



## **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

November 1, 2012

### **N O T I C E**

**A REGULAR MEETING OF COUNCIL WILL BE HELD ON  
MONDAY, NOVEMBER 5, 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, November 5, 2012

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 Special Meeting of Council, October 15, 2012 | Pg. 1 – 3  |
| (2) Minutes of the Regular Meeting of Council, October 15, 2012 | Pg. 4 – 12 |

5. **PRESENTATIONS**

- |  |             |
|--|-------------|
| (1) Marg Evans, Senior Manager, Regional Planning and Malcolm MacPhail, Senior Transportation Planning, Capital Regional District, Re: Findings of CRD Origin Destination Household Travel Survey Released | Pg. 13 – 17 |
| (2) Jon Bergbusch, Chair, Association for Responsible and Environmentally Sustainable Sewage Treatment (ARESST), Re: Land Base Sewage Treatment in Capital Regional District                               |             |

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

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

7. **DELEGATION**

- |  |        |
|--|--------|
| (1) Richard Mandy, Songhees First Nation, Re: Songhees Wellness Centre and Strategic Opportunities | Pg. 18 |
|--|--------|

8. **STAFF REPORTS**

*Administration*

- |   |             |
|---|-------------|
| (1) Council Policy No. PER-05: Officers and Exempt Employees, Staff Report No. ADM-12-050 | Pg. 19 – 26 |
|---|-------------|

**RECOMMENDATION:**

That Council amends Council Policy No. PER-05 titled Terms and Conditions of Employment for Officers and Exempt Employees, as follows:

1. Item 1 – Adopted at October 15, 2012 Meeting of Council
2. Add a new Item (b) to the re-numbered Procedure 7 – Vacation, and re-letter the balance of that clause accordingly:
  - (b) Deputy Fire Chief and Assistant Fire Chief vacation entitlements are earned per calendar year of service (pro-rated for year of hire and/or termination) on the following

basis:

- up to and including 25 years of service: 4 blocks (of 4 workdays each); and
- over 25 years of service: 5 blocks (of 4 workdays each).

3. Delete the re-numbered Procedure 8 - Compensatory Time, and replace it with the following:

“In addition to vacation entitlement pursuant to Clause 7 hereof, Officers and Exempt Employees shall be entitled to five additional working days and the Deputy and Assistant Fire Chiefs shall be entitled to one block [4 working days] in each calendar year (pro-rated for year of hire and/or termination) as paid leave in recognition of hours worked beyond the normal work schedule.”

*Engineering and Public Works*

- (2) Old Esquimalt Road Traffic Calming Measures, Staff Report No. EPW-12-022 Pg. 27 – 87

**RECOMMENDATION:**

That a total of seven (7) speed cushions and associated signage be installed and realignment of the Rockheights crosswalk take place along Old Esquimalt Road from Rockheights Avenue to Viewfield Road.

- (3) Traffic Order # 1199 – Lockley Road – 1200 Block Residential Only Parking Restriction, Staff Report No. EPW-12-023 Pg. 88 – 92

**RECOMMENDATION:**

TO No. 1199 for “Residential Only” parking be instituted for the 1200 block of Lockley Road.

- (4) Traffic Order No. 1200 – Colville Road Alley Way – 1100 Block No Parking Restriction, Staff Report No. EPW-12-024 Pg. 93 – 97

**RECOMMENDATION:**

TO No. 1200 for No Parking be instituted for the alley way between Hutchinson Avenue and MacLeod Avenue.

*Finance*

- (5) Local Grant Application – Esquimalt High School Athletics Program, Staff Report No. FIN-12-012 Pg. 98 – 105

**RECOMMENDATION:**

That Council approve the remaining balance in the local grant application amount of \$2,750.00 for the Athletic Program as provided in the Council Policy NO. ADMIN-29.

- (6) Local Grant Application – L'Ecole Victor Brodeur Team Funding, Staff Report No. FIN-12-013 Pg. 106 – 113

**RECOMMENDATION:**

That Council approve the local grant application amount of \$1,750.00 for Team Funding as provided in the Council Policy No. ADMIN-52.

9. **BYLAWS**

*For First, Second and Third Reading*

- (1) Council Remuneration Bylaw, 2011, No. 2778, Amendment Bylaw [No. 1], 2012, No. 2794 Pg. 114

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

11. **REPORTS FROM COMMITTEES**

- (1) Adopted minutes from the Centennial Celebrations Select Committee meeting, September 25, 2012 Pg. 115 – 118
- (2) Adopted minutes from the Advisory Planning Commission meeting, October 2, 2012 Pg. 119 – 121
- (3) Draft minutes from the Arts, Culture and Special Events Advisory Committee meeting, October 10, 2012 Pg. 122 – 125
- (4) Draft minutes from the Centennial Celebrations Select Committee meeting, October 23, 2012 Pg. 126 – 128
- (5) Draft minutes from the Environmental Advisory Committee meeting, October 25, 2012 Pg. 129 – 131
- (6) Memorandum from the Environmental Advisory Committee, dated October 29, 2012, Re: Proposed Changes to Advisory Planning Commission Pg. 132

12. **COMMUNICATIONS**

- (1) Email from Graham Bruce, Island Corridor Foundation, dated October 11, 2012, Re: Regional District Funding Contribution Info Package Pg. 133 – 137
- (2) Letter from Minister Shirley Bond, Ministry of Justice and Attorney General, dated October 11, 2012, Re: Letter of Appreciation to Laurie Hurst, Chief Administrative Officer of the Township of Esquimalt Pg. 138
- (3) Letter from Premier Christy Clark, dated October 16, 2012, Re: Status of Policing Within Esquimalt Pg. 139
- (4) Letter from Jack Bates, dated October 18, 2012, Re: Demolition / Relocation of 316 Anson Street Pg. 140 – 142
- (5) Email from Ron Merk, dated November 1, 2012, Re: Recent Reclamation Project for Imperial Oil Pg. 143 – 144

13. **NOTICE OF MOTION**

- (1) Esquimalt Chamber of Commerce Membership – Councillor Morrison Pg. 145

14. **PUBLIC QUESTION AND COMMENT PERIOD**

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

15. **ADJOURNMENT**





# **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES  
SPECIAL MEETING  
OF MUNICIPAL COUNCIL  
MONDAY, OCTOBER 15, 2012**

**6:30 P.M.  
COUNCIL CHAMBERS**

**PRESENT:**

Mayor Barbara Desjardins  
Councillor Meagan Brame  
Councillor Dave Hodgins  
Councillor Lynda Hundleby  
Councillor Robert McKie  
Councillor Tim Morrison  
Councillor David Schinbein

**STAFF:**

Laurie Hurst, Chief Administrative Officer  
Anja Nurvo, Manager of Corporate Services/Recording Secretary

1. **CALL TO ORDER**

Mayor Desjardins called the Special Meeting of Council to order at 6:30 p.m.

2. **LATE ITEMS**

The following was added to the Agenda under Item 4 Motion to Go *In Camera*:

- Section 90 (1) (j) Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

3. **APPROVAL OF THE AGENDA**

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That the Agenda be approved as amended.

**CARRIED UNANIMOUSLY.**

4. **MOTION TO GO IN CAMERA**

**MOTION:** Moved by Councillor McKie/Councillor Hundleby:  
That Council convene *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; and
- Negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and
- A matter that, under another enactment, is such that the public may be excluded from the meeting; and
- The consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; and
- Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*

in accordance with Section 90 (1) (c), (d), (g), (j), (k), (m) and 90 (2) (b) of the *Community Charter*, and that the general public be excluded.

**CARRIED UNANIMOUSLY.**

5.

**ADJOURNMENT**

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That the Special Meeting of Council be adjourned at 6:31 p.m.

**CARRIED UNANIMOUSLY.**

\_\_\_\_\_  
MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS DAY OF \_\_\_\_\_, 2012

CERTIFIED CORRECT:

\_\_\_\_\_  
ANJA NURVO  
CORPORATE OFFICER



# **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

## **MINUTES REGULAR MEETING OF MUNICIPAL COUNCIL MONDAY, OCTOBER 15, 2012**

**7:01 P.M.  
COUNCIL CHAMBERS**

**PRESENT:**

Mayor Barbara Desjardins  
Councillor Meagan Brame  
Councillor Dave Hodgins  
Councillor Lynda Hundleby  
Councillor Robert McKie  
Councillor Tim Morrison  
Councillor David Schinbein

**STAFF:**

Laurie Hurst, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Ian Irvine, Director of Financial Services and IT  
Pat Mulcahy, Human Resources Manager  
Anja Nurvo, Manager of Corporate Services  
Louise Payne, Recording Secretary

**OTHER:**

Inspector Keith Lindner, West Division, VicPD

1. **CALL TO ORDER**

Mayor Desjardins called the meeting to order at 7:01 pm.

2. **LATE ITEMS**

There were no late items.

3. **APPROVAL OF THE AGENDA**

**MOTION:** Moved by Councillor McKie/Councillor Hundleby:  
That the Agenda be approved as circulated.

**CARRIED UNANIMOUSLY.**

4. **MINUTES**

(1) Minutes of the Regular Meeting of Council, October 1, 2012

**MOTION:** Moved by Councillor Hundleby/Councillor Brame:  
That the minutes of the Regular Meeting of Council held October 1, 2012 be adopted as circulated.

**CARRIED UNANIMOUSLY.**

5. **PRESENTATION**

(1) Certificates of Appreciation to Matthew Pomeroy and Gabrielle Martin

Mayor Desjardins presented Certificates of Appreciation to Matthew Pomeroy and Gabrielle Martin in appreciation for their assistance in creating and designing the poster for the 2012 Esquimalt Arts Festival. Mayor Desjardins advised that Gabrielle Martin was unable to attend the presentation.

6. **PUBLIC INPUT**

*Terry Prentice, resident,* expressed concern for Council's resolution regarding Acting Mayor's pay.

*Rod Lavergne, resident,* expressed concern for Council's resolution regarding Acting Mayor's pay.

*Muriel Dunn, resident,* expressed concern with the lack of consultation with residents in proposing that Old Esquimalt Road be added to the Esquimalt Community Heritage Register.

*Sandy Rozon, resident,* questioned whether taxes would increase for properties on Old Esquimalt Road if it were added to the Esquimalt Community Heritage Register. She also noted that residents were still looking for a solution to the speeding problem along Old Esquimalt Road.

**STAFF REPORTS***Administration*

- (1) Council Policy No. PER-05: Officers and Exempt Employees, Staff Report No. ADM-12-050

The Manager of Corporate Services reviewed Staff Report No. ADM-12-050 and answered questions from Council.

**MOTION:** Moved by Councillor Hundleby/Councillor Brame:

That Council amends Council Policy No. PER-05 titled Terms and Conditions of Employment for Officers and Exempt Employees, as follows:

1. Add a new Clause 6 to Procedures, and re-number the balance of the Policy accordingly:  
"Family Illness"  
 When no person other than the employee can provide for the needs during illness of an immediate member of his or her family, an employee upon approval by the Employer may be entitled to use a maximum of three (3) accumulated sick leave days per year for this purpose."
2. Add a new Item (b) to the re-numbered Procedure 7 – Vacation, and re-letter the balance of that clause accordingly:  
 "(b) Deputy Fire Chief and Assistant Fire Chief vacation entitlements are earned per calendar year of service (pro-rated for year of hire and/or termination) on the following basis:
  - up to and including 25 years of service: 4 blocks (of 4 workdays each); and
  - over 25 years of service: 5 blocks (of 4 workdays each)."
3. Delete the re-numbered Procedure 8 - Compensatory Time, and replace it with the following:  
 "In addition to vacation entitlement pursuant to Clause 7 hereof, Officers and Exempt Employees shall be entitled to five additional working days and the Deputy and Assistant Fire Chiefs shall be entitled to one block [4 working days] in each calendar year (pro-rated for year of hire and/or termination) as paid leave in recognition of hours worked beyond the normal work schedule."

**MOTION:** Moved by Councillor Schinbein/Councillor Morrison:

That the motion be amended to consider each amendment to Council Policy No. PER-05 titled Terms and Conditions of Employment for Officers and Exempt Employees separately.

**CARRIED** (Mayor Desjardins and Councillor Hundleby opposed).

**MOTION:** Moved by Councillor Schinbein/Councillor Morrison:

That Council amends Council Policy No. PER-05 titled Terms and

Conditions of Employment for Officers and Exempt Employees, as follows:

1. Add a new Clause 6 to Procedures, and re-number the balance of the Policy accordingly:

"Family Illness

When no person other than the employee can provide for the needs during illness of an immediate member of his or her family, an employee upon approval by the Employer may be entitled to use a maximum of three (3) accumulated sick leave days per year for this purpose."

**CARRIED UNANIMOUSLY.**

**MOTION:** Moved by Councillor Schinbein/Councillor Morrison:

That consideration of the following amendments to Council Policy No. PER-05 titled Terms and Conditions of Employment for Officers and Exempt Employees be deferred until Council has the opportunity to review it further:

2. Add a new Item (b) to the re-numbered Procedure 7 – Vacation, and re-letter the balance of that clause accordingly:

"(b) Deputy Fire Chief and Assistant Fire Chief vacation entitlements are earned per calendar year of service (pro-rated for year of hire and/or termination) on the following basis:

- up to and including 25 years of service: 4 blocks (of 4 workdays each); and
- over 25 years of service: 5 blocks (of 4 workdays each)."

3. Delete the re-numbered Procedure 8 - Compensatory Time, and replace it with the following:

"In addition to vacation entitlement pursuant to Clause 7 hereof, Officers and Exempt Employees shall be entitled to five additional working days and the Deputy and Assistant Fire Chiefs shall be entitled to one block [4 working days] in each calendar year (pro-rated for year of hire and/or termination) as paid leave in recognition of hours worked beyond the normal work schedule."

**CARRIED** (Mayor Desjardins, Councillors Brame and Hundleby opposed)

- (2) Addition to the Esquimalt Community Heritage Register, Staff Report No. DEV-12-039

The Director of Development Services presented Staff Report No. DEV-12-039 and answered questions from Council.

**Council Comments:**

- Not in support of staff recommendation because no public consultation;

- Should add statement on the impacts to property owners on Old Esquimalt Road;
- Intent of the Heritage Advisory Committee was to recognize that Old Esquimalt Road is the original road between Esquimalt and Victoria.

Staff were directed to inquire at BC Assessment Authority if property values would be affected.

**MOTION:** Moved by Councillor Hundleby/Councillor Morrison:  
That consideration of Old Esquimalt Road being added to the Esquimalt Community Heritage Register be tabled until the December 10, 2012 Committee of the Whole Meeting, following consultation, by staff, with property owners along Old Esquimalt Road and clarification on the impacts on properties if Old Esquimalt Road was added to the Esquimalt Community Heritage Register.

**CARRIED UNANIMOUSLY.**

8.

## **BYLAWS**

*For Adoption*

(1) Tax Exemption (Non-Profit Organizations) Bylaw, 2012, No. 2793

**Council Comments** (*Staff comments in Italics*):

- Need discussion of permissive tax exemptions; *This is an "Action Item" to discuss changes to this Bylaw during Budget discussions*
- Agencies that have received grants need to be notified in advance of any proposed changes; *This will be part of the report back to Council.*

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That Tax Exemption (non-profit organizations) Bylaw, 2012, No. 2793 be **adopted**.

**CARRIED** (Councillor Hodgins opposed).

9.

## **MAYOR'S AND COUNCILLORS' REPORTS**

(1) Report from Mayor Barbara Desjardins, Re: Reconsideration of Resolution Re: Acting Mayor's Pay

Mayor Desjardins advised that she was requesting Council to reconsider the motion regarding an amendment to Council Remuneration Bylaw, 2011, No. 2778 to include a provision for Acting Mayor's pay in light of Council Policy ADMIN-62 which outlines a process by which any adjustments to Council remuneration would be considered.

**MOTION:** Moved by Councillor Morrison/Councillor Hodgins:  
*WHEREAS* the annual remuneration for the position of Mayor is approximately sixty percent higher than that of the annual remuneration for the position of Councillor due to the significant



additional workload and responsibilities expected of the position of Mayor; and

*WHEREAS* Councillors appointed to serve as Acting Mayor currently perform this additional duty without any additional remuneration or compensation for the additional time, duties and responsibilities required;

*THEREFORE BE IT RESOLVED* that Council Remuneration Bylaw, 2011, No. 2778 be amended to include the following addition:

*“Councillors appointed to Acting Mayor duties for a minimum of two full months per one year period shall receive a supplementary stipend per year equal to five percent of the annual Councillor stipend”;*

*AND BE IT FURTHER RESOLVED* that this amendment will be effective January 1, 2013.

**CARRIED** (Mayor Desjardins and Councillors Brame, Hundleby opposed).

Staff advised that because the above-noted motion goes against the procedures outlined in Council Policy ADMIN-62, Council should also pass a motion to state whether the Policy was to be permanently amended or if this was a one-time exemption to the Policy.

**MOTION:** Moved by Councillor Hundleby/Mayor Desjardins:

That the adopted amendment to Council remuneration for Acting Mayor pay be a one-time exemption to Council Policy ADMIN-62.

**CARRIED** (Councillor Hodgins opposed).

- (2) Report from Mayor Barbara Desjardins, Re: Union of British Columbia Municipalities Conference, September 24 – 28, 2012

**MOTION:** Moved by Mayor Desjardins/Councillor Schinbein:

That the report from Mayor Desjardins regarding the Union of British Columbia Municipalities Conference, September 24 – 28, 2012 be received.

**CARRIED** (Councillor Hodgins opposed).

- (3) Report from Councillors Meagan Brame, David Schinbein, Dave Hodgins, Tim Morrison, Lynda Hundleby and Robert McKie, Re: Union of British Columbia Municipalities Conference, September 24 – 28, 2012

**Council Comments:**

- Workshop on antennae towers outlined Vancouver's experience – staff to report back on Vancouver's initiatives with respect to antennae towers;
- Focus on Seniors seminar was excellent;
- Meeting with Premier regarding policing issues – covered in Mayor's report;
- Municipal Insurance Association workshop advised of the creation of “casual municipal legal advice” – staff to provide further information on this initiative.

**MOTION:** Moved by Councillor Hodgins/Councillor McKie:  
That the report from Councillors Brame, Schinbein, Hodgins, Morrison, Hundleby and McKie regarding the Union of British Columbia Municipalities Conference held on September 24-28, 2012 be received.

**CARRIED UNANIMOUSLY.**

10.

## **REPORTS FROM COMMITTEES**

**MOTION:** Moved by Councillor Brame/Councillor McKie:  
That the following minutes be received for information:

- (1) Draft minutes from the Heritage Advisory Committee meeting, September 19, 2012
- (3) Draft Minutes from the Environmental Advisory Committee meeting, September 27, 2012

**CARRIED UNANIMOUSLY.**

- (2) Memorandum from the Heritage Advisory Committee, dated October 2, 2012, Re: Heritage Advisory Committee 2012 Work Plan

Councillor Hodgins expressed concern with the roles and responsibilities of Council members on committees of Council and Council's involvement in setting Agendas and Committee work plans. Mayor Desjardins stated that the Terms of Reference with respect to Committee activities and responsibilities were not clear. These issues will be discussed at the October 22, 2012 Committee of the Whole Meeting with Committee Chairs.

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That the 2012 Work Plan for the Heritage Advisory Committee be received.

**CARRIED UNANIMOUSLY.**

- (4) Memorandum from the Environmental Advisory Committee, dated October 12, 2012, Re: Waste Reduction Week in Canada – October 15 – 21, 2012

**MOTION:** Moved by Councillor Morrison/Councillor Schinbein:  
That Council proclaims October 15 -21, 2012 as "Waste Reduction Week in Esquimalt".

**CARRIED UNANIMOUSLY.**

Mayor Desjardins read aloud the "Waste Reduction Week in Esquimalt" proclamation. Staff were directed to email a copy of the proclamation to the members of the Environmental Advisory Committee and to post a copy on the website.

**11. COMMUNICATIONS**

- (1) Letter from Dean Fortin, Chair and Barbara Desjardins, Vice Chair, Victoria Police Board, dated September 26, 2012, Re: 2012 CAPB Conference and AGM, August 16 – 18, 2012, Victoria, BC

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That the letter from Dean Fortin, Chair and Barbara Desjardins, Vice Chair, Victoria Police Board, dated September 26, 2012, Re: 2012 CAPB Conference and AGM, August 16-18, 2012 in Victoria, BC be received for information.

**CARRIED UNANIMOUSLY.**

- (2) Letter from Sylvia Vink, The Royal Canadian Legion, dated October 2, 2012, Re: Annual Remembrance Day Ceremony and Poppy Distribution

**MOTION:** Moved by Councillor Schinbein/Councillor Hundleby:  
That the letter from Sylvia Vink of the Royal Canadian Legion dated October 2, 2012 regarding the annual Remembrance Day ceremony and poppy distribution be received; and  
That permission be granted for the Esquimalt-Dockyard Branch 172 of the Royal Canadian Legion to distribute Remembrance Day poppies within the Township of Esquimalt from October 28 – November 10, 2012.

