



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

File 0550-06

January 18, 2012

NOTICE

**A REGULAR MEETING OF COUNCIL WILL BE HELD ON
MONDAY, JANUARY 23, 2012 AT 7:00 PM, 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 REGULAR MEETING OF COUNCIL

Monday, January 23, 2012

7:00 p.m.

Esquimalt Council Chambers

1. CALL TO ORDER
2. LATE ITEMS
3. APPROVAL OF THE AGENDA
4. PRESENTATION

(1) Sandra Richardson, CEO, Victoria Foundation

5. PUBLIC INPUT (On items listed on the Agenda)
Excluding items which are or have been the subject of a Public Hearing.

6. STAFF REPORTS

Administration

- (1) Centennial Budget – Early Budget Approval, Staff Report No. ADM-12-007 Pg. 1 – 2

RECOMMENDATION:

That Council consider the early budget requested by the Centennial Celebrations Select Committee as attached to Staff Report No. ADM-12-007.

Finance

- (2) Revenue Anticipation Borrowing Bylaw, Staff Report No. FIN-12-002 Pg. 3 – 5

RECOMMENDATION:

The the *Revenue Anticipation Borrowing Bylaw, 2012, No. 2786*, for the year 2012 in the amount of \$2,500,000, be given 1st, 2nd and 3rd reading.

Development Services

- (3) Development Permit, 880-D Esquimalt Road, [Lot 2, Section 11, Esquimalt District, Plan 47946], Staff Report No. DEV-12-007 Pg. 6 – 20

RECOMMENDATION:

That Development Permit No. 18/2011, limiting the form and character of development to that shown on architectural plans provided by Graphvette Design and Drafting, stamped “Received December 5, 2011”, for the proposed tenant improvements and signage, be **approved, issued and registered** on the title of Lot 2, Section 11, Esquimalt District, Plan 47946 [880–D Esquimalt Road].

7. BYLAW

For Adoption

- (1) False Alarm Bylaw, 2012, No. 2784

Pg. 21 – 24

8. MAYOR’S AND COUNCILLORS’ REPORTS

9. COMMUNICATIONS

- (1) Letter from Andrew Thomson, Fisheries and Oceans Canada, dated January 3, 2012, Re: BC Aquaculture Regulatory Program

Pg. 25

- (2) Letter from Ted Willmer, Union of British Columbia Municipalities dated January 5, 2012, Re: 2012 UBCM Membership Dues

Pg. 26 – 28

- (3) Letter from David Black, Canadian Office and Professional Employees Union Local 378, dated January 12, 2012, Re: Smart Meter Initiative

Pg. 29

10. PUBLIC QUESTION AND COMMENT PERIOD

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

11. MOTION TO GO *IN CAMERA*

Motion to go *In Camera* pursuant to Section 90 of the *Community Charter* to discuss:

- Labour relations or other employee relations; and
- The security of the property of the municipality; and
- Litigation or potential litigation affecting the municipality;

In accordance with Section 90 (1) (c), (d) and (g) of the *Community Charter*, and that the general public be excluded.

12. ADJOURNMENT



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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Telephone (250) 414-7100 Fax (250) 414-7111

Council Meeting: January 23, 2012

STAFF REPORT

DATE: January 19, 2012 Report No. ADM-12-007
TO: Laurie Hurst, Chief Administrative Officer
FROM: Ritchie Morrison, Communications Coordinator
SUBJECT: Centennial Budget – Early Budget Approval

RECOMMENDATION:

That Council consider the early budget requested by the Centennial Celebrations Select Committee as attached.

BACKGROUND:

The Centennial Celebrations Select Committee approved in principal the centennial budget for 2012 at a committee meeting held on November 22nd, 2011. The Committee is requesting early approval from Council for this budget in order to proceed with event planning and centennial project work.

Ritchie Morrison
Communications Coordinator

Approved for Council's consideration:

Laurie Hurst, CAO

Dated: Jan 19/12

ESQUIMALT CENTENNIAL COMMITTEE

	<u>2011 Actual</u>	<u>2012 BUDGET</u>		
		<u>Carryforward</u>	<u>Current</u>	<u>Total</u>
<u>Revenue</u>				
Casino Funds		15,000		15,000
Sponsors		7,500	17,000	24,500
Grants ***		24,300	16,670	40,970
Book Sales			24,000	24,000
Sale of Pavers*		30,000	30,000	60,000
Sale of Merchandise	5,820		10,000	10,000
Miscellaneous	1,151			
	<u>\$5,820</u>	<u>\$76,800</u>	<u>\$97,670</u>	<u>\$174,470</u>
<u>Expenditure</u>				
Salaries and benefits	29,585		36,000	36,000
Advertising and Design	12,419		50,000	50,000
Banners/Signage			7,500	7,500
Book		15,000	20,000	35,000
Walkway		15,000	110,000	125,000
Merchandise(banners/tea/pins)	15,924		7,500	7,500
Events **			78,200	78,200
Supplies and services ***	9,429		16,000	16,000
	<u>\$67,357</u>	<u>\$30,000</u>	<u>\$325,200</u>	<u>\$355,200</u>

Not included in the 2012 budget are inkind services of approximately \$64,250

Additional Notes

* Carry forward amount of \$30,000 represents the sale of pavers during 2010 and 2011

** Anticipate expenditures will be offset by inkind contributions and booth sales

*** A \$10,000 provincial grant for paver purchases and French translation of print and web materials is included in 2012



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

STAFF REPORT

DATE: January 18, 2012 **REPORT NO.** FIN-12-002
TO: Laurie Hurst, CAO
FROM: Mary Turner, Deputy Director of Financial Services
SUBJECT: Revenue Anticipation Borrowing Bylaw

RECOMMENDATION:

That the *Revenue Anticipation Borrowing Bylaw, 2012, No. 2786*, for the year 2012 in the amount of \$2,500,000, be given 1st, 2nd and 3rd reading.

BACKGROUND:

Section 177 of the *Community Charter* permits a Council to borrow money for short term purposes to a limit of 75% of the taxes levied for all purposes in the preceding year. For 2012, this limit is \$16,834,888.

No outside short-term borrowing has been required since 1991 as our net cash balance has been sufficient to cover operating expenditures until the end of June when taxes are due. Even if no funds are borrowed, our bank requires the bylaw as security for the General Account overdraft.

For 2012, an amount not exceeding \$2,500,000 may be required to be borrowed by either overdraft or short-term loan. This amount is deemed to be sufficient by the bank and is approximately 9% of our operating budget. The rate of interest would be determined at the time the loan is made.

Submitted by:

Mary Turner
Deputy Director of Financial Services

Approved for Council's consideration:

Laurie Hurst, CAO

Dated: Jan 18/12

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

BYLAW NO. 2786

A Bylaw to authorize the borrowing of such sums of money as may be necessary to meet current lawful expenditures of the Corporation for the year 2012.

WHEREAS, pursuant to Section 177 of the *Community Charter*, the Municipal Council may, by bylaw provide for the borrowing of money that may be necessary to meet current lawful expenditures;

AND WHEREAS the maximum amount so borrowed shall not exceed at any time the sum of unpaid taxes for all purposes levied during the current year and the money remaining due from other governments;

AND WHEREAS before the adoption of the annual rates bylaw in any year, the taxes in the current year are deemed to be seventy-five per centum of all taxes levied for all purposes in the preceding year;

AND WHEREAS the current year taxes calculated in accordance with the above amount to \$16,834,888;

AND WHEREAS to meet the current lawful expenditure of the Corporation it may be necessary to borrow an amount not exceeding \$2,500,000;

NOW, THEREFORE, THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ESQUIMALT, in open meeting assembled, hereby enacts as follows:

1. This Bylaw may be cited as the "*REVENUE ANTICIPATION BORROWING BYLAW, 2012, NO. 2786*".
2. It shall be lawful for the Municipal Council to borrow upon the credit of the Corporation a sum not exceeding two million five hundred thousand dollars (\$2,500,000) in such amounts and at such times as may be required, and to pay interest thereon.
3. All the monies so borrowed and the interest payable thereon shall be payable on or before the 31st day of December 2012.

4. The form of the obligation or obligations to be given as an acknowledgement of the liability shall be a Promissory Note or Notes bearing the Corporate Seal and signed by the Mayor and the Acting Director of Financial Services.
5. There is hereby set aside as security for the liability hereby authorized to be incurred, the sum of \$2,500,000 being part of the taxes for the current year deemed by the Municipal Council expedient to be so set aside.

