



# **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES  
REGULAR MEETING  
OF MUNICIPAL COUNCIL  
MONDAY, AUGUST 17, 2009**

**7:00 P.M.  
COUNCIL CHAMBERS**

**PRESENT:**

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

**STAFF:**

L. Hurst, Chief Administrative Officer  
G. Côté, Director of Engineering and Public Works  
B. Snyder, Director of Development Services  
S. Hartman, Director of Parks & Recreation Services  
D. McLean, Inspector, West Division, Vic PD  
P. Mulcahy, Manager of Human Resources  
M. Lagoa, Sustainability Coordinator  
R. Morrison, Communications Coordinator  
C. Evans, Manager of Corporate Services

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 Hundleby that the Agenda be approved as presented.

The motion **CARRIED**.

Mayor Desjardins welcomed Ritchie Morrison to the Township, this being his first day as Communications Coordinator. Mr. Morrison has 15 years experience as a communications consultant working for forest companies, provincial government ministries, and two municipalities, among other organizations. He has lived in Greater Victoria for the past 8 years, moving here from Smithers in 2001.

Mayor Desjardins said farewell to Gilbert Côté whose last day with the Township is August 21. She stated that Mr. Côté has been extraordinary in his position as Director of Engineering and Public Works and extremely helpful to Council. She wished him all the best for the future.

4. **PRESENTATIONS**

Due to the number of presentations on the Agenda, Mayor Desjardins asked that each presenter limit their time to 10 minutes, which would then be opened to Council for questions. Should a further in-depth discussion be required, the presenter could return at a later date.

- (1) Kathy Mick, Update as Community Representative on the Police Board

Ms. Mick stated she has been the Esquimalt municipal representative on the Victoria Police Board for the past three years and noted her appointments to the Police Board Standing Committees as Chair of the Governance Committee and member of the Human Resources Committee. Ms. Mick advised the standardization of regional communications remains a big issue for police. She thanked Council for the opportunity to provide an update.

- (2) Chief Jamie Graham, Crime Statistical Report

Chief Graham stated Esquimalt is very ably served by Kathy Mick. He introduced Ray Lonsdale, statistician, and Division West Inspector, Darrell McLean.

Chief Graham gave an overview of the Crime Statistical Report dated July 7, 2009 included with the Agenda.

Chief Graham stated the Township of Esquimalt historically pays 14% of the budget and the City of Victoria, 86%. Although the statistics show less than 10% of crime is committed in Esquimalt, non-traditional police issues occur here. The 14% payment helps pay the enormous costs when investigating a high profile case which would be beyond the municipality's ability if police services were contracted out.

Esquimalt has all the school liaison officers and all the police dog units as well as community policing. Demonstration of Vic PD's commitment to Esquimalt is the appointment of an Inspector in Charge, Darrell McLean.

In response to various questions posed by Council members, Chief Graham stated:

- i. Ray Lonsdale is working on a mapping process to show geographic areas; Ray will provide Esquimalt Council with zones within a 2 week turn-around;
- ii. West Division can expect 2 police cars and 14 police officers all the time on routine patrols;
- iii. Vic PD is doing the best it can; sections are being reviewed and will be cancelled if non-effective;
- iv. Crime statistics are on the internet with Esquimalt's numbers separated out;
- v. Council can work with Inspector McLean on reducing crime incidents in highlighted geographic areas through various programs such as block watch and lock it or lose it.

Council thanked Chief Graham for breaking out the statistics which went to the end of May 2009, and were looking forward to receiving the statistics to the end of August. They also noted they have received positive public feedback with respect to increased police presence in the community.

Mayor Desjardins thanked Chief Graham for his report. The next Town Hall meeting to receive input from the community on police services is being scheduled for September.

(3) Jody Watson, Gorge Waterway Initiative, 2008 Annual Report

Jody Watson gave a power point presentation on the activities and achievements of the Gorge Waterway Initiative, a group comprised of community-driven organizations working to protect, enhance and restore the natural and cultural features of the Gorge Waterway, Portage Inlet and the surrounding watersheds.

Ms. Watson noted that over 1500 hours of volunteer hours

have been given since last September, and the Esquimalt High School Leadership Program were most helpful removing tons of invasive plants from the Gorge Waterway.