**CARRIED UNANIMOUSLY.**

- (3) Letter from G.M. Odsen, Greyhound Canada Transportation ULC, dated October 3, 2012, Re: Reduction of Bus Service

**MOTION:** Moved by Councillor McKie/Councillor Hundleby:  
That the letter from G.M. Odsen, Regional Manager, Passenger and Garage Services, British Columbia, Greyhound Canada Transportation ULC dated October 3, 2012 regarding and application for a reduction of bus service be received for information.

**CARRIED UNANIMOUSLY.**

**12. NOTICE OF MOTION**

- (1) Esquimalt Chamber of Commerce Membership – Councillor Morrison

**MOTION:**  
*WHEREAS the Township of Esquimalt currently hold three (3) of the Board of Director positions appointed by the Mayor, on behalf of the Township of Esquimalt, for the Esquimalt Chamber of Commerce;*  
*WHEREAS the Township of Esquimalt is a major employer and economic contributor within the municipality;*  
*WHEREAS one of the top priorities of the Township of Esquimalt is to support economic development and specifically the growth of small business and commercial activity within the local community in order to*

*help diversify the municipal tax base;  
WHEREAS October is "Small Business Month";  
THEREFORE BE IT RESOLVED that the Township of Esquimalt  
becomes a member of the Esquimalt Chamber of Commerce effective  
immediately.*

This matter will be added to the Agenda for the next Regular Meeting of Council, for Council's consideration.

**13. PUBLIC QUESTION AND COMMENT PERIOD**

*Muriel Dunn, resident*, thanked Council for deferring the addition of Old Esquimalt Road onto the Esquimalt Community Heritage Register until there has been consultation with property owners.

**14. ADJOURNMENT**

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That the Regular Meeting of Council be adjourned at 8:24 p.m.

**CARRIED UNANIMOUSLY.**

\_\_\_\_\_  
MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS DAY OF \_\_\_\_\_, 2012

CERTIFIED CORRECT:

\_\_\_\_\_  
ANJA NURVO  
CORPORATE OFFICER



Making a difference....together

625 Fisgard Street, Victoria, BC V8W 1R7

## Media Release

For Immediate Release

September 14, 2012

### **Findings of CRD Origin Destination Household Travel Survey Released**

**Victoria, BC** - The new CRD Origin Destination Household Travel Survey Report will be featured at a Regional Transportation Plan workshop with stakeholders, municipal and provincial governments on September 19, 2012, and presented to the Planning, Transportation and Protective Services Committee meeting that afternoon.

Key findings show that trip length has increased steadily over the last ten years and the percentage of people using transit, cycling and walking has hardly changed, which means that there is an increased number of cars on roads. The study also found that transit, pedestrian and cycling mode share was greatest in the high residential and employment areas of the Core municipalities of Victoria, Saanich, Esquimalt, Oak Bay and View Royal, indicating that residents in these areas are making a greater commitment to active and public transportation.

Similar trends are also evident within the urban communities of Sidney, Langford, Colwood and Sooke, particularly for walking. While there has been some progress in implementing priorities in the Region's Pedestrian and Cycling Master Plan, key investments in active transportation and transit as well as increased densification in urban centres is needed to reduce the number of cars on the road.

The survey shows that within all sub-regions, the number of internal trips is far higher than external trips. In the Saanich Peninsula and Westshore, internal trips account for 70% of all trips and in the Core, 89% of all trips are internal. Efforts to increase these percentages by offering greater mode choice for shorter trips and building more complete communities will take pressure off major roads.

The information gathered in the region wide survey will be used for CRD initiatives such as the Regional Transportation Plan (RTP) and the Regional Sustainability Strategy (RSS) as well as municipal and provincial transportation initiatives.

The Origin Destination Report and Transmittal Report can be found at:

<http://www.crd.bc.ca/transportation/analysis/origin-study.htm>.

Attachments:

Appendix A: Fast Facts: CRD Origin and Destination Study 2011

Appendix B: Key Findings of the 2011 OD Survey

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For further information, please contact:

Andy Orr, Senior Manager  
CRD Corporate Communications  
Office: 250.360.3229  
Cell: 250.216.5492

## APPENDIX A – FAST FACTS: CRD ORIGIN AND DESTINATION STUDY 2011

Auto Ownership	
11%	% of car-free households
43%	% of 1 car households
42%	% of households with 1 vehicle for every person in the household
9,250	Estimated no. of household that have more than 1 vehicle for each person
1064	No. of 1 person households who have more than 3 vehicles
1.20	Average auto occupancy (persons per vehicle) for all vehicle trips
13,300	Estimated No. of vehicles in the CRD that are electric, diesel, bio-diesel or hybrid
241,000	Estimated no. of automobiles in the CRD
Trips	
1 Million	Total number of trips taken every day in the region (1,056,278)
54%	Mid-day and evening travel accounts for over half of all weekday trips
2.99	Average no. of trips each person in the CRD takes per day (2011)
2.65	Average no. of trips each person in Vancouver takes per day (2008)
2.16	Average no. of trips each person in Montreal takes per day (2008)
Seniors	Highest trip rate recorded during the mid-day (1.74)
22%	% of trips to dining by foot during peak hours
Mode Share	
Millennials	Highest share of transit users (25%) are between 18 and 24 yrs. old
Youth	Highest share of pedestrians (28%)
1/2	No. of post-secondary trips made by transit
25-64 yrs.	Highest overall no. of trips taken over 24 hours (3.55 trips)
Everyone	Cycling is evenly distributed among all age groups
86 %	No. of transit trips taken with no transfers made
11%	% of peak trips taken to work by transit
Distance	
6.3 km	Average trip length for auto drivers in 2011
7.0 km	Average trip length for Transit in 2011
3.3 km	Average trip length for Cyclists in 2011
0.8 km	Average trip length for Walking in 2011
Dining	Longest trips taken over 24 hrs. (15.4 km)
Shopping	Shortest trips taken during PM peak (4.1 km)

## APPENDIX B – KEY FINDINGS OF THE 2011 OD SURVEY

Key findings of the 2011 OD Survey compared to prior years and sub-regionally are as follows.

1. Trips are increasing at a slower rate than population growth. Between 2001 and 2011 population has increased by 10.5% and trips have increased by 7.2%.

	2001	2006	2011	% Difference		
				2001 - 2006	2006 - 2011	2001 - 2011
Population	312,168	330,423	344,889	+5.8%	+4.4%	<b>+10.5%</b>
Population 11+ yrs.	284,312	297,129	312,819	+4.5%	+5.3%	+10.0%
Households	135,720	145,530	153,441	+7.2%	+5.4%	+13.1%
Total trips by residents 11+	963,027	1,039,549	1,032,775	+7.9%	-0.7%	<b>+7.2%</b>
Trips per resident	3.08	3.15	2.99	2.0%	-4.8%	-2.9%
Trips per resident 11+ yrs.	3.39	3.50	3.30	+3.3%	-5.6%	-2.5%
Trips per household	7.10	7.14	6.73	-0.7%	-5.8%	-5.1%

2. The share of travel by modes within the region has not changed much since 2001.

Travel Mode	2001		2006		2011	
	Daily Trips	Mode Share	Daily Trips	Mode Share	Daily Trips	Mode Share
Auto driver	606,899	63.2%	667,253	64.3%	656,666	63.6%
Auto passenger	138,772	14.5%	140,258	13.5%	134,612	13.0%
Transit	66,539	6.9%	73,125	7.0%	66,440	6.4%
Walk	111,863	11.7%	103,434	10.0%	131,844	12.8%
Bicycle	25,064	2.6%	35,954	3.5%	29,403	2.8%
Other	11,046	1.2%	18,022	1.7%	13,810	1.3%
Total (all trips combined)	960,184	100%	1,038,045	100%	1,032,775	100.0%

3. Trip length for most purposes has increased steadily over the last 10 years.

Trip Purpose	Avg. Trip Length (km)		
	2001	2006	2011
Work	6.1	6.4	6.5
Post-secondary school	5.7	6.5	6.8
Other school	2.6	3.5	3.5
Personal Business	4.3	4.5	4.9
Recreation / social	4.8	5.2	5.7
Total (all trips combined)	4.7	5.1	5.1



4. Trip lengths for auto, transit and other modes have increased, while cycling and walking trip lengths remain steady.

Travel Mode	Average Trip Length (km)		
	2001	2006	2011
Auto Driver	5.4	5.6	5.9
Auto Passenger	5.0	5.2	6.1
Transit	5.9	6.2	6.4
Walk	0.8	0.9	0.8
Bicycle	3.0	3.5	3.4
Other	4.2	5.8	11.7
Total (all trips combined)	4.7	5.1	5.1

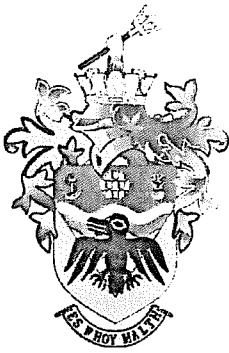
5. Sub-regionally, the urban Core area with higher residential and employment densities has higher modes shares for transit, cycling and walking.

SUB-REGION	Auto Driver	Auto Passenger	Transit	Bike	Walk	Other
Saanich Peninsula	69.8%	15.7%	2.1%	1.4%	8.6%	2.3%
Core	60.3%	12.2%	7.8%	3.5%	15.0%	1.2%
West Shore	74.6%	14.6%	3.0%	0.7%	5.3%	1.8%

Note: For trips originating in each sub-region.

6. Most weekday travel (71.5%) occurs in the Core area municipalities of Victoria, Saanich, Oak Bay, Esquimalt and View Royal.

Sub-Area Trip Origin	Trip Destination						Total Trips
	Salt Spring	Saanich Peninsula	Core	West Shore	South CVRD	External	
1. Salt Spring	N/A	252	285	69	N/A	N/A	606
2. Saanich Peninsula	283	81,983	29,928	4,121	965	396	117,677
3. Core	132	29,209	668,052	42,540	7,080	1,202	748,213
4. West Shore	94	3,614	42,904	117,752	2,805	249	167,418
5. South CVRD	N/A	1,384	6,748	2,882	N/A	N/A	11,014
6. External	N/A	247	1,035	581	N/A	N/A	1,863
Total Trips	509	116,690	748,952	167,944	10,850	1,847	1,046,792



# Corporation of the Township of Esquimalt

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C., V9A 3P1  
Website: [www.esquimalt.ca](http://www.esquimalt.ca)

Phone: (250) 414-7100  
Email: [info@esquimalt.ca](mailto:info@esquimalt.ca)  
Fax: (250) 414-7111

RECEIVED

Any OCT 23 2012

## APPLICATION FOR DELEGATION TO MUNICIPAL COUNCIL MEETING

Pursuant to *Council Procedure Bylaw, No. 2715, 2009*, Section 20, Delegations and Petitions, (**see reverse for further information**) Council may allow an individual or a delegation to address Council at the meeting provided written application has been received by the Corporate Officer **by 12 Noon on the Wednesday prior to the meeting**. Applications can be submitted in person, by mail (1229 Esquimalt Road, V9A 3P1), Fax (250) 414-7111 or Email: [council@esquimalt.ca](mailto:council@esquimalt.ca). Applicants will be contacted to confirm the Council meeting date and their attendance at that meeting. Please contact 250-414-7136 for further information.

Delegations are limited to five (5) minutes unless a longer period is agreed to by unanimous vote of those members present.

NAME: Richard Mundy  
(Please Print)

ORGANIZATION: Songhees + CEES

DAYTIME TELEPHONE:

EMAIL:

PREFERRED DATE OF APPEARANCE AT COUNCIL MEETING: Nov 5, 2012

REASONS FOR APPEARING AS DELEGATION (Please specify):

Songhees wellcentre centre + strategic opportunities  
(located on Admirals Road.)

Oct 23  
Date of Application

[Signature]  
Signature



## 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: October 15, 2012  
Staff Report No. ADM-12-050

### REQUEST FOR DECISION

**SUBJECT: COUNCIL POLICY NO. PER-05: OFFICERS AND EXEMPT EMPLOYEES**

**RECOMMENDATION:**

That Council amends Council Policy No. PER-05 titled Terms and Conditions of Employment for Officers and Exempt Employees, as follows:

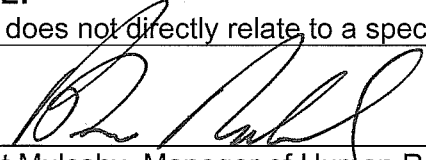
1. Add a new Clause 6 to Procedures, and re-number the balance of the Policy accordingly:  
Family Illness  
When no person other than the employee can provide for the needs during illness of an immediate member of his or her family, an employee upon approval by the Employer may be entitled to use a maximum of three (3) accumulated sick leave days per year for this purpose.
2. Add a new Item (b) to the re-numbered Procedure 7 – Vacation, and re-letter the balance of that clause accordingly:  
(b) Deputy Fire Chief and Assistant Fire Chief vacation entitlements are earned per calendar year of service (pro-rated for year of hire and/or termination) on the following basis:
  - up to and including 25 years of service: 4 blocks (of 4 workdays each); and
  - over 25 years of service: 5 blocks (of 4 workdays each).
3. Delete the re-numbered Procedure 8 - Compensatory Time, and replace it with the following:  
"In addition to vacation entitlement pursuant to Clause 7 hereof, Officers and Exempt Employees shall be entitled to five additional working days and the Deputy and Assistant Fire Chiefs shall be entitled to one block [4 working days] in each calendar year (pro-rated for year of hire and/or termination) as paid leave in recognition of hours worked beyond the normal work schedule."

**RELEVANT POLICY:**

Council Policy No. PER-05 Terms and Conditions of Employment for Officers and Exempt Employees, as amended November 7, 2011.

**STRATEGIC RELEVANCE:**

This Request for Decision does not directly relate to a specific strategic objective.

Submitted by: Writer -   
Pat Mulcahy, Manager of Human Resources

Reviewed by: CAO -   
Laurie Hurst

Date: Oct 10/12

PRESENTED TO

OCT 15 2012

MUNICIPAL  
COUNCIL

## STAFF REPORT

**DATE:** October 9, 2012 **Report No.** ADM-12-050  
**TO:** Laurie Hurst, Chief Administrative Officer  
**FROM:** Pat Mulcahy, Manager of Human Resources  
**SUBJECT:** Council Policy: Officers and Exempt Employees PER-05

---

### RECOMMENDATION:

That Council amends Council Policy PER-05 Terms and Conditions of Employment for Officers and Exempt Employees, as follows:

1. Add a new Clause 6 to Procedures, and re-number the balance of the Policy accordingly:

#### Family Illness

When no person other than the employee can provide for the needs during illness of an immediate member of his or her family, an employee upon approval by the Employer may be entitled to use a maximum of three (3) accumulated sick leave days per year for this purpose.

2. Add a new Item (b) to the re-numbered Procedure 7 – Vacation, and re-letter the balance of that clause accordingly:

(b) Deputy Fire Chief and Assistant Fire Chief vacation entitlements are earned per calendar year of service (pro-rated for year of hire and/or termination) on the following basis:

- up to and including 25 years of service: 4 blocks (of 4 workdays each); and
- over 25 years of service: 5 blocks (of 4 workdays each).

3. Delete the re-numbered Procedure 8 - Compensatory Time, and replace it with the following:

"In addition to vacation entitlement pursuant to Clause 7 hereof, Officers and Exempt Employees shall be entitled to five additional working days and the Deputy and Assistant Fire Chiefs shall be entitled to one block [4 working days] in each calendar year (pro-rated for year of hire and/or termination) as paid leave in recognition of hours worked beyond the normal work schedule."

### BACKGROUND:

When Council Policy No. PER-05 was established it involved two separate components. The first was to capture and include the purely administrative issues previously in the Officers and Exempt Employees Bylaw while the second was to broaden the Policy to encompass the newly exempted positions of Deputy Fire Chief and Assistant Fire Chief.

First, in so doing, the provision in the parent Policy statement regarding Family Leave that had existed for several years was by oversight not incorporated into the Officers and Exempt Employees Policy and thus Exempt Employees and Officers lost access to that benefit.

Second, in broadening the Policy to accommodate the newly exempted positions of Deputy Fire Chief and Assistant Fire Chief, the provision for Sick Leave was amended to recognize that they work 4 day, 48 hour blocks as opposed to 35 hour weeks. The provisions for Vacation and Compensatory Time were not amended and this Report seeks to repair those oversights.

#### **ISSUES:**

1. Rationale for Selected Option

The recommendation is to restore Family Illness to the terms and conditions now embodied in Council Policy No. PER-05, as well as to facilitate the calculation of vacation for the newly-exempted Deputy and Assistant Fire Chiefs.

2. Organizational Implications

There are no organizational implications of this Request for Decision.

3. Financial Implications

There are no additional financial implications of this Request for Decision.

4. Communication

A copy of revised Council Policy No. PER-05 will be distributed to relevant exempt staff and posted on the staff intranet.

#### **ALTERNATIVES:**

1. That Council amends Council Policy No. PER-05 as recommended by staff in Staff Report No. ADM-12-050.

2. That Council not amend Council Policy No. PER-05.



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## COUNCIL POLICY

**TITLE: Terms and Conditions of Employment for Officers and Exempt Employees**

**NO. PER - 05**

### **POLICY:**

The Township values its Officers and Exempt Employees and desires to optimize their recruitment, retention and performance.

From time to time Council will revise the terms and conditions of employment (other than those established by statute or regulation) that are intended to encourage high performance as well as to provide job satisfaction. Some of these revisions will be based upon research, including periodic compensation reviews, with comparator municipalities.

This Policy sets out several terms and conditions of employment applicable to Officers and Exempt Employees. In the event of conflict between any provision of this Policy, any statute, bylaw, resolution or other policy and any contract of employment, the contract prevails.

### **PROCEDURES:**

#### **1. APPOINTMENT**

- (a) All letters of appointment, issued by the Chief Administrative Officer for all Officers, and issued by Officers for Exempt Employees, and signed in agreement by the subject person, form *de facto* contracts of employment between the Township and the Officer or Exempt Employee.
- (b) The oath of office for Officers shall be in the form attached as Schedule "A" hereto.

#### **2. PROBATION**

- (a) Each Officer and Exempt Employee shall serve a probationary period of one year during which their performance will be assessed against standard expectations of performance.
- (b) During the probationary period, an Officer or an Exempt Employee may be dismissed for cause or without cause, subject to compliance with Sections 151 and 152 of the *Community Charter* and in accordance with clause 13 hereof.

#### **3. REMUNERATION**

- (a) Commencing with the year 2011, the Township will survey comparator municipalities every third year to determine whether any adjustments are necessary to maintain fair, comparative and equitable salaries.
- (b) Salaries for each position will be maintained in four-step ranges. Ranges for one or more positions which are rated to be of similar value will be identical.
- (c) Appointments may be made at any step in a range dependent upon each Officer's or Exempt Employee's credentials and/or any relevant circumstances at the discretion of the Chief Administrative Officer.

**EFFECTIVE DATE:**  
November 7, 2011

**APPROVED BY:**  
Council

**REFERENCE**  
ADM-11-052

**AMENDS NO.**  
#1 – Nov. 7, 2011

**PAGE 1 OF 4**

<b>TITLE: Terms and Conditions of Employment for Officers and Exempt Employees</b>	<b>NO. PER - 05</b>
<p>(d) Salary increases are generally awarded upon successful completion of probation and annually thereafter, at the discretion of the Chief Administrative Officer.</p> <p>(e) Notwithstanding the above, Fire Department Assistant Chief salaries are fixed as a percentage of the IAFF 1st Class 10 year Firefighter rate.</p> <p><b>4. SICK LEAVE</b></p> <p>(a) Officers and Exempt Employees who work an 1820 hour year earn sick leave credits at the rate of one and one-half working days per month to a maximum accumulation of 910 hours (or one-half year).</p> <p>(b) Fire Department Assistant Chiefs and the Deputy Chief who work a 2184 hour year on average can accumulate a maximum of 1092 hours (or one-half year).</p> <p>(c) All Officers and Exempt Employees are entitled to one year's credit of sick leave days in advance of earning them.</p> <p><b>5. PAID HOLIDAYS</b></p> <p>Paid holidays include: New Year's Day, Good Friday, Easter Monday, Victoria Day, Canada Day, British Columbia Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day, and Boxing Day, plus any other day proclaimed as a holiday by Parliament, the BC Legislature or the Township Council.</p> <p><b>6. VACATION</b></p> <p>(a) Exempt Employees' vacation entitlements are earned per calendar year of service (pro-rated for year of hire and/or termination) on the following basis:</p> <ul style="list-style-type: none"> <li>- up to and including 8 years - 20 working days;</li> <li>- 9 to 16 years - 25 working days;</li> <li>- 17 to 25 years - 30 working days;</li> <li>- over 25 years - 35 working days.</li> </ul> <p>(b) Officers' vacations entitlements are earned per calendar year of service (pro-rated for year of hire and/or termination) on the following basis:</p> <ul style="list-style-type: none"> <li>- up to and including 8 years - 25 working days;</li> <li>- 9 to 16 years - 30 working days;</li> <li>- 17 to 25 years - 35 working days.</li> </ul> <p>(c) Approved vacations must be entered into the Township's Vacation Scheduler no later than March 31<sup>st</sup> of each year.</p> <p><b>7. COMPENSATORY TIME</b></p> <p>In addition to vacation entitlement pursuant to Clause 6 hereof, Officers and Exempt Employees shall be entitled to five additional working days in each calendar year (pro-rated for year of hire and/or termination) as paid leave in recognition of hours worked beyond the normal work schedule.</p> <p><b>8. HEALTH AND OTHER BENEFITS</b></p> <p>The premiums for all health (BCMSP), extended health, including dental, optical, hearing and other related benefits provided by the Township's carrier(s), as well as the Municipal Pension Plan are fully paid by the Township, with the exception of Long Term Disability which each Officer and Exempt Employee pays fully (thus rendering any benefits tax free).</p>	

<b>EFFECTIVE DATE:</b> November 7, 2011	<b>APPROVED BY:</b> Council	<b>REFERENCE</b> ADM-11-052	<b>AMENDS NO.</b> #1 – Nov. 7, 2011	<b>PAGE 2 OF 4</b>
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**9. WORKERS' COMPENSATION**

Any Officer or Exempt Employee who, while on duty, suffers an injury of a kind for which compensation is provided under the *Workers' Compensation Act* shall continue to receive his or her full salary until he or she returns to duty or until he or she receives a Workers' Compensation Act Disability Allowance, provided that if he or she receives any compensation from the Workers' Compensation Board in respect of the period when he or she received full pay from the Township, he or she shall reimburse the Township in an amount equal to the compensation received.

