



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES  
REGULAR MEETING  
OF MUNICIPAL COUNCIL  
MONDAY, OCTOBER 18, 2010

7:00 P.M.  
COUNCIL CHAMBERS

**PRESENT:**

Mayor Barbara Desjardins  
Councillor Meagan Brame  
Councillor Randall Garrison  
Councillor Bruce McIldoon  
Councillor Lynda Hundleby  
Councillor Ali Gaul  
Councillor Don Linge

**STAFF:**

Laurie Hurst, Chief Administrative Officer  
Barb Snyder, Director of Development Services  
Jeff Miller, Director of Engineering & Public Works  
Mary Turner, Deputy Director of Financial Services  
Carollyne Evans, Corporate Administrator

1. **CALL TO ORDER**

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

2. **LATE ITEMS**

There was one late item:

- (1) Staff Report Fin-10-027

3. **APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Councillor Linge that the Agenda be approved as amended.

The motion **CARRIED UNANIMOUSLY.**

4. **MINUTES**

- (1) Minutes of the Regular Meeting of Council, June 21, 2010

Moved by Councillor Garrison, seconded by Councillor Brame that the Minutes of the Regular Meeting of Council, June 21, 2010, be approved

The motion **CARRIED UNANIMOUSLY.**

- (2) Minutes of the Special Meeting of Council, September 20, 2010

Moved by Councillor Brame, seconded by Councillor Linge that the Minutes of the Special Meeting of Council, September 20, 2010 be approved.

The motion **CARRIED UNANIMOUSLY.**

5. **PRESENTATIONS**

- (1) Heritage Recognition Certificates

Mayor Barbara Desjardins and Liz Dill, Chair of the Heritage Advisory Committee, awarded certificates to the owners of the following properties in recognition of their special efforts to preserve and enhance the heritage qualities of their older homes:

927 Craigflower Road  
627 Grenville Street  
865 Wollaston Street  
1007 Wollaston Street

- (2) James Wadsworth, BC Transit, Transit Future Plan

BC Transit Senior Planners James Wadsworth and Emily Flett provided a slide show on BC Transit's "Transit Future

Plan". They noted the transit network will be made up of four layers of service: rapid, frequent, local and community, and specialty. BC Transit is seeking Council's endorsement on the 25 year-Transit Network, vision and goals. BC Transit hopes to take a complete future transit plan document for approval to the Regional Transit Commission and the BC Transit Board in January 2011.

A question period followed. Council made the following comments:

- A new direct service to Victoria/Westshore/DND should exist now, not later.
- There are up to 6,000 people travelling in vehicles from the Westshore and the Malahat; there seems to be difficulty in getting across the importance and safety of commuter rail travel.
- Technologies to ensure reduction of GHG emissions set by the province need to be selected now;
- There is an immediate pressing need for an E&N rail corridor now, not later; Esquimalt has invested significantly in improving the trail system.
- New buses should have universal level entry for ease of access;
- Esquimalt is not designating Craigflower Road as a major corridor;
- How will the transit system be more efficient with increased transfers?
- What will BC Transit do if it does not get full endorsement of its Transit Network Plan?
- What is happening to the late night bus service to and from Victoria and the Westshore?

Ms. Flett stated she will provide more information to staff on Council's questions.

Council requested a staff report for the next Committee of the Whole Council meeting on BC Transit's requests. Council also requested staff to work with BC Transit to identify and support the Vision and Goals in Esquimalt's transportation and land-use goals.

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

Mayor Desjardins called for public input and there was none.

**7. PUBLIC HEARING**

- (1) **PUBLIC HEARING – OFFICIAL COMMUNITY PLAN AMENDMENT AND ZONING AMENDMENTS [398 FRASER STREET]**

Mayor Desjardins declared the Public Hearing open at 7:46 p.m.

Councillor Linge declared himself in a conflict of interest by virtue of being a Co-Executor of this Estate and left Council Chambers.

Barb Snyder, Director of Development Services, provided an overview of the application to change the use of the property from Single Family Residential to Parks and Open Space.

Co-Executor Gerda Gordon and Chafe family representative stated they have waited eleven months for this matter to be taken care of and fervently hope it happens tonight.

Jennifer Hawes of Bewdley Street stated she is thrilled the property is up for rezoning, noting that her property would then be bordered on all three sides by Township lands.

Peter Ryan of Fraser Street asked what use would be made of the house and the best option would be to tear the house down and erect a nice memorial for the Chafe family.

There being no further input from the public, Mayor Desjardins declared the Public Hearing closed at 7:54 p.m. Councillor Linge then returned to Council Chambers.