Mayor Desjardins called for questions and there were none. She thanked Ms. Watson for her informative presentation.

(4) Donna Morton and Joe Thwaites, First Power, Solar Hot Water Presentation

Joe Thwaites gave a power point presentation on Solar Hot Water, noting that there is a huge public appetite for solar thermal incentives as solar hot water is very cost effective.

Mr. Thwaites stated there is solar grant funding available for municipalities on a first come, first served basis, hitting leed points, stimulating local economy and with economic payback. He noted that both the Fire Hall and the Recreation Centre stand out as locations that would benefit from a solar hot water system. Estimated cost of installation is \$10,000 to \$20,000.

Mayor Desjardins thanked Mr. Thwaites and Ms. Morton for their presentation.

## 5. MINUTES

(1) Minutes of the Regular Meeting of Council, July 6, 2009

The following changes were noted:

- a) P. 3: Minutes of June 15, 2009, change
  - i. "And that the Township of Esquimalt requests a separate
  - ii. letter of support from the City of Victoria for the Township's infrastructure funding..." to "And that the Township of Esquimalt mention the Township's Infrastructure funding...";
- b) P. 6: Minutes of June 15, 2009
  - i. Change "hiring process" to "appointment process";
  - ii. Add that Mayor Desjardins and Councillor Linge left Council Chambers due to a conflict of interest before the discussion took place on the Paisley Restaurant

Moved by Councillor Brame, seconded by Councillor Garrison that the Minutes of the Regular Meeting of Council, July 6, 2009 be adopted with changes noted.

The motion **CARRIED**.

(2) Minutes of the Special Meeting of Council, July 13, 2009

Moved by Councillor Brame, seconded by Councillor Garrison that the Minutes of the Special Meeting of Council, July 13, 2009 be adopted.

The motion **CARRIED**.

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

*Excluding items which are or have been the subject of a Public Hearing.*  
Mayor Desjardins called for input from the public.

Eleanor Calder, Director of the Esquimalt Lantern Society, spoke in support of the application for grant funding.

Donna Fisher thanked Council for their previous commitment of \$2,500 to the Esquimalt Lantern Society, explained the event planned for September 19 at Captain Jacobson Park and asked Council to consider funding an additional \$1400 for rental of the stage.

7. **STAFF REPORTS**

*Administration*

- (1) Posting of Council Agendas, Staff Report No. ADM-09-038

Moved by Councillor McIldoon, seconded by Councillor Garrison that Council Agendas posted on the Notice Board at Municipal Hall and website contain the Agenda outline with staff recommendations only, and that Council Procedure Bylaw No. 2585, 2004 be amended accordingly.

The motion **CARRIED**.

- (2) Infrastructure Planning Grant Application – Energy Audit, Staff Report No. ADM-09-040

Moved by Councillor Hundleby, seconded by Councillor Garrison that Staff Report No. ADM-09-040 on the Township of Esquimalt's application for an Infrastructure Planning Grant in regards to conducting an energy audit be received.

The motion **CARRIED**.

- (3) Volunteer Spirit Award, Staff Report No. ADM-09-041

Moved by Councillor Brame, seconded by Councillor Gaul that Council Policy No. ADMIN – 54 “Volunteer Spirit Award” be approved.

The motion **CARRIED**.

- (4) Afghanistan 360° Exhibit, Staff Report No. ADM-09-042

Moved by Councillor Brame, seconded by Councillor Garrison that Council approve the Township of Esquimalt hosting the Canadian International Development Agency's “Afghanistan 360°” exhibit.

Discussion

Councillor Garrison noted that the exhibit was shown at the FCM Convention in June in Whistler. It is an opportunity for the Township to show its support for Canada's military personnel who have served in Afghanistan. It was also noted that there are no direct costs to the municipality for hosting the exhibit, which

would be displayed at the Recreation Centre.

Question was called on the motion and it **CARRIED**.

*Finance*

- (5) Local Grant Applications, Staff Report No. FIN-09-022

Moved by Councillor Gaul, seconded by Councillor Linge that the applications for grant funding from Canadian Motorcycle Cruisers in the amount of \$1,720.56 and Esquimalt Lantern Festival Society in the amount of \$1,400.00, be approved.