**10. DEATH OF OFFICER OR EXEMPT EMPLOYEE**

In the event of the death of an Officer or Exempt Employee while in the employment of the Township, the Corporation shall pay to the beneficiary of the deceased Officer or Exempt Employee one (1) month's salary in respect of continuous employment of five (5) years or less or two (2) months' salary in respect of continuous employment of more than five (5) years at a rate applicable for the last full month of the said deceased officer's or Exempt Employee's employment.

**11. TEMPORARY APPOINTMENT**

- (a) Acting appointments for any Officer or Exempt Employee position may be made from time to time by the Chief Administrative Officer at his or her discretion.
- (b) An Officer or Exempt Employee that has been appointed to such Acting position shall be compensated by a 5% increase in their regular rate of pay during such period of appointment.

**12. LONG SERVICE RECOGNITION**

Upon resignation or retirement of an Officer or Exempt Employee, such Officer or Exempt Employee shall be paid one month's salary at the rate applicable for the last full month of the Officer's or Exempt Employee's employment for each ten (10) years of continuous employment. In addition, for each complete year of service in excess of the aforementioned ten (10) years, a further ten per cent (10%) of the Officer's or Exempt Employee's current monthly rate of pay shall also be paid to the Officer or Exempt Employee.

**13. TERMINATION**

- (a) Termination of Officers shall be in accordance with the Section 16 of the Officers Bylaw, 2011, No. 2777.
- (b) The Chief Administrative Officer may at any time terminate the employment of an Exempt Employee for cause without any period of notice or compensation.
- (c) The Chief Administrative Officer may at any time terminate the employment of an Exempt Employee without cause, as follows:
  - (i) during the Probationary Period, with payment of 3 weeks' salary, or as otherwise as may be required by BC Provincial Employment Standards legislation, as compensation or notice in lieu thereof;
  - (ii) after completion of the Probationary Period, with payment of one month's salary for every full or part year of employment, such payment not to be less than six months' salary and not more than 9 months' salary unless otherwise agreed to in writing by the parties.



**14. DISPUTES**

Any Officer or Exempt Employee who has a dispute or difference of opinion in respect of the terms and conditions of his or her employment or the interpretation of the provisions of this Policy shall submit the particulars thereof to the Chief Administrative Officer, and if the Chief Administrative Officer fails to resolve the matter to the satisfaction of the Officer or Exempt Employee, he or she may appeal the matter to Council.

**15. OTHER**

The Chief Administrative Officer may make minor deviations in practice from this Policy for individual circumstances, at his or her discretion. Any major deviations require the prior approval of Council, on an individual basis or as an amendment to this Policy.

**16. REPEAL**

Council Policy No. ADMIN-27 is hereby repealed.

## **Terms and Conditions of Employment for Officers and Exempt Employees**

## OATH OF OFFICE FOR OFFICERS OF THE CORPORATION OF THE TOWNSHIP OF ESQUIMALT

do hereby promise and swear/solemnly affirm that:

- (a) I will faithfully, honestly and impartially, to be best of my judgment, knowledge and ability, perform and execute the powers, duties and functions of my Office;
- (b) I will treat all confidential matters and information that comes to my attention, as a result of my Office, in strict confidence;
- (c) I have not received, nor will I receive or accept any payment or reward, or promise of either, in return for the exercise of my powers, duties and functions, other than as permitted by the Township;
- (d) I will not allow my personal interest to conflict with or influence my conduct in performing the duties of my Office; and
- (e) I will comply with all policies and directives of the Township and comply with all applicable laws in the exercise of the powers, duties and functions of my Office.

Name: \_\_\_\_\_ )  
 Title: \_\_\_\_\_ )  
 A Commissioner for taking affidavits, etc. \_\_\_\_\_ )



## 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: November 5, 2012  
Staff Report No. EPW-12-022

### REQUEST FOR DECISION

**SUBJECT:** Old Esquimalt Road Traffic Calming Measures

**RECOMMENDATION:**

That a total of seven (7) speed cushions and associated signage be installed and realignment of the Rockheights crosswalk take place along Old Esquimalt Road from Rockheights Avenue to Viewfield Road.

**RELEVANT POLICY:**

Resident initiative

**STRATEGIC RELEVANCE:**

2012 Capital Budget request

Submitted by: Writer

Jeff Miller

Reviewed by: CAO

Robert

Date:

Nov 1/12

## STAFF REPORT

**DATE:** October 31, 2012 Report No. EPW-12-022  
**TO:** Laurie Hurst, Chief Administrative Officer  
**FROM:** Jeff Miller, Director of Engineering and Public Works  
**SUBJECT:** Old Esquimalt Road Traffic Calming Measures

---

### RECOMMENDATION:

That Council approve that a total of seven (7) speed cushions and associated signage be installed and realignment of the Rockheights crosswalk take place along Old Esquimalt Road from Rockheights Avenue to Viewfield Road.

### BACKGROUND:

As part of the 2012 budget deliberations, Council approved a capital project request for the installation of traffic calming measures along a portion of Old Esquimalt Road. This project was in response to resident concerns regarding speeding along Old Esquimalt Road.

The scope of the project was the following:

1. Installation of seven (7) speed tables from Park Terrace to Dominion Road;
2. Installation of associated signage with speed tables;
3. Realignment of cross walk east of Rockheights Avenue;
4. Curb extensions at existing cross walks (3).

The budget approved was \$70,000. Council also requested that staff examine other alternatives that could be utilized to provide traffic calming prior to any construction taking place.

At the September 10, 2012 meeting of Committee of the Whole, staff provided Council with eight (8) options for traffic calming measures (item 1). Direction was being sought to what type of traffic calming measures would be installed along the road corridor. It was staff's assumption that items 2 and 3 of the original scope of work were to still form a part of the traffic calming measure chosen. Item 4 was not pursued as it was one of the options presented in the report that additional information was not requested.

During the public comment portion of that meeting the Residents' Safety committee presented an alternative (speed cushions) for traffic calming. Council directed staff to review three (3) options.

These options were:

1. Speed Readers
  - a. Speed readers are displays that show the speed of an oncoming vehicle in the effort to educate that driver on what speed they are travelling. The reader records

the speeds of the vehicles and the time that the vehicle passed the reader. This information would be downloaded by Engineering and forwarded to Victoria Police for evaluation and to assist in enforcement. The reader is not a photo radar camera and does not take pictures of the vehicles.

- b. Readers would be located in four locations:
  - i. Rockheights Avenue (east bound);
  - ii. Lampson School west boundary (west bound);
  - iii. Victor Broudeur School east boundary (east bound);
  - iv. Viewfield Road (west bound).

## 2. Speed Cushions

- a. Speed cushions are raised areas of the roadway; they can be either rubber or asphalt. These raised areas deflect on set wheels and one side of the frame of a vehicle. The cushions are designed so that at least one side of the vehicle must go over them. Cushions have openings in them that allow large vehicles such as fire trucks, ambulances and buses to transverse the cushion without causing a deflection.
- b. Cushions would be located at seven locations:
  - i. 806/819 Old Esquimalt Road;
  - ii. 838/847 Old Esquimalt Road;
  - iii. 872/901 Old Esquimalt Road;
  - iv. 922/939 Old Esquimalt Road;
  - v. 1146 Old Esquimalt Road (Lampson School);
  - vi. 1186/1185 Old Esquimalt Road;
  - vii. 1210/1215 Old Esquimalt Road.

## 3. Speed Tables

- a. Speed tables are raised areas of the roadway that are made of asphalt. The table works by deflecting all the wheels and frame of the vehicle as it crosses over the table. The purpose of the table is to reduce all vehicle speeds with no allowances for larger vehicles such as ambulances, fire trucks or buses.
- b. Tables would be located at seven locations:
  - i. 806/819 Old Esquimalt Road;
  - ii. 838/847 Old Esquimalt Road;
  - iii. 872/901 Old Esquimalt Road;
  - iv. 922/939 Old Esquimalt Road;
  - v. 1146 Old Esquimalt Road (Lampson School);
  - vi. 1186/1185 Old Esquimalt Road;
  - vii. 1210/1215 Old Esquimalt Road.

In conjunction with the review of the above options, public input was also solicited from residents. This solicitation was through mail outs (for properties abutting Old Esquimalt Road) and an on-line survey on the Township's web site. For sites that contained multiple residents or institutional structures, the questionnaire was supplied to the building manager for distribution. The period of time for receiving responses was from October 1, 2012 to October 15, 2012.

A copy of the questionnaire is attached as Appendix A. A plan view of the area under discussion is attached as Appendix B.

The results of the survey were broken down as follows:

Number of responses = 87

- Number in favour of speed readers = 19 (22%)
- Number in favour of speed cushions = 6 (7%)
- Number in favour of speed tables = 29 (33%)
- Number in favour of other = 33 (38%)
  - Sub category 1 (do nothing) = 19
  - Sub category 2 (Combination of various options) = 9
  - Sub category 3 (other types of physical features) = 5

Number of responses received not located on Old Esquimalt Road = 5

Properties that have multiple owners and both owners responded back on the same form, these responses were treated as two separate responses. Appendix C contains the comments portion of the survey forms received by Engineering.

## **ISSUES:**

### **1. Rationale for Selected Option**

In the 2012 budget process, Council gave approval for the allocation of funding for speed tables for this project, while requesting information on other possible options for traffic calming measures. Based on discussions at Council, along with feedback from the public, the recommended option is speed cushions (asphalt).

Speed cushions, constructed of asphalt, provide several advantages. The first would be to provide traffic calming features along the road corridor. These features would have an impact on travel speed of vehicles transiting this road and hopefully bring the travel speeds to within the posted speed limit.

Both speed cushions and speed tables are features that are similar in size and shape as well as cost. Cushions would provide traffic calming features but minimizes the impact these features will have on the transiting of emergency vehicles and transit buses. If it is determined at a later date that speed tables are necessary, the speed cushions can be modified (asphalt placed in openings) to accomplish this.

As the cushions and tables are similar in size, shape and material, the cost analysis determined that both options are essentially the same cost due to several trade offs. Speed cushions required less asphalt to construct but they do require more labour hours. Speed tables on the other hand require additional asphalt to construct but less labour.

There are negative impacts associated with speed cushions as well. There will be an increase in traffic noise as vehicles transit the cushions. Other traffic noise that will be associated with the

cushions is deceleration and acceleration of vehicles as they cross the cushions.

The overall speed of vehicles travelling on Old Esquimalt Road may not decrease. There is a tendency for some drivers to slow down only in the vicinity of the cushions and then speed up to make up for "lost time". This behaviour will not be known until the speed cushions have been installed.

Another possible negative impact associated with the traffic calming features is that there could be an increase in the amount of traffic utilizing Rockheights Avenue to bypass the features. This affect will not be known until the features are in place.

Rubber speed cushions were also reviewed. This option was not chosen because of several reasons. The cost of this option is the highest one and is outside of the approved budget of \$70,000. Also, the rubber speed cushions would more likely degrade at a faster rate than the asphalt ones requiring replacement. There is also increased maintenance activities associated with the rubber cushions. Public Works would have to institute an inspection and maintenance program to ensure that the cushions' anchoring system was in good shape.

## 2. Organizational Implications

There are no significant impacts on the Township.

The Fire Department and Victoria Police Department will have to take into account the traffic calming features when calculating their response time while transiting this corridor. Public Works will have to take into account the affect that the features will have on street cleaning and snow/ice control activities.

## 3. Financial Implications

This project was approved during the 2012 budget process with the funding coming out of the capital project fund.

The following table provides the cost break down of the options explored.

Item	Cost of Options (\$)	Realignment of Rockheights Crosswalk (\$)	Total Cost (\$)
Speed Readers	27,000	12,000	39,000
Speed Cushions (recycled rubber)	82,000	12,000	94,000
Speed Cushions (asphalt)	49,000	12,000	61,000
Speed Tables	49,000	12,000	61,000

The impact on operational line budgets is minimal for all the options. The addition of either speed cushions or tables will have a financial impact when it becomes necessary to resurface the road but it should not be an overly significant one.

#### 4. Communication

When an alternative is chosen, Engineering will notify (in writing) the various stakeholders of the upcoming change to the road corridor. The stakeholders receiving notification will include: Fire, Police, Ambulance, Public Works and the resident committee contact person. A general announcement on the changes to Old Esquimalt Road will be made on the Township's web site.

#### **ALTERNATIVES:**

- a. That a total of seven (7) speed cushions and associated signage be installed and realignment of the Rockheights crosswalk take place along Old Esquimalt Road from Rockheights Avenue to Viewfield Road.
- b. That a total of seven (7) speed tables and associated signage be installed and realignment of the Rockheights crosswalk take place along Old Esquimalt Road from Rockheights Avenue to Viewfield Road.
- c. That a total of four (4) speed readers be installed along Old Esquimalt Road from Rockheights Avenue to Viewfield Road with the realignment of the Rockheights crosswalk.
- d. No work to take place along Old Esquimalt Road from Rockheights Avenue to Viewfield Road.

Attachments: Appendix A – Copy of Questionnaire  
Appendix B – Plan view of the area under discussion  
Appendix C – Comments on survey forms received by Engineering



## APPENDIX A

### COPY OF QUESTIONNAIRE



**Notice to residents: traffic calming options on Old Esquimalt Road. Let us know your preferred option by participating in our survey.**

**October 1, 2012**

During the 2012 budget discussions, traffic calming measures on Old Esquimalt Road were approved by Council as a capital project at the request of a citizen petition. The Township would like to provide you with information on the project and the traffic calming options that are being considered. Once you have reviewed this information, please consider filling out our survey form, attached. The information you provide will be forwarded to Council to help determine a course of action for this project.

Once a final selection is made, the traffic calming measures will be installed along the entire length of Old Esquimalt Road (Rockheights Ave. to Viewfield Rd.). The budget allocated for this project is \$70,000.

The three traffic calming options are:

- Speed readers
- Speed cushions
- Speed tables

Attached to this letter, you will find attached a brief summary of each of these options and a survey form. We request that you complete the survey form and return it to the Engineering Department by Monday October 15<sup>th</sup>, 2012, either by mail or in person.

***Our mailing address is:***

Township of Esquimalt Engineering and Public Works  
3<sup>rd</sup> Floor Municipal Hall  
1229 Esquimalt Road  
Esquimalt BC, V9A 3P1

***In addition, you can also:***

Fax your completed form to 250-414-7160  
Scan and e-mail your response to [engineering@esquimalt.ca](mailto:engineering@esquimalt.ca)  
Or visit [www.esquimalt.ca](http://www.esquimalt.ca) and fill out our online survey form.

*For more information on this project, please call 250-414-7108 or email [engineering@esquimalt.ca](mailto:engineering@esquimalt.ca)*

**Jeff W. Miller, P. Eng.**

Director, Engineering and Public Works

## Options for Traffic Calming Measures on Old Esquimalt Road

The three traffic calming options for Old Esquimalt Road are:

1. Speed readers
2. Speed cushions
3. Speed tables

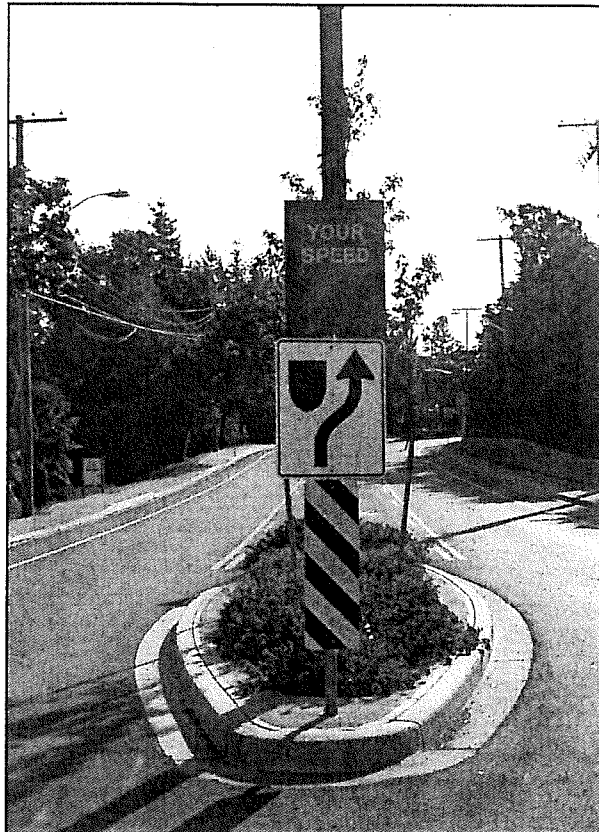
### 1. Speed Readers

In this option, four speed readers would be installed along Old Esquimalt Road at the following locations:

- Rockheights Avenue (east bound)
- Lampson School west boundary (east bound)
- Victor Brouder School – east boundary (west bound)
- Viewfield Road – (west bound)

Speed readers provide a display of oncoming vehicle speed in an attempt to remind drivers of the posted speed limit. Each speed reader would record the time of the various readings and the speed of each vehicle. This information would be downloaded by the Engineering Department and forwarded to the Victoria Police Department to assist them in education and enforcement activities along the road corridor.

Readers display the speed of passing vehicles, and other data such as number of vehicles and vehicles exceeding the speed limit. The reader is not a photo radar camera and does not take photographs of vehicles. Similar speed readers can be found in Esquimalt along Craigflower Road between Yarrow Road and Garthland Road.



Example of speed reader.

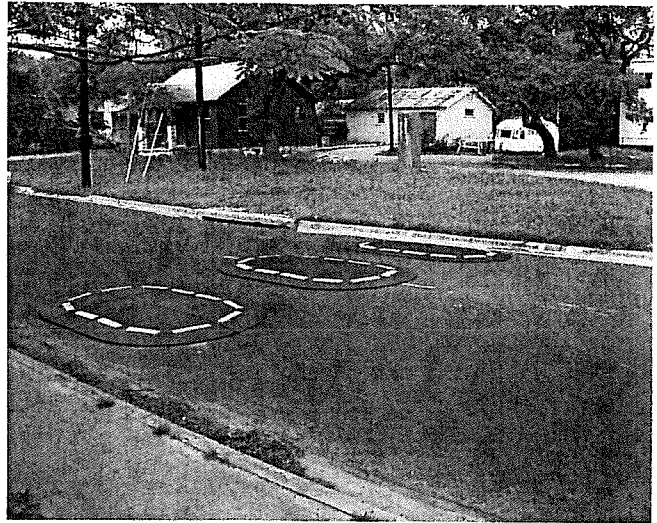
## 2. Speed Cushions

A speed cushion is a raised area of a roadway (asphalt or rubber), which deflects the wheels and frame of a traversing vehicle. Speed cushions are designed so that at least one side of the vehicle must go over them. Most cars are unable to negotiate a speed cushion without having at least one side of the vehicle's wheels on the cushion. Most large vehicles such as trucks, ambulances, fire trucks and buses can transverse the cushion without having a wheel on the cushion. The purpose of the speed cushion is to selectively reduce vehicle speed limits. The vertical deflection of vehicle produces an uncomfortable sensation for vehicle occupants travelling at speeds higher than the speed limit.

In this option, a series of three speed cushions would be established at seven locations along the Old Esquimalt Road corridor. These locations are:

- 806/819 Old Esquimalt Road
- 838/847 Old Esquimalt Road
- 872/901 Old Esquimalt Road
- 922/939 Old Esquimalt Road
- 1146 Old Esquimalt Road (Lampson School)
- ~~1136~~/1185 Old Esquimalt Road / 1186
- 1210/1215 Old Esquimalt Road

Signage would be established along the road warning drivers that they are approaching a speed cushion. A second warning sign would be located just slightly before the speed cushion to provide an indication of its location.



