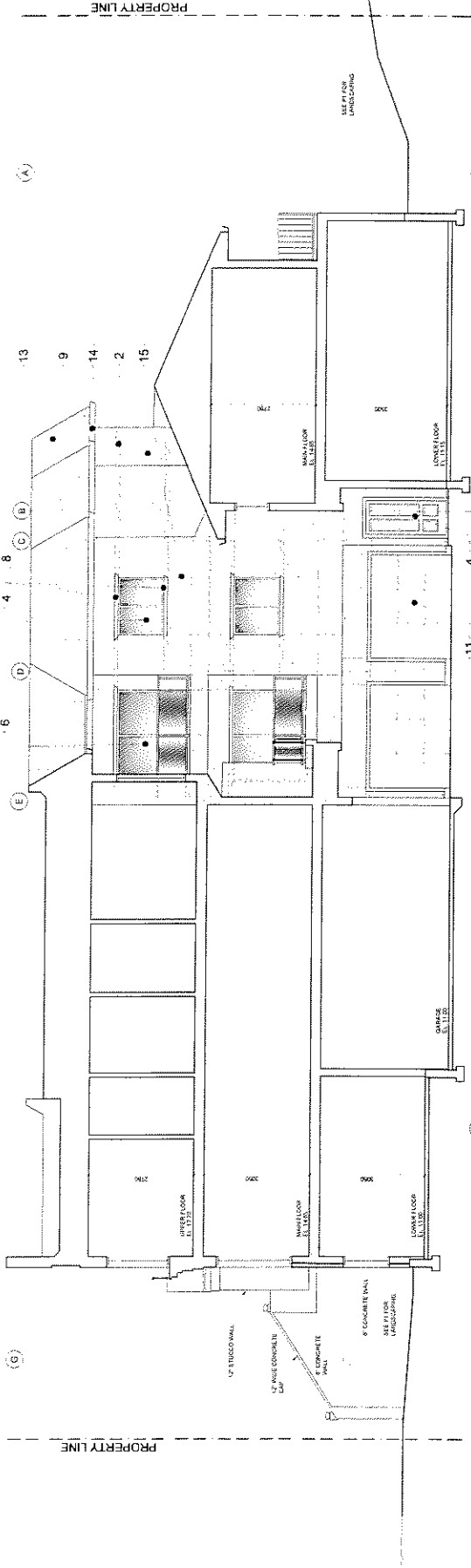
2 SOUTH ELEVATION  
 A302

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT 634 7552 CRAIG LOWER ROAD ESQUIMALT, BC  
 consultants  
 drawing BUILDING ELEVATIONS  
 scale 1/8"  
 date 14-JUN-08  
 sheet A302

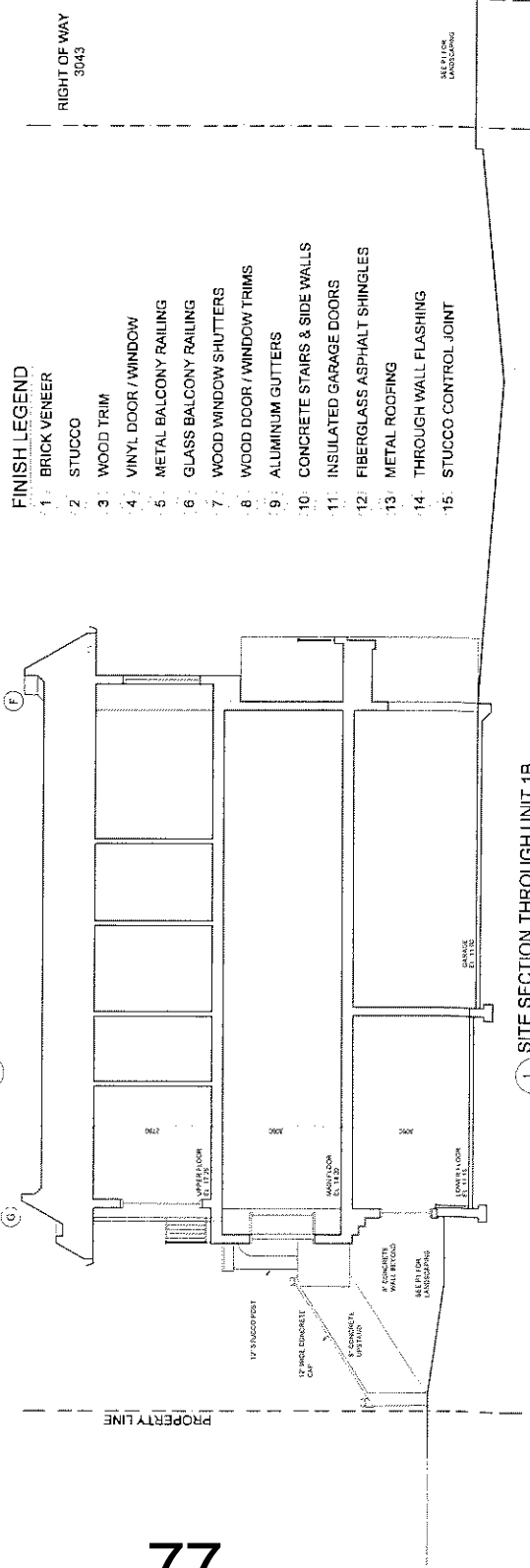
THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 15/2008  
 CORPORATE ADMINISTRATOR



Herbert H. Kwan Architect  
 650 Herald Street, Victoria, B.C., V8W 1S7 (250) 708-2099



2 SITE SECTION THROUGH UNIT 1F  
 A400

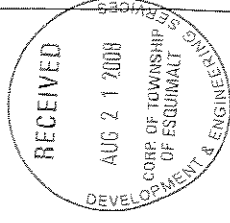


FINISH LEGEND

- 1 BRICK VENEER
- 2 STUCCO
- 3 WOOD TRIM
- 4 VINYL DOOR / WINDOW
- 5 METAL BALCONY RAILING
- 6 GLASS BALCONY RAILING
- 7 WOOD WINDOW SHUTTERS
- 8 WOOD DOOR / WINDOW TRIMS
- 9 ALUMINUM GUTTERS
- 10 CONCRETE STAIRS & SIDE WALLS
- 11 INSULATED GARAGE DOORS
- 12 FIBERGLASS ASPHALT SHINGLES
- 13 METAL ROOFING
- 14 THROUGH WALL FLASHING
- 15 STUCCO CONTROL JOINT

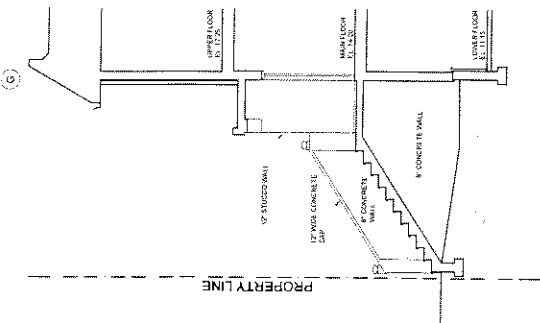
1 SITE SECTION THROUGH UNIT 1B  
 A400

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT 924 / 556 CHANCELOVER ROAD ESQUIMALT, BC  
 drawing SECTIONS 1 50  
 scale 1 50  
 date 14-JUN-09  
 sheet A400

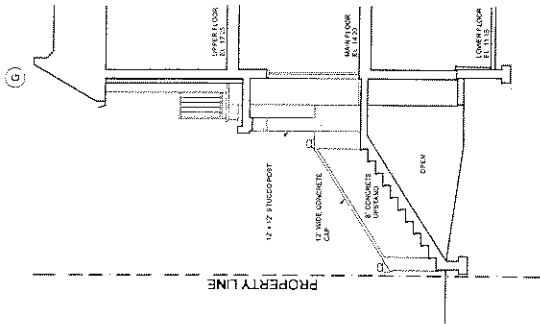


THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO IS/2008  
 CORPORATE ADMINISTRATOR

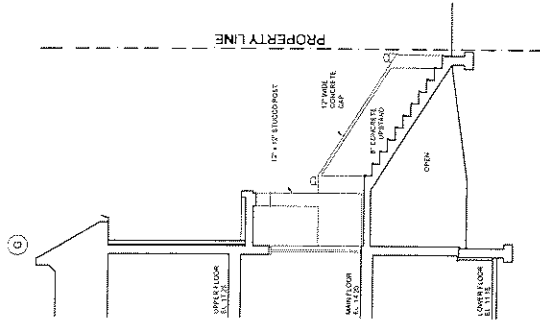




SECTION 1 (A401)



SECTION 2 (A401)



SECTION 3 (A401)



consultants

revision date

project PROPOSED RESIDENTIAL TOWNHOUSE DEVELOPMENT  
 924 1596 CHAUFLOUER ROAD  
 ESQUIMALT, BC

drawing SECTIONS  
 scale 1/50

sheet A401

date 14-JUL-08

sheet

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO 15/2008

CORPORATE ADMINISTRATOR

**LEGEND**

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 SIZE 9' ON ONE SIDE, OTHERWISE NO. - 04

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 SIZE 9' ON ONE SIDE, OTHERWISE NO. - 09

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 SIZE 9' ON ONE SIDE, OTHERWISE NO. - 14

**NOTES**

1. ALL PLANTING SHALL BE DONE IN ACCORDANCE WITH THE  
 VICTORIA PLANTING GUIDE, 2008 AND NOT  
 THE 2004 GUIDE.  
 2. THIS DRAWING IS FOR SEFT LANDSCAPE ONLY.



PRELIMINARY PLAN (P)

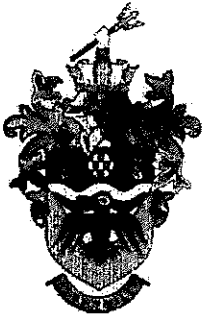
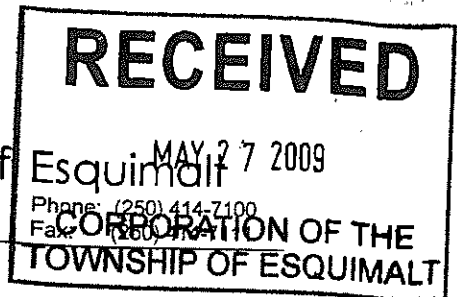
**934-936 CRAIGFLOWER  
 VICTORIA, B.C.**



1 : 100  
 10/15/08  
 10/15/08  
 10/15/08

THIS IS SCHEDULE 'A' OF  
 DEVELOPMENT PERMIT NO. 15/2008  
 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

### 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 15<sup>th</sup> / 09

NAME: BARRY HOBBS

ORGANIZATION: VICTORIA HARBOUR FERRY CO. LTD

ADDRESS: \_\_\_\_\_  
VICTORIA, BC.

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

REASONS FOR APPEARING: TOURISM & SAFETY  
IMPACT OF THE PROPOSED  
MEGA YACHT MARINA ON THE  
WESTSONG PASSWAY - AS IT APPLIES  
TO ESQUIMALT COMMUNITY  
MEMBERS

27 MAY 09  
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:** June 10, 2009 **REPORT NO.** ADM-09-026  
**TO:** Mayor & Council  
**FROM:** Laurie Hurst, A/Chief Administrative Officer  
**SUBJECT:** Appointment of Directors and Officers, Deputy and Acting Appointments

---

### RECOMMENDATION:

1. That all appointments be rescinded effective June 1, 2009.
2. That the following persons be appointed to the positions indicated effective June 1, 2009:

Laurie Hurst	-	Interim Chief Administrative Officer
	-	Director of Financial Services
	-	Collector of Taxes
Barbara Snyder	-	Director of Development Services
	-	Approving Officer
Scott Hartman	-	Director of Parks and Recreation Services
Gilbert Coté	-	Director of Engineering and Public Works
Mary Turner	-	A/Director of Financial Services
	-	A/Collector of Taxes
Paul Nelson	-	Fire Chief
	-	Emergency Program Coordinator
Carollyne Evans	-	Corporate Administrator
	-	Head, Freedom of Information and Protection of Privacy
Bob Haveruk	-	Building Official
	-	Business Licence Inspector
	-	Bylaw Enforcement Officer
	-	Alternate Secretary, Board of Variance (Bylaw No. 1855)

3. That the following persons be appointed to the deputy positions indicated effective June 1, 2009:

Gord Anderson - Deputy Fire Chief  
- Deputy Emergency Program Coordinator

4. That the following persons be appointed to act in the absence or incapacity of the incumbent in the positions indicated effective June 1, 2009:

Laurie Hurst - Acting Deputy Corporate Administrator

Gilbert Coté - Acting Deputy Chief Administrative Officer (in the absence of Laurie Hurst)  
- Acting Director of Development Services  
- Deputy Approving Officer

Barbara Snyder - Acting Deputy Chief Administrative Officer (in the absence of Gilbert Coté)  
- Deputy Business Licence Inspector

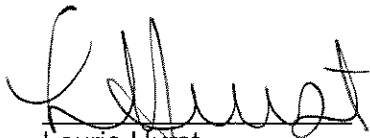
Andy Katschor - Acting Director of Parks and Recreation Services (in the absence of Scott Hartman)

Trevor Kushner - Acting Director of Engineering and Public Works (in the absence of Gilbert Coté)

5. The following persons be appointed in the positions indicated effective June 1, 2009:

Dan Jones - Bylaw Enforcement Officer

Marie Letham - Secretary, Board of Variance (Required per Bylaw 1855)

  
Laurie Hurst  
A/Chief Administrative 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

### APPOINTMENT OF DIRECTORS, OFFICERS, DEPUTY AND ACTING APPOINTMENTS

(Updated June 10, 2009)

- |                 |   |   |
|-----------------|---|---|
| Laurie Hurst    | - | Director of Financial Services  |
|                 | - | Collector of Taxes  |
|                 | - | Acting Chief Administrative Officer   |
|                 | - | Acting Deputy Corporate Administrator                                       |
| Barbara Snyder  | - | Director of Development Services  |
|                 | - | Approving Officer   |
|                 | - | Deputy Business Licence Inspector   |
|                 | - | Acting Deputy Chief Administrative Officer (in the absence of Gilbert Coté) |
| Scott Hartman   | - | Director of Parks and Recreation Services                                   |
| Gilbert Coté    | - | Director of Engineering and Public Works                                    |
|                 | - | Deputy Approving Officer  |
|                 | - | Acting Director of Development Services                                     |
|                 | - | Acting Deputy Chief Administrative Officer (in the absence of Laurie Hurst) |
| Mary Turner     | - | Acting Director of Financial Services                                       |
|                 | - | Acting Collector of Taxes   |
| Paul Nelson     | - | Fire Chief  |
|                 | - | Emergency Program Coordinator   |
| Mary Turner     | - | Deputy Director of Financial Services                                       |
|                 | - | Deputy Collector of Taxes   |
| Gord Anderson   | - | Deputy Fire Chief   |
|                 | - | Deputy Emergency Program Coordinator  |
| Carollyne Evans | - | Corporate Administrator   |
|                 | - | Head, Freedom of Information & Protection of Privacy                        |

- Bob Haveruk
  - Building Official
  - Business Licence Inspector
  - Bylaw Enforcement Officer
  - Alternate Secretary, Board of Variance (Bylaw No. 1855)
  
- Dan Jones
  - Bylaw Enforcement Officer
  
- Trevor Kushner
  - Acting Director of Engineering and Public Works (in the absence of Gilbert Coté)
  
- Andy Katschor
  - Acting Director of Parks and Recreation Services (in the absence of Scott Hartman)
  
- Marie Letham
  - Secretary, Board of Variance (Required per Bylaw No. 1855)



## **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:** June 11, 2009 **REPORT NO.** ADM-09-027  
**TO:** Laurie Hurst, A/ Chief Administrative Officer  
**FROM:** Marlene Lagoa, Manager of Communications and Sustainability  
**SUBJECT:** Times Colonist Experience Esquimalt Advertising Budget

---

#### **RECOMMENDATION:**

That Council support the municipality purchasing a bottom banner ad space in the Times Colonist "Experience Esquimalt" feature by approving the spending of \$3,750 from the Contingency fund in 2009 and to approve a supplemental budget in 2010 of \$4,250, in order to enter a 12 month contract.