Read a first time by the Municipal Council on the day of January, 2012.

Read a second time by the Municipal Council on the day of January, 2012.

Read a third time by the Municipal Council on the day of January, 2012.

ADOPTED by the Municipal Council on the day of January, 2012.

BARBARA DESJARDINS
MAYOR

ANJA NURVO
CORPORATE OFFICER



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

Council Meeting: January 23, 2012

STAFF REPORT

DATE: January 17, 2012 Report No. DEV-12-007
TO: Laurie Hurst, Chief Administrative Officer
FROM: Trevor Parkes, Senior Planner
Barbara Snyder, Director, Development Services
SUBJECT: DEVELOPMENT PERMIT
880-D Esquimalt Road
[Lot 2, Section 11, Esquimalt District, Plan 47946]

RECOMMENDATION:

That Development Permit No. 18/2011, limiting the form and character of development to that shown on architectural plans provided by Graphvette Design and Drafting, stamped "Received December 5, 2011", for the proposed tenant improvements and signage, be **approved, issued** and **registered** on the title of Lot 2, Section 11, Esquimalt District, Plan 47946 [880-D Esquimalt Road].

BACKGROUND:

Comments from Advisory Planning Commission: This application was considered at the regular meeting of APC held on December 20, 2011. Members commented that proposed changes appeared to be an improvement to the existing commercial space. The application was forwarded to Council with a recommendation of approval.

Committee of the Whole [COTW]: The application was presented at the regular meeting of the Committee of the Whole on January 9, 2012. The application was forwarded to Council with a recommendation of approval subject to a Development Permit being returned to Council for consideration.

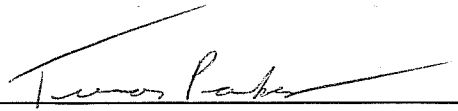
Council: The report from the Committee of the Whole was received at the regular meeting of Council held on January 16, 2012. Staff were directed to prepare a Development Permit and return it to Council for consideration.

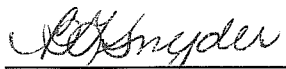
ISSUES:

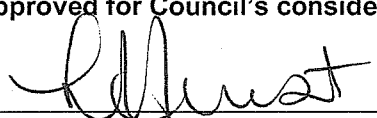
Public Notification: As this proposal does not involve rezoning and does not require any variances to proceed, public consultation is not a requirement.

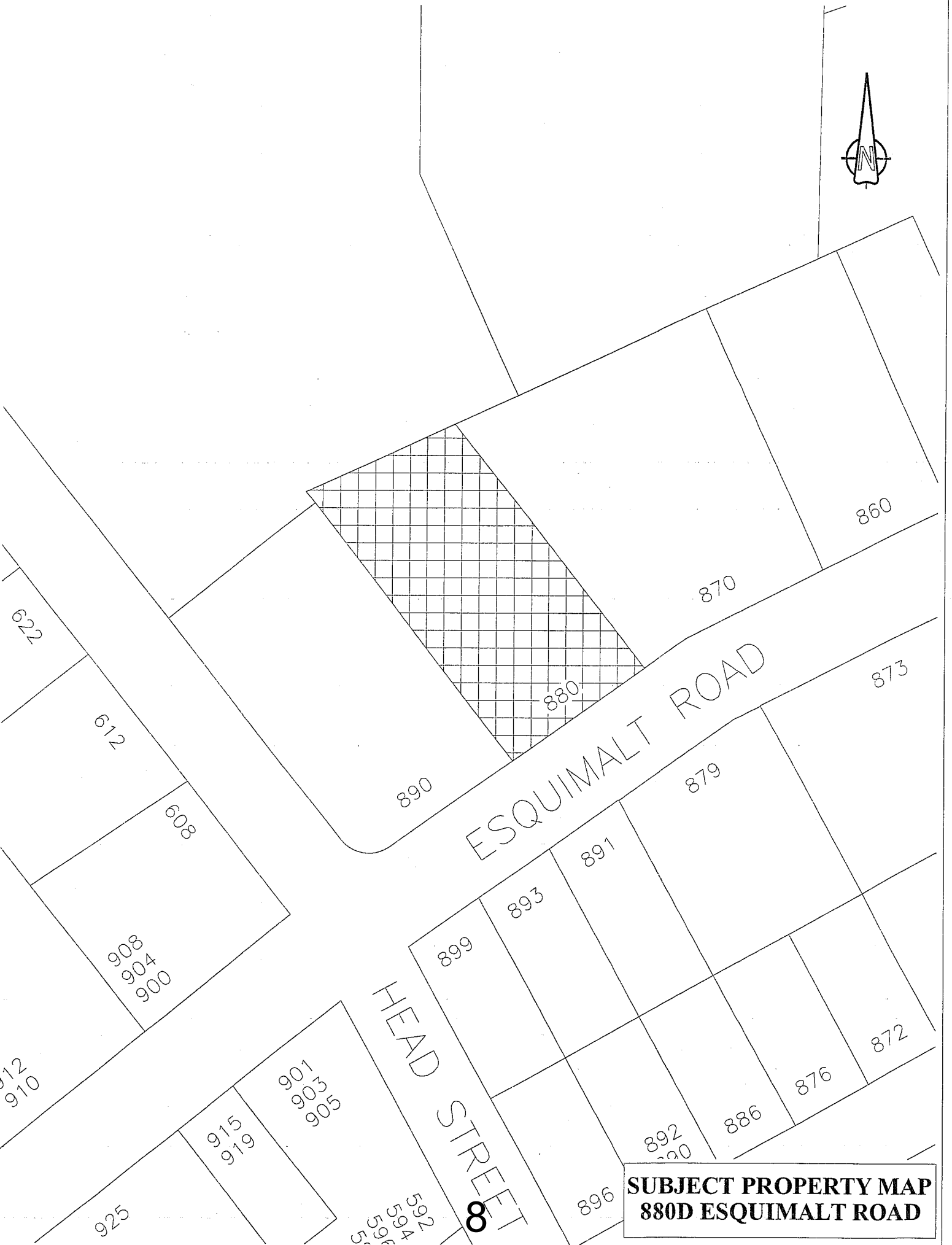
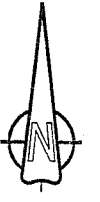
ALTERNATIVES:

1. Approve, issue and register Development Permit No. 18/ 2011 on the title of Lot 2, Section 11, Esquimalt District, Plan 47946 [880-D Esquimalt Road].
2. Deny approval of Development Permit No. 18/ 2011.


Trevor Parkes
Senior Planner


Barbara Snyder
Director of Development Services

Approved for Council's consideration:

Laurie Hurst, CAO
Dated: Jan 18/12



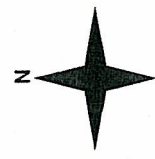
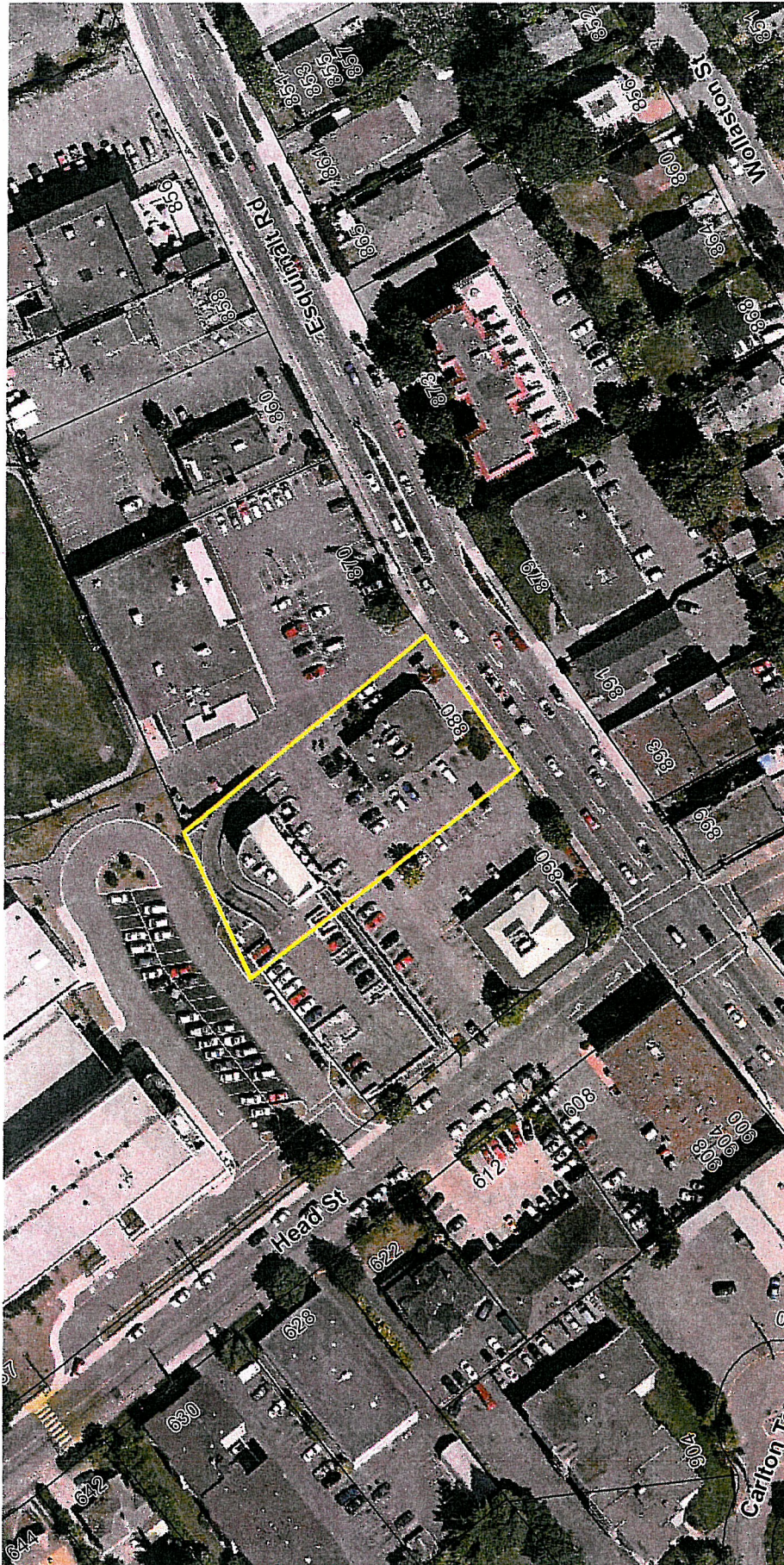
ESQUIMALT ROAD


HEAD STREET

8

**SUBJECT PROPERTY MAP
880D ESQUIMALT ROAD**

880-D Esquimalt Road



Subject Property Boundary: 

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

DEVELOPMENT PERMIT

NO. 18/2011

Owners: Sofie Investment Inc. No. A74078
3- 772 Bay Street
Victoria, B.C. V8T 5E4

Lands: Lot 2, Section 11, Esquimalt District, Plan 47946

Address: 880- D Esquimalt Road

Conditions:

1. This Development Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit.
2. Approval of this Development Permit is issued in accordance with architectural and signage plans provided by Graphvette Design and Drafting, stamped "Received December 5, 2011", attached hereto as Schedule 'A'.
3. The lands shall be developed in accordance with the terms and conditions and provisions of this Permit, provided that minor variations which do not affect the overall building design may be permitted by the Director of Development Services.
4. The terms, conditions and covenants contained herein shall enure to the benefit of and be binding upon the Owners, their executors, heirs or administrators, successors and assigns as the case may be or their successors to title in the lands.
5. This Development Permit is not a Building Permit.
6. This Permit lapses two (2) years after the date it is issued if the holder of the Permit does not substantially start any construction with respect to which the Permit was issued.
7. For the purposes of this Development Permit, the holder of the Permit shall be the owner(s) of the lands.

ISSUED BY MUNICIPAL COUNCIL RESOLUTION ON THE ---- DAY OF
-----, 2012

SIGNED THIS _____ DAY OF _____, 2012

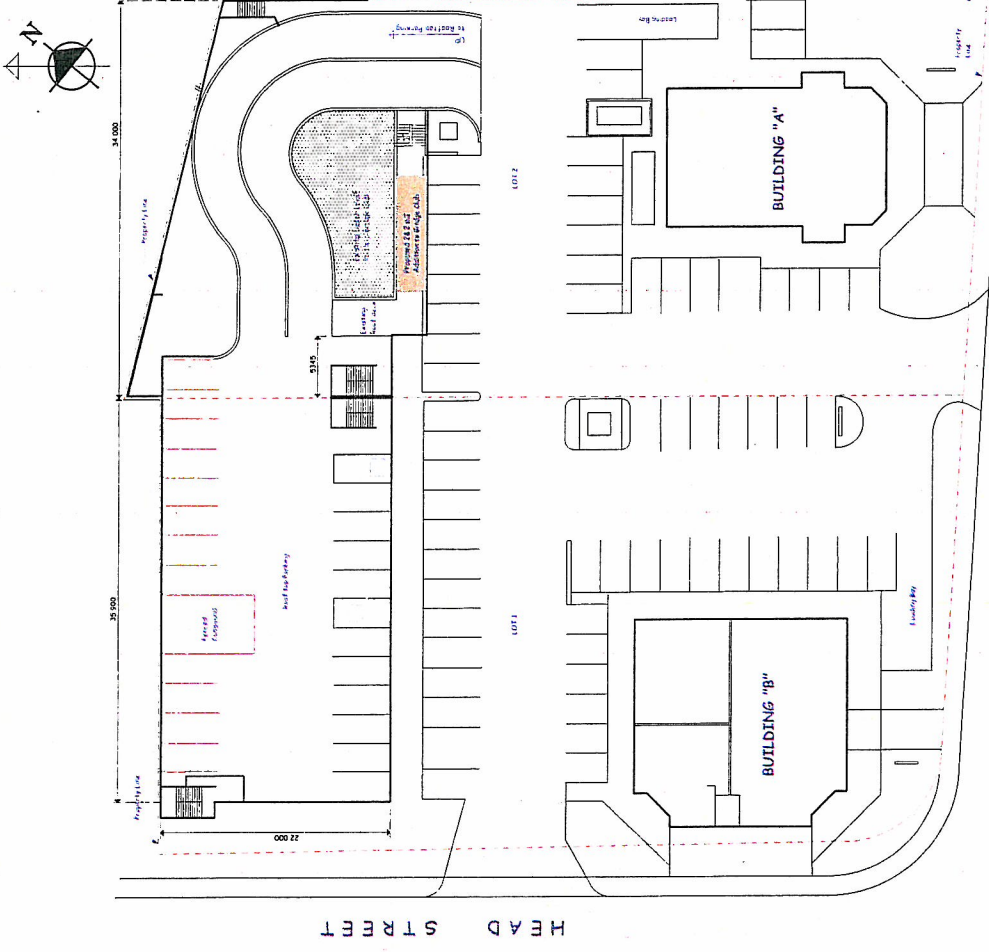
Director of Development Services

Corporate Officer
Corporation of the Township
of Esquimalt

PROJECT DATA	
EXISTING	PROPOSED
Address	8800 Esquimalt Rd, Esquimalt, B.C.
Zone	Neighborhood Commercial - C2 (N.A. No. 8 Commercial)
Site Area	5117.9 m ²
Building Area	Existing
Block A	Block A Floor: 245.8 m ²
Block B	Block B Floor: 214.2 m ²
Block C	Block C Floor: 145.8 m ²
Block D	Block D Floor: 145.8 m ²
Total Floor Area	282.2 m ² 7,071.3 m ²
Flow Area Ratio	N/A
Lot Coverage	Existing: 30% Proposed: 41.11%
Block Height	Existing: No Change
Setback	Existing: No Change
Side Entry	Existing: No Change
Entrance Side, West	Existing: No Change
Entrance	Existing: No Change
Driveway	Existing: No Change
Garage	Existing: No Change
Other	Existing: No Change
Notes	By calculation 83 spaces required. Existing approx. level: 24. Proposed approx. level: 24. 145.8 m ² floor area, 145.8 m ²

THIS IS SCHEDULE 'A' OF
DEVELOPMENT PERMIT NO. 18/2011

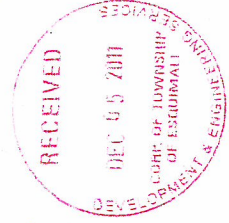
CORPORATE OFFICER



1 SITE PLAN

14500 14500
14500 14500
14500 14500

NOTE:
1. This plan shows a proposed addition to an existing building.
2. The site area is 5117.9 m².
3. The proposed addition is 282.2 m².
4. The total floor area is 7,071.3 m².
5. The total parking spaces are 83.