Speed cushions

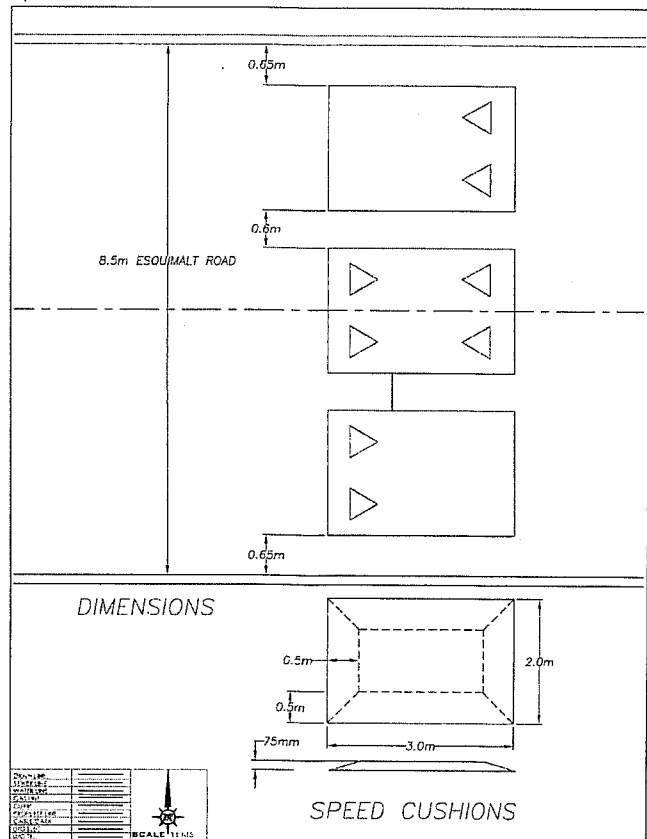


Diagram showing road positioning and dimensions of speed cushions

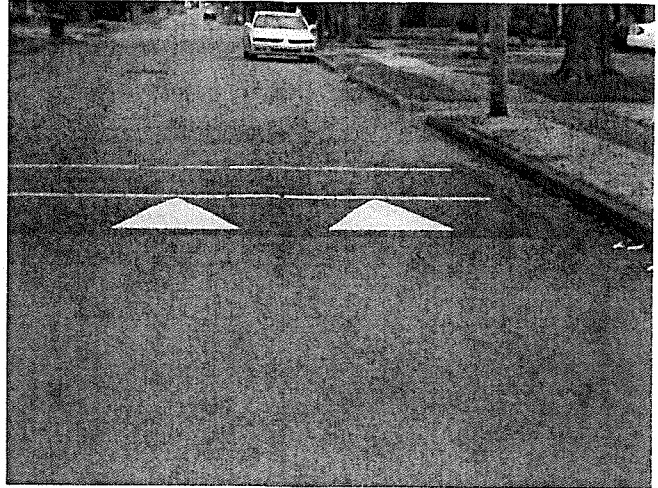
### 3. Speed Tables

A speed table is a raised area of the roadway which deflects both the wheels and the frame of a traversing vehicle. The purpose of the speed table is to reduce all vehicle speeds with no allowances for larger vehicles such as ambulances, fire trucks or buses. With speed tables, the vertical deflection of the vehicle wheels produces an uncomfortable sensation for vehicle occupants traveling at speeds higher than the posted limit. Speed tables are constructed of asphalt.

In this option, the speed tables would be located at seven locations along the Old Esquimalt Road corridor. These locations are:

- 806/819 Old Esquimalt Road
- 838/847 Old Esquimalt Road
- 872/901 Old Esquimalt Road
- 922/939 Old Esquimalt Road
- 1146 Old Esquimalt Road (Lampson School)
- ~~1136~~/1185 Old Esquimalt Road / 1186
- 1210/1215 Old Esquimalt Road

Signage would be established along the road warning drivers that they are approaching a speed table. A second warning sign would be located just slightly before the speed table to provide an indication of its location.



Speed table

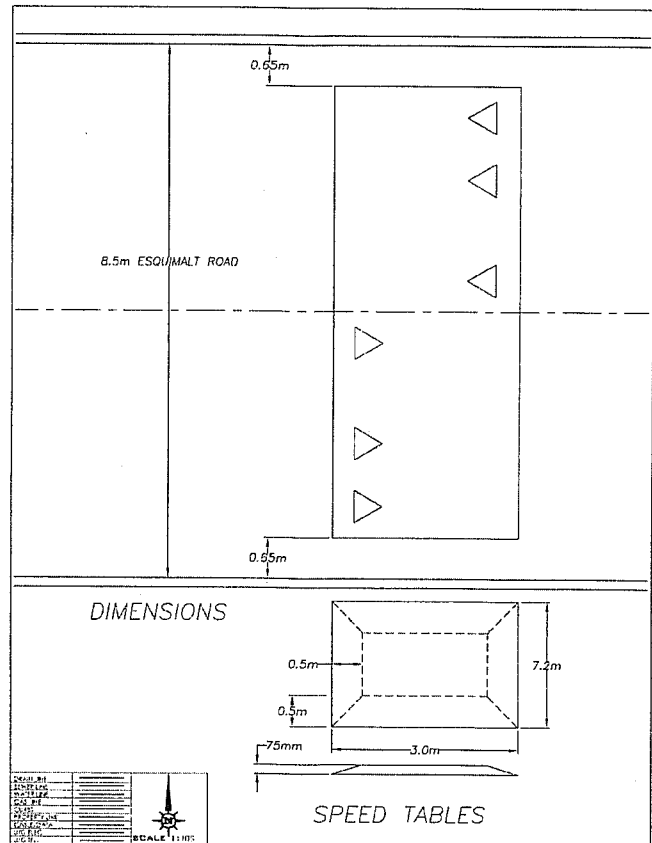


Diagram showing road positioning and dimensions of speed tables



## Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☐

If you chose "other" above, please provide comments below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature:

\_\_\_\_\_

## APPENDIX B

### PLAN OF VIEW OF THE AREA UNDER DISCUSSION





## APPENDIX C

### COMMENTS ON SURVEY FORMS RECEIVED BY ENGINEERING

1

Township of  
**ESQUIMALT**

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

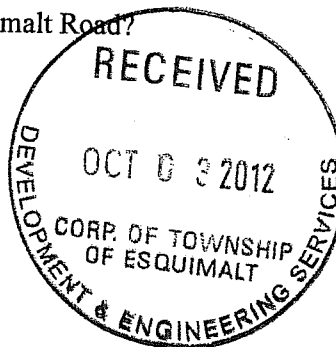
Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Muriel DUNN

Address: 1193 Old Esquimalt Rd  
Victoria, B.C. V9A4X7

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☒
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☐



If you chose "other" above, please provide comments below.

\* In addition to #1, I would like to see road narrowing at the crosswalk between 1198-1211 Old Esq Rd. Having lived in this house for the past 50 yrs I have witnessed many crosswalk "mishaps" and accidents. This include being on the crosswalk with my 3 dogs (small size) when a truck came speeding up the hill. I barely had time to pick-up 2 dogs and the 3<sup>rd</sup> dog was killed instantly. At the time, the morley was crossing in the opposite direction and had to jump back off the crosswalk as well.

Muriel Dunn When driving up the hill towards the crosswalk, you can actually see my front door but cannot see people on the crosswalk. I believe that narrowing the crosswalk would actually help with traffic calming. **42** Thanks very much. Muriel Dunn

10

Township of  
**ESQUIMALT**

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: CHRISTINE TOLLER / ROBERT YOUNDS

Address: 1216 OLD ESQUIMALT RD.

VICTORIA BC

V9A 4X8

What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☒
- 4. Other ☐

If you chose "other" above, please provide comments below.

THERE SHOULD NOT BE AN "OTHER" – AS APPROVED  
THE SPEED TABLES WERE VOTED ON AND ~~APPROVED~~  
SPEED READERS DON'T SLOW TRAFFIC.  
SPEED CUSHIONS WILL NOT REGULATE RACING  
MOTORCYCLES AND SPEEDING COMMERCIAL TRUCKS.

Signature:

R. Yonds



**Marie Letham**

---

**From:** Engineering General Delivery  
**Sent:** October 4, 2012 10:28 AM  
**To:** Marie Letham  
**Subject:** Fwd: Old Esquimalt Rd traffic calming

Will Wieler, AScT  
Engineering Manager  
Township of Esquimalt  
Phone: 1-250-414-7130

[www.esquimalt.ca](http://www.esquimalt.ca)

Begin forwarded message:

**From:** Steve Hambleton [REDACTED]  
**Date:** 3 October, 2012 8:35:01 AM PDT  
**To:** [engineering@esquimalt.ca](mailto:engineering@esquimalt.ca)  
**Subject:** Old Esquimalt Rd traffic calming

Jeff W. Miller, P. Eng, Director, Engineering and Public Works

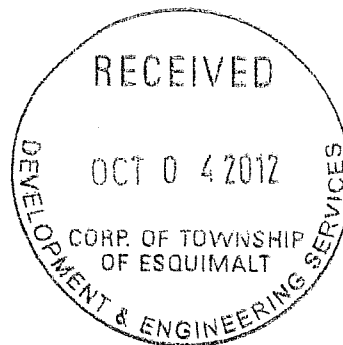
Hi Jeff Miller,

Living at 1197 Old Esquimalt Rd gives me first hand experience with the traffic on this street. I have communicated with the Victoria Police Department as well as the Esquimalt Mayors office on the central issue of traffic safety on this street. The traffic doesn't need calming: the transient drivers need educating. What form this takes is a topic for debate as residents will be divided on possible solutions. Some will agree to expensive traffic obstructions, speed bumps and even speed display options. I personally am in favor of educating the through traffic driver as it is not the local residents that require the paradigm shift.

The Victoria Traffic Division will tell you that they have spent considerable time on the street. I agree. If one investigates the time of day that they do their business, it should become apparent that they are connecting with locals. Residents driving their kids home from school, and mothers taking their mothers out for lunch have been ticketed. Right message, wrong offenders.

The drivers that need attention are those that use this street as a highway to and from work. As I sit here right now, I have listened for the last two hours to cars travelling between 40 and 70 km/h move west in front of my house. Mostly in the dark, from 6:00 am to 8:00 am hundreds of cars speed past the signs that read 30 km/h, slow, and crosswalk. The same thing will happen from 3:30 to 5:00 this evening. You may be able to tell that I don't like it too much. It may be evident that I have had this conversation before. A spokesperson for the Victoria Traffic Division told me that they are doing their best with only 6 officers for the whole region. Apparently they had never come to the area in the early morning or during afternoon rush hour traffic. I suggested that what ever they were doing was not having any impact.

My suggestion is simple: hire one off duty, or auxiliary police officer to work on contract for two hours a day. They would only have to work one hour in the morning and one hour in the



afternoon, once every two weeks. They could rotate the days, stagger the hours, take some east drivers and some west drivers. If you paid them \$350 a day, they could provide the service for 200 days for a total cost of \$70,000. If the traffic control officer was present 2 days a month, the budget costs could be spread out over 8 - 10 years.

If it works the same officer could rotate to other speeding problem areas as well. Think of it. While avoiding capital construction costs, extra asphalt and signage, there would be income as drivers learn to respect the speed requirements in this municipality.

Steve Hambleton

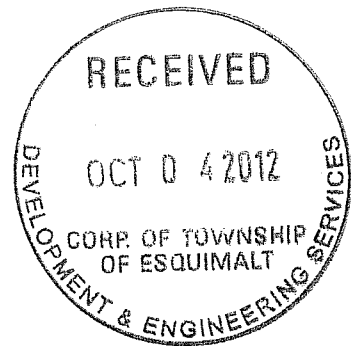
--

Steve Hambleton

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Christine <sup>Humphries</sup> & Kent Dehnel  
Address: 1190 Old Esquimalt Rd.  
Victoria BC  
V9A 4X6



What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☒
4. Other ☐

If you chose "other" above, please provide comments below.

Thank you - we are very happy  
to hear that this is happening on  
our street.

Signature:

[Handwritten Signature]

## Marie Letham

---

**From:** Engineering General Delivery  
**Sent:** October 4, 2012 10:28 AM  
**To:** Marie Letham  
**Subject:** Fwd: Traffic Calming Survey  
**Attachments:** Untitled.PDF; ATT72622.htm

Will Wieler, ASCT  
Engineering Manager  
Township of Esquimalt  
Phone: 1-250-414-7130

[www.esquimalt.ca](http://www.esquimalt.ca)

Begin forwarded message:

**From:** "Kent Dehnel" <[REDACTED]>  
**Date:** 3 October, 2012 11:54:59 AM PDT  
**To:** <[engineering@esquimalt.ca](mailto:engineering@esquimalt.ca)>  
**Subject:** Traffic Calming Survey

Township of  
**ESQUIMALT**

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

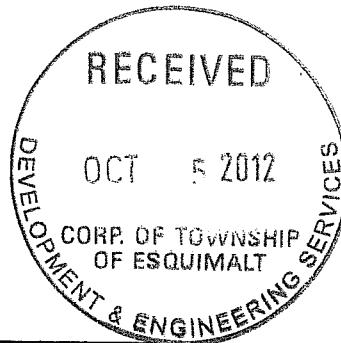
Name: COLIN & OLIVE ROWLAND

Address: 872, A. OLD ESQUIMALT RD.

Victoria

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☒
4. Other ☐



If you chose "other" above, please provide comments below.

WE CAN ONLY HOPE THAT  
THIS ACTION TAKES PLACE  
URGENTLY

Signature:

Rowland

Fax 250 414-7160

48



**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Brent Molnar  
Address: 1198 OLD ESQUIMALT RD.  
VICTORIA B.C.  
V9A 4X6



What is your preferred option for traffic calming on Old Esquimalt Road?

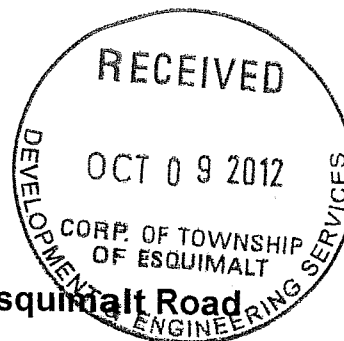
1. Speed Readers ☒
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☐

If you chose "other" above, please provide comments below.

Speed Readers are preferred choice.  
If the street majority in different locations should  
be identified (physically) on the street prior to  
installation to ensure no opposition.

Signature:

My Compliments to the Eng staff to try to bring forward  
options that represent all the interests of the street.  
we have 4 vocal people and recognize that this issue just  
won't go away, so well done!!



Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Kathleen Bok  
JOHN BOK

Address: 714 WARDER PL.  
ESQUIMALT  
V9A 7H6.

What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. ~~Speed Readers~~ ☐
- 2. ~~Speed Cushions~~ ☐
- 3. ~~Speed Tables~~ ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

Overkill! Waste of taxpayers money! Crack  
down severely on speeding offenders who offend  
during a very short period of time <sup>during the day</sup>. Mostly Old Esquimalt Rd.  
is very quiet. For goodness sake, don't destroy the ambience  
of this historical route with multiple ugly signage. Ignore the  
few people who have been saving away for years on this matter!

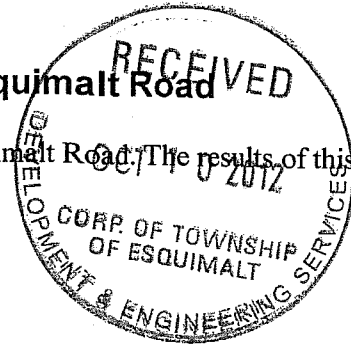
Signature: K. M. Bok  
JBOK

28

Township of  
**ESQUIMALT**

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.



Name: E A Webster

Address: 1173 Old Esquimalt Rd  
Victoria BC

What is your preferred option for traffic calming on Old Esquimalt Road?

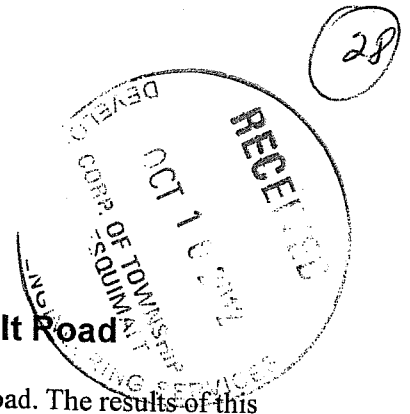
1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☒ - Do nothing.

If you chose "other" above, please provide comments below.

I am not in favour of any of the 3 options.  
However the least offensive - if you  
really feel it necessary to waste  
\$17000 of the tax monies - would be  
Option 1 - Speed Readers

Signature:

E. A. Webster



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Steve & Diane Mc Beath

Address: 1146 Old Esquimalt Rd.

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☒ or nothing!
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☐

If you chose "other" above, please provide comments below.

We do not want speed cushions  
or speed tables along our street  
particularly directly in front of our  
property!

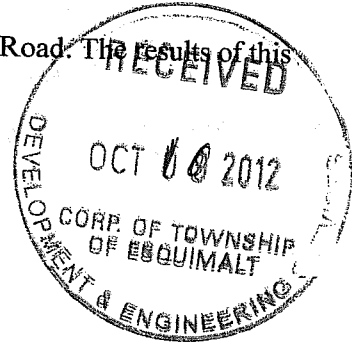
Signature:

Diane Mc Beath

### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: DAVE & GLORIA POLLARD  
Address: 1168 Old Esquimalt Rd  
Victoria  
B.C. V9A 9X6



What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

We do not believe that there is a speeding  
problem on O.E. Rd, except for the occasional  
motorcycle (probably from the motorcycle shop off Park Terrace)  
We were not ~~at~~ turned the petition, but would not have  
signed it. (continued overleaf)

Signature:

Gloria Pollard

The proposed calumny options would render the road unsightly, and would make it an unpleasant drive at 30 Kph.

We do not support this expenditure of municipal Funds, and request that the project be cancelled.

35

Township of  
**ESQUIMALT**

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.



Name: Joanne Truscott

Address: 916 Old Esquimalt Rd

What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☒
- 4. Other ☐

If you chose "other" above, please provide comments below.

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Signature:

Joanne Truscott

We are very happy to hear something is being done about the speeding problem. Thank you!

55





**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: PHIL HENRY

Address: 848 OLD ESQUIMALT RD.  
VICTORIA B.C. V9A 4X1  
[REDACTED]

What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

SEE ATTACHED  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature:

Phil Henry



I have been a resident at 848 Old Esquimalt Rd. since 1966, and as such I think I might qualify for an informed opinion on this matter. I don't know nor do I care who initiated a petition for the traffic calming measures on Old Esquimalt Rd. but I don't think it was presented in an upfront manner. I believe the question was simply, do you want to reduce speeding on your street, a very ambiguous question.

I think there are 2 distinct and different parts of this road that should be considered, namely the eastern (lower 800-900 blocks) and western (upper 1100-1200 blocks) divided by the Lampson and Head Street intersection. The upper portion is largely a residential street used mostly by its residents and residents of the Rockheights area. The lower portion, unfortunately has become a MAJOR transportation corridor, not only used by lower, upper and Rockheights residents, but also a feeder from Lampson Street (another transportation corridor) and also by approx. 42 buses daily, literally hundreds of commercial vehicles daily (serving the Esquimalt Industrial Park complex), including dozens of semi trailer trucks (i.e. Saferway Driver Training and numerous others).

As stated earlier I have lived here quite awhile, back to when the posted speed limit was 30 MPH (except for the Esq Jr. High school zone), and the 800-900 block was actually non stop. The addition of 3 way stop signs at the Aldebury intersection was one of the best and most effective traffic calming (slow down) options that I have seen, and didn't cost an arm and a leg to install. It has made the street a much safer environment for all vehicles and pedestrians alike. The implementation of the 30 KMH for the whole street (24-7) has also slowed much of the traffic most of the time. There will always be some people who don't care or ignore the posted limits, and some will speed excessively, but it is my opinion that they are in the minority, and will speed whether it be speed readers, speed cushions or speed tables.

I am totally opposed to any of these options as presented for a number of reasons:

- #1- Flower pots in the middle of the roadway (dangerous and expensive on-going maintenance)
- #2- Noise from commercial vehicles (air brakes and potential cargo shifting and/or bouncing)
- #3- Safety for residents and traffic (the explanation on option #2 that large trucks, ambulances, fire trucks and buses can transverse the speed cushion is not entirely accurate. Firstly, ambulances are really just converted vans and their tire track or width is almost the same of many other regular vehicles. As to transversing the speed cushion, it means the truck, bus etc. has to cross the center line, which is a dangerous condition for many obvious reasons.
- #4- The potential loss of many on street parking spaces. Currently there is "residential only" parking on one side of the street, and to implement any of these options will be a great disservice to the owner's, resident's and taxpayer's of this neighborhood.
- #5- Cost. Initial cost (\$70,000) and potential maintenance cost, at this time is too much and the funds that have been allocated could be put to better use elsewhere.