**8. HEARING**

**(1) HEARING – DEVELOPMENT VARIANCE PERMIT APPLICATION [1032 / 1034 BEWDLEY AVENUE]**

Mayor Desjardins opened the Hearing at 7:54 p.m. and called three times for public input on the Development Variance Permit Application for 1032/1034 Bewdley Avenue; there was none.

Mayor Desjardins declared the Hearing closed at 7:56 p.m.

**9. PUBLIC HEARING AND HEARING STAFF REPORTS**

**(1) Change of Use of 398 Fraser Street [Lot 6, Section 11, Esquimalt District, Plan 5510], Staff Report No. DEV-10-076**

Councillor Linge declared himself in a conflict of interest by virtue of his being the Co-Executor of this Estate and left Council Chambers at 7:56 p.m.

Council expressed gratitude to the Chafe family for the very generous gift that adds substantially to the jewel of Saxe Point.

- Moved by Councillor McIlldoon, seconded by Councillor Gaul
1. That Bylaw No. 2742 which would amend the Official Community Plan Bylaw, 2006, No. 2646 by changing the designation of Lot 6, Section 11, Esquimalt District, Plan 5510 from 'Single and Two-Unit Residential' to 'Parks and Open Space' be considered for final reading and adoption; and
  2. That Bylaw No. 2743 which would amend the Zoning Bylaw, 1992, No. 2050 by changing the zoning designation from 'RS-1 [Single Family Residential]' to 'P-2 [Parks and Open Space]' be considered for final reading and adoption.

The motion **CARRIED UNANIMOUSLY**.

Mrs. Gordon thanked Council for bringing the matter to fruition and the family is happy the gift of property has been accepted by the Township.

Councillor Linge returned to Chambers at 7:59 p.m.

- (2) Development Variance Permit, 1032 Bewdley Avenue [Lot 2, Section 11, Esquimalt District, Plan 37264], Staff Report No. DEV-10-077

Moved by Councillor Hundleby, seconded by Councillor Linge that the application for a Development Variance Permit authorizing the construction shown on the survey plan prepared by Richard J. Wey and Associates and the construction drawings prepared by Ryan Company Architect Inc., stamped "Received July 22, 2010", and including the following variance be approved, issued and registered on the title of Lot 2, Section 11, Esquimalt District Plan 37264 [1032 Bewdley Avenue].

Zoning Bylaw 1992, No. 2050, Section 38(6)(b) – Building Height – a 0.6 metre increase in the 3.6 metre maximum height permitted for an Accessory building, i.e. from 3.6 metres to 4.2 metres.

The motion **CARRIED UNANIMOUSLY**.

## 10. STAFF REPORTS

### *Finance*

- (1) 2010 Policing Costs, Staff Report No. FIN-10-021

Mary Turner, Deputy Director of Financial Services, spoke to her staff report. Discussion ensued on the payment of the policing costs.

Moved by Councillor Brame, seconded by Councillor Hundleby that Council approve payment for only the policing costs that would be deemed essential expenditures under Section 15 of the *Police Act* in the amount of \$324,000.

The motion **CARRIED UNANIMOUSLY**.

Staff advised that monies to pay the policing costs will be drawn from the reserve account.

- (2) Revised Permissive Tax Exemption Council Policy FIN-16, Staff Report No. FIN-10-025

Moved by Councillor Brame, seconded by Councillor Garrison that the revised Permissive Tax Exemption Policy FIN-16 be approved by Council.

The motion **CARRIED UNANIMOUSLY**.

- (3) 2011 – 2015 Financial Plan Schedule, Staff Report No. FIN-10-026

Moved by Councillor Brame, seconded by Councillor Hundleby that Staff Report No. FIN-10-026, 2011-2015 Financial Plan Schedule, be received for information.

The motion **CARRIED UNANIMOUSLY**.

#### *Development Services*

- (4) Esquimalt Village Project – Phase 1, Staff Report No. DEV-10-078

Council noted the significance of this important initiative to the community, stating the plan is a good one and is a culmination of many years of meetings.

Moved by Councillor Garrison, seconded by Councillor Brame

1. That Council endorse the direction contained in *Esquimalt Village Core: Phase 1 Development*, stamped “Received October 6, 2010”, which would establish criteria for mixed-use development on the old Municipal Hall, Town Square, and old Public Works Yard lands identified as Site 1 within the plan; and
2. That should Council endorse the *Esquimalt Village Core: Phase 1 Development*, stamped “Received October 6, 2010”, staff be directed to work with the EVP consultant team to prepare the appropriate amending bylaws necessary to adopt the directions of the plan and return them to Council for consideration of first and second reading.

The motion **CARRIED UNANIMOUSLY**.