#### **PURPOSE:**

To bring forward a late budget request for 2009 in order for the Township of Esquimalt to advertise in the Times Colonist "Experience Esquimalt" feature page.

#### **BACKGROUND:**

In May 2009, the Times Colonist began publishing a page entitled "Experience Esquimalt" on the second Tuesday of every month. This page is dedicated solely to Esquimalt and features what is happening in and around Esquimalt. The feature includes advertising space and a unique editorial in each issue. For example, the first edition featured an editorial from Mayor Desjardins, while the second was on Buccaneer Days. Copies of these Experience Esquimalt pages are attached for your reference.

#### **ADVERTISING:**

The Advertising rates for this "special features" page are available at a 20% discount with a commitment of 12 months. There is no existing budget available in order for the Municipality to commit to advertising in every issue. To date, the Township of Esquimalt has only advertised once.

The benefits of advertising in each issue of "Experience Esquimalt" are that it:

1. Supports the 2009-2011 Strategic Plan action for economic growth by "Developing a community promotion campaign".
2. Allows the Municipality to participate in the public image of Esquimalt that is being created.
3. Achieves advertising cost savings ranging from \$1,500-2,500 over 12 months.



**BUDGET:**

There is currently no communications specific advertising budget. The only budget that exists for communications is for the printing and distribution of the tri-annual community newsletter.

Parks and Recreation have been able to apportion \$2000 of its 2009 marketing budget towards the cost of advertising on the "Experience Esquimalt" page; however, additional funds are needed to commit to 12 months of advertising.

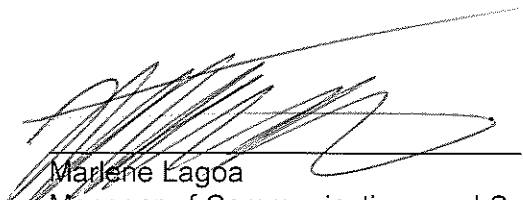
The following table presents the two best options available for the Township of Esquimalt to purchase effective advertising space.

*Table 1: Budget Request for Advertising in the "Experience Esquimalt" feature*

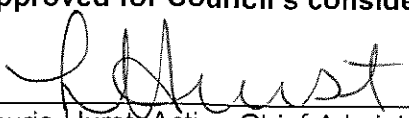
Options	2009*	2010	Total Cost
A) 10 by 40 (bottom banner)	\$3,750	\$4,250	\$10,000
B) 5 by 50	\$1,750	\$2,750	\$6,500

\* Budget figures for 2009 are shown as net, after the \$2,000 from the Parks & Recreation 2009 budget.

Respectfully submitted,



Marlene Lagoa  
Manager of Communications and Sustainability

<p><b>Approved for Council's consideration:</b></p>  <p>Laurie Hurst, Acting Chief Administrative Officer</p> <p>Dated: <u>June 11, 2009</u></p>
--

# Experience Esquimalt



**Experience Esquimalt**

**Format:**  
Broadsheet

**Publishing:**  
Second Tuesday monthly

**Deadline:**  
One week prior to publication

**Rate:**  
\$1.96

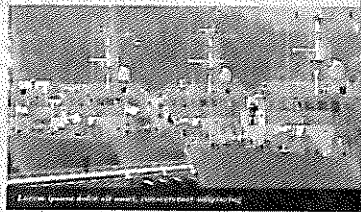
- 20% discount when you purchase all 12.
- Full colour = 20% of cost of ad

**TIMES COLONIST**  
Your Island. Your Newspaper.

Contact: Sue Webber at 250-380-5377  
swebber@tc.canwest.com  
or your Times Colonist Sales Representative

**ADVERTISER BONUS NOW ONLINE!**  
Find it at [timescolonist.com](http://timescolonist.com)  
Go to: 'Quick Links'  
Click: 'Shop Local'  
Click: 'Special Sections'  
Click: *Experience Esquimalt*

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Lorem ipsum dolor sit amet, consectetur adipiscing  
 Lorem ipsum dolor sit amet, consectetur adipiscing

3X30  
\$176.40  
12X \$141.12 each

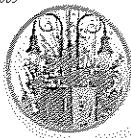
4X40  
\$313.60  
12X \$260.88 each



5X50  
\$490.00  
12X \$392 each

**FULL COLOUR**  
Add 20% of cost

10X40  
\$764.00  
12X \$627.20 each



# Experience Esquimalt



**Imagine ...**  
 Waterfront parkland and access to the Juan de Fuca Strait, the Gorge Waterway and the Inner Harbour.

**Imagine ...**  
 Parkland access and 360° views of the Capital Region and beyond.

**Imagine ...**  
 Families, seniors, wellness and organized recreation – all accessible within a city block radius.

**Imagine ...**  
 Free parking!

**CFB Esquimalt Naval & Military Museum**

OPEN Mon-Fri  
 10 a.m. - 3:30 p.m.  
 Located off Admirals Road  
 at Hadden in Esquimalt

250-363-4312

**Esquimalt**  
 DIVISION OF BUSINESS

**IF YOU ARE A BUSINESS OWNER IN ESQUIMALT, WE NEED YOU!**

By our marketing professionals you can reach your target audience through our advertising services. We offer:

- Marketing and advertising opportunities through business-to-business
- Radio and TV advertising
- Direct mail and newspaper advertising
- Web advertising and search engine optimization
- Public relations and media relations
- Check our website for information on all of the above or to find out the time and place of our meetings, and the cost to you.

Call (250) 704-2525

**Task & Key**  
 LAUNDRY & CLEANING

Specializing in:  
 • Residential and Commercial Laundry  
 • Dry Cleaning  
 • Bed Linen  
 • Uniforms  
 • Drapery Cleaning

1153 Esquimalt Rd. • 250-386-8641

**We've got it!**

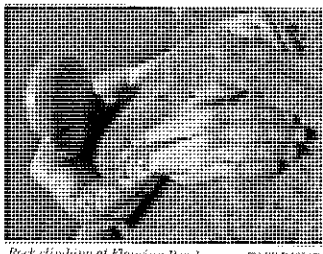


*A visitor of Esquimalt, I have been given the honour to provide the first in a series of articles about experiencing Esquimalt. This is my home town and I haven't found any place better. But don't mistake my words for a...*

**Barb Desjardins**  
 Mayor, Township of Esquimalt

**E** SQUIMALT VALUES ITS PARKLANDS and the variety they provide to residents and visitors. Saxe Point Park, situated on the Juan de Fuca Strait, has both natural and groomed areas. During the summer months, its common to see wedding ceremonies being held within the garden, with drama of the ocean and mountains as the backdrop. Mature-growth woodland paths allow access to the water and beach below for those who are more adventurous.

Just two blocks away, Fleming Beach is the home of the Esquimalt Anglers Association. Here, fishermen come to launch their boats and head out for sport fishing for salmon and halibut. This area is also the access point to Macartney Park, which boasts a rock climbing area, beach and natural parkland for walking. The views cannot be surpassed.



Rock climbing at Fleming Beach. BY FILE PHOTO

Other parks within Esquimalt include Gorge Esquimalt Park, Highrock Park and the West Bay Walkway.

Gorge Park has significant history, having been the site of the first Japanese Garden on Vancouver Island. This garden is currently being restored to its former glory. The Gorge Park is home to an interactive environmental education centre, walkway and open space for picnicking. Highrock Park boasts natural parkland and the best view of the region. You'll find Highrock Park in the very centre of Esquimalt.

West Bay Walkway Park rests at the entrance to the Inner Harbour from Esquimalt. It forms part of the walkway to downtown Victoria, making it a popular trail.

We've held on to the secret that is Esquimalt for almost 100 years, but are now willing to show Esquimalt to all. Esquimalt is situated within 2 kilometers of downtown Victoria, the Westshore and just across the waterway from Saanich.

Esquimalt is home to much of the Pacific Fleet of the Canadian Armed Forces. We have a robust shipyard which repairs everything from cruise ships to naval ships.

Esquimalt is one of the oldest areas of the region. Heritage architecture is found throughout the municipality.

Public artwork displayed in city hall gives visitors a strong sense of the recognition and respect we have for the Songhees and Esquimalt First Nations upon

whose territorial lands our community sits.

Being well served by walkways and transit from all regions makes Esquimalt a great place to live, work and play. The Esquimalt Pedestrian Charter recognises the value this community places on active lifestyles and ensures that future planning places emphasis on these transportation modes.

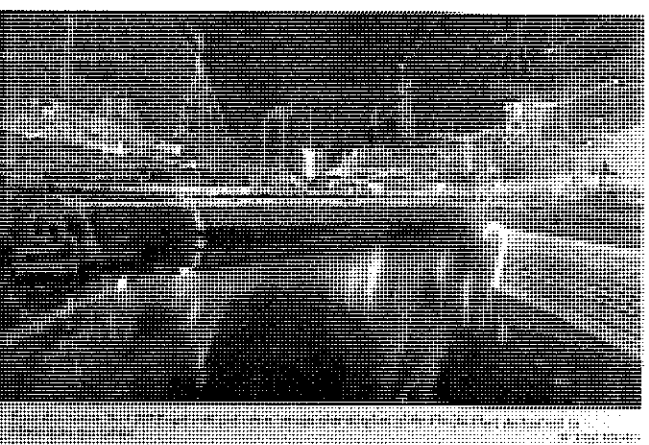
Within an urban setting, the township of Esquimalt boasts an interesting variety of living accommodation – something for all lifestyles. Apartment and condominium living along with small and large lot residential properties make up much of our municipality's housing. At West Bay, the marine village includes modern bouthomes of up to 2300 square feet in area. These homes are mixed with live-aboard boats. There's moorage for all size vessels at three separate marinas.

Do you prefer to travel by RV? The stay in the Esquimalt Marine Village cannot be surpassed for its views and access to activities.

Consider Esquimalt if you are thinking of relocating a business. The changing face and demographics of this area allow many opportunities for unique and niche businesses as well as professional offices.

Using a term from realtors: *location, location and location!* We've got it! We've got it! We've got it!

Have you ventured across the bridges to Esquimalt lately?  
 – Barb Desjardins, Mayor, Township of Esquimalt



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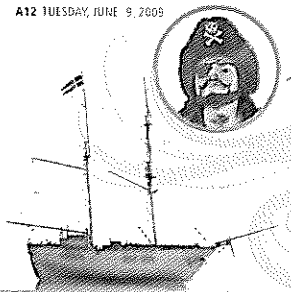
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# Experience Esquimalt

## Ahoy Mateys!

### Today's Buccaneer Days Grew out of May Day Celebrations

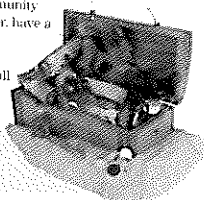
by Sandy Rozon

IT'S JUNE ONCE AGAIN, and Esquimalt is getting ready for the celebration of Buccaneer Days. A search through ancient documents held at the Esquimalt Municipal Archives reveals some of the history behind this annual celebration. For well over 60 years, Esquimalt held community events at this time of the year, while each May, the City of Victoria celebrated May Day with the crowning of a May Queen and a May Pole Dance. When these celebrations were discontinued in 1939, Esquimalt began holding its own May Queen celebration. This evolved into Esquimalt Days and eventually, in 1996, became Buccaneer Days. The town turned on its nautical and pirate attire, vying for prizes for the best costume. The citizens of Esquimalt were also awakened at a very early hour by a loudspeaker mounted atop a van calling "Wakie, Wakie." Apparently, the Wakie Wakie van will roll down the streets of Esquimalt once again this year, complete with members of the Esquimalt Fire Rescue team and the voice of Rod Lavergne.

Buccaneer Days festivities have always been well attended, with over 20 community organizations taking part, which allows our community to work and play together, have a great time, and instill a feeling of accomplishment and pride in our community.

This bus-filled weekend is loaded with events for all ages, including a midway, dance and parade. Neighbours from Victoria, Oak Bay, View Royal, Saanich and all other communities are invited to join us. Everyone is welcome!

See you there!



- Wakie Wakie!**  
with Rod Lavergne
- Lions Pancake Breakfast**  
Saturday morning!
- Parade**  
with music, floats, clowns & pirates! *Har-har!*
- Crafts**  
... crafts, crafts & more crafts
- Community Dance**  
with Flat Line & Usual Suspects
- Pirates Den for Children**
- Midway Rides & Games**
- Movies Under the Stars**

## Buccaneer Days Schedule

### Friday, June 12

**Noon - 1:30 p.m.**  
Buccaneer Start off Barbecue  
Entertainment to be announced  
Location: Archie Browning Sport Centre  
Host: Esquimalt Seniors Group  
Tickets: Purchase in advance  
Phone: 250-412-8590 or 250-412-8510

### Saturday, June 13

**7:30 a.m. - 10:30 a.m.**  
> Pancake Breakfast  
Location: Front of Arena  
Host: Esquimalt Lions Club

**8:00 a.m. - 9:30 a.m.**  
> Wakie Wakie!  
Location: Throughout Esquimalt Municipality and Parade  
Host: Buccaneer Days Committee and Esquimalt Fire Department  
Announcer: Rod Lavergne

**11:00 a.m. - 11:00 p.m.**  
> Midway Rides and Games  
Location: Park behind curling rink

**Noon - 4:00 p.m.**  
> Free Fitting Tee  
Host: Buccaneer Days Committee  
Location: Park behind curling rink

**10:00 a.m. - 5:00 p.m.**  
Location: Archie Browning Sports Centre  
Curling Rink

- > Arts & Crafts Show - Sale and Tea  
Host: Esquimalt Arts and Crafts Society
- > Buccaneer Days Tea  
Host: Esquimalt United Church
- > Plant Sale  
Host: Esquimalt Garden Club
- > Two Model Train Demonstrations  
Host: Ray Train Operating Society

Buccaneer Days Committee, Canadian Forces Base, Esquimalt Model Railway Club  
Host: Esquimalt Lions

**11:00 a.m. - 6:00 p.m.**  
> Pie Plate Sales  
Host: Esquimalt Lions

- > Display and Information Tables  
Host: Block Watch, Capital Regional District Water, Child Find, Library, CFB Parks, Victoria Cougars, Esquimalt High Alumni Association, Love Your City, Access Awareness

**10:30 a.m. - 11:30 a.m.**  
> Buccaneer Parade  
Location: Esquimalt Road from Dunscombe to Constance  
Host: Esquimalt Buccaneer committee

**11:00 a.m. to 6:00 p.m.**  
Location: Back of Arena

- > Hot Dog, Smoke and Pop  
Host: First Arbutus Scouts
- > Seafood Booth  
Host: Esquimalt Anglers
- > Hamburgers Booth  
Host: Esquimalt Fastball
- > Pizza and Juice  
Host: Esquimalt G.R.B. Ice Hockey
- > Corn on the Cob  
Host: Macaulay School
- > Fish Pond  
Host: Esquimalt Seniors
- > Coffee, Chocolate and Fruit  
Host: Ecole Victor Brodeur
- > Liqueur  
Host: Esquimalt Chamber of Commerce

**2:00 p.m.**  
> Children's Races  
Location: Bullen Park  
Sponsors: Esquimalt Anglers

**3:00 p.m.**  
> Ladies Mail Drawing Contest  
Location: Bullen Park  
Sponsors: Esquimalt Anglers

**7:00 p.m. - 2:00 a.m.**  
> Buccaneer Days Community Dance  
Location: Esquimalt Archie Browning Sports Centre Arena  
Host: Esquimalt Fire Rescue  
Two bands performing: Flat Line and The Usual Suspects  
Admission: \$10

**9:30 p.m.**  
> Free Movies  
Location: Bullen Park  
Host: Ventures  
Just bring something to sit on and enjoy the movies

