



## Corporation of the Township of Esquimalt

# COMMITTEE OF THE WHOLE

Monday, November 8 , 2010

Esquimalt Municipal Hall – Council Chambers

7:00 p.m.

## MINUTES

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

**STAFF:** Laurie Hurst, Chief Administrative Officer  
Barbara Snyder, Director of Development Services  
Scott Hartman, Director of Parks & Recreation Services  
Jeff Miller, Director of Engineering & Public Works  
Mary Turner, Deputy Director of Financial Services  
Marlene Lagoa, Sustainability Coordinator  
Carollyne Evans, Corporate Administrator

### 1. CALL TO ORDER

Mayor Desjardins called the Committee of the Whole to order at 7:00 p.m. Mayor Desjardins noted the Township received a Certificate of Appreciation for participating in the Royal Canadian Legion's BC/Yukon Command's Annual Military Service Recognition Book. Esquimalt's message reads: "from the Township, historic naval and garrison community, home of the Queen's Navy since 1837, extends a sincere thank you to all the Veterans, in recognition of their contributions, past and present".

### 2. LATE ITEMS

There was one late item: Council Policy ADMIN-60

### 3. APPROVAL OF THE AGENDA

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

The motion **CARRIED UNANIMOUSLY.**

### 4. MINUTES

(1) Minutes of the Special Committee of the Whole, May 25, 2010

Moved by Councillor Brame, seconded by Councillor Linge that the Minutes of the Special Committee of the Whole, May 25, 2010 be approved.

The motion **CARRIED UNANIMOUSLY.**

- (2) Minutes of the Regular Committee of the Whole, October 12, 2010

Moved by Councillor Brame, seconded by Councillor Garrison that the Minutes of the Regular Committee of the Whole, October 12, 2010 be approved as amended.

The motion **CARRIED UNANIMOUSLY**.

**5. PRESENTATIONS**

- (1) Jon Roe, Veins of Life Watershed Society, Re-Inventing Rainwater Management

Jon Roe of Veins of Life Watershed Society along with Calvin Sandborn, legal representative from the University of Victoria Environmental Law Society, showed a video on the impact of stormwater incidents in 2003 and 2004 resulting in catastrophic death to fish and gradual dying of beaches and urban areas. Mr. Sandborn stated that a regional approach to rainwater management is the most effective way to achieve results for all who share the watershed, and will result in considerable cost savings. Council was urged to support the Strategy to Protect Health and Restore Nature in the Capital Region.

- (2) University of Victoria Environmental Law Society, Rainwater Management

Jenny Campbell of the University of Victoria Environmental Law Society, gave a brief overview of the recommendations in the Strategy:

1. That local governments reform policies and legislation;
2. That local governments implement and enforce the CRD Model Storm Sewer and Watercourse Protection Bylaw;
3. That a Capital Regional District Rainwater Commission be formed;
4. That a long-term Regional Integrated Watershed Management Plan be created with targets to include: enactment of source pollution control regulations throughout the region; elimination of stormwater discharges rated "high" for environmental or public health concern by 2015; the reduction of Victoria Harbour and Gorge runoff pollution; and
5. That a firm deadline of 25 years be set for repairing pipes and infrastructure that allow sewage releases from storm sewers.

Council noted that Esquimalt is taking this issue very seriously and has taken the lead to resolve some of the stormwater management issues by borrowing \$7 million to reline pipes, separate manholes, catch basins and do dye and smoke testing for cross connections. The Township has also put in two swales on Craigflower Road and a rain garden. Council stated Esquimalt is aware of the stormwater outfall risks as shown on page 19 of the Strategy; through these efforts and other works in progress, Council is addressing these concerns.

Mayor Desjardins stated she will bring back the information on the time line for adopting a model storm sewer and watercourse protection bylaw.

6. **STAFF REPORTS**

**Administration**

- (1) Council Calendar, Staff Report No. ADM-10-067

Council discussed the proposed calendaring system recommended by staff that would be a hosted exchange server by a third party with its own telephone support system, have a shared calendar, integrate with the Township's Outlook, embedded onto a secure website and password protected.

Moved by Councillor Brame, seconded by Councillor Linge that Council direct staff to further explore a Council calendaring system and report back.

The motion **CARRIED** with Mayor Desjardins, Councillors McIldoon, Hundleby, Linge, Brame, Gaul In Favour and Councillor Garrison Opposed.

- (2) BC Hydro CEEP Workshop (PILOT), Staff Report No. ADM-10-068

Marlene Lagoa, Sustainability Coordinator, presented her report. Council congratulated her for taking the initiative and getting Esquimalt to be the first of five pilot communities.

Moved by Councillor Brame, seconded by Councillor Hundleby that Council receive Staff Report No. ADM-10-068, BC Hydro CEEP Workshop (Pilot), for information.