My choice with regard to the 800-900 blocks would be to leave status quo, with possibly the speed reader's installed in such a fashion as to not impede traffic flow, safety and resident's convenience, and still give the Engineering Dept. information for education and enforcement activities. As for the 1100-1200 blocks, I don't really have an informed opinion because I rarely use the road except when visiting a few friends who live in the area, and think it should be a concern for the people who live on those blocks.





### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Cheryl-David Bergin  
Address: 854 Old Esquimalt Rd  
280 480 0977

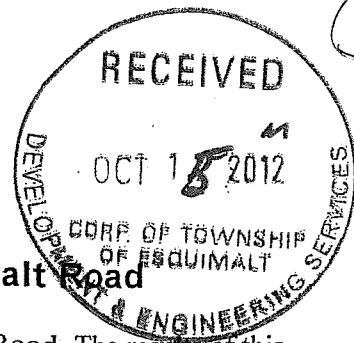
What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☒
4. Other ☒

If you chose "other" above, please provide comments below.

-FLASHING YELLOW AT 3-WAY STOP AT ~~BRIDLEY~~  
ALDERBURY ST.

Signature:



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Jean Jenkins

Address: 1159 Old Esquimalt Rd  
Victoria B.C  
V9A 4X7

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☒

Thank you for the  
explanation of  
#1-3. Much appreciated!  
/g.g.

If you chose "other" above, please provide comments below.

Do nothing. I abide by the 30km speed limit  
and all other road regulations. Some people never will!  
I live here and will be most affected going from  
and back home, always having to be bumped over  
speed cushions or tables. (I have a very bad back and due  
to my husband's age and illness, the only driver in this household  
Signature:

Jean Jenkins (submitted Oct. 12/12)

Speed readers are useless. It won't make any difference to  
those using this road who don't live here. I have lived at this  
address for 31 years. It has over time, become a main  
thoroughfare for all types of vehicles and transport – an alternate  
route to Esquimalt Road. It doesn't seem reasonable to place  
speed deterrent devices on a main artery. On-street parking creates  
an obstacle course now – slowing traffic.

59



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Danielle Esposito  
Address: 1134 Old Esquimalt Rd.  
\_\_\_\_\_  
\_\_\_\_\_

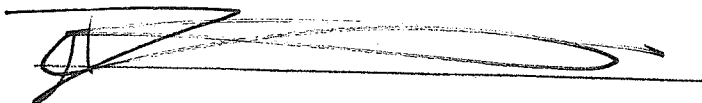
What is your preferred option for traffic calming on Old Esquimalt Road?

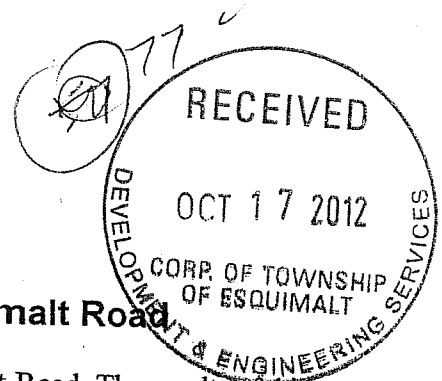
1. Speed Readers ☐ → If I had to choose, speed readers would
2. Speed Cushions ☐ be the lesser of these evils.
3. Speed Tables ☐ however
4. Other ☒ ↓

If you chose "other" above, please provide comments below.

I would like to further discuss other  
non-antiquated traffic calming measures  
ie. road narrowing using planted curb extensions  
in order to maintain the CHARACTER of  
the street.

Signature:





### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Wayne Enright  
Address: 1138 Old Esquimalt Rd.  
Victoria BC V9A 4K3

What is your preferred option for traffic calming on Old Esquimalt Road?

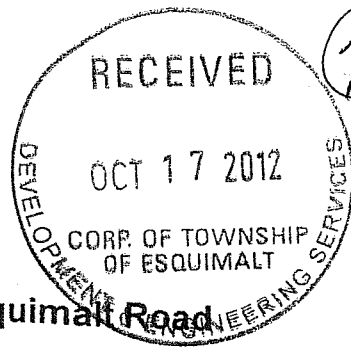
- 1. Speed Readers ☒
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

Planted curb extensions perhaps-  
Speed humps may reduce available  
street parking for residents

Signature:

Wayne Enright



## Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

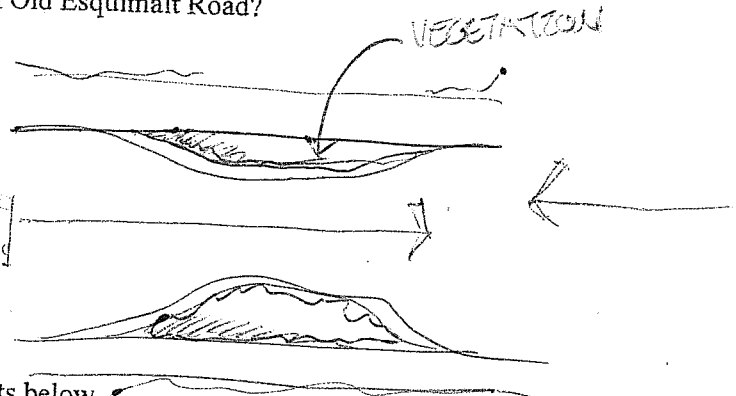
Name: CHRISTIAN BARNARD

Address: 1134 OLD ESQUIMALT ROAD

\_\_\_\_\_  
\_\_\_\_\_

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☒

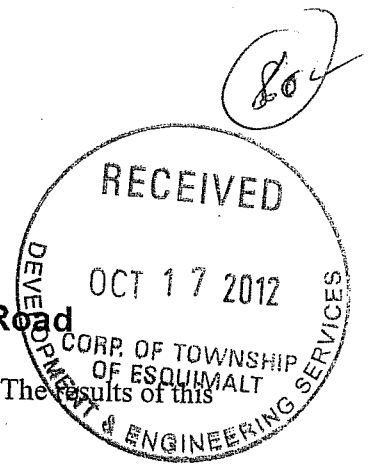


If you chose "other" above, please provide comments below.

ROAD NARROWING USING PLANTED CURB  
EXTENSIONS. THIS WILL RETAIN CHARACTER  
OF STREET.

Signature: \_\_\_\_\_

*[Handwritten Signature]*



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: BONNEY KING

Address: 1120 OLD ESQUIMALT RD  
VICTORIA BC  
V9A 4X6

What is your preferred option for traffic calming on Old Esquimalt Road?

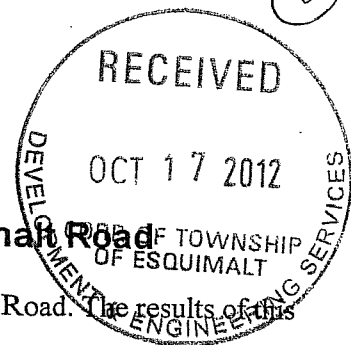
- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

Planted curb extensions to maintain  
the character of the street.

Signature:

Bonney King



**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Eric Shanks

Address: 1122 OLDESQUIMALT RD.  
VICTORIA B.C. V7A4K5

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐

2. Speed Cushions ☐

3. Speed Tables ☐

4. Other ☒

planted

curb extensions

If you chose "other" above, please provide comments below.

planted curb extensions

---

---

---

Signature:

Eric Shanks



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Lynn Rannankari

Address: 1122 Old Esquimalt Rd.

Victoria BC V9A 4X5

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐

2. Speed Cushions ☐


3. Speed Tables ☐

4. Other ☒

If you chose "other" above, please provide comments below.

Extended curbing filled with planting beds. (looks much  
more natural and adds more character to Esquimalt).

Signature:





### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: ROXANNE DUGOU + TIM OVERTON

Address: 850 OLD ESQUIMALT ROAD  
VICTORIA, BC V9A 4X1

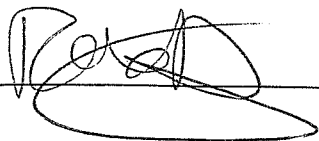
What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☒
2. Speed Cushions ☐
3. Speed Tables ☒
4. Other ☐

If you chose "other" above, please provide comments below.

I suggest a combination of readers and tables.  
I believe the readers would be especially  
useful around the Brodeur school zone, however,  
they may not be effective enough on their own.  
I believe the readers and tables would complement each other.

Signature:



*Thanks!*

### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Helene O'Malley

Address: 1211 Old Esquimalt Road

Victoria B.C. V9A 4X7

[REDACTED]

What is your preferred option for traffic calming on Old Esquimalt Road?

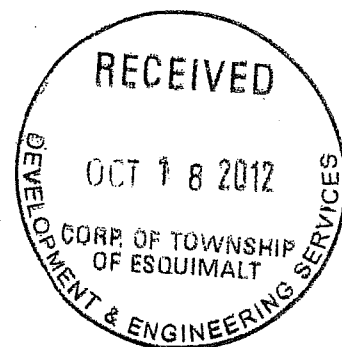
- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☐

If you chose "other" above, please provide comments below.

more of the above. - Please do  
nothing.

Signature:

Helene O'Malley



(90)

Township of  
**ESQUIMALT**

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: DEBRA ANDERSON

Address: 1177 OLD ESQUIMALT

\_\_\_\_\_  
\_\_\_\_\_

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐

2. Speed Cushions ☐

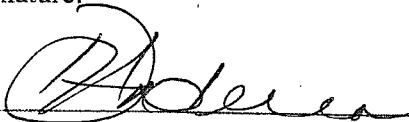
3. Speed Tables ☐

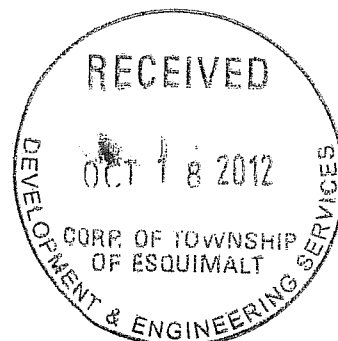
4. Other ☒

If you chose "other" above, please provide comments below.

LEAVE AS IS  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature:





### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Kathleen / David Mick  
Address: 1215 Old ESQUIMALT RD  
VICTORIA BC

What is your preferred option for traffic calming on Old Esquimalt Road?

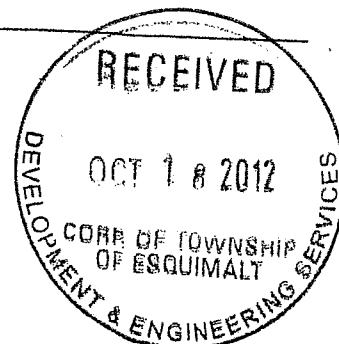
- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

Nothing

Signature:

[Signature]



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Michael Andersen

Address: 1177 Old ESQUIMALT RD

\_\_\_\_\_  
\_\_\_\_\_

What is your preferred option for traffic calming on Old Esquimalt Road?

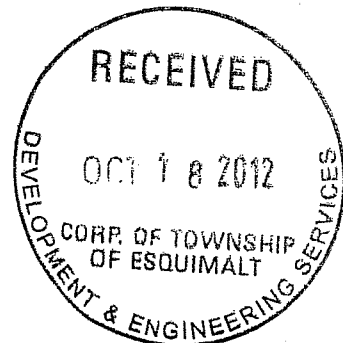
- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

Leave as is.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

*[Handwritten Signature]*



## Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: JOHN SHAVLHOOK

Address: 244 OLD ESQ RD

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☒ No
2. Speed Cushions ☒ No
3. Speed Tables ☒ No
4. Other ☒ No

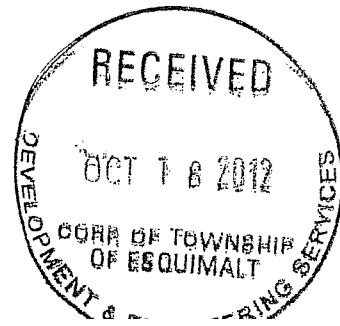
If you chose "other" above, please provide comments below.

*There are no others  
all of the above calming options do  
nothing but move traffic of a secondary  
roads through residential areas.*

*Speed is not the real issue*

*All road belong to all users. Everyone that  
wishes to use said is allowed to do so.  
regardless of where they live*

*[Signature]*



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Albert Beekman

Address: 1221 Old Esquimalt Road  
Victoria, BC

What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☒

If you chose "other" above, please provide comments below.

see attached

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Signature:

Albert Beekman





To Whom It May Concern

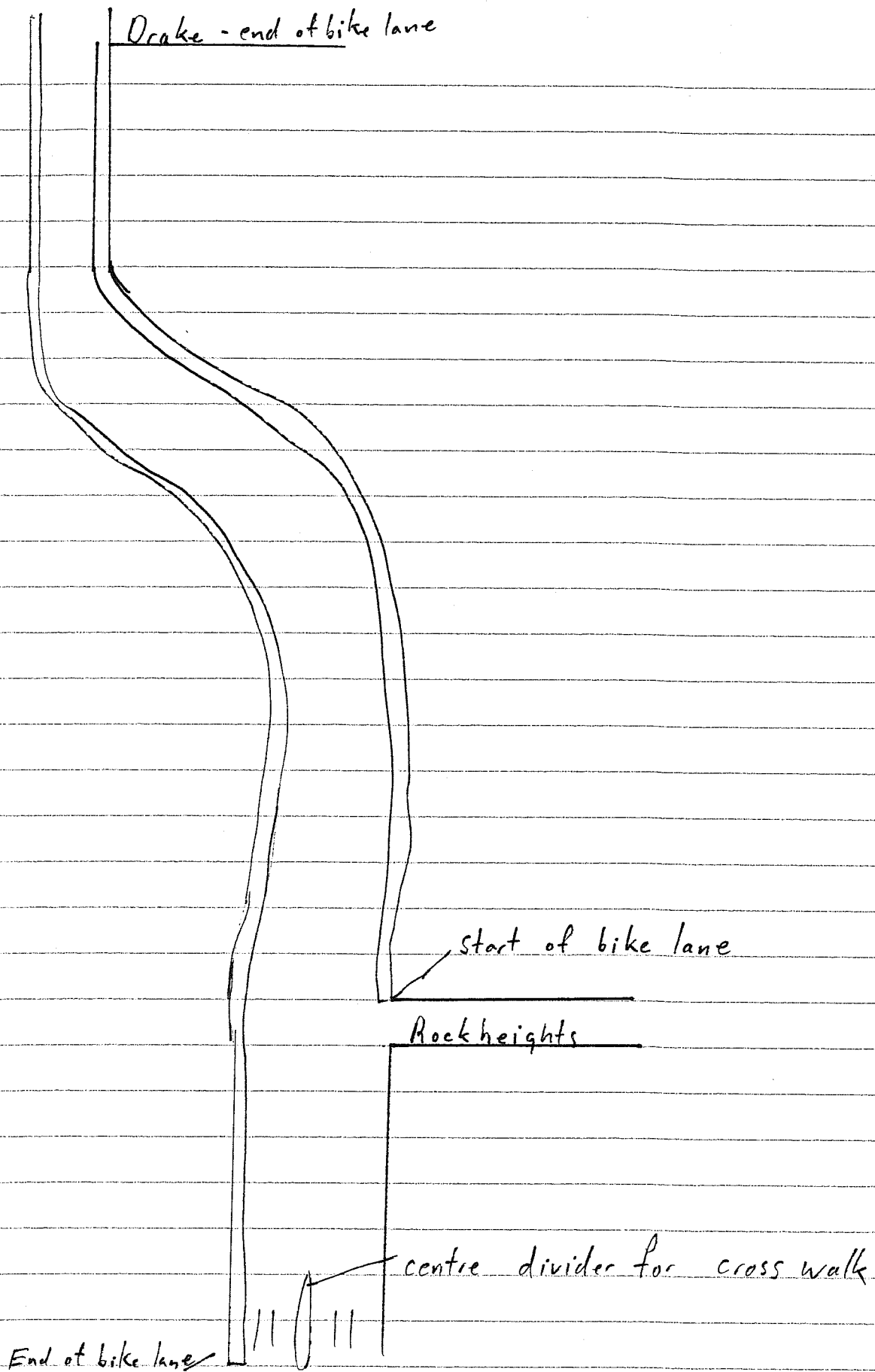
I would like to make the following suggestions:

- 1) A less obtrusive and natural way to calm the traffic in the 1200 block of old Esquimalt road, would be to put in bicycle lanes. There would be no loss of parking, as there is no parking on this section of road. Twenty years ago, when parking was removed along the north side of 1200 block OER, the centre line was not adjusted. The net effect created two downhill westbound lanes while the uphill eastbound lane is narrow and obscured by the landscape. At present bicycles climbing the hill eastbound are at risk because vehicular traffic cannot see ahead around the curve.
- 2) Placing a pedestrian island on the crosswalk at the top of the hill would also slow traffic and make it safer for pedestrians.
- 3) Placing an island were also put on a new crosswalk in the 1100 block at the entrance to High Rock Park ( near Phil Ross park) would accomplish the same.

I believe the foregoing features would have the traffic calming effect desired and be more aesthetically than speed humps and all the accompanying signage.

Albert Beekman  
1221 Old Esquimalt Road





### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: LARRY RICHARDSON

Address: 1221 OLD ESQUIMALT  
VICTORIA, B.C.  
V9A 4X7

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐

2. Speed Cushions ☐

3. Speed Tables ☐

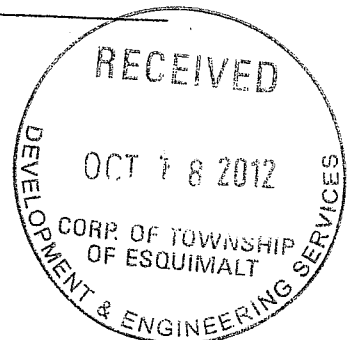
4. Other ☒

If you chose "other" above, please provide comments below.

DEDICATED BICYCLES LANES.

Signature:

Larry Richardson



### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: DARWIN ROBINSON

Address: 1165 OLD ESQUIMALT RD

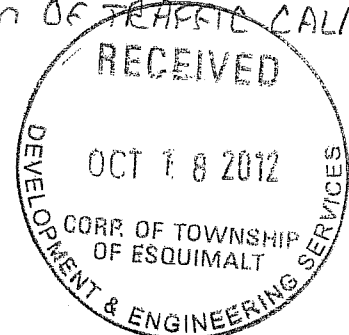
What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☐

If you chose "other" above, please provide comments below.

THERE IS NO OTHER - DO NOTHING - THERE IS NO PROBLEM.  
THE OBJECT OF THE PETITIONERS THAT STARTED THIS  
NONSENSE WAS TO MOVE THROUGH TRAFFIC FROM A RESIDENTIAL  
COLLECTOR ROAD TO A RESIDENTIAL ROAD (ROCK HEIGHTS).  
WHEN ROCK HEIGHT RESIDENCE BECOME AWARE OF THIS WE WILL  
Signature: HAVE A REPLAY OF 1997 WITH A 344 SIGNATURE PETITION.  
WITH ONLY 28 IN SUPPORT OF ANY FORM OF TRAFFIC CALMING.

DA Robinson



To Mayor Barbara Desjardins and All members of Council

Subject: Old Esquimalt Road

I would like to make council aware of the potential problem that the Council motion of 6 February 2012 could create.

Traffic calming on the west end of Old Esquimalt Road will divert through traffic from Old Esquimalt Road, a residential collector road, to Rockheights Avenue, a residential road, in direct conflict with the Official Community Plan where Old Esquimalt Road is classified as a residential collector road.

The majority of residential collector roads are also emergency routes. Fire trucks going to the Rockheights area currently lose valuable time negotiating the speed humps on Park Terrace. Why would you increase the loss of valuable time by installing more speed humps on Old Esquimalt Road? A fire doubles every three minutes - any unnecessary time delay is unacceptable. Ambulances going to either of our hospitals often use Old Esquimalt Road. More speed humps will cause further delay and greater, unnecessary discomfort to the person being transported.

The petition of July 2010 that started this action stated "that the average speed of vehicles on Old Esquimalt Road was almost double the 30 km limit." Residents were asked to sign the petition if they agreed there was a speeding problem and further, that the municipality in conjunction with the police should rectify this problem. In my opinion, very few people when reading the statement that there was 'speeding on their street' would not sign. Many residents who signed the petition thought they were asking for better enforcement not speed humps.

My neighbour asked if the intent of the petitioners was speed humps and was assured that it was not, that it was a request for more enforcement. When I asked if the intent was speed humps, I was told yes. When I spoke against the petition the parting statement to me was: "that we would agree to disagree but if a child was killed it would be my responsibility."

A recent enforcement activity by VicPD, over a reasonable period of time, yielded six [6] tickets issued. The highest speed recorded was 54 km/hour. This is a long way from the statement on the 2010 petition that the speed was almost double the posted 30 km limit.