### Sunday, June 14

**8:00 a.m. - 5:00 p.m.**  
> Lacrosse Tournament - Mini Tykes (4 & 6 & 7 year olds)  
Location: Esquimalt Archie Browning Sports Centre Arena  
Host: Victoria/Esquimalt Lacrosse Association

**11:30 a.m. - 1:30 p.m.**  
> Field Lacrosse Demonstration  
Host: Victoria/Esquimalt Lacrosse Association  
Location: Bullen Park

**11:00 a.m. - 6:00 p.m.**  
> Midway Rides and Games  
Location: Behind Curling Club  
Host: Buccaneer Days Committee

**10:00 a.m. - 3:00 p.m.**  
> Free Pony Rides  
Location: Esquimalt Archie Browning Sports Centre Curling Rink  
Host: Esquimalt Buccaneer Days Committee

**10:00 a.m. - 3:00 p.m.**  
> Pie Plate Sale  
Host: Esquimalt Lions Club  
Location: Archie Browning Sport Centre

**10:00 a.m. - 4:00 p.m.**  
> Arts and Crafts Show and Sale  
Host: Esquimalt Arts & Crafts Society

- > Buccaneer Days Tea  
Host: Francophone Scouts
- > Plant Sale - Perennials  
Host: Esquimalt Garden Club
- > Iron Model Train Demonstrations  
Hosts: Toy Train Operating Society, Buccaneer Days Committee, Canadian Forces Base Esquimalt Model Railway Club
- > Esquimalt Books  
Host: Esquimalt Seniors Writers Group

> Display and Information table  
Host: Block Watch, Capital Regional District Water, Child Find, Victoria Public Library, CFB Parks, Victoria Cougars, Esquimalt Advisory Committee, Love Your City, Access Awareness

**3:00 p.m.**  
> Pie Plate Sky Diving  
Location: Bullen Park  
Host: Esquimalt Lions  
Location: Back of arena

**10:00 a.m. - 5:00 p.m.**  
> Seafood Booth  
Host: Esquimalt Anglers

- > Hot Dog, Smoke and Pop  
Host: First Arbutus Scouts
- > Hamburger Booth  
Host: Esquimalt Fastball
- > Liqueur  
Host: Esquimalt Chamber of Commerce
- > Sausages  
Host: Ismaili Muslim Community
- > Coffee, Chocolate and Fruit  
Host: Ecole Victor Brodeur
- > Pizza and Juice  
Host: Esquimalt G.R.B. Ice Hockey
- > Corn on the Cob  
Host: Macaulay School
- > Fish Pond  
Host: Esquimalt Seniors
- > Children's Special Hockey Shoot, Sno Cones, Cotton Candy and a Raffle  
Host: Victoria Esquimalt Minor Hockey Association
- > Lacrosse Ball Shoot and Raffle  
Host: Victoria/Esquimalt Lacrosse

A weekend of fun for everyone!

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Visit our Famous **LANGOS BOOTH** at Esquimalt Buccaneer Weekend

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The only darn langos in town!  
See you there, Buccaneers!

For more information on this event, contact Sue Webber at the Times Colonist. Phone: 250-412-3377. www.timescolonist.com

**CFB Esquimalt Naval and Military Museum**  
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Located off Adams Road at Hales in Esquimalt  
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250-363-4395

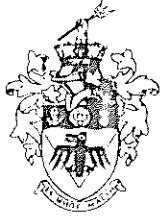
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## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
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### STAFF REPORT


**DATE:** June 11, 2009 **REPORT NO.** ADM-09-028  
**TO:** Laurie Hurst, I/Chief Administrative Officer  
**FROM:** Carollyne Evans, Manager of Corporate Services  
**SUBJECT:** Resolution to Attend Conference – Councillor Brame


In accordance with Council Policy No. 38, Council authorization is required for a member of Council to attend a workshop or conference.

#### RECOMMENDATION:

1. That Councillor Brame be authorized to attend the BC Summit of Municipal Leaders *Cities Fit for Children*, October 22-23, 2009, in Langley (early bird registration Fee \$175 payable by June 30, 2009);

And further that the total conference costs including accommodation, per diem, meals, and travel not exceed \$1,000.

  
Carollyne Evans  
Manager of Corporate Services

<p>Approved for Council's consideration:</p> <p> Laurie Hurst, I/CAO</p> <p>Dated: <u>June 11/09</u></p>
--

# Cities fit for Children



**A Provincial Summit of Municipal Leaders**

**Thursday October 22 –  
Friday October 23, 2009  
Langley Events Centre, Langley, BC**

## Cities Fit for Children Summit

Oct 22-23, 2009  
Langley Events Centre  
Second Provincial Summit

# Cities fit for Children

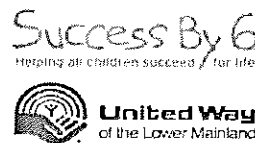
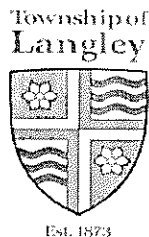


Building on the success of the first summit in Kelowna in November 2007, Cities Fit for Children will bring together municipal, regional and Aboriginal leaders. Emphasizing the importance of local partnerships, the goal of the Summit is to increase knowledge of the role of local governments in enhancing early childhood development.

### Planning Committee

- Chairperson: Joanne Schroeder, Human Early Learning Partnership and Council for Early Child Development
- Maddison Spenrath, Fraser Mustard Chair in Childhood Development
- Jordan Bateman, Councillor, Township of Langley
- Joy Wilson, Make Children First, Langley
- Michelle Gill, Langley School District
- Wendy MacKinlay, Langley School District (retired)
- Amarjit Sahota, Ministry of Children and Family Development, Fraser Region
- Karen Custodio, Aldergrove Neighbourhood Services
- Krista Hannan, Langley Child Development Centre
- Alison Bledsoe, United Way of the Lower Mainland
- Gerald Minchuk, City of Langley
- Judy Gillespie, University of B.C, Okanagan
- Jackie Tegart, BC Healthy Communities
- Jennifer Harvey, Human Early Learning Partnership
- Menno Salverda, Community Nutrition, Interior Health Authority
- Stacey Rennie, City of Surrey

### Cities Fit for Children is a Partnership of:



BC Healthy Communities  
People. Place. Potential.

## Thursday, October 22

Pre-Summit Tour of Langley 9:30am – 12:00pm

Join local guides in a tour of sites around Langley that promote children’s development. The stops will include park and recreation facilities, child care centre and a few surprises.

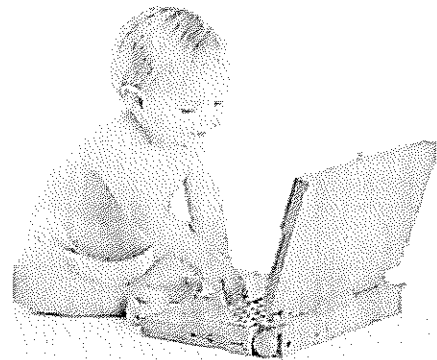
THURSDAY, OCTOBER 22	
8:30am	<b>Registration Opens</b>
9:30am - 12:00pm	<b>Preconference Workshops and Tour</b>
	Creating Healthy Communities Guide
	Children and the City: Planning and Implementation
	BC Healthy Communities
	Pre-Summit Tour of Langley
12:30pm - 2:30pm	<b>Opening Welcome Luncheon and Keynote</b>
	Dr. Fraser Mustard - "Early Human Development—The Role of Communities"
2:30pm - 3:00pm	<b>Break</b>
3:00pm - 4:30pm	<b>Concurrent Session A</b>
	A1 - Welcoming and Engaging Children and Families within Diverse Communities
	A2 - Strengthening Families in BC: Father Involvement and Parent Child Mother Goose
	A3 - Promoting Child and Youth Friendly Communities
6:30pm - 8:30pm	<b>Evening Banquet and Keynote</b>
	Rick Hansen - "Dreams in Motion"

## Friday, October 23

FRIDAY, OCTOBER 23	
7:30am	<b>Registration Opens</b>
8:00am - 10:00am	<b>Breakfast and Plenary</b>
	"Food for Breakfast – plenary presentations with a focus on food security and
10:00am - 10:30am	<b>Break</b>
10:30am - 12:00pm	<b>Concurrent Session B</b>
	B1 - Policies Fit for Children: Child care and governance to support families and children in BC
	B2 - Partnerships in Communities: Working together to support children and families
	B3 - Environments fit for Children: Connecting children and families to healthy environments
12:00pm - 1:00pm	<b>Networking Lunch</b>
1:00pm - 3:00pm	<b>Plenary Closing</b>
	Facilitated Dialogue "Making Your City Fit for Children"



# Cities fit for Children



Thursday, October 22

9:30 AM – 12:00 PM Preconference Workshops & Tour (2.5 hrs)

1	<p><b>Increasing Livability for Children and Families: Land Use Policies and Programs that Make a Difference</b>  <b>Smart Growth BC</b>          Presenter(s): Alice Miro, Healthy Communities Initiative Coordinator</p> <p>Through an interactive and multi-media presentation, storytelling, and a hands-on planning exercise, participants will learn about specific policies and programs that BC local governments can adopt to make “healthy choices, the easy choices” for children and families. Participants will also be able to get a complimentary copy of new publications, such as the “Creating Healthy Communities” Guide developed by Smart Growth BC, Vancouver Coastal Health, BC Recreation and Parks Association, the Provincial Health Services Authority and others, as well as the “Child-and-Youth-Friendly Land Use and Transportation Planning Guidelines,” developed by the Centre for Sustainable Transportation at the University of Winnipeg. The tools presented in this workshop enable communities to not only increase livability for children and families, but also to meet a range of additional goals, such as reducing Greenhouse Gas (GHG) emissions, lowering tax and infrastructure costs, and enhancing local economic development.</p>
2	<p><b>Children and the City: Planning and Implementation</b>  <b>University of the Fraser Valley</b>          Presenters: Cherie Enns MCIP PhD (cand.), Michelle Hoogland BA</p> <p><i>Presentation on a toolkit being developed to standardize Child Friendly planning practices in Canadian Cities. Assessment tools for evaluating the Child Friendliness of a city will also be presented, and further illustrated using case studies. Participants will leave with necessary tools to implement their own Child Friendly development plan for their respective city or town.</i></p>
3	<p><b>Youth Engagement in Community - Energy, Innovation and Action through the BC Healthy Communities Approach</b>  <b>BC Healthy Communities &amp; 2010 Legacies Now - Secondary Action Schools Project</b>          Presenter(s): Jackie Tegart, Katie Shaw, Deirdre Goudriaan, Youth team from Langley</p> <p>BC Healthy Communities and 2010 Legacies Now have partnered to facilitate a secondary action schools pilot program in three BC communities (Ashcroft, Langley and Sooke). This session will discuss the Integral Capacity Building Framework used by BC Healthy communities to facilitate this work on a youth (13-18) engagement initiative focused on healthy eating, active living and tobacco reduction in these three BC communities. The session describes the model, how you can apply it to your own youth engagement processes and the innovative results and commitment demonstrated by these young people to make significant changes to their communities (Langley will be featured since the conference is being held in Langley and the local youth will be invited to discuss and present on their involvement).</p> <p>The session also describes a four quadrant asset development framework that the youth used to describe the assets and strengths of their experiences and then looked at what the work meant and moved towards changing their schools and communities as a result of their work.</p>

12:30 PM – 2:30 PM Opening Welcome Luncheon and Keynote

Welcomes (Invited)

- Kwantlen First Nation
- Mayor of the Township of Langley, Rick Green
- MLA, Rich Coleman
- Member of Parliament, Mark Warawa

Keynote

***“Early Human Development – The Role of Communities”***

Dr. Fraser Mustard



**J. Fraser Mustard** has had a diverse career in the health sciences, medical research, research in the natural and social sciences, and the private sector. After earning his MD from the University of Toronto, and Ph.D. from the University of Cambridge, Dr. Mustard joined the medical faculty at the University of Toronto. In 1966 he moved to McMaster University to help establish the new school of Medicine and Health Sciences and became the Vice President, Health Sciences [Medicine and Nursing]. During his tenure at the University of Toronto and McMaster, he developed a major research career in platelets, thrombosis and cardiovascular disease. In 1982, he took on the task of creating and establishing a unique Canadian institution, The Canadian Institute for Advanced Research. Dr. Mustard has been a champion in Canada of interdisciplinary research including the socioeconomic determinants of human development and health. He co-chaired a report for the Government of Ontario on early child development with specific community recommendations (*The Early Years Study*). In 2004 he founded The Council for Early Child Development. Dr. Mustard and his colleagues are emphasizing to all sectors of society the crucial nature of early human development in producing healthy, competent and quality populations. Dr. Mustard is involved with governments in Canada and Australia, Latin America, the World Bank, and the Aga Khan University in Pakistan in emphasizing the enormous importance to society of early human development. Dr. Mustard is a Companion of the Order of Canada.

1	Welcoming and Engaging Children and Families within Diverse Communities	
	<p>Surrey Neighboring Faiths Program  <b>Surrey Neighborhood Faith Program</b>                  Presenters: David Dalley, Program Coordinator, Rev. Trish Schwartzberg, Consultant  <i>The Surrey Neighbouring Faiths Program (SNFP) is a multifaith children’s program that introduces young children and their families to the diversity of faith communities in Surrey, BC. The SNFP encourages children to value their own cultural, ethnic, and religious identities, and to feel a sense of belonging in the broader community. This workshop will offer a review of the development and implementation of the SNFP, an overview of the partnerships with local faith communities and other community organizations, as well as practical suggestions for building similar networks and programs in other communities.</i></p>	<p>Welcoming and Engaging Families in a Multicultural Community  <b>SHARE Family and Community Services</b>                  Presenter(s): Azar Afrooz, ECD Program Coordinator, Gina Hortelano, Community Development Worker, Sheila McFadzean, Community Development Worker                  Coquitlam’s multicultural Burquitlam neighbourhood is home to large numbers of immigrant and refugee families from a variety of countries of origin. Burquitlam is also the site of “New Beginnings – the Tri-Cities Refugee Family Integration Project” which is focusing on newly-arrived Government-Assisted Refugee (GAR) families with children from birth to age 6. This workshop will outline some collaborative practices developed, share lessons on how to strengthen families in a multicultural neighborhood, and invite feedback from participants to further develop an understanding of supporting diversity.</p>
2	Strengthening Families in BC: Father Involvement and Parent Child Mother Goose	
	<p>Father’s Play  <b>BC Council for Families</b>                  Presenter(s): David Sheftel  <i>Supporting father involvement has been shown to benefit and strengthen families and communities. Play is an important vehicle for dads to interact with and be involved with their children. This session will provide research and information to motivate community leaders to create opportunities and encouragement for fathers to play with their kids.</i></p>	<p>Communities, Play and Mother Goose  <b>BC Council for Families</b>                  Presenter(s): Beth Hutchinson  <i>This session will focus on strengthening families, their community connections and the mutually joyful communication and play that come through the use of song, rhyme and story. Experience from the Parent-Child Mother Goose Program® in varying communities will be presented, illustrated by songs and rhymes. We will examine the value to the larger community of the social use of song, rhyme and story and of resilient relationships within families.</i></p>

Aboriginal Child Friendly Communities -  
Inclusion of the Early Years  
**Society for Children and Youth of BC (SCY)**  
Presenters: Anne O'Neil, Executive Director  
Rona Sterling-Collins & Romona Baxter of  
Sterling Consulting

*In collaboration with Sterling Consulting, Society for Children and Youth of BC (SCY) will present their recently developed early years (0-6) child friendly community assessment and planning toolkit for Aboriginal communities. The toolkit was developed in partnership with the Lower Nicola Band School. Find out how your community or organization can utilize the resources developed and apply them within your own community. .*

Child and Youth Friendly Surrey  
**Child and Youth Friendly Surrey**

Presenter(s): Susan Papadionissiou, Coordinator,  
Office of Early Childhood Development, Learning  
and Care, School District 36

David Sadler, Child and Youth Engagement Coordinator,  
City of Surrey

*A child and youth friendly city is a vibrant place for people of all ages. Creating a child and youth friendly city takes the whole community. This session will explore initiatives currently under way in Surrey, including the development of the City of Surrey's Child and Youth Friendly City Strategy and the work of the Office of Early Childhood Development, Learning and Care.*

Cities fit for  
**Children**



6:30 PM – 8:30 PM Evening Banquet and Keynote

Stephen Point (Invited)

Introduce Rick Hansen with Video ( 4 minutes)

Keynote Speaker

***“Dreams in Motion”***

Rick Hansen, President and CEO, Rick Hansen Foundation



**RICK HANSEN, C.C., O.B.C.**

**PRESIDENT AND CEO, RICK HANSEN FOUNDATION**

In 1985, Rick Hansen pushed his wheelchair out of Vancouver, BC and set out on a journey that would make history. His legendary Man In Motion World Tour spanned more than 40,000 km through 34 countries, took over two years to complete, and raised more than \$26 million for spinal cord injury. Rick’s incredible achievement became a testament to the strength of the human spirit and the power of teamwork. His courage and determination inspired us to believe in the possibility of a fully accessible and inclusive society, and a cure for spinal cord injury. Following a car crash at the age of 15, Rick sustained a spinal cord injury that paralyzed him from the waist down. Forced to define a new life for himself, Rick never hesitated to challenge society’s perceptions about what is possible for anyone with big dreams and the passion to see them through. Rick was the first student with a physical disability to graduate in Physical Education from the University of British Columbia. He went on to become a worldclass athlete, winning 19 international wheelchair marathons, including three world championships, and competed for Canada in the 1984 Olympic Games.