Discussion

Mayor Desjardins called for speakers to the applications.

Mike Horner, 1<sup>st</sup> Officer of Chapter 065, Canadian Motorcycle Cruisers, described the Motorcycle Fun Rally event scheduled on September 12 and 13, 2009 to raise funds for Camp Goodtimes [Cops for Cancer]. The grant monies will be used for rental costs of the floor and stage at the Curling Rink.

Councillor McIlldoon requested that the Township's sponsorship be identified on all promotional materials as is required under local grant policy.

With respect to the Lantern Festival, it was noted that the \$1400 would be used for park rental and use of stage and set. Director of Parks & Recreation Scott Hartman explained the fee schedule is for cost recovery and labour.

There being no further speakers to the applications, the Question was called on the motion and it **CARRIED**.

- (6) MIA Voting Delegates, Staff Report No. FIN-09-023

Chief Administrative Officer Laurie Hurst updated Council that Mayor Desjardins is already an appointed voting delegate with the Municipal Insurance Association.

Moved by Councillor Linge, seconded by Councillor Garrison that Councillors Meagan Brame and Bruce McIlldoon be designated as MIA Voting Delegate alternates and be registered with MIA to represent the interests of the Township of Esquimalt.  
The motion **CARRIED**.

- (7) Local Grant Committee Appoint Alternate, Staff Report No. FIN-09-024

Moved by Councillor Brame, seconded by Councillor McIlldoon that Councillor Randall Garrison be designated an alternate for the Local Grants Committee.  
The motion **CARRIED**.

Chief Administrative Officer Laurie Hurst advised that the Committee can operate with only two Council members for the assessment process.

*Parks and Recreation*

- (8) Letter of Support to the BC Recreation and Parks Association, Staff Report No. P&R-09-027

Moved by Councillor Brame, seconded by Councillor Garrison that Council send a letter to the BC Recreation and Parks Association (BCRPA) supporting their efforts to address the urgent need to recreation infrastructure renewal in the Province of BC.

The motion **CARRIED**.

**RECESS**

Moved by Councillor Brame, seconded by Councillor Hundleby that Council convene *In Camera* pursuant to Section 90 of the *Community Charter* to discuss the receipt of advice that is subject to solicitor-client privilege pursuant to Section 90 (1) (i) and that the general public be excluded.

The motion **CARRIED**.

Mayor Desjardins and Council members along with staff left Council Chambers at 8:37 p.m.

**RECONVENE** Mayor and Council and Staff returned to Council Chambers at 8:53 p.m. and reconvened the Regular Meeting.

*Engineering and Public Works*

- (9) Servicing of Property at 1405 Esquimalt Road, Staff Report No. EPW-09-036

Director of Engineering & Public Works Gilbert Côté stated the applicant had applied for a building permit and needs to resolve issues of sewer extension before the permit will be issued. Mr. Côté stated the expense was not budgeted for as it was always the intention to have the applicant pay. Council Policy Plan-27 *Works & Services for Developments* needs to be amended and future cases will be dealt with individually.

Moved by Councillor Linge, seconded by Councillor Garrison:

1. That the Owner of the property at 1405 Esquimalt be required to install services before the building permit applied for on July 10, 2009 is issued. The services include:

a) Sewer extension from the site at 1405 Esquimalt Road to the Canteen Road pump station for a distance of approximately 27 m on Esquimalt Road and approximately 84 m on Canteen Road with a 150 mm diameter pipe.

b) Lateral connection for the sanitary sewer and the storm drain between the property line at 1405 Esquimalt and the extended sanitary sewer and the existing storm drain pipes on Esquimalt Road.

c) A new curb and gutter and sidewalk along the south side of the Esquimalt Road frontage for a distance of 37 m.

d) Water connections

e) Underground electrical connection; and

That the Owner enter into a Servicing Agreement with the municipality to construct the above work after the issuance of the building permit. The Owner must deposit a Security Deposit in the amount of 120% of the estimated construction cost before the building permit is issued; and

That the Owner and the Township may enter into a latecomer agreement in respect of potentially benefitting properties along Esquimalt Road and Canteen Road.