*In 2003 I had a lengthy discussion with the Municipal Engineer who explained what had actually motivated a traffic study of the Rockheights/Old Esquimalt Road area. Nearing the end of the financial year in 1996, it was brought to the attention of the Engineering Department that \$40,000 remained in their budget for consultants and either "use it or lose it." Staff was tasked to search the files for anything that would justify a consultant study. Two letters were found - one from a resident in the Selkirk area and the other from a Rockheights resident. Both were complaints about traffic cutting through their street during peak traffic hours. When completed, the study recommended council allocate a large sum of money in the 1997 budget to cure a 'non-existent problem.' When the residents of Rockheights and Old Esquimalt Road realized that numerous speed humps, a proposed road closure and a forest of signs was 'coming their way soon' the community erupted in protest. After some of the largest and most acrimonious public meetings ever held, Council finally listened and shut the project down.*

*When residents of the Rockheights area become aware of what is being contemplated for Old Esquimalt Road again there is every possibility the 1997 situation could be replayed. It was extremely divisive and hateful and has taken years to go away. Please reconsider and rescind your motion of 6 February 2012. There are far better uses for \$70,000.*

*Thank you for your attention to this matter.*

*Darwin A. Robinson  
1165 Old Esquimalt Road*

### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Sherri K. Robinson

Address: 1165 Old Esquimalt Road  
Esquimalt Road  
V9A 4X7

What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☐
- 4. Other ☐

If you chose "other" above, please provide comments below.

please see attached.  
Leave historic Old Esquimat Road  
as it is!

Signature:

Sherri Robinson  
October 14, 2012



The Mayor Barbara Desjardins and all members of Esquimalt Council.

#### Old Esquimalt Road

I would like to state that I find it very, very interesting that there have been no meetings (formal or otherwise) between all residents and the Engineering Department since Council tasked them to address the so called 'problem' on Old Esquimalt Road in February 2012. It would seem to me that poor engineering practice is being followed when 'solutions are proposed' before the problems, if any, have been thoroughly identified.

I have lived on Old Esquimalt Road since 1985 and before this time, in the area, just around the corner on Lampson Street since 1967. When we first moved on to Old Esquimalt Road the speed was 30MPH changed later to 30KPH an entirely unreasonable speed as most will attest to. I participated in speed recording when the electronic speed board was on site. You may be interested to know that one of the first 'caught' going over the 30k limit was a member of the police force. Unfortunately when statistics are gathered using this method even one kilometer over the posted limit is recorded. So statistical information at best is flawed.

Recently a Survey Form - Traffic Calming Options on Old Esquimalt Road was left on the doorstep. This was in direct response to the "2012 budget discussions when traffic calming measures on Old Esquimalt Road were approved by Council as a capital project at the request of a citizen petition." This evolution started in response to a Survey taken by the Old Esquimalt Road Safety Committee dated 26 July 2010. It was very interesting to learn that this committee was self-appointed and not sanctioned by the Township. The question asked on this survey, which I did not sign, was:

"This survey is to establish agreement amongst Old Esquimalt Road residents that there is a: a speeding problem on Old Esquimalt Road; and,

b: an agreement amongst the under-signed that the Municipality of Esquimalt in conjunction with the City of Victoria Police, Traffic Division and Old Esquimalt Road residents, should rectify this speeding problem."

This question could be put to any resident living on any street in Esquimalt and no doubt the same 'yes' answer would be given.

Is there a problem? You cannot simply throw a great deal of taxpayer money (\$70,000) on a solution before the problem has been accurately identified. In 2007 extensive research was done to confirm or deny information sent to Council regarding a statement made that 'a child was knocked off their bicycle' on Old Esquimalt Road.' A request for 'traffic calming measures was made so this could not happen again.' The neighbourhood was divided as to the request and the statement causing the division proved to be erroneous.

This paragraph taken from a letter to Mayor and Council in 2007 sheds more information on why this subject is still being discussed today: "The Urban Systems Engineering Study [June 1997] for the Rockheights/Old Esquimalt Road area and the Selkirk Avenue area study were initiated by two letters written by residents in the early



This paragraph taken from a letter to Mayor and Council in 2007 sheds more information on why this subject is still being discussed today: "The Urban Systems Engineering Study [June 1997] for the Rockheights/Old Esquimalt Road area and the Selkirk Avenue area study were initiated by two letters written by residents in the early 1990s complaining that 'their' streets were being used as a short cut. Discussions with the Engineer in 2003 explained why this study was done. **Nearing the end of the financial year in 1996 it was brought to the attention of the Engineering Department that \$40,000 remained in their budget for consultants. It became a case of 'use it or lose it!'** The secretary was tasked to review the files as far back as it would take to find a letter or letters that would justify a consultant study. A letter was found from a Selkirk Avenue resident complaining that traffic was cutting down the street to avoid the Craigflower & Tillicum Road intersection at peak traffic time. A second letter from a Rockheights resident complained of peak hour traffic using Rockheights Avenue to short cut between Esquimalt Road and Lampson Street. Both of these letters had been on file for a number of years but because there was 'money to get rid of' they were enough justification to spend \$40,000. [12% tax increase at the time] When you task a consultant to study a non-existent problem he is obligated to either create or discover justification for his efforts. The final report had streets being closed, speed humps everywhere and an absolute forest of signs being installed. The Urban Systems Engineering report created a very embarrassing situation for Council who were not aware of the totally erroneous justification for the financial expenditure. The report was accepted and as a result very large expenditures were budgeted for. When the Rockheights residents became aware of the report all hell broke loose. They immediately organized into an Action Committee to refute the report and to block any expenditure on a non-existent problem. Some of the largest and most acrimonious public meetings ever held in Esquimalt took place in the fall of 1997. The result, Council listened and the project was shut down." Unfortunately, like the Phoenix, it appears to be raising its ugly head again 10 years later

It is interesting that some residents just want to 'find any way you can to get traffic off the street.' There has been some increased traffic on the street since the Shipyard is once again thankfully in full swing. We have a little more traffic in the early morning and the same in the late afternoon. I get the sense that some folks would be much happier if those jobs were somewhere else! There is much less traffic however than when Lampson Street School was open and at full capacity.

It should be remembered that in 1997 Old Esquimalt Road was designated a 'secondary road' through the township. The options presented by the Engineering Department will force traffic from Old Esquimalt Road on to other residential streets in the area. I would assume mainly through Rockheights. This would be contrary to the Community Plan where secondary roads are to be kept open and accessible in order to keep through traffic out of residential areas.

Old Esquimalt Road is an emergency route to the Victoria General Hospital. It is also the emergency route for fire trucks for situations that might arise in Rockheights/Cairn Park. As you may recall, a second fire hydrant was placed near the 1100 block park entranceway a few years ago. There are members of council that are well aware of how time, right down to seconds lost, in responding to emergency situations is critical. Speak with ambulance drivers and members of our Fire Department about the Park Terrace/Grenville Avenue speed hump situation. Better still, speak with our MLA Randall Garrison who was instrumental in having those bumps installed. As a resident of Grenville Avenue, he lasted only a few months after the installation - the one bump outside his bedroom window was 'far too noisy' - he moved.

As a person with a diagnosed spinal problem I do not wish to live with the solutions proposed to cure a non-existent problem. Nor do I want to see the ambience of the most beautiful road in the entire township of Esquimalt destroyed by a series of bumps, humps or forest of signs. (there are already too many)

Please do nothing to Old Esquimalt Road. Please leave the road just the way it is and continue to celebrate its unique history. Please rescind your motion taken 6th February 2012.

Sherri Robinson  
1165 Old Esquimalt Road

cc Engineering Department

956

## Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Cameron Anderson

Address: 1177 Old Esquimalt Rd.

What is your preferred option for traffic calming on Old Esquimalt Road?

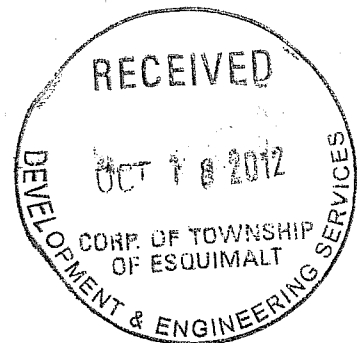
1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☒

If you chose "other" above, please provide comments below.

Leave street as is.

Signature:

Cameron Anderson



(97)

Township of  
**ESQUIMALT**

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Duncan MacKay  
Address: 932 Old Esquimalt Rd.  
Victoria BC  
V9A 4X3

owner of  
932 - 936  
Old Esquimalt

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☒

If you chose "other" above, please provide comments below.

Please see sheet two  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature:

D MacKay



Jeff W. Miller  
Township of Esquimalt

Dear Jeff

I have owned and lived in one side or the other of my duplex at 932/936 Old Esquimalt Rd since 1987.

The traffic has certainly increased on Old Esquimalt Rd since then but the most drastic change has occurred since the renovations on Esquimalt Rd where you decreased the flow of traffic with calming measures. In my opinion much of the traffic that I now see on Old Esquimalt is dissatisfied drivers that used to travel on Esquimalt Rd.

I had never seen cars backed up from the Lampson intersection west all the way back to Park Terrace., even Lyall St has shown an increase in traffic.

I have never been approached by any resident or town official and asked for my opinion.. I have talked to Tom the fellow who lives by the Vic. Esq. border and I know that slowing the traffic down has always been his passion. I think that he has lived there since 1985 when it was 50 kilometers and he will be hard to satisfy. I recently talked to him about the calming proposal and like me he rejected all three of your proposals.

I have made a point in paying attention to police vehicles on Old Esquimalt and every time that I am behind one of their vehicles I attempt to match their speed and almost every time that I do I find that I am traveling over the speed limit. I consider myself a fair judge of speed and quite often note that they are doing the same when I observe them from in front of my house.

I believe that the first thing that should be done is to request that they set an example by following the speed limit themselves.

Once they have accomplished that they should set up some speed traps when most of the speeding occurs at the end of the working day.

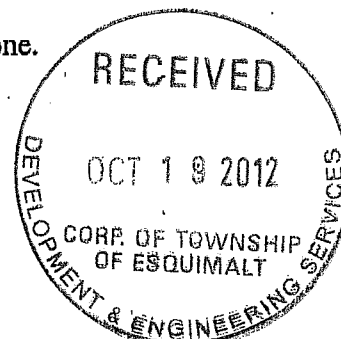
I don't think that your stop signs at Aldebury have done any good. In fact I find them most annoying and in my opinion, I think that people actually speed up after having to stop.

Please consider removing the stop signs,(even the police don't come to a full stop).  
Returning the speed limit to 40 kilometers.

Training Victoria's finest to observe the speed limit.

And brutally enforce the speed limit in the playground zone.

Sincerely  
Duncan A MacKay  
932 Old Esquimalt Rd  
250-361-0409



OCT 25 2012

Corporation of the  
Township of Esquimalt

**Survey Form – Traffic Calming Options on Old Esquimalt Road**

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: Conrad Lundgren + Donna Lundgren  
Address: 164 Old Esquimalt Road  
WA 4X6 Esquimalt BC

What is your preferred option for traffic calming on Old Esquimalt Road?

1. Speed Readers ☐
2. Speed Cushions ☐
3. Speed Tables ☐
4. Other ☒

If you chose "other" above, please provide comments below.

① Police presence & enforcement of the speed limit  
② Set a realistic speed limit - 30 KPH the whole  
length of Old Esquimalt Road is far too loud.

Signature:

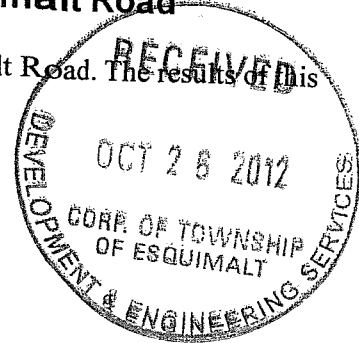
Lundgren Lundgren

### Survey Form – Traffic Calming Options on Old Esquimalt Road

Please fill out our form to select a traffic calming option for Old Esquimalt Road. The results of this survey will be forwarded to Council for its consideration.

Name: P. ROBINSON / D. MINCEP

Address: #922 OLD ESQUIMALT

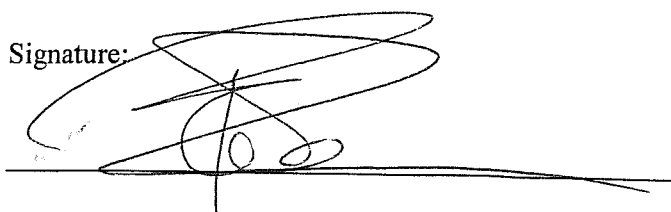


What is your preferred option for traffic calming on Old Esquimalt Road?

- 1. Speed Readers ☐
- 2. Speed Cushions ☐
- 3. Speed Tables ☒
- 4. Other ☐

If you chose "other" above, please provide comments below.

We Realize the tables would be  
right in front of our house. We are  
OK with that.

Signature: 



## 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: Nov. 5, 2012  
Staff Report No. EPW-12-023

### REQUEST FOR DECISION

**SUBJECT:**

Traffic Order # 1199 - Lockley Road - 1200 Block Residential Only Parking Restriction

**RECOMMENDATION:**

TO No. 1199 for "Residential Only" parking be instituted for the 1200 block of Lockley Road.

**RELEVANT POLICY:**

Resident initiative

Streets and Traffic Regulation Bylaw, 2005, Bylaw No. 2607

**STRATEGIC RELEVANCE:**

This request does not directly relate to the Strategic Priorities

Submitted by: Writer

*[Signature]*  
*[Signature]*

Reviewed by: CAO

Date:

*Nov 1/12*



## STAFF REPORT

**DATE:** October 31, 2012 **Report No.** EPW-12-023  
**TO:** Laurie Hurst, Chief Administrative Officer  
**FROM:** Jeff Miller, Director of Engineering and Public Works  
**SUBJECT:** Traffic Order No. 1199 - Lockley Road –  
1200 Block Residential Only Parking Restriction

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### RECOMMENDATION:

That Council approve:

TO No. 1199 for “Residential Only” parking be instituted for the 1200 block of Lockley Road.

### BACKGROUND:

The Township has received a petition from the 1200 block of Lockley Road requesting “Residential Only” parking. The petition was in response to higher than normal on-street parking and partial blocking of driveways by employees in the surrounding industrial areas (i.e. Graving Dock, Seaspan, and DND (Naden).

There are twenty-one (21) properties within the 1200 block of Lockley Road (see attached Traffic Order for map). Of the 21 properties, fourteen (14) have driveways (eleven (11) on the north side, 3 on the south side).

The request has been reviewed by the Engineering Department. This review concluded that due to the number of vehicles that are parked along the street, vehicles that are backing out of driveways face a difficult manoeuver. Sight lines are reduced due to the parked vehicles. As well the backing manoeuver is also made difficult by the parked vehicles being partially parked within the residential driveway area.

The petition has met Council’s Policy requirements for this type of petition and Engineering does not have any objections with the petition request.

### ISSUES:

#### 1. Rationale for Selected Option

The proposed solution for this issue is that residential only parking is instituted along this section of Lockley Road. Similar parking restrictions exist on Colville Road and appear to be managing the parking concerns of those areas. It is anticipated that a similar situation will develop on the 1200 block of Lockley Road. If the parking situation does not improve, permit parking would be the next type of parking restriction instituted.

There is the possibility that with the application of residential only parking the transient vehicles will relocate to other portions of Lockley Road or other nearby streets. If this occurs, the residents will have to determine if they have concerns about this. Engineering and Bylaw will also be monitoring the parking situation to determine if a Township initiative will be required to deal with parking within the localized area.

## 2. Organizational Implications

There are organizational implications. As residential only parking is initiated, the Bylaw Section will see a portion of its resources being devoted to the monitoring, enforcement and collection of municipal tickets relating to activities on this street. The utilization of the resources will impact both the outside and inside individuals dealing with bylaw enforcement.

The Bylaw Section is proposing to upgrade its ability to deal with monitoring, enforcement and collection of municipal tickets.

## 3. Financial Implications

The management of the municipal tickets will carry a financial implication. The Township currently utilizes Tempest as a program to manage complaints, enforcement and collection. Tempest employs various modules to carry out different activities. Corporate Services is currently determining which modules will provide the most benefit to the operations of the Township with respect to municipal ticketing. Once this review is complete, Corporate Services will be including this requirement as a 2013 budget request.

With the issuing and collection of fines from municipal tickets, the Township will be able to better utilize a revenue stream that is available to the Township.

## 4. Communication

Once a decision has been made, this information will be communicated from Engineering to the contact individual who submitted the petition. The traffic order will be entered into the queue for Public Works activities. When the residential parking signs are installed at either end of the 1200 block, additional signage will be installed indicating a change in the traffic pattern. These signs will remain up for a week. This one week will be a grace period where "warnings" will be issued. At the end of the week, the new traffic signage will come down and vehicles will be ticketed as per the bylaw.

## ALTERNATIVES:

1. TO No. 1199 for "Residential Only" parking be instituted for the 1200 block of Lockley Road.
2. That permit parking is instituted.
3. Current parking requirements are maintained.

**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**  
**STREETS AND TRAFFIC REGULATION BY-LAW, 2005, No. 2607**

**ORDER NO. 1199**

**WHEREAS I, JEFFREY W. MILLER**, Director of Engineering and Public Works of the Corporation of the Township of Esquimalt, am empowered under the terms and provisions of the *Streets and Traffic Regulation By-law, 2005, No. 2607* to make orders in respect of certain matters and things therein mentioned.

**NOW THEREFORE** in the exercise of the powers given in the said By-law, **I DO HEREBY ORDER THAT:**

Residential Parking Only signs shall be placed to indicate that parking is prohibited to Residential Parking Only on both sides of Lockley Road from 1201 to 1238.

This Order to be effective and to come into full force and effect from midnight upon the 5<sup>th</sup> day of November A.D. 2012.

\_\_\_\_\_  
Director of Engineering and Public Works

**I, Anja Nurvo**, Corporate Officer of the Corporation of the Township of Esquimalt, **DO HEREBY CERTIFY:**

1. That the foregoing is a true copy of an Order made by Jeffrey W. Miller, Director of Engineering and Public Works of the Corporation of the Township of Esquimalt, pursuant to the terms and provisions of the *Streets and Traffic Regulation By-law, 2005, No. 2607* of the said Corporation and submitted to the Municipal Council of the Corporation of the Township of Esquimalt on the 5<sup>th</sup> day of November A.D. 2012.
2. That on the 5<sup>th</sup> day of November A.D. 2012, the said Municipal Council did, by resolution, approve the said Order, the original of which is on file in my custody in the Municipal Hall of the Corporation of the Township of Esquimalt, pursuant to the terms of the *Streets and Traffic Regulation By-law, 2005, No. 2607*.

\_\_\_\_\_  
Corporate Officer

1240 (OFFICERS' MESS)  
 1200 (HOSPITAL/DENTAL TREATMENT UNIT OFFICE)  
 1198 (COM GROUP #741 RESERVE FACILITY)  
 1196 (COM GROUP #741 STORAGE FACILITY)  
 1194 (PETROLEUM/OIL/LUBRICANT SHED)

COLVILLE RD

E & N RAILWAY

LOCKLEY RD

INTERVALE AVE

INTERVALE



RESIDENTIAL  
PARKING  
ONLY

92

ADMIRALS RD

TOWNSHIP OF ESQUIMALT

TO 1199

RESIDENTIAL PARKING ONLY

LOCKLEY ROAD

DATE SEPT-25-2012 DWG. NO.

DESIGN BY:

DRAWN BY: RAS

SCALE: 1:1250

PATH:

1187 1183 1179

1186 1182 1178

1203 1201 1195 1191 1187 1183

825

824

820

816

812

8

1201

1203

1205A  
1205B

1207

1211

1213  
1215

1217

1219

1223

1227

1231

1235

1239

1243

1247

1251

1200 1196

1202

1206

1210

1214

1218

1222

1226

1230

1234

1238

1250

1211

1215

1219

1223

1227

1231

1235

763



## 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: Nov. 5, 2012  
Staff Report No. EPW-12-024

### REQUEST FOR DECISION

**SUBJECT:**

Traffic Order No. 1200 – Colville Road Alley Way - 1100 Block No Parking Restriction

**RECOMMENDATION:**

- TO No. 1200 for No Parking be instituted for the alley way between Hutchinson Avenue and MacLeod Avenue.

**RELEVANT POLICY:**

Resident initiative

Streets and Traffic Regulation Bylaw, 2005, Bylaw No. 2607

**STRATEGIC RELEVANCE:**

This request for decision does not directly relate to a specific strategic objective

Submitted by: Writer *[Signature]*

Reviewed by: CAO *[Signature]*

Date: Nov 1/12

## STAFF REPORT

**DATE:** October 31, 2012 **Report No.** EPW-12-024

**TO:** Laurie Hurst, Chief Administrative Officer

**FROM:** Jeff Miller, Director of Engineering and Public Works

**SUBJECT:** Traffic Order No. 1200 – Colville Road Alley Way – 1100 Block  
No Parking Restriction

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### RECOMMENDATION:

That Council approve TO No. 1200 for No Parking to be instituted for the alley way between Hutchinson Avenue and MacLeod Avenue.