In 1987, Rick was appointed a Companion of the Order of Canada and has received several honorary degrees. As a positive role model dedicated to improving the world around him, Rick has a remarkable ability to engage and motivate youth. He regularly shares his message of hope, inspiration and the importance of making a positive difference in the lives of others with young people across Canada. Today, Rick is still a Man In Motion. As President and CEO of the Rick Hansen Foundation, Rick remains committed to making communities more accessible and inclusive for people with a spinal cord injury, and advancing spinal cord research. Through Rick’s leadership, the Foundation has generated over \$200 million for spinal cord injury related programs and initiatives. Rick lives in Richmond BC with his wife, Amanda, and their three daughters Emma, Alana and Rebecca. He has a passion for the outdoors and volunteers his time to support fish conservation. As Chair of both the Fraser River Sturgeon Conservation Society and the Pacific Salmon Endowment Fund, Rick is a strong voice for helping to restore and protect sturgeon and salmon populations.

## Friday, October 23

8:30 AM – 10:00 AM “Food for Breakfast – plenary presentations with a focus on food security and nutrition”  
(1.5 hrs, 30 mins each)

This will be a plenary session that incorporates discussions focused on community nutrition. The menu and meal preparation, led by the Children First initiatives from Golden and Cranbrook, will inspire us to look more closely at the role of accessible healthy food in creating cities fit for children.

**Better Together: The importance of family meals**  
**BC Dairy Foundation**

Sydney Massey, RD, MPH, Director of Nutrition Education

*Powerful outcomes of eating together include better nutrition and better social outcomes for children and older adults. Learn about the research supporting the importance of eating together. Explore how you can promote and support families eating together.*

**Building Communities where the Healthy Choice is always the Easy Choice**

**BC Nutritionists Council**

Presenters: Casey Hamilton, Community Nutritionist, Tara Stark, Community Nutritionist  
Menno Salverda, Manager Community Nutrition and Special Projects

*Our communities play the most influential role in determining our health. We need to act collaboratively through innovative and non-traditional partnerships such that as a society we work towards creating environments where “having a healthy lifestyle” is not something that we have to promote but is something that we “live”. This session will encourage dialogue and discussion about norms and values of our food system, how it impacts our children and communities and how we can take action to making changes.*

10:30 AM – 12:00 PM Concurrent Session 2 (1.5 hrs, 45 mins each)

1

**Policies Fit for Children: Child care and governance to support families and children in BC**

**Which Comes First – Cities Fit for Children or Public Policies Fit for Women and Families?**

**Human Early Learning Partnership (HELP)**

Presenter: Lynell Anderson

*Across BC, many coalitions are collaborating to promote child-friendly communities and supports, and there are noteworthy examples of local success stories. At the same time, BC and Canada continue to rank poorly on key international measures of family policy and gender equality. This workshop places the concept of Cities Fit for Children within an international policy context, summarizes the evidence behind a series of recommendations for family-strengthening public policies, and invites participants to consider and discuss the roles and responsibilities of communities and various levels of government.*

**The rEvolution of Community Controlled Child Care in BC**

**Coalition of Child Care Advocates**

Presenter: Susan Harney, Chair, Rita Chudnovsky, Principal Consultant

*Based on a 2 year project on child care governance undertaken by the Coalition of Child Care Advocates of BC, this session will explore various models of child care governance and the implications for BC. The session will feature our key finding that, while BC communities have the knowledge, experience and commitment to build and govern a quality child care system, they need the power, mandate, resources and tools to get the job done.*

2	Partnerships in Communities: Working together to support children and families	
<p>Communities the Care: A partnership approach to long-term crime prevention  <b>MCFD City of Williams Lake</b>          Presenter(s): Anne Burrill &amp; Brad McRae  <i>Communities That Care takes a community planning approach to crime prevention. The process engages the whole community in identifying priorities for addressing problem youth behaviour, and focuses on using research as a tool to guide the planning process. This model is an evidence based approach to preventing problem adolescent behaviour, including crime, violence, alcohol and drug use, school dropout, teen pregnancy and anxiety/depression. This workshop will describe the Communities that Care process and its implementation in two small rural communities in the Interior of British Columbia as well as showcase the effectiveness of partnerships between local government and the Ministry of Children and Family Development.</i></p>	<p>A Model for Early Child Development Public Partner Collaboration  <b>New West ECD Public Partners</b>          Presenter(s): Dorothy Polukoshko, ECD Community Development Worker, MCFD  <i>The New Westminster Public Partners, made up of five public organizations, came together to focus on identifying the ECD needs of the community and to collaboratively address these needs. The Public Partners would like to share the process of their development, what the organizational structure looks like, what their relationship is with the Early Childhood Development Committee, and to share their successes and some challenges in the community. This session will give participants an opportunity to consider how a similar model could work to meet their particular needs and to share similar or different structures from their communities.</i></p>	
3	Environments fit for Children: Connecting children and families to healthy environments	
<p>Why Mobility Matters  <b>Better Environmental Sound Transportation (BEST)</b>          Presenter(s): Steven Beck, Operations &amp; Mobility Matters Manager  <i>The livability of urban regions is closely tied to daily transportation choices. Well over half of vehicle-generated greenhouse gas (GhG) emissions come from non-commuting activities, often of short distance and duration that could readily be made by other transportation modes. This session will introduce Mobility Matters, a program that works to create green, accessible, and safe neighbourhoods by enabling residents to reduce their car use on a long term basis. It provides family transportation analysis and planning, incentives, and ongoing community and social networking support so that behaviour changes can be sustained over time.</i></p>	<p>Child and Nature Alliance  <b>The Child and Nature Alliance</b>          Presenter(s): Bob Peart, Child and Nature Alliance  <i>To present the newly formed Child and Nature Alliance its purpose and vision, also its links to the BC Government and its connection with other Canadian and US initiatives. To ensure that participants understand the significance of the Alliance and that the initiative involves a breadth of interests including environment, health, municipal planning, urban design, education, parks and ecosystem management. The simple act of playing in nature results in healthier, happier and more aware children. Today's children will determine the future conservation of natural areas and the environment. We need to look at what we are doing to and with our children and families in terms of their ability and willingness to connect with and appreciate the benefits of nature and foster links for positive environmental choices.</i></p>	

12:00 PM – 1:00 PM Networking Lunch

1:00 PM – 3:00 PM Plenary Closing – Making Your City Fit for Children

This will be a facilitated discussion providing an opportunity to consider with your local colleagues how the skills and knowledge acquired at the summit can be put into action in your community.

## Summit Location

### Langley Events Centre

7888 – 200 Street  
Langley, BC

We have set up room blocks at the following hotels near the Langley Event Centre. Please state you are with the "Cities Fit For Children" Summit when you contact the hotel to ensure you receive the following rates:



### The Host Hotel (and closest hotel):

**Sandman** **\$105.00**  
8855 202nd St, Langley  
604-888-7263  
800-SANDMAN (800-726-3626) Toll Free

Includes continental breakfast, complimentary wireless internet and access to a small fitness room.

**Holiday Inn** **\$119.00**  
8750 204th St, Langley  
604-882-2000  
888-HOLIDAY (800-465-4329) Toll Free

Includes continental breakfast and complimentary wired internet and access to indoor pool.

**Ramada Langley/Surrey** **\$109.00**  
19225 Highway 10, Surrey  
604-576-8388  
888-576-8388 Toll Free

Includes continental breakfast, complimentary wireless internet and access to indoor pool & fitness room.

**Best Western Langley Inn** **\$99.00**  
5978 Glover Road, Langley  
604-530-9311  
888-530-9311 Toll Free

Includes continental breakfast, complimentary wireless internet and access to indoor pool & fitness room.



## Summit Registration

Registration is available online at the following link:

[https://www.venuewest.com/reg/reggen.aspx?Congress\\_Access\\_Code=797f4f3d-36ca-450c-a856-04331647a1c6](https://www.venuewest.com/reg/reggen.aspx?Congress_Access_Code=797f4f3d-36ca-450c-a856-04331647a1c6)

Early bird Fee	\$175	(Register by June 30th, 2009)
Regular Registration	\$225	
Pre-conference Workshops or Tour	\$35	
Banquet tickets	\$40	

Included in your registration:

- All Sessions
- Thursday lunch, Friday breakfast and lunch
- Nutrition Breaks

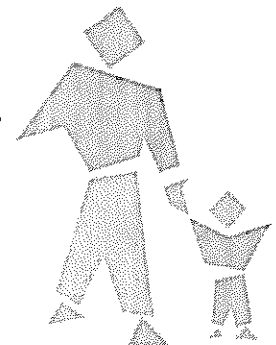
### Cancellation Deadline

Refunds (less a \$75 CDN handling charge) will be provided for cancellations received by September 15, 2009. Refunds will not be provided for cancellations after this date, but a substitute delegate may be sent instead.

### Lower Mainland Annual Toy & Product Fair

**October 23, 2009 10am-6 pm.** Benefiting the programs and services of Langley Child Development Centre, this fair provides you the opportunity to buy new quality toys, products and services for children of all abilities, birth to pre-teen from more than 50 exhibitors. It's never too early to start your Christmas shopping! Free admission – available around the concourse at the Events Centre for convenient shopping during conference hours!

For more information: 604-534-1155, ext 121 or [khannan@langleycdc.com](mailto:khannan@langleycdc.com). Visit [www.langleycdc.com](http://www.langleycdc.com) for more information.



### Additional Summit Information

For more information, please contact conference chairperson:

Joanne Schroeder  
[Joanne.schroeder@ubc.ca](mailto:Joanne.schroeder@ubc.ca)



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

1229 Esquimalt Road, Esquimalt BC V9A 3P1  
Telephone 250.414.7100 Fax 250.414.7111

**STAFF REPORT**

**DATE:** June 8, 2009 **REPORT NO.** P&R-09-022  
**TO:** Laurie Hurst, A/Chief Administrative Officer  
**FROM:** Jeff Byron, Manager of Recreation Services  
**SUBJECT:** Emergency Funding for Desiccant Dehumidifier Wheel

**RECOMMENDATIONS**

- 1) That Council allocate emergency funding for the immediate replacement of a wheel in the desiccant dehumidifier which services the Archie Browning Sports Centre.

**BACKGROUND**

The desiccant dehumidifier is a 12 year old device that reduces the level of humidity in the air of both ice facilities at the Archie Browning Sports Centre. Drawing moisture out of the air prevents the hockey glass from fogging up, and stops the build up of frost on the ice surfaces.

**DISCUSSION**

The current wheel is two years past its typical life expectancy. It was noticed during a recent change of filters inside the unit that the silica gel beads were coming off the wheel. These beads remove the moisture from the air before returning the air to both ice areas of the centre.

During an inspection of the wheel by the Refrigeration Consultant for the ABSC Feasibility Study, the wheel appeared to be in good working condition and so it was not identified as needing work in the grant application.

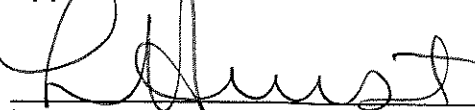
**FINANCIAL IMPLICATIONS**

While some funds are budgeted for unforeseen items, this significant amount can not be managed with existing funds. The total cost to replace the wheel including freight and taxes is \$18,920.00. The funding could come from the Capital Projects reserve fund or contingency fund.

Respectfully submitted,

  
\_\_\_\_\_  
Jeff Byron  
Manager of Recreation Services

Approved for Council's consideration:

  
\_\_\_\_\_  
Laurie Hurst, A/CAO

Dated: June 8/09



## 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:** June 3, 2009 **REPORT NO.** EPW 09-025  
**TO:** Laurie Hurst, Acting CAO  
**FROM:** Gilbert Coté, Director Engineering and Public Works  
**SUBJECT:** **Bus Shelters and Upgrade to Transit Stops**

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#### **RECOMMENDATION**

That Council authorize funding the replacement of damaged bus shelters, the installation of benches at transit stops and sidewalk upgrading on Admirals Road by transferring funds for the budget allocation of \$37,500 which were earmarked for painting bike lanes on Esquimalt Road between Head Street and Admirals Road.

#### **Bus Shelter Repairs**

Six tempered glass bus shelters located along Lampson Street have been damaged by acid etching. Also two bus shelters recently had their tempered glass panels destroyed after being hit by a sharp object. Vandalism by acid etching is an on-going problem in Greater Victoria. The replacement parts for the destroyed panels were obtained from the two bus shelters in stock which were scheduled to be installed in 2009.

To resolve this problem it is proposed to replace damaged and broken tempered glass panels with powder coated perforated metal panels with are resistant to acid etching and make graffiti removal easier. The cost to replace the damaged panels in the six shelters on Lampson Street and the two shelters in stock is \$12,500. The labour cost to replace the panels is estimated at \$400 per shelter. The cost of replacing the damaged panels is estimated at \$15,700.

The perforated metal panels have been installed in adjacent municipalities such as View Royal. These panels are fabricated by the same supplier that also manufactures the tempered glass panel. Therefore the metal panel can be installed within the same frame as the tempered glass shelters.

#### **Benches at Transit Stops**

The Access Awareness Committee has recommended the installation of benches at the following transit stop which don't have bus shelters and are used frequently by senior and people with disability.

- Fraser Street at Bewdley Avenue
- Northbound on Admirals Roads at Esquimalt Road –
- Westbound on Esquimalt Road at Fernhill Road
- Lampson Street at Fernhill in both directions
- Head Street neat Captain Jacobson Park

In order to install benches, it is generally required to widen the sidewalk and/or to provide a concrete pad. The cost of this work is estimated at \$9,000.