PROPOSED ADDITION
UPPER FLOOR
8800 Esquimalt Road, Esquimalt, B.C.

graphette
Design and Drafting
3055 Wilmore Road
V8Z 2S3
(250) 837-7473

Scale: As Shown
Date: November 28, 2011
Sheet: 1 of 3
Project: 11132

03/24/2011

PROPOSED
ADDITION

UPPER FLOOR

880D
Esquimalt Road,
Esquimalt, B.C.

RECEIVED

THE CITY OF
CURVE OF TOWNSHIP
OF ESQUIMALT
TEXT & EVALUATION SERVICES

graphvette
design and drafting
1000 Esquimalt Road,
Victoria, B.C.
V8Y 1K2
(250) 812-7473

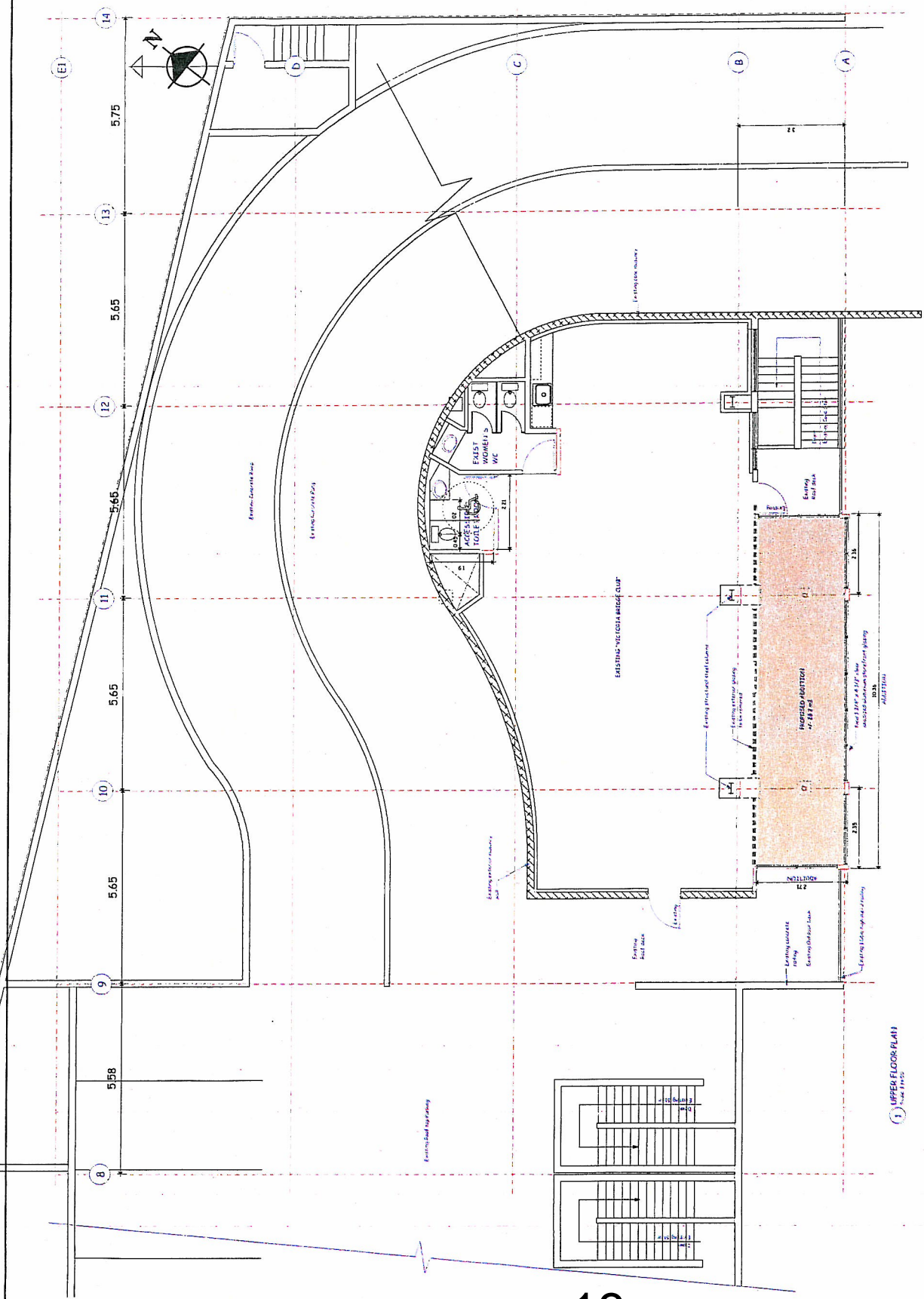
Made to order
Sheet: D-1001-UP-211
Drawing:
Date:
Scale:

2
of 3

Plan No. 1132

THIS IS SCHEDULE A OF
DEVELOPMENT PERMIT NO. 18/2011

CORPORATE OFFICER

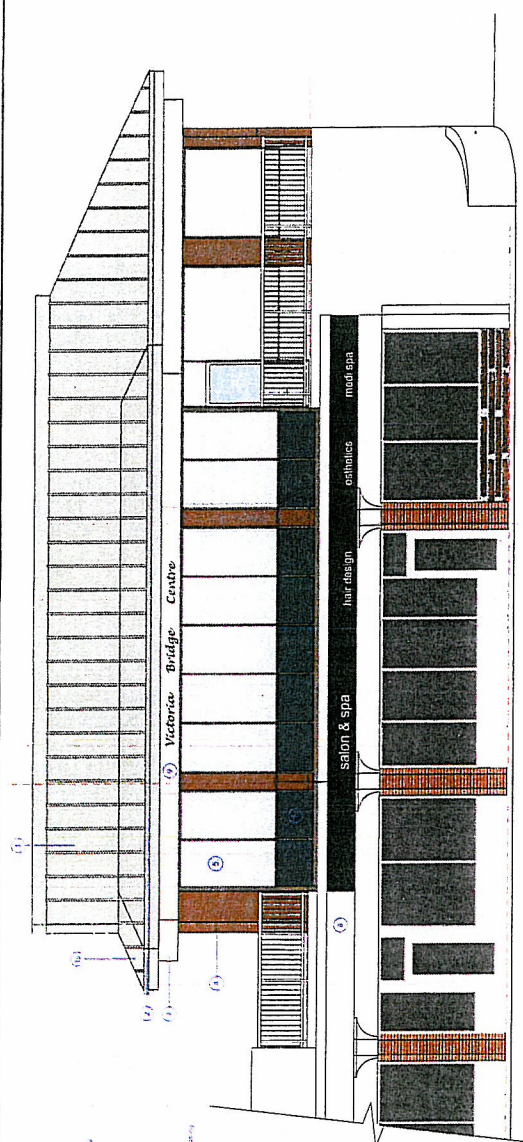


PROPOSED ADDITION
UPPER FLOOR
8800
Esquimalt Road,
Esquimalt, B.C.

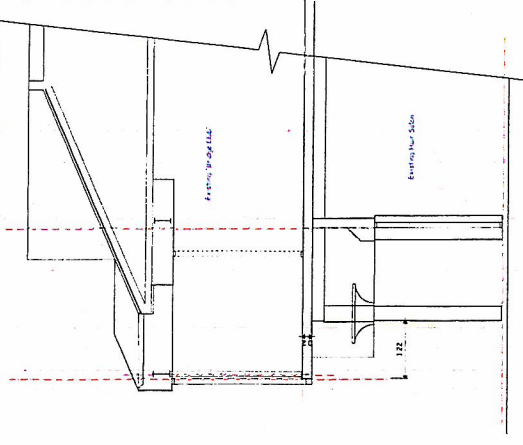
RECEIVED
DEPT. OF TOWNSHIP OF ESQUIMALT
DEVELOPMENT SERVICES
JAN 11 2011

graphivette
design and drafting
Victoria, B.C.
250 852-7473

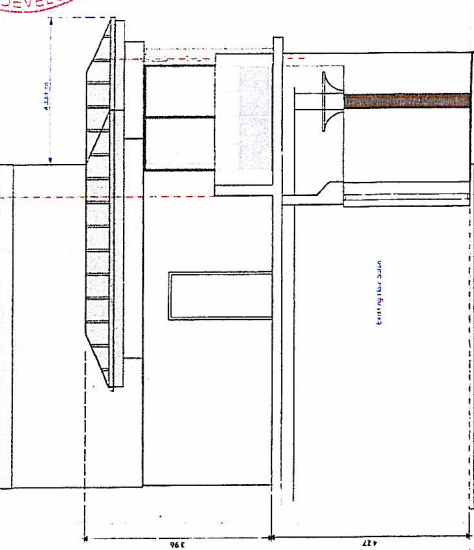
Scale: 1/8" = 1'-0"
Date: 11/11/2010
3 of 3