#### *Financial Services*

- (5) 2010 Payment in Lieu of Taxes – Final Payment, Staff Report No. FIN-10-027

Mary Turner, Deputy Director of Financial Services, spoke to the \$51,019.35 requested by Public Works and Government Services Canada mainly due to improvements the Township was not made aware of by the BC Assessment Authority.

Moved by Councillor Hundleby, seconded by Councillor Garrison that staff write to the BC Assessment Authority expressing disappointment that supplementary assessment values for federal properties are received towards the end of the municipal budget year; and more diligence by BCAA in initial assessment of land values would assist municipalities in setting tax rates and calculating payment in lieu of taxes;

And That staff request a review by the Dispute Advisory Panel of the federal property values and detailed payment calculations of the property in Esquimalt owned by Public Works and Government Services Canada.

The motion **CARRIED UNANIMOUSLY**.

Staff stated the bill will be paid by November 15, 2010 to avoid the late payment supplement.

**11. BYLAWS**  
*For Adoption*

- (1) Tax Exemption (Non-Profit Organizations) Bylaw, 2010, NO. 2745

Moved by Councillor Linge, seconded by Councillor Hundleby that Tax Exemption (Non-Profit Organizations) Bylaw, 2010, No. 2745, be adopted.  
The motion **CARRIED UNANIMOUSLY**.

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

There were no reports.

**13. REPORTS FROM COMMITTEES**

- (1) Committee of the Whole Report, October 12, 2010

Moved by Councillor Brame, seconded by Councillor Gaul that the following recommendations from the October 12<sup>th</sup>, 2010 Committee of the Whole meeting be approved:

1) That Council create a subcommittee consisting of Councillor Garrison and Councillor Gaul to meet with the Greater Victoria Coalition to End Homelessness and then report back to Council.

2) That Council support the addition of a Socio-Economic and Community Development Impact Assessment to the CRD Core Area Liquid Waste Management Plan prior to final approval of the McLoughlin Option.

3) That Bylaw No. 2744, which would amend Building Code Bylaw, 2002, No. 2538 to include references to secondary suites and authorize the collection of an annual registration fee, be considered for 1st, 2nd and 3rd readings.

That Council grant a six month extension to April 19, 2011, on implementation of registration fees and fines relating to secondary suites.

4) That Council direct staff to bring back a proposed list of authorizations of specific items to be delegated to staff prior to drafting the appropriate bylaw and amendments to our procedures bylaw and return these to Council for formal consideration.

5) That the attached document, Esquimalt Green Building Checklist which lists the green building features which Council wishes to have included or at least contemplated for inclusion in the construction of new buildings or renovations, be forwarded to the Advisory Planning Commission and Environmental Advisory Committee for comment and input prior to adoption.

6) That a) and b) be separated out from c) in the motion.

That Bylaw No. 2749 which would amend Ticket Information Utilization Bylaw, No. 2619 as follows:

- a) Schedule B1 to establish a fine for failure to renew a Secondary suite Permit;
  - b) Schedule B2 to establish fines for failing to register a secondary suite
- be considered for 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> readings.

That Bylaw No. 2749 which would amend Ticket Information Utilization Bylaw, No. 2619 as follows:

- c) Schedule B9 to reduce parking fines by 50% for payment within 14 days;
- be considered for 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> readings.

7) That the following recommendation be postponed to the October 18 Council Meeting:

- 1. That Council endorse the direction contained in *Esquimalt Village Core: Phase 1 Development*, stamped "Received October 6, 2010", which would establish criteria for mixed-use development on the old Municipal Hall, Town Square, and old Public Works Yard lands identified as Site 1 within the plan; and
- 2. That should Council endorse the *Esquimalt Village Core: Phase 1 Development*, stamped "Received October 6, 2010", staff be directed to work with the EVP consultant team to prepare the appropriate amending



bylaws necessary to adopt the directions of the plan and return them to Council for consideration of first and second reading.

The motion **CARRIED UNANIMOUSLY**.

- (2) Adopted minutes from the Centennial Celebrations Select Committee meeting, June 22, 2010

Moved by Councillor Brame, seconded by Councillor Gaul that the adopted minutes from the Centennial Celebrations Select Committee meeting, June 22, 2010 be received.

The motion CARRIED

- (3) Draft minutes from the Heritage Advisory Committee meeting, September 15, 2010

Moved by Councillor Brame, seconded by Councillor Gaul that the draft minutes from the Heritage Advisory Committee meeting, September 15, 2010 be received.

The motion **CARRIED UNANIMOUSLY**.