### **Sidewalk Upgrading on Admirals Road**

The two businesses at 522 and 524 Admirals Road would like to have a wider sidewalk and to eliminate the narrow boulevard in front of their building. The existing sidewalk is 1.5 m wide. The vegetation in the 1.3 m wide boulevard is difficult to maintain because of the high pedestrian traffic. To ensure positive drainage and prevent puddles, simply placing concrete in the boulevard is not recommended. In order to provide a wider 2.8 m wide sidewalk, it will be necessary to remove the existing sidewalk and install a new sidewalk with an adequate cross fall to direct runoff onto the road. The cost upgrading the sidewalk for a distance of 17 m is estimated at \$8,000

### **Proposed Source of Funding**

In order to fund these unexpected expenditures it is proposed to transfer the sum of \$37,500 that was allocated to the painting of bike lanes on Esquimalt Road between Head Street and Admirals Road. Painting bike lanes on this section of Esquimalt Road could be premature since Council's 2009-2011 Strategic Plan includes "*Review the potential for upgrading the blocks of Esquimalt Road between the two improved areas*" for 2011. Also this section of Esquimalt Road will require an asphalt overlay within a few years. Since the road could likely be upgraded to the same standard at the recent upgrade on the 800 Block and will require repaving, it is premature to paint bike lanes this year.

In addition, the public consultation carried out in 2007 has indentified issues that will have to be resolved including maintaining parking for businesses and providing left turning lanes for large apartment buildings. It may not be possible to maintain one lane of traffic in each direction, parking on both sides of the road, a left turn lane in the centre and bike lanes. More technical studies and public consultation will be required to resolve this matter in the section between Head Street and Carlton Terrace.

In summary, it is proposed to reallocate the sum of \$37,500 for painting bike lanes as follows:

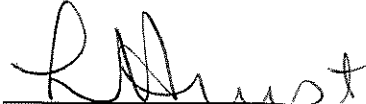
- Replace damaged shelters using powder coated perforated metal panels at an estimated cost of \$15,700
- Install benches and associates concrete slab at six transit stops at an estimated cost of \$9,000
- Upgrading of sidewalk on Admirals Road at an estimate cost of \$8,000

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

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

## STAFF REPORT

**DATE:** June 10, 2009 **REPORT NO. FIN-09-018**  
**TO:** Laurie Hurst, Acting Chief Administrative Officer  
**FROM:** Mary Turner, Acting Director of Financial Services  
**SUBJECT:** MFA Short-Term Borrowing – Admirals/Colville Project

### RECOMMENDATION:

That Council approves an increase in short-term borrowing of \$300,000 to cover the funding shortfall for the Admirals/Colville project.

### BACKGROUND:

In the 2009 budget, the Admirals/Colville project was approved to be funded in the amounts of \$700,000 from the Community Works Fund and \$500,000 through short-term borrowing. Through further review of the Community Works Fund Agreement, it was determined that there is a possibility that these funds may not be combined with the Vote 10 Grant Program. We are still waiting for confirmation from the Gas Tax/Public Transit Management Services office as to their interpretation. As a result, we will require borrowing an additional \$300,000 for the project.

### DISCUSSION:

Community Works Fund can be combined with the Municipal Rural Infrastructure Fund (MRIF) to cover up to \$500,000 of the Craigflower Phase 1 project cost, as it meets the eligibility criteria. The municipal share for this project, which was to be funded from the Capital Projects Reserve Fund, will be re-allocated to the Admirals/Colville project. The annual cost of the additional borrowing will be \$60,638.13 over five years.

Submitted by:

Mary Turner  
Acting Director of Financial Services

Approved for Council's consideration:

  
Laurie Hurst, Acting CAO

Dated: June 10/09



## 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:** June 10, 2009 **REPORT NO.** FIN-09-019  
**TO:** Mayor and Council  
**FROM:** Laurie Hurst, A/CAO  
**SUBJECT:** Council Policy Admin - 52

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#### RECOMMENDATION:

That Council adopt Policy No. ADMIN - 52 Local Grants – L'École Victor Brodeur.

#### BACKGROUND:

The Local Grant Committee, consisting of Councillors McIldoon, Brame and Linge, held a special meeting on Wednesday, April 22, 2009. Representatives from the applicant organizations were allowed a maximum of 5 minutes in which to address the Committee.

The Committee held a discussion on an issue arising out of the 2008 Local Grant discussions in relation to establishing an annual amount for L'École Victor Brodeur similar to the allocations for Esquimalt High. The Committee is recommended the amount of \$2,500 be awarded to L'École Brodeur on an annual basis and that staff bring back to Council, for approval, a policy similar to Council Policy No. ADM-29 which sets out how the funding will be allocated among functions such as student travel costs, scholarships, music etc. Council resolved as recommended.

#### DISCUSSION:

Staff have met with representatives from the school and drafted the attached policy for Council consideration based on those discussions.

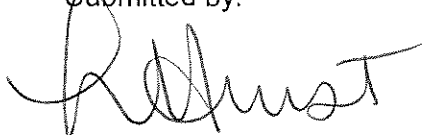
Discussions between staff and the school representative were very positive. Historically, the primary link between the Township and L'École Victor Brodeur has been based on shared sport facilities or spaces and therefore it was felt that an athletic scholarship was appropriate. The Mayor will be invited to present the awards at a ceremony held in late June each year.

The balance of funds will be utilized for school teams that would be representing the school at a variety of events. These funds will be held by the Township and the team or a representative will be required to appear before Council.

**ALTERNATIVES:**

1. Approve policy as presented.
2. Approve policy with amendments.

Submitted by:

A handwritten signature in black ink, appearing to read "L. Hurst", written in a cursive style.

Laurie Hurst, CGA  
A/CAO





CORPORATION OF THE TOWNSHIP OF ESQUIMALT

COUNCIL POLICY

<b>TITLE:</b> Local Grants – L'École Victor Brodeur	<b>NO. ADMIN - 52</b>
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**POLICY:**

The Corporation of the Township of Esquimalt will award grants annually from its Local Grants allocation to L'École Victor Brodeur as follows:

Township of Esquimalt Athletic Awards	\$ 500.00
Team Funding	\$ 2,000.00

**BACKGROUND:**

Historically, funding applications have been submitted as needed and subject to available funds remaining throughout the fiscal year. Municipal Council resolved at a regular meeting May 4, 2009 that funds totalling \$2,500 be allocated on an annual basis from the local grants budget for L'École Victor Brodeur.

**1. Township of Esquimalt Athletic Award**

This annual award for athletic achievement will be given to both a male and female student and each recipient will receive a certificate with their name and a cheque for \$250. If scheduling will allow, the Mayor of the Township of Esquimalt will attend the award ceremony to make the presentation.

**2. Team Funding**

This annual allocation of funds in the amount of \$2,000 is set aside to be accessed by teams representing L'École Victor Brodeur. Representatives of the teams appear before Council to request funding for costs associated with representing the school at various events. Costs may include, but are not limited to, registration fees, travel and accommodation costs or uniforms.

Council requires that a financial report showing the use of the funds for the intended purpose be submitted and that applications for local grants must clearly demonstrate the benefit of the project to Esquimalt.

<b>EFFECTIVE DATE:</b> June 15, 2009 <b>Amended:</b> Staff Report FIN-09-018	<b>APPROVED BY:</b> Council	<b>REFERENCE</b>	<b>AMENDS NO.</b>	<b>PAGE 1 OF 1</b>
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# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## MAYOR'S AND COUNCILLORS' REPORTS

Report from: Mayor Barbara Desjardins  
 Subject: Mayor's Report – April/May Activities  
 Council Agenda: June 15, 2009

\*\* Acronyms listed at the end of document

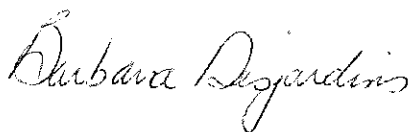
April 2009	ACTIVITY
1	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• Greater Victoria Harbour Authority meeting</li> <li>• Arts &amp; Culture Committee meeting</li> </ul>
2	<ul style="list-style-type: none"> <li>• Resident re: local issues</li> <li>• Mayor's Golf Tournament meeting</li> <li>• Resident re: local issues</li> <li>• Meet and Greet with Mayor &amp; Council – Recreation Centre</li> <li>• Resident re: local issues</li> <li>• Policing Advisory Committee meeting – Recreation Centre</li> </ul>
3	<ul style="list-style-type: none"> <li>• Sports Centre meeting</li> </ul>
4	<ul style="list-style-type: none"> <li>• 2009 Victoria Police Reserves Graduation</li> </ul>
6	<ul style="list-style-type: none"> <li>• Arnie Hamilton meeting</li> <li>• Youth Mental Health meeting</li> </ul>
7	<ul style="list-style-type: none"> <li>• Breakfast meeting</li> <li>• Economic Summit – Victoria Conference Centre</li> <li>• Resident re: local issues</li> <li>• Les Sylven &amp; Kathy Mick</li> </ul>
8	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• CRD CALWMC meeting</li> <li>• CRD Board/Hospital meeting</li> </ul>
9	<ul style="list-style-type: none"> <li>• Councillor Gaul</li> <li>• Base/Township Luncheon at DND</li> <li>• TAC meeting</li> </ul>
14	<ul style="list-style-type: none"> <li>• Sewage meeting</li> <li>• Police Board meeting and picture</li> </ul>
15	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• Dale Wall, Deputy Minister, Ministry of Community Development</li> <li>• STAG meeting</li> <li>• Heritage Committee meeting</li> </ul>
16	<ul style="list-style-type: none"> <li>• Esquimalt Graving Dock meeting</li> <li>• Resident re: local issues</li> <li>• Volunteer Recognition for Parks and Recreation</li> <li>• Police Budget meeting</li> <li>• HMCS Esquimalt Ceremony</li> </ul>
17	<ul style="list-style-type: none"> <li>• GVHA Board meeting</li> <li>• Mayor's Golf Tournament meeting</li> </ul>
18	<ul style="list-style-type: none"> <li>• Block Watch and Garage Sale</li> </ul>

April 2009	ACTIVITY
19	<ul style="list-style-type: none"> <li>• Victoria/Esquimalt Lacrosse Welcome Back Barbeque</li> <li>• Mayor and Council Volunteer Recognition Event</li> </ul>
20	<ul style="list-style-type: none"> <li>• National Volunteer Week Kick-Off Breakfast</li> <li>• CAO meeting</li> <li>• John Fuller – Emergency Radio Office</li> <li>• Dave Parker – Archives</li> <li>• CRD Public Dialogue</li> </ul>
21	<ul style="list-style-type: none"> <li>• Breakfast Sewage meeting</li> <li>• Happiness Index Forum – Victoria City Hall</li> <li>• Friends of Archie Browning meeting</li> </ul>
22	<ul style="list-style-type: none"> <li>• Esquimalt High School Leadership Group – Esquimalt High</li> <li>• Principal – Esquimalt High School</li> <li>• CAO meeting</li> <li>• CRD Environment Committee meeting</li> <li>• CRD CALW meeting</li> <li>• Fleetway Victoria Office opening</li> <li>• Access Awareness Committee meeting</li> <li>• Chamber of Commerce meeting</li> </ul>
23	<ul style="list-style-type: none"> <li>• Pastor Barry Goodwin meeting</li> <li>• Councillor Gaul</li> <li>• Environmental Advisory Committee meeting</li> </ul>
24	<ul style="list-style-type: none"> <li>• Emergency Preparedness Workshop</li> <li>• Councillor Linge meeting</li> </ul>
25	<ul style="list-style-type: none"> <li>• Operation Clean Sweep</li> </ul>
27	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• Torch Relay and Food Services meeting</li> <li>• Resident re: local issues</li> </ul>
28	<ul style="list-style-type: none"> <li>• CFAx Opinion Talkshow – Victoria At Noon</li> </ul>
29	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• Resident re: Sewage Treatment</li> <li>• CRD In-Camera meeting</li> <li>• CRD COTW meeting</li> </ul>
30	<ul style="list-style-type: none"> <li>• Chamber of Commerce meeting</li> <li>• Resident re: emergency preparedness issues</li> <li>• Mark McLaughlin, Executive Director, Crystal Meth Society</li> <li>• CRD Community Liaison Committee meeting re: Victoria Regional Rapid Transit</li> <li>• Coast Salish Textile Mural celebration</li> <li>• Chard Development</li> <li>• Centennial Select Committee meeting</li> </ul>

May 2009	ACTIVITY
1	<ul style="list-style-type: none"> <li>• Crest Update</li> <li>• Rugby Jamboree, Bullen Park with Esquimalt Firefighters</li> <li>• Resident, local issues</li> </ul>
2	<ul style="list-style-type: none"> <li>• GVHA Wharf Opening</li> <li>• Esquimalt United Church Tea</li> <li>• Ruth Lane Benefit</li> </ul>
4	<ul style="list-style-type: none"> <li>• CAO Meeting</li> <li>• Naval Centennial Statue Project Kickoff</li> <li>• Mayor's Golf Tournament meeting</li> </ul>
5	<ul style="list-style-type: none"> <li>• Breakfast Sewage meeting</li> <li>• Inspector, West Division</li> <li>• Greater Victoria Development meeting</li> <li>• Kathy Mick meeting</li> </ul>
6	<ul style="list-style-type: none"> <li>• Breakfast meeting Troy Desouza re: Infrastructure projects</li> <li>• NAOSH Week Kickoff</li> <li>• GVLRA meeting</li> <li>• Resident re: Esquimalt High Tennis Courts</li> </ul>
7	<ul style="list-style-type: none"> <li>• National Joint Committee of Senior Officials Speech</li> <li>• Mayor's Golf Tournament</li> </ul>
8	<ul style="list-style-type: none"> <li>• Move for Health Walk</li> <li>• CAO Meeting</li> </ul>
9	<ul style="list-style-type: none"> <li>• Open House, Ogden Point</li> <li>• Cadet Tadoo, Archie Browning Sports Centre</li> </ul>
11	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• Photoshoot with Vic News</li> <li>• Resident, local issue</li> <li>• Kevin Begg, AGM, re: Police Audit</li> </ul>
12	<ul style="list-style-type: none"> <li>• UDI Workshop</li> <li>• Mayor's Lunch</li> <li>• Esquimalt/Victoria Police Board Interview</li> <li>• Police Board meeting</li> </ul>
13	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• CRD CALWMC meeting</li> <li>• CRD Board/Hospital meeting</li> <li>• Resident, local issue</li> </ul>
14	<ul style="list-style-type: none"> <li>• Esquimalt Neighbourhood House meeting</li> <li>• SWAC meeting</li> <li>• TAC meeting</li> </ul>
15	<ul style="list-style-type: none"> <li>• Bike to Work week host</li> <li>• Tour of Esquimalt Graving Dock</li> <li>• Sewage Treatment meeting</li> </ul>
19	<ul style="list-style-type: none"> <li>• Inspector's West Division meeting</li> <li>• CAO meeting</li> <li>• Resident, re: local issue</li> </ul>
20	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• Resident re: local issue</li> <li>• UDI Luncheon</li> </ul>

May 2009	ACTIVITY
	<ul style="list-style-type: none"> <li>• CRD CALWMC meeting</li> </ul>
21	<ul style="list-style-type: none"> <li>• STAG meeting</li> <li>• Local Business meeting</li> <li>• Councillor Gaul</li> <li>• Resident, re: local issue</li> <li>• GVHA Event</li> </ul>
23	<ul style="list-style-type: none"> <li>• CRD Forum of Councils</li> </ul>
24	<ul style="list-style-type: none"> <li>• South Vancouver Island Field Day, Gorge Vale- presentation</li> </ul>
25	<ul style="list-style-type: none"> <li>• Mayor Fortin and Chief Graham meeting</li> <li>• CAO meeting</li> <li>• Mayor's Golf tournament debrief</li> </ul>
26	<ul style="list-style-type: none"> <li>• Breakfast meeting</li> </ul>
27	<ul style="list-style-type: none"> <li>• CRD Environment Committee</li> <li>• CRD CALWMC meeting</li> <li>• CRD Planning and Transportation meeting</li> <li>• Greater Victoria Block Watch presenter</li> </ul>
28	<ul style="list-style-type: none"> <li>• CBC Radio</li> <li>• West Shore Chamber of Commerce meeting</li> <li>• Resident re: local issues</li> <li>• Esquimalt Garden Club presentation of Hanging Baskets to ABSC</li> <li>• CRD Community Liaison Committee</li> <li>• Candlelight Tribute at God's Acre presenter</li> </ul>
29	<ul style="list-style-type: none"> <li>• CAO meeting</li> <li>• Sewage Treatment meeting with staff</li> <li>• Sewage Treatment meeting with Colwood</li> </ul>

Respectfully submitted,



Barbara Desjardins  
Mayor

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- CAO – Chief Administrative Officer
- CALWMC – Core Area Liquid Waste Management Committee
- DND – Department of National Defence
- TAC – Treaty Advisory Committee
- STAG – Sewage Treatment Action Group
- GVHA – Greater Victoria Harbour Authority
- COTW – Committee of the Whole
- NAOSH – North American Occupational Safety and Health
- GVLRA – Greater Victoria Labour Relations Association
- SWAC – Solid Waste Advisory Committee
- UDI – Urban Development Institute



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### MINUTES HERITAGE ADVISORY COMMITTEE

Wednesday, May 20, 2009

7:00 p.m.