2 SOUTH ELEVATION
Scale: 1 to 100



1 SECTION LOOKING WEST
Scale: 1 to 100



4 WEST ELEVATION
Scale: 1 to 100

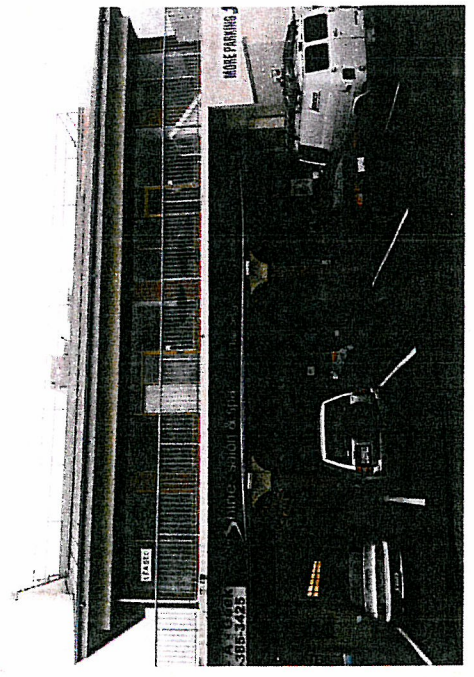
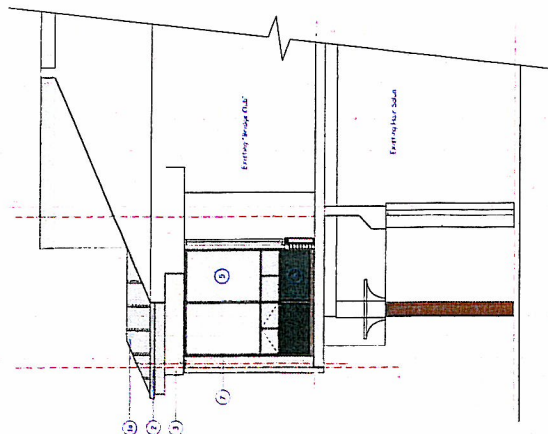


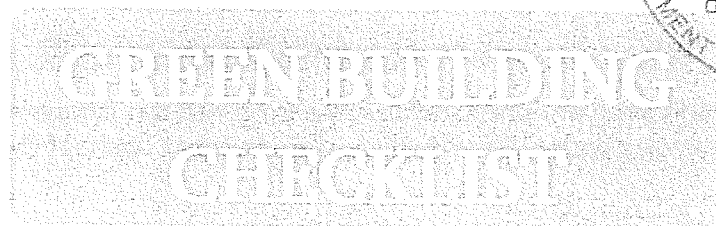
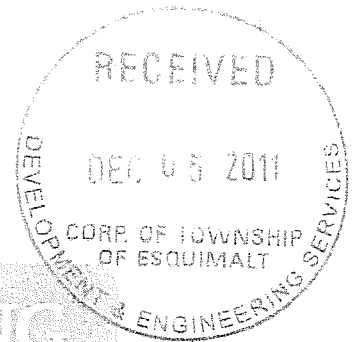
PHOTO of EXISTING



3 EAST ELEVATION
Scale: 1 to 100

THIS IS SCHEDULE A' OF
DEVELOPMENT PERMIT NO. 18/2011

CORPORATE OFFICER



The purpose of this Checklist is to make property owners and developers aware of specific green features that can be included in new developments to reduce their carbon footprints to help create a more sustainable community.

Creating walkable neighbourhoods, fostering green building technologies, making better use of our limited land base and ensuring that new development is located close to services, shops and transit are some of the means of achieving sustainability.

The Checklist which follows focuses on the use of Green Technologies in new buildings and major renovations. The Checklist is not a report card, it is a tool to help identify how your project can become 'greener' and to demonstrate to Council how your project will help the Township of Esquimalt meet its sustainability goals. It is not expected that each development will include all of the ideas set out in this list but Council is looking for a strong commitment to green development.

There are numerous green design standards, for example, Built Green BC; LEED ND; Living Building Challenge; Green Shores; Sustainable Sites Initiative. Esquimalt is not directing you to follow any particular standard, however, you are strongly encouraged to incorporate as many green features as possible into the design of your project.

As you review this checklist, if you have any questions please contact Development Services at 250.414.7108 for clarification.

Plan development is essential to Esquimalt.
We look forward to working with you
to ensure that development is
as green and sustainable as possible.

Other documents containing references to building and site design and sustainability, which you are advised to review, include:

- Esquimalt's Official Community Plan
- Development Protocol Policy
- Esquimalt's Pedestrian Charter
- Tree Protection Bylaw No. 2664
- A Sustainable Development Strategic Plan for the Township of Esquimalt

"One-third of Canada's energy use goes to running our homes, offices and other buildings. The federal government's Office of Energy Efficiency (Natural Resources Canada) reports that a corresponding one-third of our current greenhouse gas (GHG) emissions come from the built environment."

[Green Building and Development as a Public Good, Michael Buzzelli, CPRI Research Report, June 2009]

Please answer the following questions and describe the green and innovative features of your proposed development. Depending on the size and scope of your project, some of the following points may not be applicable.

Green Building Standards

Both energy use and emissions can be reduced by changing or modifying the way we build and equip our buildings.

- 1 Are you building to a recognized green building standard? Yes No
If yes, to what program and level?
- 2 If not, have you consulted a Green Building or LEED consultant to discuss the inclusion of green features? Yes No
- 3 Will you be using high-performance building envelope materials, rainscreen siding, durable interior finish materials or safe to re-use materials in this project? Yes No
If so, please describe them.
- 4 What percentage of the existing building[s], if any, will be incorporated into the new building? 98.7 %
- 5 Are you using any locally manufactured wood or stone products to reduce energy used in the transportation of construction materials? Please list any that are being used in this project.
- 6 Have you considered advanced framing techniques to help reduce construction costs and increase energy savings? Yes No
- 7 Will any wood used in this project be eco-certified or produced from sustainably managed forests? If so, by which organization? _____
For which parts of the building (e.g. framing, roof, sheathing etc.)? _____
- 8 Can alternatives to Chlorofluorocarbon's and Hydro-chlorofluorocarbons which are often used in air conditioning, packaging, insulation, or solvents] be used in this project? If so, please describe these. _____ Yes No
- 9 List any products you are proposing that are produced using lower energy levels in manufacturing.
- 10 Are you using materials which have a recycled content [e.g. roofing materials, interior doors, ceramic tiles or carpets]? Yes No
- 11 Will any interior products [e.g. cabinets, insulation or floor sheathing] contain formaldehyde? Yes No

Water Management

The intent of the following features is to promote water conservation, re-use water on site, and reduce storm water run-off.

Indoor Water Fixtures

- | | | | |
|----|--|-----|----|
| 12 | Does your project exceed the BC Building Code requirements for public lavatory faucets and have automatic shut offs? | Yes | No |
| 13 | For commercial buildings, do flushes for urinals exceed BC Building Code requirements? | Yes | No |
| | | N/A | |
| 14 | Does your project use dual flush toilets and do these exceed the BC Building Code requirements? | Yes | No |
| 15 | Does your project exceed the BC Building Code requirements for maximum flow rates for private showers? | Yes | No |
| | | N/A | |
| 16 | Does your project exceed the BC Building Code requirements for flow rates for kitchen and bathroom faucets? | Yes | No |
| | | N/A | |

Storm Water

- | | | | | |
|----|--|---------|-------------------------------------|--------------------------------------|
| 17 | If your property has water frontage, are you planning to protect trees and vegetation within 60 metres of the high water mark? [Note: For properties located on the Gorge Waterway, please consult Sections 7.1.2.1 and 9.6 of the Esquimalt Official Community Plan.] | Yes | No | <input checked="" type="radio"/> N/A |
| 18 | Will this project eliminate or reduce inflow and infiltration between storm water and sewer pipes from this property? | Yes | No | <input checked="" type="radio"/> N/A |
| 19 | Will storm water run-off be collected and managed on site (rain gardens, wetlands, or ponds) or used for irrigation or re-circulating outdoor water features? If so, please describe. _____ | Yes | <input checked="" type="radio"/> No | N/A |
| 20 | Have you considered storing rain water on site (rain barrels or cisterns) for future irrigation uses? | Yes | <input checked="" type="radio"/> No | N/A |
| 21 | Will surface pollution into storm drains will be mitigated (oil interceptors, bio-swales)? If so, please describe. _____ | Yes | <input checked="" type="radio"/> No | N/A |
| 22 | Will this project have an engineered green roof system or has the structure been designed for a future green roof installation? | Yes | <input checked="" type="radio"/> No | N/A |
| 23 | What percentage of the site will be maintained as naturally permeable surfaces? | _____ % | | |

Waste water

- | | | | | |
|----|--|-----|----|--------------------------------------|
| 24 | For larger projects, has Integrated Resource Management (IRM) been considered (e.g. heat recovery from waste water or onsite waste water treatment)? If so, please describe these. _____ | Yes | No | <input checked="" type="radio"/> N/A |
|----|--|-----|----|--------------------------------------|

Natural Features/Landscaping

The way we manage the landscape can reduce water use, protect our urban forest, restore natural vegetation and help to protect the watershed and receiving bodies of water.