The motion **CARRIED UNANIMOUSLY**.

- (3) Admin - 60: Policy on Role on Youth Liaison Appointment to Council Committees, Staff Report No. ADM-10-062

Discussion ensued regarding the proposed policy, appropriate age to define "youth", voting privileges, and how best to attract youth to apply as a representative on a Council committee.

Moved by Councillor Garrison, seconded by Councillor Hundleby that proposed Council policy ADMIN – 60, "Role of Youth Liaison Appointment to Council Committees, be received, further amended, and brought back to Council.

The motion **CARRIED UNANIMOUSLY**.

**Finance**

- (4) Council Policy NO. ADMIN-29 – Local Grants, Esquimalt Community School, Staff Report No. FIN-10-030

Council thanked Principal Colin Roberts for being in attendance. Council noted that there are additional funds available to the high

school which they can apply for by submitting a written request.

Moved by Councillor Linge, seconded by Councillor Hundleby that Council approve the local grant request in the amount of \$600.00 under the Athletic Program provided in Council Policy NO. ADMIN-29.  
The motion **CARRIED UNANIMOUSLY**.

***Parks and Recreation***

- (5) Youth Development Strategy Update, Staff Report No. P&R-10-017

Moved by Councillor Linge, seconded by Councillor Hundleby that Council receive Staff Report No. P&R-10-017, Youth Development Strategy Update, for information.  
The motion **CARRIED UNANIMOUSLY**.

***Development Services***

- (6) BC Transit Future Network, Staff Report No. DEV-10-079

Councillor Hundleby advised that she attended the BC Transit Community Liaison meeting last week for the first time, noting there was a lot of emphasis on daytime commuters and not on commuters going to work.

Mayor Desjardins advised there was a meeting on this issue of the Mayors of twelve of the thirteen municipalities within the Capital Regional District, noting there is significant support for rail in the region. However, rapid transit is being discussed at the CRD table and not rail. Mayor Desjardins advised the Township should look at areas where it can support best practices while allowing the process to move forward.

Council stated they would like the following addressed in the Transit Plan:

- a. GHG reduction goals;
- b. Fully integrate commuter rail;
- c. Consider use of streetcars from Dockyard to UVic via downtown;
- d. Change this designation to a "Rapid Priority Corridor";
- e. Improve quicker response from north to south transit in Tillicum and Admirals Roads;

Council requested that staff bring back a report in response to Council's comments regarding BC Transit's Victoria Regional Transit Future Plan as presented October 18, 2010 and the Victoria Region 25 Year Transit Network map.

- (7) Storm Drain and Sewer Connections in Duplexes, Staff Report No. DEV-10-080

Moved by Councillor McIldoon, seconded by Councillor Hundleby that Council approve an amendment to Council Policy No. PLAN-23 to add the following requirement under Section 8) immediately following item a) to read:

“b) separate sanitary sewer and storm drain connections for each dwelling unit.”

The motion **CARRIED UNANIMOUSLY**.

- (8) Rezoning Application and Development Permit, 1127 Wychbury Avenue, [Lot 2, Section 11, Esquimalt District, Plan 5564], Staff Report No. DEV-10-083

Co-owner Lorne Hadley stated he canvassed his neighbours and 100% are in favour of his development proposal to allow two detached single family residences on two fee simple lots. He stated each 1700 sq. ft. house would have a large back yard, crawl space and garden shed.

Discussion ensued. Request was made to have the artist's rendition to scale in future.

Councillor McIlldoon stated he did not support small lot housing. He added that the proposed development does not meet the OCP guidelines and sets a precedent in south Esquimalt.

Moved by Councillor Gaul, seconded by Councillor Brame that the application for rezoning authorizing two single family dwellings and a development permit limiting the form and character of development to that shown on architectural plans provided by Core Drafting Services stamped “Received October 29, 2010”, on the landscape plan prepared by DP Landscaping, stamped “Received October 29, 2010”, and sited as detailed on the survey plan prepared by Michael J. McIlvaney Land Surveying Inc. stamped “Received October 29, 2010”, for the proposed development located at Lot 2, Section 11, Esquimalt District, Plan 5564 [1127 Wychbury Avenue], be forwarded to Council with a recommendation of approval, subject to appropriate notification, preparation of amending bylaws and a public hearing being held. The motion **CARRIED** with Mayor Desjardins, Councillors Linge, Hundleby, Brame, Gaul, Garrison In Favour, and Councillor McIlldoon Opposed.

- (9) Rezoning Application and Development Permit, 354 Lampson Street, [Amended Lot 1, Section 11, Esquimalt District, Plan 4150, Except that part in Plan 16255], Staff Report No. DEV-10-084

Applicant Jane Ferguson stated she canvassed her neighbours and they are in favour of the proposed development. Request was made to Mrs. Ferguson to provide a list of the neighbours she contacted.