Council Chambers, Municipal Hall

**PRESENT:** Liz Dill – Chair  
Colin MacLock – Vice Chair  
Councillor Don Linge  
Shelly Burchnall  
Jim MacMillan-Murphy  
Sherri Robinson

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

**REGRETS:** Councillor Lynda Hundleby

#### 1. CALL TO ORDER

Chair Dill 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 Linge, seconded by Sherri Robinson that the agenda of the Heritage Advisory Committee meeting of May 20, 2009 be approved as presented.  
The motion **CARRIED**.

#### 4. MINUTES

Moved by Councillor Linge, seconded by Shelly Burchnall, that the minutes of the Heritage Advisory Committee meeting of April 15, 2009 be approved as presented.  
The motion **CARRIED**.

#### 5. REPORT FROM THE CHAIR

Chair Dill welcomed everyone and encouraged members to take on roles in order to complete the goals of the committee. Committee meetings will include discussion of heritage matters in the community.

Chair Dill noted that the 2009 – 2011 municipal strategic plan includes the following community goals (as they relate to heritage):

1. To develop management programs to identify, conserve and interpret heritage resources.
2. Implement heritage conservation programs.

The committee can utilize these community goals as a guide to follow.

#### 6. OLD BUSINESS

- (1) Heritage Context Plan

Chair Dill reviewed the heritage context plan action plan list (which the committee discussed at the April 15, 2009 meeting) and noted the committee needed to determine long and short term goals.

- (a) Questions Arising from the April 15, 2009 Discussion of the Action Plan, Pages 20 – 21

- (i) Can an individual property owner opt out of being included in the registry?

The Director of Development Services reported that a homeowner cannot withhold having a property listed on the heritage registry. As a courtesy, the municipality will advise the homeowner that the property is included on the registry. In the case that a property is included on the registry and an application is made for a demolition permit, Council has the ability to impose a sixty day cooling off period prior to the issuance of a demolition permit.

- (ii) Heritage Incentives  
(iii) City of Victoria Heritage Foundation Update

The Director of Development Services reported that a number of municipalities have heritage incentives that apply to buildings and properties that are designated heritage. The Director of Development Services will forward additional information to committee members.

Councillor Linge distributed information about the Victoria Heritage Foundation to committee members and noted that the City of Victoria has a heritage tax incentive program for both residential and non-residential buildings.

The Director of Development Services noted that Esquimalt has twelve buildings designated heritage.

Committee members discussed the processes for designating a building as heritage.

A committee member noted that the Victoria Heritage Foundation recently received \$10,000 to produce their next heritage book.

Councillor Linge further noted that additional information about the City of Victoria Heritage Foundation can be located on the City of Victoria website. Councillor Linge believes it would not be difficult to create a society or foundation in Esquimalt.

A committee member noted that the Victoria Heritage Foundation is made up of volunteers and is not administered by the City of Victoria.

Committee members discussed the merits of forming a heritage foundation in Esquimalt and the different objectives of a foundation and the Heritage Advisory Committee. A heritage foundation would focus on heritage conservation, whereas the advisory committee advises Council and supports / promotes community heritage initiatives.

Councillor Linge suggested that citizens of Esquimalt be invited to join a foundation. A foundation could apply for a municipal local grant and also request funding from the Esquimalt Heritage Advisory Committee.

A committee member suggested that a representative from the Victoria Heritage Foundation, possibly Jennifer Nell Barr, be invited to attend a future meeting to provide a presentation on the Victoria Heritage Foundation.

Committee members agreed to extend an invitation to a representative of the Victoria Heritage Foundation to attend either the June or September meeting to provide a presentation about the foundation; what it does, how it operates, and receives its funding. The Director of Development Services will draft an invitation under the chairs signature.

The committee discussed the need to develop a heritage registry and the order in which development should take place – develop registry, create foundation, then policy development. Committee members continued to discuss the difficulties and frustrations associated with the heritage designation process.

Councillor Linge volunteered to draft a bylaw for a heritage foundation and bring back to the September meeting.

It was noted that funding resources would need to be found in order to develop a heritage registry.

(ii) Increasing Interaction with First Nations

This item was deferred to the next meeting for follow-up.

It was noted that a private individual is in the process of purchasing the Work Point guard house. It was suggested that the new owner be invited to a future meeting of the committee to discuss the heritage significance of the building to the community.

(b) Action Plan Priorities for 2009 (Continued discussion from April 15, 2009 meeting)

The Director of Development Services reported that the Heritage Context Plan will be presented to Council in June for official adoption.

Chair Dill reviewed the heritage context plan action plan items of highest importance. Committee members noted that it is important that a flagging system on property files be implemented to identify properties of heritage significance. Committee members also enquired as to the possibility of the planner attaining increased training in heritage management.

- (2) Work Plan Discussion / Finalization
- (a) Finalized Action Plan Priorities
  - (b) Naval Anniversary Celebration
  - (c) Hosted Event

The committee discussed the necessity and the process for applying for a grant for the development of an official community heritage registry. Chair Dill and Shelly Burchnall volunteered to write the grant application. Grant information will be forwarded by the Director of Development Services.

Councillor Linge suggested that the committee concentrate on applying for a grant(s) to establish a heritage registry and to review, update and modernize existing municipal heritage policies to present to Council for adoption.

The committee discussed updating current municipal heritage policy and also researching other heritage policies for possible ideas and structure. Shelly Burchnall volunteered to research and gather information on other municipal heritage policies. Colin MacLock volunteered to develop new policy(s) once the information is collected. The Director of Development Services will assist in the formatting of the draft policy(s).

Committee members determined long term and short term goals for the committee. Long term goals will be the development of a heritage registry; updating heritage policy and the development of a heritage foundation. Short term goals will be the development and organization of activities for the 2010 Buccaneer Days / Naval Anniversary and 2012 Centennial Celebration.

Committee members discussed the development of activities for the 2010 Buccaneer Days / Naval Anniversary. It was suggested that the committee work on developing / determining some type of involvement with the naval anniversary celebration in 2010 and the municipal centennial celebration in 2012. Chair Dill will contact the Arts, Culture and Special Events Advisory Committee to learn what that committee is planning. It was further suggested that the Heritage Committee work in conjunction with the Arts, Culture and Special Events Advisory Committee.

Committee members discussed displaying photographs of the military / naval history of Esquimalt for the 2010 events. It was noted that the municipal archives can be utilized as a resource for photos and suggested that the committee work with local businesses to display photos in



storefront windows. It was further suggested that the committee work in conjunction with the CFB Esquimalt naval committee. The committee discussed and agreed that it would be proper protocol and beneficial to inform the Base Commander at CFB Esquimalt of the committees intention to develop concepts and ideas for activities during the Buccaneer Days weekend and Naval Anniversary in 2010. It was further noted that the Buccaneer Days Committee should also be contacted and informed of the Heritage Advisory Committees intent to develop activities. Committee members noted that the development of photographic displays for the 2010 events can start now.

Committee members discussed the development of activities for the municipal centennial celebrations in 2012. Committee members also discussed organizing a tea for owners of homes of heritage significance.

A committee member suggested that heritage plaques be developed that would include additional information about who the original owner of the home was (i.e.: baker, shipbuilder etc.). Committee members also discussed the development of a centennial book for 2012. It was noted that the centennial year could provide for an excellent opportunity to develop / add to the heritage registry. It was suggested that owners of homes that would be 100 years old in 2012 be contacted to suggest inclusion on the heritage registry and /or designated heritage. It was noted that it would be a fantastic accomplishment to register and designate one hundred homes built in 1912 in the centennial year.

- (3) Municipal Heritage Policies
  - (a) Heritage Designation – Council Policy No. HER-02
  - (b) Heritage Trees – Council Policy No. HER-03
  - (c) Heritage Policy and Resources – Management Plan – Council Policy No. HER-04

Chair Dill requested that committee members review the policies for further discussion at the next meeting. Shelly Burchnall volunteered to research heritage policies from other municipalities and report back at the next meeting.

- (4) Built Heritage in Esquimalt, An Inventory (Copy available separately)

Chair Dill suggested that committee members walk around Esquimalt and view the homes listed on the inventory. It was noted that the inventory is not up to date but some information is in place at the archives. It was noted further that the heritage registry would pick up from where the inventory left off and include up to date, relevant information.

## 7. NEW BUSINESS

- (1) Letter to National Historic Sites Directorate Re: Federal Heritage Buildings

The committee discussed the original intent of the letter, lack of a response and how the committee would like to proceed with this item.

Committee members requested that a letter under Mayor Desjardins signature be forwarded to the Director General of Parks Canada, extending an invitation to a representative from the federal heritage review office to attend a future meeting of the Heritage Advisory Committee.

Committee members noted that they would like to continue discussing increasing communication with the Department of National Defence and First Nations at the next meeting.

- (2) Marina Development and Impact on Workpoint Guardroom

This item was discussed earlier in the meeting.

Jim MacMillan-Murphy noted he will forward copies of archived photographs of the Work Point guard house to committee members.

8. COMMUNICATIONS

- (1) Email from Jan Thomas, dated April 7, 2009, Re: Heritage BC Conference 2009
- (2) Email from Heritage BC, dated April 20, 2009, Re: Heritage BC Update April 2009
- (3) Email from Jan Thomas dated April 21, 2009, Re: Heritage BC Conference 2009

Moved by Shelly Burchnall, seconded by Colin MacLock that the communications be received.  
The motion **CARRIED**.

9. ADJOURNMENT

The meeting adjourned at 9:05 p.m.

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Liz Dill, Chair

This      day of                      , 2009

DRAFT



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT  
ADVISORY PLANNING COMMISSION  
MINUTES  
HELD ON  
MAY 26, 2009  
COUNCIL CHAMBERS**

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<b>MEMBERS PRESENT:</b>	Gerald Froese, Chairperson Joanne Kimm Rod Lavergne Darwin Robinson Ramona Scott Ed Williams
<b>REGRETS:</b>	Jaime Hilbert
<b>STAFF LIAISON:</b>	Barbara Snyder, Director of Development Services Trevor Parkes, Senior Planner
<b>COUNCIL LIAISON:</b>	Randall Garrison
<b>SECRETARY:</b>	Marie Letham
<b>RECORDING SECRETARY:</b>	Julie Fuller

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There were seven members of the public in attendance.

**I. CALL TO ORDER**

The Chair called the meeting to order at 7:00 p.m. and outlined the meeting procedures and advisory role of the Advisory Planning Commission. He stated that recommendations are made as a Commission and not as individuals.

**II. ADOPTION OF AGENDA**

Moved by Darwin Robinson, seconded by Ed Williams that the agenda be adopted as distributed  
The motion **CARRIED**.

**III. ADOPTION OF MINUTES**

Moved by Joanne Kimm, seconded by Ramona Scott that the minutes of the regular meeting of April 21<sup>st</sup>, 2009 be adopted as distributed.  
The motion **CARRIED**.

**IV. BUSINESS FROM MINUTES**

There was no outstanding business from the minutes of April 21, 2009.

**V. STAFF REPORT**

Barbara Snyder, Director of Development Services, gave a brief overview of how the Draft Bylaw for Secondary Suites has been developed. She stated that over the past year Staff have researched the Secondary Suite policies of numerous cities. The Draft Bylaw incorporates elements of several municipalities. The Director advised that this bylaw is a first draft and changes are expected. The bylaw has not been reviewed by municipal solicitors at this stage. When all the amendments to the regulations are incorporated, the bylaw will be forwarded to Municipal Solicitors for review.

Barbara Snyder informed the Commission that there is an Open House scheduled for Thursday, May 28<sup>th</sup>. Also there will be an opportunity for members of the public to discuss the Draft Bylaw with Councillors at Buccaneer Days and another Open House to be held in June.

Barbara Snyder advised the Commission that at the Monday, May 25<sup>th</sup> Council meeting the time line outlined on page 5 of the report attached to the Commission Agenda is no longer valid. Final adoption of the bylaw will be after Council's summer recess.

The Director of Development Services presented a short power-point presentation.

**APC Discussion:**

Ed Williams stated he is in favour of the Secondary Suites Draft By-law, although he has parking concerns in older neighbourhoods with no opportunity for off - street parking. He raised two concerns: the first being whether secondary suites will require a separate electrical meter. He also asked if a second civic address would be required on the outside of houses in order for emergency personnel to find the suite entrance in an emergency situation. Barbara Snyder commented on assignment of civic addresses given to suites, a second address would be given, and if there are not enough numbers available to keep the numbering chronological "a's " and "b"s will be used after the main civic addresses. She also mentioned that a lighted pathway will be mandatory for easier entrance to the suite, as well doorways will be clearly marked. Ed Williams raised the question on how owners will monitor electrical usage if the suite is not metered separately. Trevor Parkes, Senior Planner, responded that a second electrical meter is not required. A suggestion was made regarding creating a registry of suites which would enable staff to have access to documents and information within the registry.

Ramona Scott stated that she is in agreement with the bylaw for all the reasons outlined in the report. She commented there are a lot more positives than negatives and thinks it's a good idea. However, she asked for clarification on Section 219 Covenants. Will applications be required to register a Section 219 Covenant on the property title? Is this something that is being contemplated and if so who would pay?

Barbara Snyder responded, yes, a covenant would be required and that this would be the property owner's responsibility.

Ramona Scott inquired about duplex zoning, specifically when a lot is zoned a duplex and paying taxes for a duplex, even though it's a single family dwelling, would there be a consideration for a duplex lot to pay higher taxes?

Barbara Snyder stated that BC Assessment uses an "Actual Use Code". Assessments are done on actual use of the property, not the zoning. BC Assessment, using property information from Municipal Hall, can access zoning and building permit records.

Ramona Scott commented there is a parking issue and suggested special variances would have to be applied on a case-by-case basis for off-street parking. Trevor Parkes responded owners could seek a development variance permit. Ramona Scott stated her opinion that parking is very strict right now and thinks it will be difficult to meet the bylaw in a few cases.

Ramona Scott asked about the condition for private space in reference to the front yard. Barbara Snyder stated that the suite occupant must have access to a private useable open space. In reference to parking, Barbara Snyder stated parking is the cause of most concern with suites, and causes most complaints, Municipal Staff are trying to be careful with this issue. Barbara Snyder agreed they would have to consider older homes on a case by case situation and ultimately, they are trying to avoid front yards with green space being paved over.

Darwin Robinson stated he is totally in favour of this bylaw and feels it is long overdue. He stated that it is nice to see Council tackle this issue which has been around for a long time. He asked how the issue of a strata title duplex, with an in-law suite will be handled on a strata title lot?

The Director of Development Services, stated that secondary suites are not allowed in duplexes. The bylaw is not intended to legalize duplexes that would become fourplexes. She stated that the definition of a single family has been revised to ensure clarity on this issue.

Darwin Robinson remarked on the owner occupier clause and asked on the legalities of what an owner occupier is and whether part of this status can be sold. Barbara Snyder was not familiar with this and would need to look into this further. He commented that there is a parking problem and suggested using the front yard in older houses as parking lots, with the use of "grass-crete" to give the illusion of green space. He stated that he is totally against residential only parking.