- | | | | | |
|----|--|-----|-------------------------------------|-----|
| 25 | Are any healthy trees being removed? If so, how many and what species? | Yes | <input checked="" type="radio"/> No | N/A |
|----|--|-----|-------------------------------------|-----|

Could your site design be altered to save these trees?

Have you consulted with our Parks Department regarding their removal?

- 26 Will this project add new trees to the site and increase our urban forest?
If so, how many and what species? _____ Yes No N/A
- 27 Are trees [existing or new] being used to provide shade in summer or to buffer winds? Yes No N/A
- 28 Will any existing native vegetation on this site be protected?
If so, please describe where and how. _____ Yes No N/A
- 29 Will new landscaped areas incorporate any plant species native to southern Vancouver Island? Yes No N/A
- 30 Will xeriscaping (i.e. the use of drought tolerant plants) be utilized in dry areas? Yes No N/A
- 31 Will high efficiency irrigation systems be installed (e.g. drip irrigation; 'smart' controls)? Yes No N/A
- 32 Have you planned to control invasive species such as Scotch broom, English ivy, Himalayan and evergreen blackberry growing on the property? Yes No N/A
- 33 Will topsoil will be protected and reused on the site? Yes No N/A

Energy Efficiency

Improvements in building technology will reduce energy consumption and in turn lower greenhouse gas [GHG] emissions. These improvements will also reduce future operating costs for building occupants.

- 34 Will the building design be certified by an independent energy auditor/analyst?
If so, what will the rating be? _____ Yes No N/A
- 35 Have you considered passive solar design principles for space heating and cooling or planned for natural daylighting? Yes No N/A
- 36 Does the design and siting of buildings maximize exposure to natural light?
What percentage of interior spaces will be illuminated by sunlight? _____% Yes No N/A
- 37 Will heating and cooling systems be of enhanced energy efficiency (ie. geothermal, air source heat pump, solar hot water, solar air exchange, etc.).
If so, please describe. _____
If you are considering a heat pump, what measures will you take to mitigate any noise associated with the pump? _____ Yes No N/A
- 38 Has the building been designed to be solar ready? Yes No N/A
- 39 Have you considered using roof mounted photovoltaic panels to convert solar energy to electricity? Yes No N/A
- 40 Do windows exceed the BC Building Code heat transfer coefficient standards? Yes No N/A
- 41 Are energy efficient appliances being installed in this project?
If so, please describe.
- 42 Will high efficiency light fixtures be used in this project?
If so, please describe. Yes No N/A
- 43 Will building occupants have control over thermal, ventilation and light levels? Yes No N/A
- 44 Will outdoor areas have automatic lighting [i.e. motion sensors or time set]? Yes No N/A
- 45 Will underground parking areas have automatic lighting? Yes No N/A

Air Quality

The following items are intended to ensure optimal air quality for building occupants by reducing the use of products which give off gases and odours and allowing occupants control over ventilation.

- 46 Will ventilation systems be protected from contamination during construction and certified clean post construction? Yes No N/A
- 47 Are you using any natural, non-toxic, water soluble or low-VOC [volatile organic compound] paints, finishes or other products? Yes No N/A
If so, please describe. _____
- 48 Will the building have windows that occupants can open? Yes No N/A
- 49 Will hard floor surface materials cover more than 75% of the liveable floor area? Yes No N/A
- 50 Will fresh air intakes be located away from air pollution sources? Yes No N/A

Solid Waste

Reuse and recycling of material reduces the impact on our landfills, lowers transportation costs, extends the life-cycle of products, and reduces the amount of natural resources used to manufacture new products.

- 51 Will materials be recycled during demolition of existing buildings and structures? Yes No N/A
If so, please describe. Existing glazing will be recycled
- 52 Will materials be recycled during the construction phase? Yes No N/A
If so, please describe. _____
- 53 Does your project provide enhanced waste diversion facilities i.e. on-site recycling for cardboard, bottles, cans and or recyclables or on-site composting? Yes No N/A
- 54 For new commercial development, are you providing waste and recycling receptacles for customers? Yes No N/A

Green Mobility

The intent is to encourage the use of sustainable transportation modes and walking to reduce our reliance on personal vehicles that burn fossil fuels which contributes to poor air quality.

- 55 Is pedestrian lighting provided in the pathways through parking and landscaped areas and at the entrances to your building[s]? Yes No N/A
- 56 For commercial developments, are pedestrians provided with a safe path[s] through the parking areas and across vehicles accesses? Yes No N/A
- 57 Is access provided for those with assisted mobility devices? Yes No N/A
- 58 Are accessible bike racks provided for visitors? Yes No N/A
- 59 Are secure covered bicycle parking and dedicated lockers provided for residents or employees? Yes No N/A
- 60 Does your development provide residents or employees with any of the following features to reduce personal automobile use [check all that apply]:
 - transit passes
 - car share memberships
 - shared bicycles for short term use
 - weather protected bus shelters
 - plug-ins for electric vehicles

Is there something unique or innovative about your project that has not been addressed by this Checklist? If so, please add extra pages to describe it.

graphvette

design and drafting

3805 Wilkinson Road, Victoria, B.C. V8Z 5A3

Tel: (250) 812-7473

November 29, 2011

Development Services,
Township of Esquimalt,
1229 Esquimalt Road,
Esquimalt, B.C.
V9A 3P1

Re: **Development Variance Permit, 880D Esquimalt Road, Upper Floor**

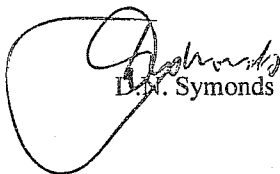
Dear Sir/Madam:

On behalf of my client, and as background to our request for a Development Variance Permit, at the above noted location, I respectfully submit the following detail:

- i. Scope of proposed work;
Removal of +/- 30 feet of exterior glazing, construction of new enclosure of 28 m2 over existing roof deck (restaurant patio).
- ii. New storefront exterior glazing with coloured glass spandrel panels in anodized aluminium frames.
- iii. Extend metal roofing to match existing complete with matching fascia detail.
- iv. Colours/finishes of metal roofing & fascia detail to match existing.
- v. Metal railings to remain & be trimmed to suit new wall glazing.
- vi. There is adequate parking on the site to suit this additional enclosed floor space. (See drawings)
- vii. As this proposal relates to the upper storey of this complex there is no additional grade level landscaping proposed. In keeping with the Owner's existing policies, hanging flower baskets will be provided at both ground level & upper level.
- viii. This proposal relates to the enclosure of existing deck space. The existing upper level mechanical system has capacity to provide adequate heating & cooling and adequate plumbing facilities exist within the existing space.
- ix. New illuminated, fascia mounted sign for new tenant, "Victoria Bridge Club".
- x. In reviewing the "Green Building Checklist", a number of initiatives could/will be undertaken on this project, recognizing the scale of the project does not lend itself to large scale initiatives.

I respectfully request on behalf of my client, approval of this application.

