



## **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

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

File 0550-06

September 19, 2011

### **NOTICE**

**A REGULAR MEETING OF COMMITTEE OF THE WHOLE  
WILL BE HELD ON MONDAY, OCTOBER 24, 2011, AT 7:00  
P.M., IN THE COUNCIL CHAMBERS, ESQUIMALT  
MUNICIPAL HALL, 1229 ESQUIMALT ROAD.**

**ANJA NURVO  
CORPORATE OFFICER**



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### **A G E N D A** **COMMITTEE OF THE WHOLE**

Monday, October 24, 2011

7:00 p.m.

Esquimalt Council Chambers

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#### **1. CALL TO ORDER**

#### **2. LATE ITEMS**

#### **3. APPROVAL OF THE AGENDA**

#### **4. MINUTES**

- (1) Minutes of the Regular Committee of the Whole, September 12, 2011 Pg. 1 – 6
- (2) Minutes of the Special Committee of the Whole, September 19, 2011 Pg. 7 – 10

#### **5. STAFF REPORTS**

##### ***Administration***

- (1) Officer's Bylaw and Council Policy – Terms and Conditions of Employment for Officers and Exempt Employees, Staff Report No. ADM-11-040 Pg. 11 – 30

##### **RECOMMENDATION:**

That the Officers Bylaw, 2011, No. 2777 and Council Policy PER – 05 Terms and Conditions of Employment for Officers and Exempt Employees as set out in Report No ADM-11-040 be forwarded to Council with a recommendation that the Policy be approved and that Council consider giving 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to the Bylaw.

- (2) Council Policy – Remuneration for Elected Officials ADMIN-62, Staff Report No. ADM-11-049 Pg. 31 – 35

##### **RECOMMENDATION:**

That Council Policy No. ADMIN-62 Remuneration for elected Officials as set out in Staff Report ADM-11-049 be forwarded to Council with a recommendation of approval.

- (3) Reports: Plastic Shopping Bags & Framework for Community Engagement in Climate Action, Staff Report No. ADM-11-050 Pg. 36 – 40

##### **RECOMMENDATION:**

That Council consider the attached Environmental Advisory Committee's recommendations on:

- 1. Plastic Bag Free Esquimalt Social Marketing Campaign; and
- 2. Framework for Community Engagement in Climate Action.

**Finance**

- (4) Revisions to Council Policy ADMIN-29 Local Grants Esquimalt High School, Staff Report No. FIN-11-036 Pg. 41 – 45

**RECOMMENDATION:**

That the revisions to Council Policy ADMIN-29 Local Grants Esquimalt High School as set out in Report No. FIN-11-036 be forwarded to Council with a **recommendation of approval**.

- (5) Accumulated Surplus, Staff Report No. FIN-11-040 Pg. 46 – 48

**RECOMMENDATION:**

That the Council of the Corporation of the Township of Esquimalt approve the transfer of \$1,440,000 to the Capital Project Fund for unspecified projects and \$498,293 to the Machinery and Equipment Fund, to be allocated prorata on the 2010 end balances to the various components of the fund, from the Unappropriated Operating Funds balance as set out in Report No. FIN-011-040.

- (6) Revisions to Council Policy FIN-16 Permissive Tax Exemption, Staff Report No. FIN-11-041 Pg. 49 – 63

**RECOMMENDATION:**

That the revisions to Council Policy FIN-16 Permissive Tax Exemption as set out in Report No. FIN-11-041 be forwarded to Council with a **recommendation of approval**.

**Development Services**

- (7) Development Variance Permit, 601 – 605 Canteen Road, [Lot 1, Suburban Lot 26, Esquimalt District, Plan VIP63502, Staff Report No. DEV-11-088 Pg. 64 – 70

**RECOMMENDATION:**

That the application for a Development Variance Permit authorizing construction of a 10 square metre office building, sited as detailed on the survey plan prepared by Engineering Services staff, stamped “Received August 30, 2011”, and including the following relaxation to Zoning Bylaw, 1992, No. 2050, be forwarded to Council with a **recommendation of approval**, subject to appropriate notification and a variance hearing being held.

**Zoning Bylaw, 1992, No. 2050, Section 54(5)(c) – Side Setback** – an exemption from the required 4.5 metre setback from an Exterior Side Lot Line [i.e. from 4.5 metres to 0 metres].

- (8) Development Permit, 1026 Tillicum Road, [Lot 23, Block 2, Section 10, Esquimalt District, Plan 11214], Staff Report No. DEV-11-089 Pg. 71 – 95

**RECOMMENDATION:**

That the application for a Development Permit, limiting the form and character of development to that shown on architectural plans provided by Coching Home Design, stamped “Received September 13, 2011”, and on the landscape plan prepared by Jane Waters Landscape

Design, stamped “Received October 3, 2011”, and sited as detailed on the site plan prepared by Powell and Associates BC Land Surveyors, stamped “Received August 31, 2011”, for the proposed duplex located at Lot 23, Block 2, Section 10, Esquimalt District, Plan 11214 [1026 Tillicum Road], be forwarded to Council with a **recommendation of approval**, subject to staff completing appropriate notification and a Development Permit being returned to Council for consideration.

- (9) Development Permit, 521 – 529 Comerford Street, [Lot 266, Suburban Lot 40, Esquimalt District, Plan 2854], [Lot 267, Suburban Lot 40, Esquimalt District, Plan 2854], Staff Report No. DEV-11-090 Pg. 96 – 135

**RECOMMENDATION:**

That the application for a Development Permit limiting the form and character of development to that shown on architectural plans provided by Vic Davies Architect stamped “Received October 14, 2011”, and sited as detailed on the survey plan prepared by Powell and Associates, BC Land Surveyors, stamped “Received September 14, 2011”, and including the following relaxations to Zoning Bylaw, 1992, No. 2050 and Parking Bylaw, 1992, No. 2011, for the proposed development located at Lot 266, Suburban Lot 40, Esquimalt District, Plan 2854 and Lot 267, Suburban Lot 40, Esquimalt District, Plan 2854 [521-529 Comerford Street], as submitted, be forwarded to Council with a **recommendation of denial** due to concerns regarding insufficient parking.

**Zoning Bylaw, 1992, No. 2050, Section 24 (1) – Visibility at Intersections** – an exemption from the requirement that there shall be no obstruction to the line of vision by Buildings, Structures or vegetation between the heights of 1 metre and 3 metres above the established grade of streets within and area bounded by the centre lines of intersecting streets and a line joining a point on each of the centre lines 25 metres from their intersection.

**Parking Bylaw No. 2011, Section 11(1) – Visitor Parking** – a reduction in the required number of dedicated visitor parking spaces from 1 of every 4 to 1 of every 27 [i.e. from a total of 14 visitor spaces to 2 visitor spaces]

**Parking Bylaw No. 2011, Section 13(1)(a)(v) – Number Of Off-Street Parking Spaces** – a reduction in the required number of parking spaces from 1.3 spaces per dwelling unit to 0.43 spaces per dwelling unit [i.e. from a total of 55 spaces to 20 spaces].

**6. PUBLIC QUESTION AND COMMENT PERIOD**

*Excluding items which are or have been the subject of a Public Hearing.  
Limit of two minutes per speaker.*

**7. ADJOURNMENT**