Darwin Robinson raised the question of Senior's Tax Deferral eligibility and whether having secondary suite revenue causes them to lose their eligibility for senior's tax deferral.

Barbara Snyder stated she would have to check with Finance regarding this.

Darwin Robinson feels the clause regarding private space will create animosity with renters and owners, causing the municipality to be drawn in as a referee. He also feels issues over fencing of the private space will be raised.

Joanne Kimm remarked the bylaw is a great idea. She commented that the term "business licence" was confusing to her and commented renting a home or suite is not a business. She suggested a specifically named Secondary Suite Registry will help separate businesses from secondary suites.

Joanne Kimm stated parking will be an issue. She stated she lives in a strata –duplex if she suites downstairs, she would have to take away part of front yard which is would be ugly. Additionally, she commented that people will park on the street.

Joanne Kimm asked for clarification of (of Schedule "D" Bylaw No. 2708 , Section 3 (13) (attached to the agenda) will there be a requirement for people to declare 6 months or yearly? Barbara Snyder responded, yes, yearly. If a complaint is raised regarding the suite the owner may have to re-confirm owner occupancy.

Rod Lavergne commented that the Secondary Suite Draft Bylaw should be uncomplicated and stated the impact of Secondary Suites on parking to be negligible. Rod Lavergne commented that suites require two breakers (not two meters) He suggested the municipality review the Town of View Royal's procedure for using a registry, whereby the owners' register annually by signing a Statutory Declaration. He also commented that fines could be levied against those who are in violation of the by-law, similar to other municipalities. Rod Lavergne requested the Municipality look at View Royal's legal opinion to determine how they went through this process. He stated that he objected to the idea of having a business licence.

Rod Lavergne made comments regarding the owner occupied status, seeking clarification on this point. He feels it is almost impossible to enforce.

Rod Lavergne made further comments on auxiliary buildings and Strata Title Duplexes with reference to the Building Code. Rod Lavergne suggested the Municipality's secondary suite definition and bylaw enforcement practices be reviewed. He commented that a single family dwelling in the Official Community Plan (OCP) doesn't need to be changed but questioned the definition of a strata title duplex, wondering if it is classified as two single dwellings or not.

With reference to parking, Rod Lavergne expressed his opinion that we do not have a parking problem in Esquimalt and suggested there should be a limit on how many cars, boats, recreation vehicles residents should be allowed to have.

**MINUTES OF ADVISORY PLANNING COMMISSION  
MEETING HELD MAY 26, 2009**

**Page 5**

Joanne Kimm raised the question on the Secondary Suite garbage can limit and inquired if there is any thought to increasing the limit to three cans? Joanne Kimm suggested an extra fee per year for additional cans per suite could be applied. Barbara Snyder commented she will look into this.

Gerald Froese stated he approves of the Draft Bylaw subject to further revisions at a later date and stated the need for secondary suites is there. He has some concerns, parking is an issue in a high density neighbourhoods. He requested clarification on the point of suite occupants having a dedicated spot in the driveway for their car, thereby forcing the owners to park their second car (if they had one) on the road.

Barbara Snyder responded, yes, this could happen.

Gerald Froese inquired about the private space clause, whether it should be an agreed to or dedicated space?

Barbara Snyder responded there was merit for the need of private space for small children to play and adults to feel some connection to the outdoors. Dedicated outdoor space would give renters a better sense of privacy and security. She stated that the private space is a contentious issue as Darwin Robinson pointed out.

Gerald Froese also commented on the garbage issue asking for further clarification on attaching stickers to extra garbage bag(s). Questions were directed to the Director of Development Services regarding owner occupied status and whether owners can rent out both the upstairs and downstairs of the property?

The Director of Development Services responded, that the bylaw states that the owner must reside on the property, as absentee landlords have caused problems in the past. It was noted that different municipalities are insisting on the owner occupied status to be included in their Secondary Suites Bylaws.

The Chair re-iterated Rod Lavergne's philosophy for the need of increased bylaw enforcement.

Ramona Scott inquired about owners who don't register their secondary suites, wondering how the municipality would find out those who don't register.

Barbara Snyder suggested the first year you can apply to be placed on the registry without a fee. If, however, a secondary suite is not entered onto the registry within the proposed timeframe, owners would have to apply and pay the first year's fees. She commented that it is more common now to register suites than 10-15 years ago. There will be people who are reluctant to register their suites, as they may not be able to bring them up to meet the Building Code.

Darwin Robinson raised the question again, "what is our objective?" and stated it is to create safe housing with minimal impact on the community. He advised that the municipality should think long-term by offering incentives, perhaps to have a period of time where the building inspection is a free service (i.e. 5 years) so we give people

encouragement to come in and do what they can. He stated he likes the idea of a registry.

Rod Lavergne commented on the policy of bylaw enforcement with respect to secondary suites and suggested the municipality revert back to its previous policy of 2 written complaints within 100 metres of the alleged illegal suite before they are acted upon.

**Public Input**

Gloria Edwards, owner of 1240 Bewdley Avenue stated the following:

- that secondary suites should be taxed fairly;
- that suites aren't put in for housing purposes but for revenue, therefore, BC Assessment should assess and tax each property accordingly. She referred to the lot sizes of the single family dwelling as her lot is a large lot, she feels she is paying for duplexes.
- that she is paying for suites as she feels renters do not take any ownership of the property, they just pay their rent and go. Not worried about property taxes;
- that why should she subsidize for suites, two cars is sufficient;
- that parking is an issue, doesn't want to see grass-crete in front of properties for parking cars;
- that there are too many cars lined up on all Esquimalt roads.
- that the incentive for suites is for people to gain revenue;
- that suites should be registered;
- that the term business licence should not be used;
- that owners are already putting illegal suites in property that have Covenants registered on title, which mean nothing as bylaw enforcement needs to improve;
- that the private useable space clause will create problems with unsightly belongings placed front of the house;
- that owner occupied must be enforced;
- that when you look at guest houses, nothing wrong with them if they are done appropriately.

Rudi Denys, owner, 870 Cunningham Road comment:

- that he was in favour of looking at existing suites and the possibility for new ones;
- that the term owner occupied is too narrow and suggested it be changed to "family occupied";
- that owner occupied isn't always synonymous with good care;
- that he requested a clarification of a Section 219 Covenant; (the Director of Development Services explained a Covenant is registered on the title of the property, insisting that a property owner does/ does not do something relating to their property)
- that the term business licence, should be called "rental income"
- that with reference to the private useable space; as a 20-year residential landlord he would say that most renters aren't interested in having their own private useable space, he further suggested that any complaints should be addressed under the Residential Tenancy Act.
- commented that Langford and Victoria allow carriage houses and questioned if The Township of Esquimalt will consider them as well ?



(Director of Development Services commented that Esquimalt is looking at suites first and will be looking at secondary buildings in the future).

Mary-Anne Erickson, owner, 436 Constance Avenue made the following comments:

- that she lives in on a waterfront zoned property, requested clarification whether secondary suites will be allowed in single family dwellings within the waterfront zone?

(Barbara Snyder explained waterfront zone (RS-3) is a single family zone, which would permit secondary suites.

- that there are problems with tenants in secondary suites, dogs and people running on her property, causing her to try and have the suite shut down. Efforts have been made to speak with owners who say they are talking to the tenants but the issues remain;
- that concerning bylaw enforcement, would like to see fines issued to those not adhering to secondary suite bylaw;
- that she agrees with property being owner occupied
- that bringing secondary suites up to Code will be difficult to do;
- that parking is an issue in Esquimalt;
- that owners of suites should pay double for sewer and garbage;
- that she would like to see an area within Esquimalt that is zoned as single family dwelling area only and questioned why we can't have that.

Emmy Labonte, owner, 873 Dunsmuir Road, commented on the following:

- outlined history regarding her strata title duplex property that she owns. With reference to electricity metering issues, she feels owners can monitor the usage of electricity themselves and would notice any illegal activity;
- commented the municipality should relax the parking bylaw or owners will use part of their front yards for parking, reducing green space. She also commented on street parking might reduce the speed of traffic (as the road narrows due to parked cars) so people will become more careful.
- that the municipality could have stickers for people parking on the street and for the extra garbage;
- that the useable private space should be agreed upon between the renter and the landlord and feels that forcing homeowners to have green space is difficult;
- that if the municipality makes it too difficult and expensive for homeowners on this issue it will be reflected in the rent that the tenants must pay, defeating the goal to have affordable rents;
- that the property should be owner occupied but would like the municipality to look into it more, reviewing on a case-by-case point.
- that two garbage cans is ample and any increased garbage should be paid for with stickers;
- that many renters care about our municipality, they volunteer to clean up streets and shop locally;
- that carriage houses, and apartments that are built above garages could look attractive.

Christian Degagne, owner, 957 Wollaston Street commented:

- that he expressed his congratulations to the municipality and is in favour of the program of legalizing secondary suites;
- that he purchased an older home in Esquimalt and wishes to demolish it and rebuild a new home with a legal secondary suite on the lot;
- that his concern is that he would create a legal suite with green space, parking, and pays a business fee without any incentive, meanwhile others are doing it illegally and nothing is being done about it. Not fair.
- that he would like to see an incentive offered to owners to legalize suites in order to resolve the issue.

### Discussion

Rod Lavergne agreed that incentives should be given and Esquimalt should waive building permit fees. He would like to use the Town of View Royal's Secondary Suite ByLaw (with Suite type 1 & 2 system) and would like to obtain a copy of the Town of View Royal's legal opinion regarding the secondary suite bylaw. He stated that he would like to see the bylaw implemented within single family dwellings as soon as possible. He commented he has concerns with multiple cars in single family dwellings and would like to refer to Council on this point.

Joanne Kimm stated suites are already there and expressed the need for a registry to be in place, restating her point to refrain from calling it a business licence. She would like to see implementation of some kind of incentive for homeowners.

Ed Williams reiterated the one issue that has recurred was the fact that the municipality is considering a business licence for secondary suites. He finds this confusing for someone renting a suite to be charged a business licence and is concerned this may affect taxation. He would vote in favour of the bylaw as long as the business licence wording is changed to create a registry.

Ramona Scott commented that she has appreciated everyone's point of view and feels this is a win-win situation as the municipality wins, the renters wins and the owner wins. She also thinks it will increase property values as they are assessed at a higher value. She also remarked that renters are just as good citizens as non-renters and the quality of a citizen doesn't have anything to do with whether they are a renter or not. Ramona Scott proposed we move forward to Council with a recommendation of approval, but would like the following to be considered: delete dedicated private space; delete term business licence and use a registry instead; offer incentives (i.e. waiving permit fees and no registry fees for five years); offer enough parking flexibility to take into account trees, green spaces, hedges; delete owner occupied and introduce family occupied that requires a Statutory Declaration to be signed; charge a fee to pay for extra garbage service required.

Darwin Robinson reiterated that the objective is to create safe housing with minimal impact on the community; how do we do that? He stated he would vote in favour if the following changes were considered: delete dedicated private space; keep it simple; offer incentives; create a registry instead of a requirement for a business licence; and delete owner occupied requirement.

The Chair summarized that everyone is on same page and stated there are good renters and bad renters; as well as good and bad neighbours but we don't have control over that. The Chair remarked that Ramona Scott did a great job summarizing five key recommendations, three of which Darwin Robinson listed.

**RECOMMENDATION:**

Moved by Darwin Robinson, seconded by Ramona Scott that the Esquimalt Advisory Planning Commission (APC) resolves to recommend to Council to approve of the Draft Secondary Suite By-law with the following recommendations:

1. Delete "private space" requirement;
2. Delete "owner occupied" requirement;
3. Create a registry instead of a requirement for a business licence;
4. Keep the by-law simple;
5. Provide flexibility in the parking requirements;
6. Provide some type of incentive (waive fees).

The Motion **CARRIED UNANIMOUSLY**

**VI. PLANNER'S STATUS REPORT**

Trevor Parkes, Senior Planner, reported the status on the following applications:

- 513 Sturdee Street on May 4, 2009 Council recommended approval of the Development Permit for a non-strata duplex;
- 934/936 Craigflower Road (Rezoning and Development Permit application for a 13-unit Townhouse development) on May 4<sup>th</sup>, 2009, Council gave for first and second reading to the amending bylaw and instructed Staff to schedule Public Hearing;
- 860 Admirals Road on June 1, 2009 Council recommended approval of the Development Permit for a strata-title duplex;
- 677 Admirals Road on June 1, 2009, Council recommended approval of the Development Variance Permit;
- 1206 Wychbury Avenue on June 1, 2009, Council recommended approval of the Development Variance Permit

**VII. COUNCIL LIAISON**

Councillor Garrison expressed his appreciation for the input from the public and the Commission members at this evening's meeting.

Councillor Garrison reiterated the reason for this evening's meeting which is to submit a Secondary Suite Draft Bylaw for discussion, and for comments to be forwarded to Council. Council is open to advice from the Commission as well as input from public at an Open House on Thursday, May 28, 2009 and also there will be an information booth on the Secondary Suites Draft Bylaw, with Councillors in attendance at Buccaneer Days to gather further input from the public.

**VIII. NEW BUSINESS**

No new business.

**IX. NEXT REGULAR MEETING**

Tuesday, June 16, 2009

Ramona Scott reminded the Commission that she will not be in attendance for the June meeting.

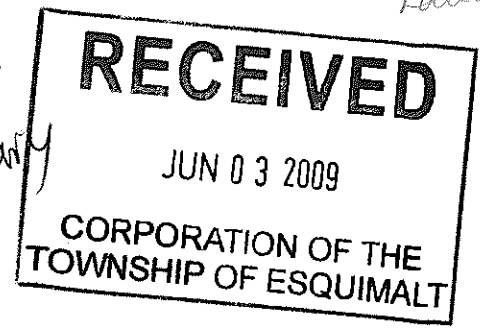
**X. ADJOURNMENT**

On motion the meeting adjourned at 9:30 p.m.

Certified Correct

\_\_\_\_\_  
Gerald Froese, Chairperson

Laurie



June 1, 2009

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

Dear Mayor and Council:

Thank you for your response to our request for support of the Olympic Torch Relay celebration, and for Esquimalt's willingness to contribute to this effort with a grant-in-aid for the amount of \$10,000.

We strongly believe that this opportunity is one that will be a boon to all our communities, and we are delighted that Esquimalt has chosen to play a part. We know that your residents will enjoy the experience of hosting the Olympic flame as it winds its way through your neighbourhoods on the first day of its national journey. Route planning indicates that the Olympic Torch Relay will spend a significant amount of time in Esquimalt. There will be many opportunities for Esquimalt residents to get involved and celebrate on the route, as well as at the welcome ceremony and evening celebrations in the Inner Harbour .

Conversations have begun between VANOC, Esquimalt staff and our own community task force to ensure we have a smooth operation and that everyone has an opportunity to participate in the excitement of the day.

It is important that we approach this opportunity as one that will benefit the entire region, and to that end we welcome any questions, concerns or suggestions you may have, and we will continue work together as we move forward in planning for this amazing day.

Again, thank you very much for your support, and for the great deal of respect and courteous professionalism shown by the Grants Committee and by Director of Financial Services Laurie Hurst at our presentation. Your support is appreciated in many ways.

Respectfully,

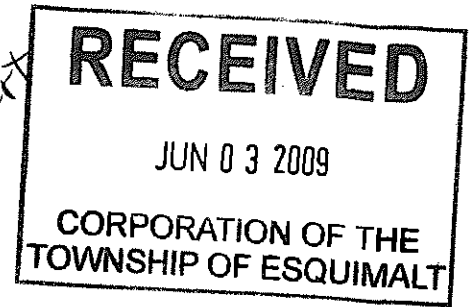
Alan Lowe  
Greater Victoria Spirit Committee Society Chair

Hugh MacDonald  
Vice Chair

CC: Alice Bacon, Spirit Coordinator, Greater Victoria Spirit Committee



*Agenda  
C. Pawl  
Gilbert*



File: Admirals Road

June 1, 2009

Local Residents (Admirals)  
Spectrum Community School  
PAC St. Joseph's

Marigold Elementary  
PAC Spectrum  
Gorge Tillicum Comm. Assoc.