Yours very truly,
Graphvette Design


D.N. Symonds



THE CORPORATION OF THE TOWNSHIP OF ESQUIMALT

BYLAW NO. 2784

A Bylaw to regulate in relation to alarm systems and to reduce false alarms

WHEREAS Section 196(1) of the *Community Charter* provides that Council may establish fees to be paid by the owner or occupier of real property to which Fire services are provided in response to a false alarm of a security or fire alarm system;

AND WHEREAS excessive numbers of false alarms are being permitted to occur by the owners or users of security and fire alarm systems;

AND WHEREAS these false alarms require emergency responses from the Fire Department that pose a threat to the safety of Fire Department members and members of the public by creating unnecessary hazards and delaying the Fire response to true emergencies;

AND WHEREAS under Section 8(6) of the *Community Charter* the Council may regulate the carrying on of business in the municipality for the purpose of protecting the public or preventing or minimizing nuisances;

NOW THEREFORE the Council of the Corporation of the Township of Esquimalt in open meeting assembled enacts as follows:

TITLE

1. This Bylaw may be cited as the "False Alarm Bylaw, 2012, No. 2784."

DEFINITIONS

2. In this Bylaw, unless the context otherwise requires:

"FALSE ALARM" means the activation of a security alarm or fire alarm system as a result of which services, including Fire and emergency services, are provided on behalf of the Township and the providers of the service do not find any evidence of fire, fire damage, smoke in relation to the building, structure, residence or facility, or where there has been no emergency situation. False alarm incidents include but are not limited to:

- i) The testing of an alarm which results in a Fire response;
- ii) An alarm actually or apparently activated by mechanical failure, malfunction or faulty equipment;
- iii) An alarm activated by user error;
- iv) An alarm reporting fire or an emergency situation occurring on or in relation to the address in which the alarm system is installed where no evidence exists or where no such event took place;
- v) An alarm actually or apparently activated by atmospheric conditions, excessive vibrations or power failure.

“FIRE and FIRE DEPARTMENT” means the Township of Esquimalt Fire Department.

“FIRE ALARM SYSTEM” means a device or devices installed on or in real property and designed to issue a warning of a fire by activating an audible alarm signal or alerting a Monitoring Service but does not include a fire alarm system that is intended to alert only the occupants of a single family dwelling unit in which it is installed.

“MONITORING SERVICE” means a person, partnership or company engaged in the business of monitoring alarm systems and reporting the occurrence of alarms to the Police and Fire departments.

“SECURITY ALARM SYSTEM” means any mechanical, electrical or electronic device which is designed, intended or used for the detection of an unauthorized entry into a building, structure, facility or surrounding area, or for alerting others to the commission of an unlawful act, or both, and which emits a sound or transmits a message, or does both, but does not include:

- i) A device which registers an alarm which is not audible, visible or perceptible outside the premises in which it is installed, or
- ii) A device which is installed in a motor vehicle.

MONITORING SERVICE

- 3. It shall be an offense for a Monitoring Service to report an alarm to the Fire Department unless it has first placed a telephone call to the premises from which the alarm was sent or to the Property Reference to verify that the alarm is not a false alarm.

OWNER’S RESPONSIBILITIES

- 4. The owner of real property shall be responsible for the proper use, installation, maintenance and operation of any security alarm system or fire alarm system installed on or in the real property in order to ensure the prevention of false alarms.

OWNER’S RESPONSIBILITIES – DESIGNATED REFERENCES

- 5. a) Every owner of real property who uses a security alarm system or fire alarm system must, within 72 hours of the installation of the system, keep the Fire Department informed by notice in writing of the names, addresses and telephone numbers of:
 - i) A Monitoring Service, if applicable; or
 - ii) At least three persons who will be known as Property References who may be contacted in the event of an alarm incident.
- b) The Fire Department are to be informed of any changes to the Monitoring Service or Property Reference contact information by notice in writing within 72 hours of those changes.

DESIGNATED REFERENCE RESPONSIBILITIES

- 6. The Monitoring Service representative or the Property References whose names are provided pursuant to subsection 5(a)(ii) must be persons who are:

- i) Available to receive telephone calls from the Police or Fire Department or Monitoring Service in the event of an alarm incident;
- ii) Able to attend at the premises of the alarm incident within thirty (30) minutes of being requested to do so by the Police or Fire Department or Monitoring Service;
- iii) Capable of affording the Police or Fire Department access to the premises where the alarm incident is located; and
- iv) Capable of operating the alarm system and able to safeguard the premises.

FEES FOR ATTENDANCE AT FALSE ALARMS

7. a) If in any 12 month period the Fire Department respond to three (3) false alarms originating from one alarm system, the Fire Chief shall cause a notice to be sent to the owner of the property in which the alarm system is installed advising of the occurrence of the false alarms and of the consequences which may arise if further false alarms occur.
- b) If in any 12 month period the Fire Department responds to four (4) or more false alarms originating from one alarm system, there shall be imposed on the owner of the property in which the alarm system is installed a fee of \$200.00 for the fourth and each subsequent false alarm.
- c) In any case where the designated Property Reference fails to attend within 30 minutes of notification, there shall be imposed upon the owner of the property at which a false alarm incident has occurred a Fire Department standby fee charged at the rate of \$500.00 per hour or portion thereof.
- d) In the event that Fire officers cause forced entry to the premises due to a false alarm, all costs incurred to secure the building will be imposed on the owner of the property.
- e) Any fees imposed under this Bylaw shall be due and payable within 45 days of invoice and, if not paid on December 31st of the year in which they are imposed, shall be added to and form part of the taxes payable on the real property as taxes in arrears.

APPEAL

8. a) The owner premises may appeal the determination that an alarm was false by submitting a notice in writing to the Fire Chief within 10 days of being notified of the determination of a false alarm. The Fire Chief may:
 - i) Conduct an internal investigation;
 - ii) Attempt to resolve the appeal informally with the owner;
 - iii) Convene a hearing;
 - iv) Receive written or oral submissions from the owner and occupier;and shall determine whether the alarm was false.

- b) The determination by the Fire Chief under this Section of whether an alarm was false shall be final and conclusive for all purposes.
- c) The Fire Chief may delegate his or her responsibility under this Section to another staff member in the Fire Department.

OFFENCE AND PENALTY

- 9. Any person who violates any provision of this Bylaw, or who suffers, causes or permits any act or thing to be done in contravention of this Bylaw, or who neglects to do or refrains from doing any act or thing which is required to be done by any of the provisions of this Bylaw, is guilty of an offence.
- 10. Every person convicted of an offence under this Bylaw shall be liable upon summary conviction to a fine not exceeding Two Thousand Dollars (\$2,000.00).
- 11. Where any violation continues, each day in which it continues shall be deemed to be a separate offence.

Read a first time on the 16th day of January, 2012.

Read a second time on the 16th day of January, 2012.

Read a third time on the 16th day of January, 2012.

ADOPTED on the _____ day of _____, 2012.

BARBARA DESJARDINS
MAYOR

ANJA NURVO
CORPORATE OFFICER



Fisheries and Oceans
Canada

Pêches et Océans
Canada

Pacific Region
Suite 200 – 401 Burrard Street
Vancouver, British Columbia
V6C 3S4

Région du Pacifique
Pièce 200 – 401 rue Burrard
Vancouver (C.-B.)
V6C 3S4

JAN 03 2012

Mayor Barbara Desjardins
Corporation of the Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC V9A 3P1

Dear Mayor Desjardins,

We are in receipt of your correspondence dated November 17, 2011 to President Stanhope of the Association of Vancouver Island Coastal Communities.

Thank you for the input provided in the letter outlining your municipality's perspective, based on information received from the Esquimalt Anglers Association, on the Pacific Aquaculture Regulations and the BC Aquaculture Regulatory Program.

This information is helpful and will be considered in our program's implementation over the coming months. In fact, many of the approaches raised in the letter are already being envisioned as key elements of the Aquaculture program framework, including:

- Development of a harmonized licence application process to reduce time and cost;
- Greater transparency with improved public reporting; this is currently available at <http://www.pac.dfo-mpo.gc.ca/aquaculture/index-eng.htm>;
- Continued consultation with regional governments, First Nations, industry licence holders, and other stakeholders such as the Sport Fishing Advisory Board to inform the Aquaculture Management Framework and the Integrated Management of Aquaculture Plans.

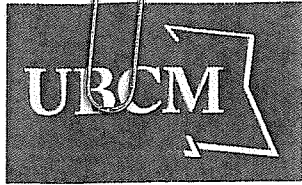
Fisheries and Oceans Canada is committed to ongoing consultation and engagement with your municipality as we move forward with the development and implementation of the BC Aquaculture Regulatory Program. We look forward to working with you directly, and through the AVICC. If you have any questions, please do not hesitate to contact us.