### BACKGROUND:

The alley way is a stretch of road that runs between Hutchison Avenue and MacLeod Avenue. Eighteen (18) lots that front on Colville Road utilize this alley way as an access to the back of their lots. It is also the road utilized by Public Works for garbage pickup and Fire-Rescue for access to the lots. The paved portion of the alley way is approximately on average 3 - 4 metres wide with the total right of way having a width of 6.20 metres. (Note: width varies along the alley way)

Prior to the construction of the E & N Rail Trail, the rail embankment on the south side of the right of way (ROW) was a sloped piece of topography. As there was no harden barrier between alley way and the rail corridor, it was possible to park on the south side of the alley way without impeding the movement of large vehicles (i.e. garbage trucks and fire trucks).

When the E & N Rail Trail was constructed, the trail was constructed up to the property line of the rail corridor and the ROW. This was accomplished by the construction of a retaining wall constructed of lock blocks. This harden structure also removed the ability of residents to park on land in the rail corridor ROW. This hardening has occurred from the Hutchinson entrance to the entrance of the Rail Trail (approximately 164 meters/9 lots).

The Township has received residential feedback expressing concern that parked vehicles (i.e. vehicles, trailers, boats) are greatly reducing the available space for other vehicles to transit the corridor. These parked vehicles are also making it harder for residents to back out of their driveways. Engineering/Public Works/Fire-Rescue have visited the alley way and have expressed concerns about the available ROW that can be utilized.

### ISSUES:

#### 1. Rationale for Selected Option

The proposed solution for this issue is that a no parking zone be established along the retaining wall. This no parking zone will be approximately 164 metres in length starting from the

Hutchinson Avenue entrance. The establishment of this zone will help insure that the alley way is available for the use by the residents as well as municipal vehicles (Fire Rescue and Public Works).

Without this no parking zone, the alley way will be fairly restrictive to movement of large vehicles, which will impact the Township's ability to carry out garbage collection and fire response. The zone will also make it easier for residents to exit and enter their driveways.

A negative impact for residents is that an area that traditionally has been available to them for parking of additional vehicles will be lost.

## 2. Organizational Implications

There are organizational implications. As no parking is initiated, the Bylaw Section will see a portion of its resources being devoted to the monitoring, enforcement and collection of municipal tickets relating to activities on this street. The utilization of the resources will impact both the outside and inside individuals dealing with bylaw enforcement.

The Bylaw Section is proposing to upgrade its ability to deal with monitoring, enforcement and collection of municipal tickets.

## 3. Financial Implications

The management of the municipal tickets will carry a financial implication. The Township currently utilizes Tempest as a program to manage complaints, enforcement and collection. Tempest employs various modules to carry out different activities. Corporate Services is currently determining which modules will provide the most benefit to the operations of the Township with respect to municipal ticketing. Once this review is complete, Corporate Services will be including this requirement as a 2013 budget request.

With the issuing and collection of fines from municipal tickets, the Township will be able to better utilize a revenue stream that is available to the Township.

## 4. Communication

Once a decision has been made, Engineering will provide written notification to the residents whose lots back onto this alley way of the impending change. The traffic order will be entered into the queue for Public Works activities. When the no parking signs are installed at either end of the 1200 block, additional signage will be installed indicating a change in the traffic pattern. These signs will remain up for a week. This one week will be a grace period where "warnings" will be issued. At the end of the week, the new traffic signage will come down and vehicles will be ticketed as per the bylaw.

## ALTERNATIVES:

- TO No. 1200 for No Parking be instituted for the alley way between Hutchinson Avenue and MacLeod Avenue.
- That current parking requirements are maintained.

**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**  
**STREETS AND TRAFFIC REGULATION BY-LAW, 2005, 2607**

**ORDER NO. 1200**

**WHEREAS I, JEFFREY W. MILLER**, Director of Engineering and Public Works of the Corporation of the Township of Esquimalt, am empowered under the terms and provisions of the *Streets and Traffic Regulation By-law, 2005, No. 2607* to make orders in respect of certain matters and things therein mentioned.

**NOW THEREFORE** in the exercise of the powers given in the said By-law, **I DO HEREBY ORDER THAT:**

No Parking signs shall be placed to indicate that parking is prohibited at all times on both sides of Colville Road Rear Alley from Hutchinson Avenue to Macleod Avenue.

This Order to be effective and to come into full force and effect from midnight upon the 5<sup>th</sup> day of November A.D. 2012.

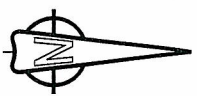
\_\_\_\_\_  
Director of Engineering and Public Works

**I, Anja Nurvo**, Corporate Officer of the Corporation of the Township of Esquimalt, **DO HEREBY CERTIFY:**

1. That the foregoing is a true copy of an Order made by Jeffrey W. Miller, Director of Engineering and Public Works of the Corporation of the Township of Esquimalt, pursuant to the terms and provisions of the *Streets and Traffic Regulation By-law, 2005, No. 2607* of the said Corporation and submitted to the Municipal Council of the Corporation of the Township of Esquimalt on the 5<sup>th</sup> day of November A.D. 2012.
2. That on the 5<sup>th</sup> day of November A.D. 2012, the said Municipal Council did, by resolution, approve the said Order, the original of which is on file in my custody in the Municipal Hall of the Corporation of the Township of Esquimalt, pursuant to the terms of the *Streets and Traffic Regulation By-law, 2005, No. 2607*.

\_\_\_\_\_  
Corporate Officer





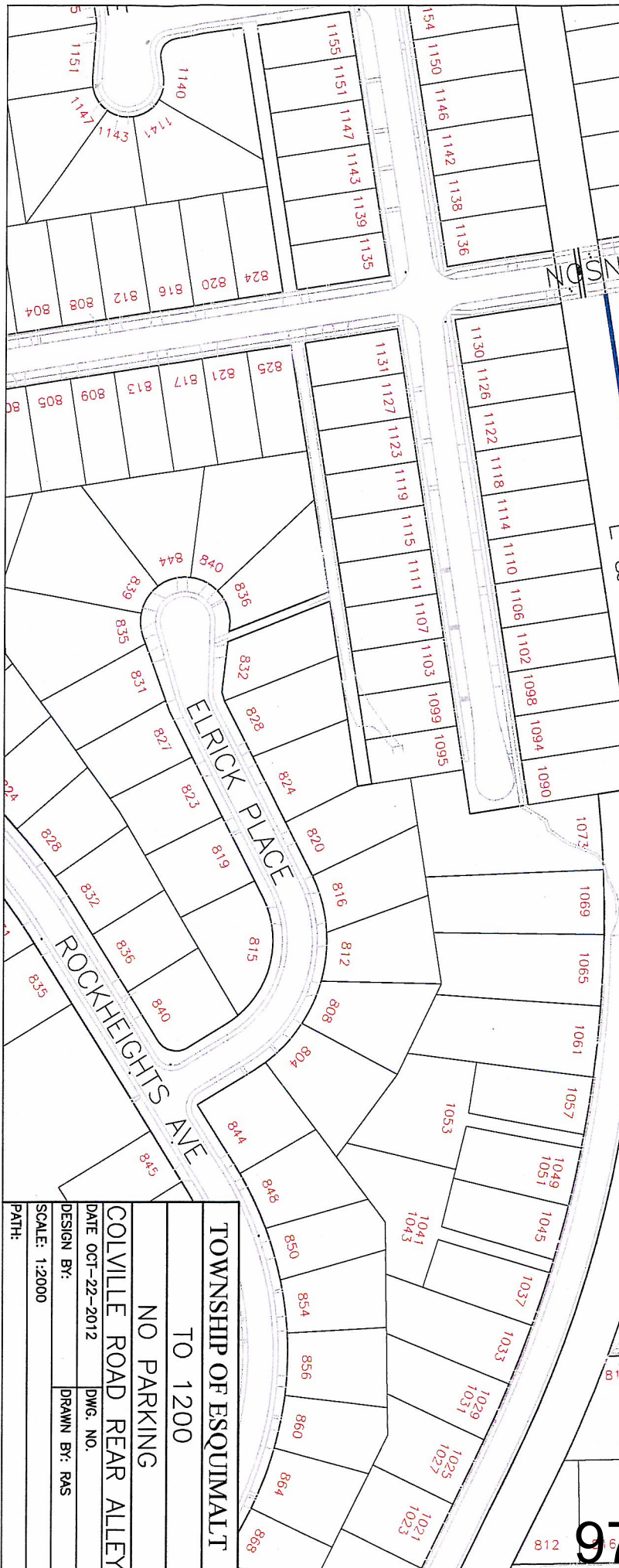
NO PARKING



MACLEOD AVE

HUTCHINSON

E & N RAILWAY



TOWNSHIP OF ESQUIMALT

TO 1200

NO PARKING

COLVILLE ROAD REAR ALLEY

DATE OCT-22-2012

DESIGN BY:

SCALE: 1:2000

PATH:

DWG. NO.

DRAWN BY: RAS



## 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: November 5, 2012

Staff Report No. FIN-12-012

### REQUEST FOR DECISION

**SUBJECT:**

Local Grant Application – Esquimalt High School Athletics Program

**RECOMMENDATION:**

That Council approve the remaining balance in the local grant application amount of \$2,750.00 for the Athletic Program as provided in the Council Policy NO. ADMIN-29.

**RELEVANT POLICY:**

Council Policy Local Grants – Esquimalt High School No. ADMIN-29

**STRATEGIC RELEVANCE:**

Support social and community objectives

Submitted by: Director of Financial Services

Reviewed by: CAO

Date:

Oct 23/12

## **STAFF REPORT**

**DATE:** October 18, 2012 **Report No.** FIN-12-012  
**TO:** Laurie Hurst, Chief Administrative Officer  
**FROM:** Ian Irvine, Director of Financial Services  
**SUBJECT:** Local Grant Application – Esquimalt High School Athletics Program

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### **RECOMMENDATION:**

That Council approve the request for the local grant balance of \$2,750.00 for the Esquimalt High School Athletics Program as provided in Council Policy No. ADMIN-29.

### **BACKGROUND:**

Each year, pursuant to its Council Policy Local Grants – Esquimalt High School No. ADMIN-29, Council approves the distribution of local grant funds to Esquimalt High School. At its June 18, 2012 meeting, Council approved an initial distribution of the 2012 Local Grant budget, which included funding of up to \$2,750.00 for the Esquimalt High School's Athletics Program, should they apply. The Council Policy requires representatives of the senior sports teams to appear before Council to request funding for travel costs related to tournaments or competitions.

An application for funding has been submitted by the Esquimalt High School Athletics Program. Representatives from Esquimalt High School wish to appear before Council to request the amount of \$2,750.00 in local grant funding allocated within the Council Policy.

A copy of the Council Policy and the grant application has been included for your reference.

### **ISSUES:**

#### **1. Rationale for Selected Option**

During the approval of the 2012 Local Grants, an amount of \$2,750.00 was allotted for the Esquimalt High School Athletics Program within Council Policy No. ADMIN-29. An application has been received and a representative has confirmed their intent to appear before Council.

#### **2. Organizational Implications**

None

#### **3. Financial Implications**

The total requested fund amount of \$2,750.00 has been allotted within the Council Policy, however no funds have been issued to date in 2012. Any funds approved by Council will be subsequently forwarded to the applicant in the form of cheque payment.

4. Communication

Staff will issue a formal letter to the applicant advising them of Council's decision.

Within 120 days of project completion, the recipients are requested to submit a brief report which will include an evaluation of the project, the number of participants and the impact on the community.

**ALTERNATIVES:**

1. Council approves the application for funding in the amount of \$2,750.00 to the Esquimalt High School under the Athletic Program section of the Council Policy – Esquimalt High School No. ADMIN-29 from the 2012 Local Grant budget.
2. Approve funding in part.
3. Deny funding.

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

LOCAL GRANT APPLICATION

For Year: 2012

Name of Organization: Esquimalt High School - Sr. Boys Rugby  
Address of Organization: 847 Colville Rd, Victoria BC  
V9A 4N9

Phone: 250 382 9226 Fax: 250 361 1263 email: mbthompson@sd61.bc.ca

Contact Person: Mike Thompson / Ed Garlinge

Position(s) with Organization: Teacher

Phone: as above

Amount Requested: \$ 2750

Total Project Budget: \$ 7650

Have you applied before? no

When? \_\_\_\_\_

Grant Received: \$ \_\_\_\_\_

If yes, have you submitted a final report for previous year funding?  
(note: report must be submitted to receive consideration for further funding)

Yes [ ] No [ ]

Fiscal year of organization: From Sept 2012

To June 2013

Are you currently receiving benefit from a Property Tax Exemption  
from the Township of Esquimalt?

Yes [ ] No [ ☒ ]

Incorporation number and date of incorporation: \_\_\_\_\_

Registered Canadian Charitable Organization number: \_\_\_\_\_

(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Is your organization based in Esquimalt

Yes [ ☒ ] No [ ]

Is the project for which you are requesting funding based in Esquimalt?

Yes [ ☒ ] No [ ]

If yes, please provide the location/address: as above

Describe your organization, its mandate and program(s):

Esquimalt High Sr. Boys Rugby program provides the Esq. youth opportunity to participate in sport. This rugby program develops character, self-esteem and personal strength through skill development, teamwork and healthy competition

Describe the project for which funds are being sought. Please indicate why you think it should receive municipal funding. Feel free to use additional sheets of paper.

Project Description: This team will travel extensively to games and tournaments this season. As well, new uniforms and equipment must be purchased.

Purpose of this project: To help offset the cost of this season and to decrease the financial burden on Esq. parents in our community

The names of those involved in carrying out the project: Ed Garlinge - Mike Thompson

Date and Place of Project: 2012/13 School year Esquimalt High School

Benefit to Esquimalt: This team provides an athletic outlet for the youth in our community. The less financial strain we can put on those young people and their families will help increase our participation. This sport is a major part of the culture within Esq. High School.

# PROJECT BUDGET

Please give details on revenue and expenditure projections. Indicate which revenue is secure and which is speculative. (note: Expenditures must NOT exceed Revenues)

REVENUE (Please state source)		EXPENDITURE (Please itemize)	
Description	Amount	Description	Amount
SECURE ① Last Year	1200	① Provincial Championship	\$1550
Carry Forward		Ferry + Transport	
② Car Wash	700	② Local Games	\$500
③ Parental	2100	Transport	
Contributions		③ Out of town Games	\$700
④ Pizza Sales	500	Transport	
Subtotal		④ Uniforms - Jerseys, socks	\$4000
SPECULATIVE		+ shorts	
⑤ Municipality		⑤ Field Lining	\$300
Grant	2750	⑥ Rugby Balls	\$600
⑥ Coupon Book Sales	400		
Subtotal			
TOTAL	\$7650	TOTAL	\$7650

Authorized Signature: \_\_\_\_\_

Date: Oct 1 2012

Please enclose your last annual report and financial statements, if applicable. Include any supporting material that would assist the Corporate Administrator in assessing your project.

Please mail or fax this application to:

Department of Financial Services  
Corporation of the Township of Esquimalt  
1229 Esquimalt Road  
Esquimalt, BC  
V9A 3P1

Phone: 414-7142  
Fax: 414-7111



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**  
**COUNCIL POLICY**

**TITLE: Local Grants – Esquimalt High School**

**NO. ADMIN - 29**

**POLICY:**

The Township will award grants annually from its Local Grants allocation to the Esquimalt High School as follows:

C. A. Kelly Scholastic Achievement Award	\$ 50.00
1912 – 2012 Esquimalt Centennial Art Scholarship	\$ 250.00
Graduation Class Book Presentation	\$ 150.00
Athletic Programs	\$2,750.00
Musical Instruments	\$ 600.00
Terry Fox Scholarship	\$ 500.00
Industrial Education /Trades Award	\$ 500.00
Total	<u>\$4,800.00</u>

With the exception of funding from the Athletic Program (which requires a presentation to Council in order to be considered for funding) payment of the Esquimalt High School Local grant funds will be made in June of each year.

A report showing the use of the funds for the intended purposes, including names of award recipients, must be submitted at least annually.

The School is responsible to determine the recipients of the awards.

**BACKGROUND:**

Historically, the Municipal Council has awarded local grants which previously have been approved either by policy or by resolution of Council.

**1. C. A. Kelly Scholastic Achievement Award**

This annual award for highest scholastic achievement was given by Mr. C.A. Kelly, Principal of the Esquimalt High School until his retirement in 1969 after 43 years. The award consists of a plaque on which the winning student's name is inscribed. The award was taken over by the Township and renamed the C.A. Kelly Scholastic Achievement Award. The award covers the annual cost of engraving and a keeper trophy.

**2. 1912- 2012 Esquimalt Centennial Art Scholarship**

This scholarship was first awarded in 2010 to an Esquimalt student who inspired and created the logo design that best illustrated Esquimalt's 1912- 2012 Centennial. The theme for the Centennial and the logo is "Honour Our Past, Celebrate Our Present and Imagine Our Future". The Scholarship continues as a legacy of the Centennial and is awarded to the graduating student with the highest artistic achievement, who is continuing in art studies or art design.

**EFFECTIVE DATE:**  
October 24, 2011

**APPROVED BY:**  
Council

**REFERENCE**  
FIN-11-023  
FIN-11-036

**AMENDS NO.**  
#1 - July 11, 2011  
#2 – Oct. 24, 2011

**PAGE 1 OF 2**



**3. Graduation Class - Book Presentation**

Since 1975 the Municipal Council has presented a book in recognition of the graduating class for that year, to a maximum amount noted above.

**4. Athletic Program**

This annual allocation of funds is set aside to be accessed by the senior sports Teams of Esquimalt High School. Representatives of the teams must appear before Council to request funding for travel costs to tournaments or competitions in advance of the event(s).

**5. Musical Instruments**

For many years the Township has awarded a grant to the Esquimalt High School for musical instruments.

**6. Terry Fox Scholarship**

This Scholarship was established by Council resolution on July 13, 1981, as a fitting tribute to Terry Fox, whose determination accomplished so much in so little time. The scholarship is to be awarded to a graduating Esquimalt resident who best exemplifies the combined qualities of scholastic aptitude, athletic ability, citizenship and the general characteristics of perseverance in all endeavours.

**7. Industrial Education / Trades Award**

This Scholarship was established by Council resolution on April 5, 2004. The scholarship is to be awarded to a graduating student at Esquimalt High School who is an Esquimalt resident and pursuing a "trades" program of studies.

**EFFECTIVE DATE:**  
October 24, 2011

**APPROVED BY:**  
Council

**REFERENCE**  
FIN-11-023  
FIN-11-036

**AMENDS NO.**  
#1 - July 11, 2011  
#2 – Oct. 24, 2011

**PAGE 2 OF 2**



## 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: November 5, 2012  
Staff Report No. FIN-12-013

### REQUEST FOR DECISION

**SUBJECT:**

Local Grant Application – L'Ecole Victor Brodeur Team Funding

**RECOMMENDATION:**

That Council approve the local grant application amount of \$1,750.00 for Team Funding as provided in the Council Policy No. ADMIN-52.

**RELEVANT POLICY:**

Council Policy Local Grants – L'Ecole Victor Brodeur No. ADMIN-52

**STRATEGIC RELEVANCE:**

Support social and community objectives

Submitted by: Director of Financial Services

Reviewed by: CAO

Date:

Oct 30/12

## **STAFF REPORT**

**DATE:** October 29, 2012 **Report No.** FIN-12-013  
**TO:** Laurie Hurst, Chief Administrative Officer  
**FROM:** Ian Irvine, Director of Financial Services  
**SUBJECT:** Local Grant Application – L'Ecole Victor Brodeur Team Funding

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### **RECOMMENDATION:**

That Council approve the request for the local grant balance of \$1,750.00 for the L'Ecole Victor Brodeur Team Funding as provided in Council Policy No. ADMIN-52.

### **BACKGROUND:**

Each year, pursuant to Council Policy No. ADMIN-52, the distribution of local grant funding to L'Ecole Victor Brodeur is approved. At its June 18, 2012 meeting, Council approved an initial distribution of the 2012 Local Grants, which included funding of up to \$1,750.00 set aside for access by teams representing L'Ecole Victor Brodeur. The Policy requires a representative of the teams to appear before Council to request funding for costs including, but not limited to, registration fees, travel, accommodation or uniforms.

An application for team funding has been submitted by representatives of L'Ecole Victor Brodeur. They also wish to appear before Council to request the amount of \$1,750.00 in local grant funding allocated within the Council Policy.

A copy of the Council Policy and the grant application has been included for your reference.

### **ISSUES:**

#### **1. Rationale for Selected Option**

During the approval of the 2012 Local Grants, an amount of \$1,750.00 was allotted for the L'Ecole Victor Brodeur Team Funding within Council Policy No. ADMIN-52. An application has been received and a representative has confirmed their intent to appear before Council.

#### **2. Organizational Implications**

None

#### **3. Financial Implications**

The total requested fund amount of \$1,750.00 has been allotted within the Council Policy, however no current year funds have been issued to date. Any funds approved by Council will be subsequently forwarded to the applicant in the form of cheque payment.

4. Communication

Staff will issue a formal letter to the applicant advising them of Council's decision.

Within 120 days of project completion, the recipients are requested to submit a brief report which will include an evaluation of the project, the number of participants and the impact on the community.