2. That Clause 4 of Council Policy Plan-27 be rescinded and replaced with the following:

When an owner is required to provide Works and Services that include excess or extended services as defined in Section 939 of the Local Government Act, the Council shall determine whether the Township or the owner will pay the cost of providing that portion of the works constituting excess or extended services, and where the owner pays the cost and the Township enters into a latecomer agreement with the Owner, the Township will register notices on title to the benefitting properties in the appropriate form.

The motion **CARRIED**.

#### *Development Services*

- (10) Development Permit, 934 & 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], Staff Report No. DEV-09-050

Moved by Councillor Hundleby, seconded by Councillor Brame that 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", 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].

The motion **CARRIED**.

**8.**

**MAYOR'S AND COUNCILLORS' REPORTS**

- (1) Report from Councillor Garrison, Re: T'Sou-ke Solar Gathering Follow-Up

Councillor Garrison stated that innovative work has been done by the Sooke Nation in the way of solar heating and is a fine example of sustainability.

Moved by Councillor Garrison, seconded by Councillor Brame that the following recommendations in the Councillor Report dated August 11, 2009 be approved:

1. That Esquimalt Council commit to installing solar hot water in the public safety building as a priority project and this project proceed in advance of completing energy surveys and audits and without applying for grant funding.
2. That Esquimalt explore use of solar hot water in the public safety building as a demonstration project in 2010 to encourage residents to install solar hot water systems and the feasibility of the municipality coordinating groups of twenty residents in order to qualify for additional provincial grants.

Discussion:

Marlene Lagoa, Sustainability Coordinator, agreed with Councillor Garrison that grant funding not be pursued for this project as it would make the municipality unable to collect on other solar hot water projects. She added that the energy audit is expected to be completed in October.

Council members stated waiting until after the energy audit is completed would give time to explore opportunities, grant funding available, and considering entire municipality in light of audit.

Councillor Garrison stated starting immediately with this project would gain immediate energy savings and reduction in greenhouse gas emissions.

Moved by Councillor Linge, seconded by Councillor Hundleby that the main motion be postponed until staff prepare a report to Council detailing choices and alternatives with respect to solar hot water.

The motion **CARRIED with Councillor Garrison Opposed**.

Moved by Councillor Linge, seconded by Councillor Hundleby that following recommendation in the Councillor Report dated August 11, 2009 be postponed:

That staff be directed to seek three quotes for the installation of a solar hot water system at the municipal hall and proceed with the installation this fall. Funding will be available from the newly created Sustainability Reserve Fund and or the Capital Reserve Fund.

The motion **CARRIED with Councillor Garrison Opposed.**

Moved by Councillor Gaul, seconded by Councillor Brame that the staff report include three quotes for the Public Safety Building and Municipal Hall.

The motion **CARRIED with Councillor Hundleby opposed.**

**9.**

**REPORTS FROM COMMITTEES**

- (1) Memorandum from the Environmental Advisory Committee, dated May 29, 2009, Re: Environmental Advisory Committee Activities and Accomplishments in 2008

Moved by Councillor Brame, seconded by Councillor McIlldoon that the Memorandum from the Environmental Advisory Committee, dated May 29, 2009, Re: Environmental Advisory Committee Activities and Accomplishments in 2008 be received.  
The motion **CARRIED.**

- (2) Draft Minutes of the Arts, Culture and Special Events Advisory Committee meeting, June 3, 2009

Councillor Brame clarified that art displayed in Council Chambers would not be permanently mounted so that it could easily be removed if Chambers were needed as an Emergency Operations Centre.

Moved by Councillor Brame, seconded by Councillor McIlldoon that the draft Minutes of the Arts, Culture and Special Events Advisory Committee meeting, June 3, 2009 be received.  
The motion **CARRIED.**

- (3) Draft Minutes of the Access Awareness Committee meeting, June 10, 2009

Moved by Councillor Brame, seconded by Councillor McIlldoon that the draft Minutes of the Access Awareness Committee meeting, June 10, 2009 be received.  
The motion **CARRIED.**

- (4) Memorandum from the Environmental Advisory Committee, dated June 23, 2009, Re: Ethical Sustainable Procurement and Disposal Policy Recommendation

Moved by Councillor Garrison, seconded by Councillor Hundleby that the recommendations from the Environmental Advisory Committee dated June 23, 2009 be referred to Marlene Lagoa, Sustainability Coordinator, namely:

1. The Township of Esquimalt develop and implement an ethical sustainable procurement and disposal policy; and
2. The Environmental Advisory Committee be provided with the opportunity to provide input into the development of the policy.