Sincerely,

Andrew Thomson
Director, Aquaculture Management Directorate
Fisheries and Oceans Canada

CORPORATION OF THE TOWNSHIP OF ESQUIMALT
RECEIVED: MQ DA YEAR
For information:
 CAO
 Mayor/Council
Referred: *ASA*
 For action
 For a report
 For response
 Council agenda
 COTW
 IC

Our File Notr
MECTC # = 20
RECEIVED
JAN 08 2012
CORPORATION OF THE TOWNSHIP OF ESQUIMALT



<input type="checkbox"/>	CAO
<input type="checkbox"/>	Mayor/Council
Referred: <i>Mary</i>	
<input checked="" type="checkbox"/>	For action
<input type="checkbox"/>	For a report
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MEMO
January 5, 2012

TO: Local Government Chief Financial Officers
 FROM: Ted Willmer, Manager Finance & Operations
 RE: **2012 UBCM MEMBERSHIP DUES**

JAN 13 2012
 CORPORATION OF THE
 TOWNSHIP OF ESCUMALT

Union of British Columbia Municipalities President Heath Slee has written to all local councils and regional boards requesting them to consider renewing their membership for 2012 (copy enclosed).

We also enclose for your attention our dues invoice. When making payment could you please enclose the bottom portion of the invoice with your cheque; also please do not combine your dues payment with any other billings you may receive from UBCM.

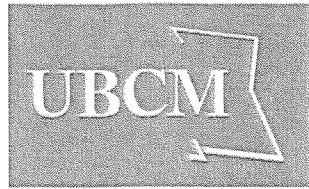
For 2012 there is a 5% increase in the UBCM membership dues rates. The population estimates used are those prepared by BC STATS, Ministry of Labour, Citizens' Services, & Open Government, Province of BC.

For your information, UBCM dues have over the last two decades fallen well below CPI adjusted dues.

Please feel free to call me if you have any questions.

Encl.

1110/10:12012-dc



MEMO

December 14, 2011

TO: Mayor & Council | Chair & Board
FROM: Director Heath Slee, UBCM President
RE: **UBCM MEMBERSHIP**

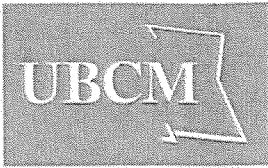
It is my pleasure to write on behalf of UBCM to all local governments requesting that you renew your membership in our organization.

As UBCM prepares to enter its 107th year, the organization is undoubtedly as vital today as it was in its inaugural year. With several important issues on the docket for 2012, I am reminded of the invaluable insight and strength in numbers that our membership base provides.

2011 marked our 32nd straight year with 100% membership. Due to this ongoing support, UBCM was able to achieve many significant outcomes in 2011. Here are a few examples:

- UBCM advocated for local government interests in the RCMP Contract Negotiations and worked with the provincial government to establish a BC Local Government RCMP Contract Management Committee.
- UBCM formed a Ferry Fares Advisory Committee to advocate on behalf of coastal communities in response to projected fare increases.
- Total cumulative funding received by UBCM under Gas Tax and Public Transit Program reached \$991.3 million.
- UBCM engaged in consultations with the provincial government on the implementation of a Municipal Auditor General and presented a policy paper on the issue for member consideration at Convention.
- UBCM launched a new member service – Bulk Fuel Purchasing Program.
- Carbon Action Revenue Incentive Program provided \$3.8 million in payments to those local governments that have signed the BC Climate Action Charter.
- Released the report, *Comment on Fiscal Management in British Columbia's Municipalities*, in collaboration with the Local Government Management Association and Government Finance Officers in response to criticism on local government spending.

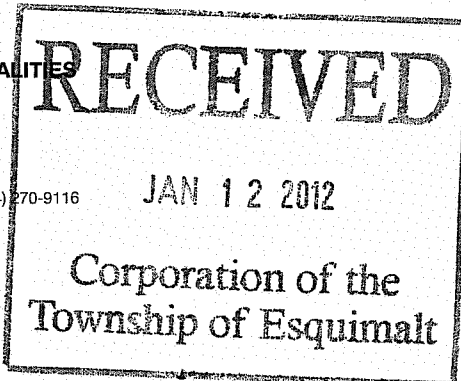
With your continued involvement, UBCM is set to continue serving your needs in 2012. Please indicate your support by renewing your UBCM membership (invoice to follow under separate cover in the new year).



UNION OF B.C. MUNICIPALITIES

Suite 60 - 10551 Shellbridge Way
Richmond, British Columbia
Canada, V6X 2W9

Phone: (604) 270-8226 Fax: (604) 270-9116
E-mail: ubcm@ubcm.ca



INVOICE

TO: Township of Esquimalt
1229 Esquimalt Rd.
Esquimalt, BC V9A 3P1

Invoice Date: Jan 5, 2012
Invoice No: D-3406
Reference: 2012 UBCM Annual Dues

UN1001

DESCRIPTION		AMOUNT
Population:	17,654	
<i>Your UBCM dues have been calculated using population estimates (Dec 2011 release) provided by BCSTATS, the central statistical agency of the Province of British Columbia.</i>		
Annual Dues:		
First 5,000 population	at 0.6473	\$3,236.50
Next 10,000	at 0.4700	\$4,700.00
Next 15,000	at 0.2958	\$785.05
Balance	at 0.0606	\$0.00
Subtotal:		\$8,721.55
12% HST: (10815 0541)		\$1,046.59
Total:		\$9,768.14

PURCHASE ORDER No.	P.O. COMPLETE	Approved for Payment
	YES <input type="checkbox"/> NO <input type="checkbox"/>	Cash marked
		Amount



UNION OF B.C. MUNICIPALITIES

Suite 60 - 10551 Shellbridge Way, Richmond, B.C. V6X 2W9

REMITTANCE PORTION

Township of Esquimalt
2012 Annual UBCM Dues

Date: Jan 5, 2012
Invoice # D-3406

TOTAL DUE:

\$9,768.14

AMOUNT ENCLOSED

[]

Please return this portion of invoice with payment. Please do not combine payment of this invoice with any other billing you may receive from UBCM. Thank you.



Canadian Office and Professional Employees Union Local
 2nd Floor, 4595 Canada Way, Burnaby, BC V5G 1J9
 TEL 604-299-0378 TOLL FREE IN BC 1-800-665-6838 FAX 604-299-8211

CORPORATION OF THE
 TOWNSHIP OF ESQUIMALT
 RECEIVED: MO DA YEAR

For information:

CAO
 Mayor/Council

Referred: _____

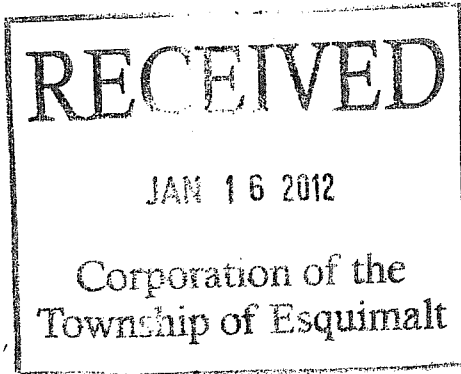
For action
 For a report
 For response
 Council agenda
 COTW
 IC

Our File No. LF/COF

January 12, 2012

Township of Esquimalt
 1229 Esquimalt Road
 Esquimalt, BC V9A 3P1

Dear Mayor and Council,



Over the past year as BC Hydro has started to install Smart Meters, we've seen strong reactions from people in communities across BC.

I'm sure you're hearing – as we are – from people in your communities concerned about potential health, environmental, cost, and privacy impacts. That's part of what led to last fall's UBCM convention passing a resolution calling for a moratorium on Smart Meter installation.

I am writing to you as the president of COPE 378, the union representing the meter readers who will be put out of work by Smart Meters, to ask your council/board to consider one further key impact of the Smart Meter Initiative – the loss of nearly 400 jobs in communities around this province. Meter Readers have valuable institutional knowledge and are proud of the work they do in service of our public utility and communities.

COPE 378 has been doing presentations before municipal councils and public community meetings on the job impact of Smart Meters, and we would like to extend the offer to come before your council to present our information.

Among all the other issues that come with Smart Meters – the impact on the meter readers is the most immediate and measurable. These layoffs will have a devastating impact on families and communities across BC.

To date, the provincial government has simply ignored the issue. COPE 378 has tried several times to get an 'anywhere, anytime' meeting with various premiers and ministers of energy to discuss Smart Meters and meter readers, to no avail.

I hope you will contact us at 604-299-0378 or by emailing communications@cope378.ca if you would like to discuss setting up a presentation to your council.

Sincerely,

David Black
 President, COPE 378