



Corporation of the Township of Esquimalt

REGULAR COMMITTEE OF THE WHOLE

Monday, September 14, 2009

Esquimalt Municipal Hall – Council Chambers

7:00 p.m.

MINUTES

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

REGRETS: Councillor Don Linge

STAFF: Laurie Hurst, Chief Administrative Officer
Barbara Snyder, Director of Development Services
Marlene Lagoa, Sustainability Coordinator
Gord Anderson, Deputy Fire Chief
Diane Knight, Executive Assistant

1. CALL TO ORDER

Mayor Desjardins called the meeting to order at 7:00 p.m.

2. LATE ITEMS

(1) New Item added under 3 (a) CAO Appointment

3. APPROVAL OF THE AGENDA

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

The motion **CARRIED**.

(a) Mayor Barbara Desjardins announced that the Township of Esquimalt is pleased to appoint Laurie Hurst as the new CAO of the Township effective immediately.

CAO Laurie Hurst stated that she is excited for this opportunity and for the placement of Council confidence in her.

4. PRESENTATIONS

(1) Angela Evans, Fraser Basin Council – Smart Planning Presentation

Angela Evans, Sustainability Facilitator, Smart Planning for Communities, gave a brief overview of Smart Planning for Communities (SPC), a program initiated in response to communities requesting help with sustainability planning. SPC is a BC wide, collaborative initiative providing resources and tools to local and First Nations government for sustainable communities. Local governments

agreed to this program when they agreed to implement the gas tax. There is no cost to communities for these services.

Ms. Evans introduced Peter Ostergaard, Energy Specialist, who spoke about helping to ensure clean energy and energy efficiency in municipalities. The local economy benefits from energy planning. This program can help identify resources and contacts for communities and he encouraged use of the Climate Action Toolkit. He suggested projects for moving ahead such as replacing light bulbs, redirect energy from sports centres, and encouraged getting a project and a champion from your staff.

Mayor Desjardins thanked Ms. Evans and Mr. Ostergaard for their informative presentations.

(2) Municipal Updates

(a) Mayor Desjardins advised that if the public in the audience were attending about dogs on leash at Macaulay Park, they could leave their name on the list by the door and that there will be a full public process on this issue.

(b) In response to council's questions regarding the ESS response at the recent Hazmat incident on Garthland, Deputy Fire Chief Gord Anderson gave a brief overview of the activities. This included that residents of View Royal on adjacent First Nations lands were also affected by the evacuation of area residents in a 100 metre radius of the incident. A reception centre was set up at the Esquimalt Recreation Centre and 85 evacuees were registered. There were 21 ESS volunteers including the new Esquimalt ESS Director Keith Davies involved. In answer to the question regarding what would be different in such a situation without the contemplated new ESS agreement – he advised that having such an agreement allows him to call upon a larger number of volunteers while our team is building. It also gives access to volunteers with experience to support our new team while they gain their own practical experience. In addition, with events affecting adjacent jurisdictions it may be more time consuming to access additional volunteers from those areas without an agreement in place.

5. MINUTES

- (1) Minutes of the Regular Committee of the Whole, July 13, 2009
Correction noted: Page 3 (2) Change School District 63 to School District 93

Moved by Councillor Brame, seconded by Councillor Hundleby that the Minutes of the Regular Committee of the Whole held July 13th, 2009, be adopted with change made.

The motion **CARRIED**.

6. STAFF REPORTS

Administration

- (1) Solar Hot Water – Update, Staff Report No. ADM-09-049

The Sustainability Coordinator advised that the report to Council on Solar Hot Water has been delayed due to difficulty in obtaining quotes. She noted that the quotes for the Public Safety Building and the Municipal Hall will be addressed separately. The RFP has to be approved by BC Hydro. The final draft of the RFP has been circulated and she expects to have the process completed by late November.