Director Snyder was asked to check the BC Building Code if the upper floor ceiling meets the height requirements as it seems lower than normal.

Concerns were expressed with the layout of the front of the house on Munro and access on Lampson, which is the side yard; parking; and number of driveways in close proximity to the intersection.

Moved by Councillor Garrison, seconded by Councillor Brame that the application for rezoning authorizing a new single family dwelling and development permit limiting the form and character of development to that shown on architectural plans provided by Hartman's Drafting and Design, stamped "Received October 29, 2010", the landscape plan prepared by Douglas McLean Landscape Design, stamped "Received September 28, 2010", and sited as detailed on the survey plan prepared by Michael Claxton Land Surveying Inc., stamped "Received November 2, 2010", be forwarded to Council with a recommendation of approval, subject to appropriate notification, preparation of amending bylaws and a public hearing being held.

The motion **CARRIED UNANIMOUSLY.**

- (10) Development Permit with Variances, 823 Viewfield Road, [Lot 12, Section 11, Esquimalt District, Plan VIP307A], Staff Report No. DEV-10-085

Applicant Craig Hunter and his partner advised he has lived at 823 Viewfield since the mid 1990s. His family has a long history in Esquimalt with his grandfather owning the first taxi. Mr. Hunter spoke to the proposed development, noting his business is a 9 am to 4 pm operation, predominately in the sale of parts by mail order. The noise impact to the neighbourhood is minimal as is vehicle traffic.

Council expressed favourable comments with respect to innovation in providing a transition between residential and industrial, and the use of green features. Concerns were expressed with the handling of overflow parking and the old façade.

Moved by Councillor Linge, seconded by Councillor Hundleby that the application for a Development Permit, limiting the form and character of development to that shown on architectural plans provided by Structure Design & Management, stamped "Received October 6, 2010", on the landscaping plan provided by Forget Me Not Gardens, stamped "Received October 6, 2010", sited as detailed on the survey plan prepared by Island Land Surveying Inc. stamped "Received November 1, 2010" and including the following variances to Zoning Bylaw No. 2050 and Parking Bylaw No. 2011, be forwarded to Council with a recommendation of approval, subject to appropriate notification, preparation of amending bylaws and a Variance Hearing being held.

Zoning Bylaw, 1992, No. 2050, Section 26(1)(b) – Accessory Residential Use in Commercial and Industrial Zones – a waiver from the requirement that an Accessory Residential Use be located over or behind the Principal Use.

Zoning Bylaw, 1992, No. 2050, Section 26(1)(d) – Accessory Residential Use in Commercial and Industrial Zones - an 65.0 square metre increase to the maximum floor area per dwelling unit from 60.0 square metres to 125.0 square metres.

Zoning Bylaw, 1992, No. 2050, Section 53(5)(a) – Building Separation from Residential Use – a 4.5 metre reduction to the 7.5 metre setback requirement from any parcel zoned for residential use on the eastern and southern Lot Lines [ie. from 7.5 metres to 3.0 metres].

Zoning Bylaw, 1992, No. 2050, Section 53(5)(b) – Front Setback – a 3.75 metre reduction to the required 7.5 metre setback from the front lot line [ie. from 7.5 metres to 3.75 metres].

Parking Bylaw, 1992, No. 2011, Part 5(13)(c) Number of Off-Street Parking Spaces - a reduction in the required number of parking spaces for the proposed uses from 7 spaces to 4 spaces.

The motion **CARRIED UNANIMOUSLY**.

**RECESS** Council took a brief recess at 9:25 p.m.

**RECONVENE** Council reconvened at 9:31 p.m.

**7. COMMUNICATIONS**

- (1) Memorandum from the Union of British Columbia Municipalities, dated October 26, 2010, Re: Opportunity to Comment on Proposed Changes to the Ultimate Limitation Period

Moved by Councillor Hundleby, seconded by Councillor Brame that staff, on behalf of Esquimalt Council, draft and submit a response to the Union of BC Municipalities supporting the proposed changes to the ultimate limitation period.

The motion **CARRIED UNANIMOUSLY**.

**8. PUBLIC QUESTION AND COMMENT PERIOD**

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

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

**9. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby that the Regular Committee of the Whole meeting be adjourned at 9:35 p.m. and reconvene *In Camera*.

The motion **CARRIED UNANIMOUSLY**.

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MAYOR OF THE CORPORATION  
OF THE TOWNSHIP OF ESQUIMALT  
THIS 10<sup>th</sup> DAY OF JANUARY, 2011

CERTIFIED CORRECT:

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CAROLLYNE EVANS  
CORPORATE ADMINISTRATOR