- (4) Draft minutes from the Environmental Advisory Committee meeting, September 23, 2010

Moved by Councillor Brame, seconded by Councillor Gaul that the draft minutes from the Environmental Advisory Committee meeting, September 23, 2010 be received.

The motion **CARRIED UNANIMOUSLY**.

- (5) Memorandum from the Environmental Advisory Committee, dated October 7, 2010, Re: Environmental Advisory Committee Recommendations

Discussion ensued on the Committee's recommendations.

Moved by Councillor Brame, seconded by Councillor Hundleby that Council take the following action with the recommendations made at the Environmental Advisory Committee meeting of September 23, 2010:

**Refer to staff for further comment:**

Overboard discharge: *That Esquimalt Mayor and Council write a letter to the Harbour Master expressing concerns regarding sewage discharge from live-aboards at Hidden Harbour Marine.*

Solar lighting: *That Council direct Parks and Recreation, Engineering and Public Works, to look into replacing park, pathway and street sign lighting with solar technology as this lighting comes due for replacement.*

**For receipt:**

Plastic Shopping Bags: *That the Township of Esquimalt enter into a project partnership with Royal Roads University students to develop a social marketing campaign for plastic shopping bags, and \$500 of the Environmental Advisory Committee's budget, plus reasonable expenses, be allocated to the project; and that staff provide regular project updates.*

Community Engagement Framework: *That the Township of Esquimalt enter into a project partnership with Royal Roads University students to develop a framework for community engagement in climate action, and \$500 of the Environmental Advisory Committee's budget, plus reasonable expenses, be allocated to the project; and that staff provide regular project updates.*

The motion **CARRIED UNANIMOUSLY.**

Council requested that the social marketing campaign project ensure that the business owners be engaged in the consultation process.

- (6) Draft Minutes from the Arts, Culture and Special Events Advisory Committee meeting, October 6, 2010

Moved by Councillor McIlldoon, seconded by Councillor Brame that the draft minutes from the Arts, Culture and Special Events Advisory Committee meeting, October 6, 2010 be received.

The motion **CARRIED UNANIMOUSLY.**

**14. COMMUNICATIONS**

- (1) Letter from the Honourable Christian Paradis, Minister of Natural Resources, dated September 28, 2010, Re: Enbridge Northern Pipelines (NGP) Project, Tanker Traffic and British Columbia (BC) Offshore Oil and Gas Activity

Moved by Councillor Hundleby, seconded by Councillor Linge that the Letter from the Honourable Christian Paradis, Minister of Natural Resources, dated September 28, 2010, Re: Enbridge Northern Pipelines (NGP) Project, Tanker Traffic and British Columbia (BC) Offshore Oil and Gas Activity be received.

The motion **CARRIED UNANIMOUSLY.**

- (2) Letter from Minister Mary Polak, Ministry of Children and Family, dated October 1, 2010, Re: Foster Family Month

Moved by Councillor Hundleby, seconded by Councillor Linge that the letter from Minister Mary Polak, Ministry of

Children and Family, dated October 1, 2010, Re: Foster Family Month be received.

The motion **CARRIED UNANIMOUSLY**.

- (3) Letter from Jackie Thompson, The Royal Canadian Legion, Esquimalt Branch, dated October 6, 2010, Re: Remembrance Day

Moved by Councillor Linge, seconded by Councillor Hundleby that Esquimalt Council grant permission to the Royal Canadian Legion, Esquimalt Dockyard Branch No. 172, to distribute Remembrance Day poppies within the Municipality of Esquimalt from October 29 to November 10, 2010; and that Council receive the invitation to attend the Annual Remembrance Day services.

The motion **CARRIED UNANIMOUSLY**.

- (4) Letter from Barbara Steele, UBCM, dated October 7, 2010, Re: Gas Tax Agreement Regionally Significant Projects Fund

Moved by Councillor Hundleby, seconded by Councillor Brame that the letter from Barbara Steele, UBCM, dated October 7, 2010, Re: Gas Tax Agreement Regionally Significant Projects Fund be received.

The motion **CARRIED UNANIMOUSLY**.

Council asked staff to clarify if the CRD has already designated the gas tax funding for the rail portion of the blue bridge.

**15. PUBLIC QUESTION AND COMMENT PERIOD**

Mayor Desjardins called three times for public input and there was none.

**16. ADJOURNMENT**

Moved by Councillor Hundleby, seconded by Councillor Gaul that Council adjourn the Regular Meeting at 9:03 p.m.

The motion **CARRIED UNANIMOUSLY**.

---

MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS 17<sup>th</sup> DAY OF JANUARY, 2011

CERTIFIED CORRECT:

---

CAROLLYNE EVANS  
CORPORATE ADMINISTRATOR