Moved by Councillor Brame, seconded by Councillor Hundleby that Staff Report No. ADM-09-049, “Solar Hot Water – Update” be received.

The motion **CARRIED**.

Development Services

- (2) Development Variance Permit, 675 Lampson Street, [Lot 7, Section 11, Esquimalt District, Plan 5646], Staff Report No. DEV-09-052

The Director of Development Services reported that this property has been zoned institutional since 1996 and has a small shed which requires a variance. She advised that this application has not yet been seen or approved by the APC. The proponent noted that the shed houses a battery backup for Telus and he is working with neighbours to address noise by using a hedge.

Councillor Gaul requested that Council be given a narrative from the APC meeting regarding this application.

Moved by Councillor Hundleby, seconded by Councillor McIldoon that the application for a Development Variance Permit authorizing construction as shown on the site plan and elevation drawings prepared by Telus, stamped “Received July 31, 2009”, and sited based on the survey prepared by Powell and Associates BC Land Surveyors, stamped “Received July 31, 2009”, and including the following relaxation to Zoning Bylaw No. 2050, be forwarded to Council with a recommendation of approval.

Section 54(5)(a) – Siting Requirements - a 5.0 metre reduction to the requirement that no building shall be located within 7.5 metres of a lot line that is shared with a parcel zoned for a residential use, from 7.5 metres to 2.5 metres.

The motion **CARRIED**.

- (3) Secondary Suites, Staff Report No. DEV-09-053

The Director of Development Services advised that there could be tax implications to property owners if their suites are registered and recorded through BC Assessment Authority. Based on property values, their taxes could increase from \$50 - \$300/ annually. Tax implications would be the same with registration vs. business licensing. To register secondary suites through business licensing would be a minimal cost of approximately \$3000.

To encourage registration the first year fee would be waived. Business licenses currently include a safety inspection. The suites would be registered only if they complied with regulations. The fee to register a suite has not been decided upon. The average fees currently charged are \$100 - \$150 annually. The fee would include administrative charges and building inspection. The bylaw applies to single family dwellings only.

Comments from Council include:

- Enforcement – how to deal with those who do not comply;
- Ensure that residents know that this bylaw will be enforced – education component;
- Ensure that residents are aware of incentives and opportunities to renovate to comply with the regulations;
- Concerns were raised with duplexes converting to fourplexes;
- Would like to see secondary suites owner occupied;
- Safety is an important concern in secondary suites;
- Concerns were raised with limited parking;
- Council would like to see more public input on the number of boarders and parking.

Moved by Councillor Garrison, seconded by Councillor Gaul:

1. That Official Community Plan Bylaw, 2007, No. 2646, Amendment Bylaw [No. 3], 2009, No. 2707 be considered for 1st and 2nd readings as amended;
2. That Zoning Bylaw, 1992, No. 2050, Amendment Bylaw [No. 185], 2009, No. 2708 be considered for 1st and 2nd readings as amended; and
3. That a Public Hearing be scheduled for October and the necessary notification be prepared.

The motion **CARRIED**.

Moved by Councillor Hundleby, seconded by Councillor Brame that the number of boarders in secondary suites be limited.

The motion was **DEFEATED** with five **OPPOSED**.

- (4) Recovery Homes, Staff Report No. DEV-09-054

The Director of Development Services reported on amendments made to Zoning Bylaw 2050 and outlined the definition of a “Recovery Home” in a single family dwelling.

Comments from Council include:

- Discussion took place regarding group homes and that Council would like to see the same information apply to group homes;
- There is an increase in group homes and it would be helpful to know the location, number and have them licensed;
- Concern was expressed that having group homes defined specifically in a bylaw may be too restrictive.

Moved by Councillor Garrison, seconded by Councillor Brame that the amendments to Zoning Bylaw No. 2050 detailed in Schedule ‘A’, including

the definition of a “*Recovery Home*” and the requirements for the accommodation of Recovery Homes within the Township, be approved.
The motion **CARRIED**.