PAC Marigold Elementary  
St. Joseph's School

**Re: Admirals Bridge Construction – Full Road Closure**

I am writing to provide you with an update on the Admirals Bridge Replacement Project. As you may know the Municipality will be demolishing the existing bridge and constructing a new bridge this summer. The current structure has reached an age where it is both difficult and uneconomical to repair. The construction of a new bridge will allow us to provide proper bicycle lanes and sidewalks on both sides of this important crossing. We will also be constructing an enhanced pedestrian crossing at the south end of the bridge, for pedestrians wishing to cross Admirals Road, complete with pedestrian operated beacons and a median refuge island.

During the initial planning stages we had hoped to undertake the construction while maintaining alternating one-way traffic. Unfortunately, due to the very constrained construction site and the need to construct the new bridge some 1.5m higher than the existing bridge, maintaining one-way traffic will not be possible. Consequently, it will be necessary to undertake a full closure of Admirals Road at the location of the bridge during the construction period. The closure is expected to be start in late June, 2009. We will work with the chosen Design / Build team to finalize the construction schedule details and post the expected opening on the Saanich website.

The exact locations of the closure barriers will be determined in consultation with the Design / Build team, however, access to private property will be maintained. Local access and emergency access from the barrier locations to the bridge crossing site will also maintained. Crossing the bridge site, whether by vehicle or on foot will not be possible during the full closure period.

We recognize that the full closure of the bridge will be a significant inconvenience for residents. We have analyzed and modelled traffic patterns and are satisfied that the alternate transportation routes can accommodate the extra traffic, though there will be some periods of congestion. Signal timing adjustments at key intersections will be made and we will continue to monitor and re-adjust these as required throughout the duration of the closure.

We have also reviewed the impacts of the closure specifically as it pertains to cyclists and pedestrians. Non-motorized traffic will be detoured through Cuthbert Holmes Park to the existing footbridge at the east end of Dysart Road (refer to enclosed sketch). We are also working with the contractor to complete the new bridge to a point where we can allow non-motorized traffic to cross the new bridge, under escort by certified traffic control personnel, as soon as practical and safe to do so. We are hopeful that this can be achieved prior to the start of the school year in September, however, we do not have a firm date at this time.

We appreciate your co-operation and patience as we undertake this important infrastructure upgrade. We understand the impacts that the closure will have on the community and have not made this decision lightly. We wish to reassure you that we will work closely with the contractor to keep the duration to a minimum.

Please do not hesitate to contact me if you have any questions or concerns. I can be reached at 250-475-5494, local 3460 or by e-mail at [steve.holroyd@saanich.ca](mailto:steve.holroyd@saanich.ca)

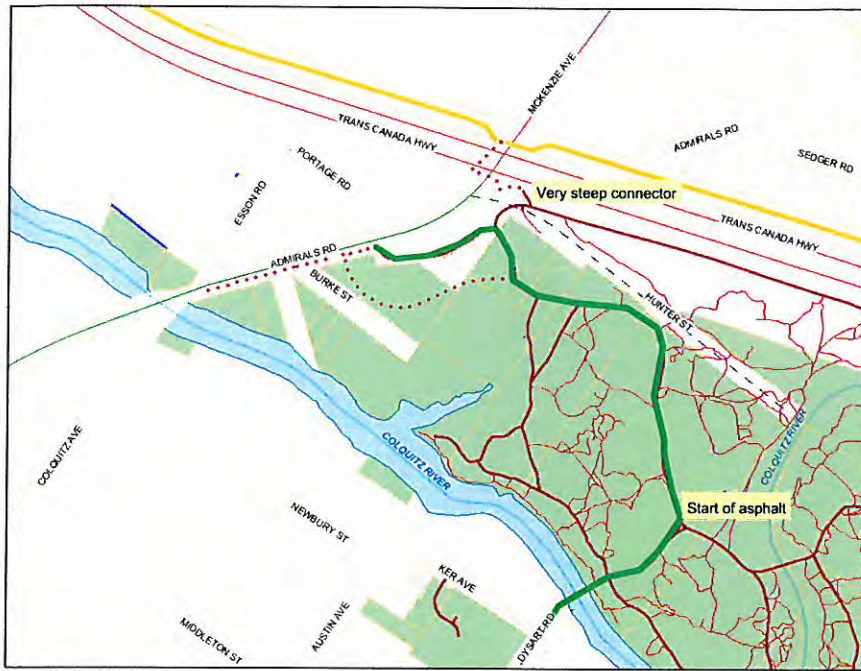
Yours truly,

Steve Holroyd, CTech  
Engineering Designer/Planner  
Project Manager

SDH/cn

cc Mayor and Council, Municipality of Saanich  
Tim Wood, Municipal Administrator, Municipality of Saanich  
Colin Doyle, Director of Saanich Engineering  
Dave Ward, Fire Chief, Saanich Fire Dept.  
Derek Egan, Police Chief, Saanich Police Dept.  
Mike Ippen, Manager of Public Works, Municipality of Saanich  
Paul Butterfield, Transportation Technician, Saanich Engineering  
Bicycle and Pedestrian mobility Advisory Committee, c/o MaryAnn Greco, Legislative Services  
Traffic Advisory Committee, c/o Isobel Hoffman, Legislative Services  
Ministry of Transportation and Infrastructure  
Municipality of Esquimalt  
Town of View Royal  
Paul Dudzinski, Stantec Consulting  
Information Liaison Committee

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**Legend**

- TRAIL CONNECTOR
- MUNICIPAL TRAIL NETWORK
  - Saanich Unmaintained
  - Saanich Maintained
- GOOSE and LOCHSIDE TRAIL
- COASTLINE
- BORDER MUNICIPALITIES
  - Central Saanich
  - Colwood
  - Esquimalt
  - Highlands
  - Juan de Fuca EA
  - Langford
  - Metchosin
  - North Saanich
  - Oak Bay
  - Sidney
  - Sooke
  - Victoria
  - View Royal
- MUNICIPAL BOUNDARY
- STREETS
  - Highway
  - Major
  - Collector
  - Residential
  - Private
  - Fire Access
  - Ramp or Turnlane
  - Undeveloped
- PROPERTY
- STORM WATERCOURSE MAJOR
- STORM WATERCOURSE ENCLOSED

Map center: 48° 27' 29.6" N, 123° 24' 19.4" W

Scale: 1:4,208

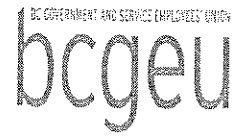
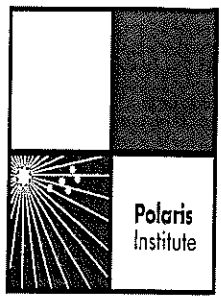
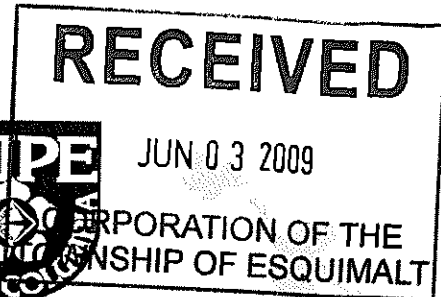


This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION



Laurie

✓ Agenda  
✓ c: Marlene



JUN 03 2009

CORPORATION OF THE MUNICIPALITY OF ESQUIMALT



British Columbia Teachers' Federation



Dear Mayor and Council:

Over the past year, municipalities throughout the British Columbia region have been actively working on ways to enhance their local environment, to reduce waste and protect their water resources. We urge you to take an important step now to support public water and waste reduction by publicly encouraging the consumption of tap water over bottled water.

The action we urge you to take is fully in line in with the resolution adopted at the Federation of Canadian Municipalities convention in March, which urged "all municipalities to phase out the sale and purchase of bottled water at their own facilities where appropriate and where potable water is available." The FCM represents 1,775 municipalities across Canada.

In British Columbia, our municipal water systems are among the safest and strongest in the world. This year, the quality of water in Metro Vancouver will be even better, as the first of two filtration plants comes on line in September, eliminating any possibility of turbidity and reducing chlorine use.

Meanwhile bottled water, especially single serve water in PET plastic bottles, is leaving an enormous environmental footprint in our communities, including releases of carcinogenic substances to the environment where the plastic is manufactured. Just recently a new report published by Toxic Free Canada (available at <http://www.toxicfreecanada.ca/campaign.asp?c=11>) graphically outlines that toxic footprint, and also highlights the plastic waste being generated by PET-bottled water. According to the report, more than 130 million plastic bottles ended up in B.C. landfills in 2007, a 247 per cent increase since 2002. Of those, an estimated 44 million were PET plastic water bottles, the equivalent of 21,833 full-size pickup truck loads.

Across the country, municipalities, schools and universities, faith-based organizations, restaurants and unions have stood up for Canada's public water services by phasing out the provision and sale of bottled water. In addition, 43 municipalities have already passed legislation to phase out the provision and sale of bottled water on city/town property and promote public municipal water. Many more are currently exploring options for how to "turn on the tap" and phase out the bottle.

Of the many different services that municipalities provide, it is often said that no service is as critical to the health of citizens as the supply of clean water. Phasing out the provision and sale of bottled water on municipal property and committing to promoting clean and accessible public water will demonstrate a commitment to public water.

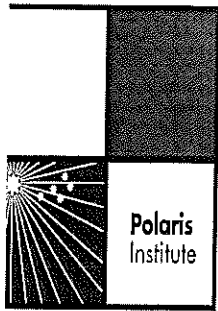
As a network of organizations from across British Columbia we would be pleased to discuss these issues and options in more detail and look forward to hearing from you soon.

With Regards,

Joe Cressy  
Polaris Institute  
[joecressy@polarisinstitute.org](mailto:joecressy@polarisinstitute.org)

Claudia Ferris  
Toxic Free Canada  
[communications@toxicfreecanada.ca](mailto:communications@toxicfreecanada.ca)

On Behalf of: Polaris Institute; Toxic Free Canada; Canadian Union of Public Employees BC; BC Federation of Labour; Sierra Youth Coalition; BC Government and Service Employees' Union; BC Teachers' Federation; Wilderness Committee



WESTERN CANADA  
WILDERNESS  
COMMITTEE



## Take the Plunge: Bottled Water Municipal Examples

*Across Canada municipalities have taken action on bottled water. Here are a just a few examples of municipal actions that limit or end the use of bottled water and promote the consumption of tap water.*

- Federation of Canadian Municipalities (FCM) passed a resolution urging “all municipalities to phase out the sale and purchase of bottled water at their own facilities where appropriate”.
- *Metro Vancouver Region, British Columbia:* The board voted to launch a public campaign to support tap water and urge local municipalities and residents to adopt a Tap Water Pledge to use tap water in place of bottled water where possible.
- *City of Vancouver, British Columbia:* Council voted to phase out the provision and sale of bottled water in appropriate city facilities and re-invest in water fountains.
- *London, Ontario:* City Council passed a bottled water motion that prohibited the sale and distribution of bottled water on city owned and operated property and provided alternatives for the provision of accessible tap water.
- *St. John's, Newfoundland:* City Council banned the use of city money for the purpose of providing bottled water on city property, including during city-hosted events.
- *Altona, Manitoba:* Municipality phased out the provision of water coolers and bottled water in its offices.

### Canadian Statistics:

- 48 Municipalities from 8 provinces and 1 Territory have implemented restrictions on bottled water
- 32 Universities and Colleges have created bottled water free zones.

### CASE STUDY: CITY OF TORONTO

In December 2008 the City of Toronto passed a comprehensive bottled water motion that banned the sale or distribution of bottled water and provided alternatives for the provision of accessible tap water. Here are the details of the City of Toronto's approach to bottled water:

- Ban the sale or distribution of bottled water at Civic Centres immediately.
- Direct staff from all City Departments to work together to develop and implement a program that bans the sale and distribution of bottled water at all remaining City facilities, including in vending machines.
- Direct staff from all City Departments to improve accessibility to tap water at all City facilities.
- Launch a public awareness campaign that promotes the consumption of tap water
- Ensure that portable outdoor water trucks/trailers are available for outdoor city hosted and sponsored events.

**FCM RESOLUTION – NATIONAL BOARD OF DIRECTORS MEETING – MARCH 7, 2009**

**ENV09.1.02  
BOTTLED WATER**

**WHEREAS** bottled water consumes significant amounts of non-renewable fossil fuels to extract, package and transport water creating unnecessary air quality and climate change impacts;

**WHEREAS** it takes about three litres of water to manufacture a one litre plastic bottle of water;

**WHEREAS** bottled water companies use municipal water and groundwater sources when a growing percentage of Canadian municipalities have faced water shortages in recent years;

**WHEREAS** although bottled water creates a container that can be recycled, between 40% and 80% of empty bottles end up as litter and/or are placed directly into the garbage and take up unnecessary space in landfills;

**WHEREAS** tap water is safe, healthy, highly regulated and accessible to residents, employers, employees and visitors to Canadian municipalities and substantially more sustainable than bottled water; and

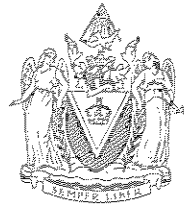
**WHEREAS** some municipalities have enacted by-laws to restrict the sale and purchase of water bottles within their own operations;

**BE IT RESOLVED** that the Federation of Canadian Municipalities urge all municipalities to phase out the sale and purchase of bottled water at their own facilities where appropriate and where potable water is available; and

**BE IT FURTHER RESOLVED** that municipalities be urged to develop awareness campaigns about the positive benefits and quality of municipal water supplies.

✓ Agenda

Laurie

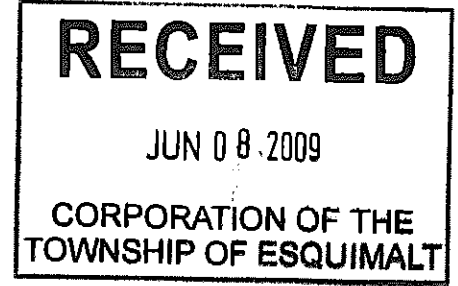


THE CITY OF VICTORIA

OFFICE OF THE MAYOR

June 4, 2009

Mayor Barbara Desjardins  
Corporation of the Township of Esquimalt  
1229 Esquimalt Road  
Victoria, BC V9A 3P1



Dear Mayor Desjardins and Council:

Re: Letter of Support for Johnson Street Bridge Infrastructure Funding

On behalf of City Council, I am writing to request a letter of support for our infrastructure funding application to the Provincial and Federal governments for the replacement of the Johnson Street Bridge.

Preliminary results of an overall condition assessment of the Johnson Street Bridge signaled the urgent need to invest in rehabilitation or replacement of the aging bridge. On April 23 Victoria City Council gave approval-in-principle to replace the 85 year old bridge and made application to the Federal infrastructure program.

Although this is a City of Victoria project, it has regional implications with both direct and indirect impact on neighbouring municipalities. Each day, over 30,000 vehicles travel across the bridge, as well as thousands of pedestrians and cycling commuters. The majority of commuters lives in the surrounding municipalities and finds their employment in the downtown core. Further, many of the downtown businesses are owned and operated by citizens of the region.

If this bridge is lost or rendered inoperable due to earthquake or other reasons, the immediate result is to relocate 30,000 cars back into Esquimalt, View Royal, Colwood and Sooke, and force the traffic onto the Douglas Street Corridor. The impact of this on the economic health of the downtown and the quality of life of all our citizens is immeasurable. This replacement project is vital to all residents in the regional district.

We recognize that each municipality has its own infrastructure applications, and we would welcome the opportunity to support your priority. Collectively, we can work together so all municipalities succeed in this region.

Sincerely,

Dean Fortin  
MAYOR

c: Members of Victoria City Council