The motion **CARRIED**.

- (5) Memorandum from the Access Awareness Committee, dated August 18, 2009, Re: Employment of Individuals with Disabilities

Moved by Councillor Brame, seconded by Councillor Linge that Council request the Human Resources Manager to prepare a report on the current hiring practice of the Township of Esquimalt of individuals with disabilities.

The motion **CARRIED**.

## 10.

### COMMUNICATIONS

- (1) Letter from the Esquimalt Chamber of Commerce, dated July 21, 2009, Re: Selling of Drug Paraphernalia and Limitation of Hours of Operation for Business

Moved by Councillor Brame, seconded by Councillor Hundleby that the letter from the Esquimalt Chamber of Commerce, dated July 21, 2009, Re: Selling of Drug Paraphernalia and Limitation of Hours of Operation for Business be received.

The motion **CARRIED**.

- (2) Letter from Scouts Canada, dated July 23, 2009, Re: 2009 Scout Apple Day

Moved by Councillor Linge, seconded by Councillor Hundleby that the letter from Scouts Canada, dated July 23, 2009, Re: 2009 Scout Apple Day be received and event permitted.

The motion **CARRIED**.

- (3) Letter from BCSPCA Wild Arc, dated July 24, 2009, Re: Letter of Appreciation for Local Grant

Moved by Councillor McIlldoon, seconded by Councillor Gaul that the Letter from BCSPCA Wild Arc, dated July 24, 2009, Re: Letter of Appreciation for Local Grant be received.

The motion **CARRIED**.

- (4) Letter from Capital Regional District, dated August 4, 2009, Re: Proposed New Landfill Bans

Moved by Councillor Brame, seconded by Councillor Hundleby that the letter from the Capital Regional District, dated August 4<sup>th</sup>, 2009, Re: Proposed New Landfill Bans, be received and posted on the municipal website.

The motion **CARRIED**.

11.

## **BYLAWS**

### *For Adoption*

- (1) Ticket Information Utilization Bylaw, 2005, No. 2619, Amendment Bylaw [No. 5], 2009, No. 2712

Moved by Councillor Linge, seconded by Councillor Brame that Ticket Information Utilization Bylaw, 2005, No. 2619, Amendment Bylaw [No. 5], 2009, No. 2712 be adopted.

The motion **CARRIED**.

- (2) Streets and Traffic Regulation Bylaw, 2005, Bylaw No. 2607, Amendment Bylaw [No. 4], 2009, No. 2713

Moved by Councillor Linge, seconded by Councillor Brame that Streets and Traffic Regulation Bylaw, 2005, Bylaw No. 2607, Amendment Bylaw [No. 4], 2009, No. 2713 be adopted.

The motion **CARRIED**.

12.

## **PUBLIC QUESTION AND COMMENT PERIOD**

There were no questions from the public.

13.

## **MOTION TO GO IN CAMERA**

Moved by Councillor Brame, seconded by Councillor Hundleby that Council reconvene *In Camera* pursuant to Section 90 of the *Community Charter* to discuss the acquisition and disposition of land, receipt of advice that is subject to solicitor-client privilege, and personal information about an individual being considered for a position as agent of the Municipality, pursuant to Section 90 (1) (a), (e), and (i) and that the general public be excluded.

The motion **CARRIED**.

14. **ADJOURNMENT**

Moved by Councillor Linge, seconded by Councillor Garrison that the meeting be adjourned at 10:45 p.m.  
The motion **CARRIED**.

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MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS 8<sup>TH</sup> DAY OF SEPTEMBER, 2009

CERTIFIED CORRECT:

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CAROLLYNE EVANS  
CORPORATE ADMINISTRATOR