Moved by Councillor Brame, seconded by Mayor Desjardins that staff formulate a similar version of Staff Report No. DEV-09-054 for “*Group Homes*” to come forward to the next Committee of the Whole meeting.
The motion **CARRIED**.
Councillor Gaul and Councillor Garrison **OPPOSED**.

- (5) Update on Esquimalt Village Plan, Staff Report No. DEV-09-055

The Director of Development Services gave a brief update on the status of the Esquimalt Village Plan and that it will move forward in October/November of this year. She reported that the consultants will be seeking confirmation from Council regarding the Plan and that option plans will be presented at the October Committee of the Whole meeting.

Comments from Council include:

- Question was raised regarding the Net 0 standards – the Director will pursue finding more information on this;
- Question was raised regarding self waste management strategies and what the process would be;
- Request was made to receive information regarding the state of the Old Municipal Hall – CAO will distribute information to Council;
- Suggestion was made to get an asbestos inventory of the Old Municipal Hall.

Moved by Councillor Garrison, seconded by Councillor Hundleby that Staff Report No. DEV-09-055, “Update on Esquimalt Village Plan” be received.
The motion **CARRIED**.

- (6) Official Community Plan Review Regarding Density Bonusing, Height and Density, Staff Report No. DEV-09-056

The Director of Development Services reported that the workshops for Density Bonusing, Height and Density will be held on October 3rd and October 6th, 2009.

Comments from Council include:

- Importance of looking at the issue and selecting a consultant.

Moved by Councillor Hundleby, seconded by Councillor Brame that Staff Report No. DEV-09-056, “Official Community Plan Review Regarding Density Bonusing, Height and Density” be received.
The motion **CARRIED**.

7. OTHER BUSINESS

- (1) Memorandum from Diane Knight, Executive Assistant, dated September 9, 2009, Re: Business Owners' Meeting

Mayor Desjardins reported on the recommendations identified from the Business Owner's meeting held on June 18, 2009.

Comments from Council include:

- Suggestion was made for matching grants from the municipality for local businesses as incentives;
- Suggestion was made to bring this information forward to the next local grant committee meeting;
- Incorporate into budget discussions for 2010;
- Questions were raised regarding the role of Chamber of Commerce in business in Esquimalt.

Moved by Councillor Brame, seconded by Councillor Hundleby that the recommendations identified in the memorandum regarding the June 18, 2009 Business Owner's meeting be actioned.

The motion **CARRIED**.

8. PUBLIC INPUT

Mayor Desjardins invited the public to provide input.

Lorne Argyle, 1150 Bewdley Avenue, noted that lots of homes with secondary suites are not owner occupied.

Emmy Labonte, 873 Dunsmuir Road, referred to a point in the Business Owner's meeting notes where it was reported that there was an increase in litter and graffiti in Esquimalt. Ms. Labonte advised that Peter Justo just spent 88 hours cleaning up graffiti. Most reported graffiti is removed within 24 hours. It would be helpful if business owners would contact police and report graffiti. Ms. Labonte also congratulated Laurie Hurst on her appointment as CAO.

Mayor Desjardins recognized the good work by ETAG in the community. She suggested that business owners contact Peter Justo regarding graffiti and that they are aware of ETAG. She noted that a presentation to Council from ETAG would be helpful.

Councillor Gaul recognized Peter Justo, Emmy Labonte, and Rachele Perry for their good work in getting rid of graffiti in Esquimalt.

9. **ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby to adjourn the Regular Committee of the Whole meeting at 8:55 p.m.
The motion **CARRIED**.

MAYOR OF THE CORPORATION
OF THE TOWNSHIP OF ESQUIMALT
THIS 13th DAY OF OCTOBER, 2009

CERTIFIED CORRECT:

LAURIE HURST
DEPUTY CORPORATE ADMINISTRATOR