**ALTERNATIVES:**

1. Council approves the application for funding in the amount of \$1,750.00 to the L'Ecole Victor Brodeur under the Team Funding section of the Council Policy No. ADMIN-52.
2. Council approves funding in part.
3. Council denies funding.

**École Victor-Brodeur**

637 rue Head  
Victoria C.-B. V9A 5S9  
Tél. (250)220-6010  
Télécopieur: (250)220-6014

**Township of Esquimalt**

Bertrand Dupain, directeur  
Johanne Asselin, directrice-adjointe

Courriel : pierre\_bibeau@csf.bc.ca

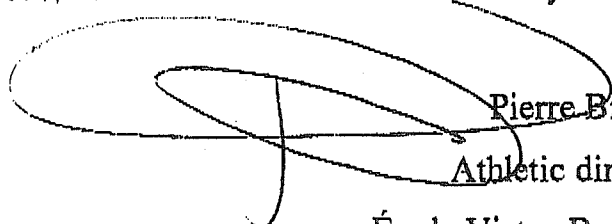
Victoria, October 23th, 2012

To whom it may concern,

This year, École Vitor-Brodeur is registering numerous Boys and Girls athletic teams in various sports. École Victor-Brodeur believes that team sports not only build leadership and team spirit, but also contribute to the well being of our students. To allow our student-athletes to reach their full potential, we need ressources to be able to provide our students with the right equipment and beneficial experiences.

That being said, we would like to apply for an athletic scholarship to Esquimalt Recreation, for the sum of \$1,750.00, which would allow École Victor-Brodeur to be able to cover all equipment, registration, and transportation costs. École Victor-Brodeur would like to purchase new volleyball and possibly new jerseys for this up-coming season. Also, this year's Girls Volleyball Island championships will be held in Campbell River, BC. Consequently, transportation, as well as the price of an overnight stay will have to be covered.

In addition, Victor-Brodeur's Boys soccer team participate in two tournaments, in the months of October, May and June. The price of registration and transportation for these two tournaments will surpass 500\$, which the school cover in its entirety.

  
Pierre Bibeau  
Athletic director  
École Victor-Brodeur

## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## LOCAL GRANT APPLICATION

For Year: 2012-13

Name of Organization: École Victor-Brodeur  
Address of Organization: 637 rue Head Street  
Victoria, C-B.  
V9A 5S9

Phone: 250 220-6010 Fax: \_\_\_\_\_ email: pierre-bibeau@csf.bc.ca

Contact Person: Pierre Bibeau

Position(s) with Organization: Teacher Phone: 250 220-6010 ext: 177

Amount Requested: \$ 1,750.00 Total Project Budget: \$ 1,732.00

Have you applied before? yes When? 2010 Grant Received: \$ 2,000.00

If yes, have you submitted a final report for previous year funding? Yes [ ] No [ ]  
(note: report must be submitted to receive consideration for further funding)

Fiscal year of organization: From June 2012 To July 2013

Are you currently receiving benefit from a Property Tax Exemption from the Township of Esquimalt? Yes [ ] No [X]

Incorporation number and date of incorporation: \_\_\_\_\_

Registered Canadian Charitable Organization number: 89596 0433 RR0001 SD 93  
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Is your organization based in Esquimalt Yes [X] No [ ]

Is the project for which you are requesting funding based in Esquimalt? Yes [X] No [ ]

If yes, please provide the location/address: in Vancouver Island

Describe your organization, its mandate and program(s): This year's Girls Volley Ball  
Island championships will be held in Campbell River, BC.  
Consequently, transportation, as well as the price of an  
overnight stay will have to be covered. Victor-Brodeur's  
Boys soccer team will participate in two tournaments, in  
the next month.

Describe the project for which funds are being sought. Please indicate why you think it should receive municipal funding. Feel free to use additional sheets of paper.

Project Description: We would like our team VolleyBall and soccer  
Championship participate in Vancouver island in their respective  
categories. École Victor-Brodeur believes that team sports not only  
build leadership and team spirit, but also contribute to the well  
being of our students.

Purpose of this project: École Victor-Brodeur would like to purchase new  
Volleyballs and possibly new jerseys for this up-coming season.  
Also, this year's Girls Volley-Ball island championships will be  
held in Campbell River, BC.

The names of those involved in carrying out the project: \_\_\_\_\_

Pierre Bibeau - physical education teacher and coach  
Volley-Ball Team. 11/12 Grade.

Hervey Simard - a parent and coach soccer man. 7/8 Grade.

Date and Place of Project: The project will take place during the months  
of November and December. It will be held at various  
locations in Victoria and on Vancouver island

Benefit to Esquimalt: Our team will wear jerseys during the games and  
everywhere across the island of Vancouver. There will be a  
high visibility Esquimalt sector, since our school is based  
in this area.

## PROJECT BUDGET

Please give details on revenue and expenditure projections. Indicate which revenue is secure and which is speculative. (note: Expenditures must NOT exceed Revenues)

REVENUE (Please state source)		EXPENDITURE (Please itemize)	
Description	Amount	Description	Amount
SECURE		Chandail - Jersey Blue	727.30
		LD (14 jersey - 51.95\$/ch)	
Subtotal		Chandail - Jersey - Blue	405.30
SPECULATIVE		(14 jersey man - 28.95/ch)	
Team Funding	1,750.00	(Transport / Tournament)	600.00
Subtotal			
TOTAL	1,750.00	TOTAL	1,332.60

Authorized Signature: \_\_\_\_\_

Date: 18 octobre 2012

Please enclose your last annual report and financial statements, if applicable. Include any supporting material that would assist the Corporate Administrator in assessing your project.

Please mail or fax this application to:

Department of Financial Services  
Corporation of the Township of Esquimalt  
1229 Esquimalt Road  
Esquimalt, BC  
V9A 3P1

Phone: 414-7142  
Fax: 414-7111





## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### COUNCIL POLICY

**TITLE: Local Grants – L'École Victor Brodeur**

**NO. ADMIN - 52**

**POLICY:**

The Township will award grants annually from its Local Grants allocation to L'École Victor Brodeur as follows:

Township of Esquimalt Athletic Awards	\$ 500.00
1912 – 2012 Esquimalt Centennial Art Scholarship	\$ 250.00
Team Funding	<u>\$ 1,750.00</u>
Total	<u>\$ 2,500.00</u>

With the exception of funding from the Team Funding (which requires a presentation to Council in order to be considered for funding) payment of the L'École Victor Brodeur Local grant funds will be made in June of each year.

A report showing the use of the funds for the intended purposes, including names of award recipients, must be submitted at least annually.

The School is responsible to determine the recipients of the awards.

**BACKGROUND:**

**1. Township of Esquimalt Athletic Award**

This annual award for athletic achievement will be given to both a male and female student and each recipient will receive a certificate with their name and a cheque for \$250. If scheduling will allow, the Mayor of the Township of Esquimalt will attend the award ceremony to make the presentation.

**2. 1912 - 2012 Esquimalt Centennial Art Scholarship**

This scholarship was first awarded in 2010 to an Esquimalt student who inspired and created the logo design that best illustrated Esquimalt's 1912- 2012 Centennial. The theme for the Centennial and the logo is "Honour Our Past, Celebrate Our Present and Imagine Our Future". The Scholarship continues as a legacy of the Centennial and is awarded to the graduating student with the highest artistic achievement, who is continuing in art studies or art design.

**3. Team Funding**

This annual allocation of funds is set aside to be accessed by teams representing L'École Victor Brodeur. Representatives of the teams must appear before Council to request funding for travel costs to tournaments or competitions in advance of the event(s). Costs may include, but are not limited to, registration fees, travel and accommodation costs or uniforms.

**EFFECTIVE DATE:**

July 11, 2011

**APPROVED BY:**

Council

**REFERENCE**

FIN-11-023

**AMENDS NO.**

June 15, 2009

**PAGE 1 OF 1**

**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**BYLAW NO. 2794**

A Bylaw to amend Bylaw No.2778, cited as the  
"Council Remuneration Bylaw, 2011, No. 2778"

The Council of the Corporation of the Township of Esquimalt, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as the "Council Remuneration Bylaw, 2011, No. 2778, Amendment Bylaw [No. 1], 2012, No. 2794."
2. That Bylaw No. 2778, cited as the "Council Remuneration Bylaw, 2011, No. 2778" be amended as follows:
  - (1) To add the following as new Section 3 (b):

*"3. (b) Councillors appointed to Acting Mayor duties for a minimum of two full months per one year period shall receive a supplementary stipend per year equal to five percent of the annual Councillor stipend."*
  - (2) That clauses 3(b) and (c) be renumbered to 3(c) and (d) respectively.
3. This amendment is to be effective **January 1, 2013**.

READ a first time on the      day of      , 2012.

READ a second time on the      day of      , 2012.

READ a third time on the      day of      , 2012.

ADOPTED on the      day of      , 2012.

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BARBARA DESJARDINS  
MAYOR

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ANJA NURVO  
CORPORATE OFFICER



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### MINUTES CENTENNIAL CELEBRATIONS SELECT COMMITTEE

Tuesday, September 25, 2012  
6:30 P.M.

Council Chambers, Esquimalt Municipal Hall

- PRESENT:** Janet Jones, Chair  
Bruce Devitt, Vice Chair  
Mayor Barbara Desjardins  
Councillor Lynda Hundleby  
Greg Evans  
Dino Fiorin  
Dian Hanna  
Graham Jackson  
Janet Johnstone  
Don Linge  
Lynda O'Keefe  
Celia Owen  
Sherri Robinson  
Sandy Rozon
- STAFF:** Ritchie Morrison, Project Manager  
Diane Knight
- REGRETS:** Joe Buczkowski  
Bob McKie  
Vicki Laidlaw

#### 1. CALL TO ORDER

Chair Janet Jones called the meeting to order at 6:30 p.m.

#### 2. LATE ITEMS

There were no late agenda items.

#### 3. APPROVAL OF AGENDA

The request was made to address 6. 2) Centennial Celebration Debrief after Item 4.  
Approval of Minutes to enable Heather Leary to leave the meeting.

Moved by Celia Owen, seconded by Mayor Desjardins that the amended agenda be approved.  
The motion **CARRIED**.

4. **APPROVAL OF MINUTES OF AUGUST 28, 2012**

Moved by Don Linge, seconded by Celia Owen to approve the minutes of August 28, 2012.

The motion **CARRIED**.

6. **NEW BUSINESS**

(2) **Centennial Celebration Debrief**

Chair Jones reported that the Centennial Celebration was a marvelous event, there were great volunteers, the weather was wonderful, and it was nice to see Council and Centennial Committee members attending the event.

Ritchie Morrison advised that the event was under budget and reported on details. The transportation worked well, the shuttles were a huge success, the pedi cab drivers were great, the golf carts were extremely useful, and the radios made communication more efficient.

The following points were noted for the debriefing:

- This was an amazing Green Event!
- The positioning of the CRD Water Cart was a concern although many people still used the water cart. The CRD is looking at redesigning the Water Cart.
- The washrooms were positioned well and there was never a lineup;
- Positive comments were made regarding food vendors selection and quality, no long lineups but still very steady business;
- Good comments were made regarding having a free event and free transportation;
- Suggestions were made to have an annual event at the park; and
- Concerns were raised with wheelchair accessibility in Esquimalt Gorge Park.

Moved by Mayor Desjardins, seconded by Sandy Rozon that the Esquimalt Parks and Recreation Department receive information from this meeting regarding concerns with accessibility in Esquimalt Gorge Park.

The motion **CARRIED**.

Vice Chair Bruce Devitt expressed appreciation to Heather Leary for a job well done! The feedback on the music and entertainment was excellent and everything was very positive about the event.

Janet Johnstone reported on the volunteers for the event. The volunteers were happy, no concerns were raised and they had fun.

The walks were very popular, the Japanese Gardens were enjoyed, and the Taiko Drummers were a hit. There was lots of social media attention the day of the event.

The only negative input was very few noise complaints from residents on the day of the event.

Heather Leary left the meeting at 7:20 pm.

**5. OLD BUSINESS**

**(1) Review Project List**

1. Book. It was reported that to date, 449 books have been sold! Sherri will be speaking at the Library and noted that opportunities to sell the book should be looked into.
2. Calendar Update. The Centennial Council Evening will be taking place on October 3<sup>rd</sup>. This is an invitation only event. The suggestion was made to have the event videotaped. Ritchie Morrison will follow up on this action.
3. Walkway. Vice Chair Devitt advised that over 600 pavers have been sold. The construction on the walkway is moving ahead and Council has approved a contingency for the project. Vice Chair Devitt thanked everyone for their assistance with this project.
4. Volunteers. Janet Johnstone gave a volunteer update from the Centennial Community Celebration and reported that 120 volunteers were used that day. She advised that November 4 has been chosen for the Volunteer Recognition Event and the Esquimalt Legion has generously volunteered their facility and to provide refreshments for the event. Discussion took place regarding tokens of appreciation for the volunteers. The suggestion was made to have a rotating slideshow at the event.

Moved by Dian Hanna, seconded by Dino Fiorin that the Centennial Celebrations Select Committee approve expenditures of up to \$1500 towards the Centennial Volunteer Recognition Event.

The motion **CARRIED**.

5. Merchandise. It was reported that \$947 worth of merchandise was sold at the Centennial Celebration.

**6. NEW BUSINESS**

**(1) Walkway Opening Event**

Discussion took place around details for the Walkway Opening and the following discussion took place:

- Location at Memorial Park and then over to the Town Square or vice versa?
- Suggestion was made to have a weekend day family event with Council, purchasers and the media.

The issue of how to inform those who have ordered bricks was discussed. The Township will issue a news release, advertisements will be inserted in the Victoria News, and notification will be posted on the Esquimalt website. Discussion also took place regarding contacting all who have purchased a brick.

Moved by Dian Hanna, seconded by Sandy Rozon that the Lions be approached to determine if they are interested in selling food at the Walkway opening and that merchandise be available for sale at the event.

The motion **CARRIED**.

**(2) Upcoming Events**

Chair Jones briefly noted that there is an event at UVic and requested volunteers. She will contact committee members by email.

Discussion took place regarding what Christmas events are taking place and if there is an opportunity to promote centennial merchandise. Members were requested to contact Chair Jones if they are aware of an opportunity for selling centennial merchandise.

**7. ROUNDTABLE**

Sherri Robinson reported on her attendance at a Luncheon for United Empire Loyalists on September 18<sup>th</sup> where she spoke about the Centennial Book and sold several copies. Sherri also noted that 32 people participated in the Esquimalt Centennial Cemetery Tour at Ross Bay Cemetery on September 16<sup>th</sup>.

Greg Evans commented on his participation in the Saanich Heritage Bus Tour and Tea on September 16<sup>th</sup>. There was a full bus of 54 passengers. The tour included history with Dennis Minaker, a visit to Esquimalt Gorge Park, a tour of CFB Esquimalt and tea at the Parish of St. Peter and St. Pauls. Greg gave a presentation on the Esquimalt centennial and a birthday cake was cut in honour of the Esquimalt centennial.

Dino Fiorin reported on the Celebration of Lights Car Show and Dance on September 15<sup>th</sup>. He noted that there were over 70 vehicles at the Car Show, the dance was a huge success and it was decided to make this an annual event.

**8. NEXT MEETING**

The next meeting will be held October 23, 2012.

**9. ADJOURNMENT**

Chair Jones adjourned the meeting at 8:43 p.m.

---

Janet Jones, Chair  
This 23rd day of October, 2012



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### ADVISORY PLANNING COMMISSION MINUTES SPECIAL MEETING HELD ON OCTOBER 2, 2012 ESQUIMALT COUNCIL CHAMBERS

---

**MEMBERS PRESENT:** Nick Kovacs, Chair  
Lorne Argyle Bill Lang  
James-Harada Down Joy Palmeter  
Paul Newcombe Heidi Bada

**STAFF LIAISON/SECRETARY:** Trevor Parkes, Senior Planner

**REGRETS:** Blair Bouchier  
Mark Salter  
[Vacant]

**COUNCIL LIAISON:** Councillor Robert McKie  
Councillor David Schinbein

---

There were no members of the Public in attendance.

#### I. CALL TO ORDER

The meeting was called to order by the Chair at 8:00 p.m.

Chair Kovacs clarified that this Special Meeting of the APC had been called as a result of a motion from Council that the Advisory Planning Commission review proposed changes to the structure of the APC prior to Council considering these changes as the content of the draft bylaw had changed substantially due to legal considerations.

#### II. LATE ITEMS

No late items

#### III. ADOPTION OF AGENDA

Moved Bill Lang, seconded by Lorne Argyle that the agenda be adopted as circulated.  
The Motion **CARRIED UNANIMOUSLY**.

#### IV. ITEMS FOR DISCUSSION

##### (1) PROPOSED BYLAW TO ESTABLISH AN ADVISORY PLANNING COMMISSION

Director of Development Services, Bill Brown detailed a powerpoint presentation outlining the following:

- Structure of the proposed New APC including 14 members making up two sub-committees, Land Use Sub-Committee [LUSC] and Design Review Sub-Committee [DRSC]
- Membership requirements for the Design Review Sub-Committee
- Procedures of the Advisory Planning Commission and Sub-Committees
- Duties and referrals of each sub-committee

Trevor Parkes was asked whether the LUSC could request the DRSC review a project and provide feedback responded "yes" however clarified that LUSC would only be dealing with projects subject to Development Permit Area No. 5.

Director Brown continued his presentation of the bylaw detailing the Hierarchy of Planning tools available in Canada and explaining the amended development procedure approved by Council to ensure that zoning informs Development not the other way around. He stated the process will be separated into three separate steps.

- (i) Rezoning
- (ii) Subdivision
- (iii) Development Permit

Bill Brown stated that "Decoupling the process will add a few months to the process but the Township will get better a product in the end"

Bill Brown closed his presentation by linking the Development process to the review of different types of applications by the proposed APC sub-committees.

**COMMENTS FROM COMMISSION MEMBERS:**

The following comments were made:

- Support for the changes as it means that large projects will get professional review.
- Positive that all members of APC will be protected under the Local Government Act.
- Encouraged that Public will still have an opportunity to voice concerns directly to Council.
- Suggest "Sub-Commission" terminology as opposed to "Sub-Committee" however name not a major concern to members.
- Concern that changes will add too much time to process as Esquimalt still wishes to attract development.
- Desire to see non-voting members given voting positions on new APC.

**RECOMMENDATION:**

Moved by Lorne Argyle, seconded by Bill Lang that the new Advisory Planning Commission Bylaw be forward to Council with a recommendation of approval.  
The Motion **CARRIED; UNANIMOUS**

**2) PUBLIC INPUT AT APC MEETING**

Chair Kovacs asked the Staff Liaison to speak to the issue.

Trevor Parkes, Staff Liaison, indicated that there is currently a conflict between the APC meeting procedures and the APC Bylaw in that the Public are currently requested to comment on applications before the APC.

Trevor Parkes clarified that the current APC bylaw prohibits public input at APC meetings and the proposed bylaw will also prohibit public input. He also stated that recent legal review of the APC bylaw and procedures resulted in municipal lawyers recommending the practice of allowing public comments at APC meetings end immediately.

**RECOMMENDATION:**

Moved by Joy Palmeter, seconded by Lorne Argyle that the APC meeting procedures be amended by removing requirement to solicit public input on applications.  
The Motion **CARRIED; UNANIMOUS**



3) REVIEW OF THE TRIANGLE LANDS APPLICATION

Bill Brown stated that the application would be presented to the APC on October 16, 2012, however the APC will not be expected to forward a recommendation at the meeting, rather the meeting is to be considered a "workshop" with the developer.

V. PLANNER'S STATUS REPORT

Status of Recent Applications:

**478 Fraser Street:** [DVP to accommodate a fence and accessory building [shed] constructed in contravention of the RS-1 zone]. The application was considered by Council at the regular meeting to be held Monday, September 17, 2012. The DVP was approved

**518 Joffre Street:** [DVP to accommodate garage addition]. The application was considered by Council at the regular meeting to be held Monday, September 17, 2012. The DVP was approved subject to the owner entering into a legal agreement to deal with the encroachment on municipal property.

**1030 Tillicum Road:** [Rezoning application to facilitate subdivision and installation of a new single family dwelling on a small lot]. The application was considered by Council at the regular meeting to be held Monday, September 17, 2012. Staff recommended denial of the application as it failed to comply with a number of guidelines contained within the OCP. The application was denied by Council.

Staff Liaison took the opportunity to welcome Councillor David Schinbein as the newly appointed Council Liaison to the APC.

VI. COUNCIL LIAISON

Councillor David Schinbein stated he was happy to be appointed to the APC and looks forward to listening and taking notes on applications as they are considered.

Councillor McKie thanked the APC for their excellent work to date and indicated he looks forward to that trend continuing into the future.

VII. NEW BUSINESS

Member asked Director Brown if the Draft APC Bylaw would be presented to Council at the regular meeting on October 15<sup>th</sup>?

Director Brown indicated that it would not.

VIII. NEXT REGULAR MEETING

The next regularly scheduled meeting is Tuesday, October 16<sup>th</sup>, 2012.

IX. ADJOURNMENT

On motion the meeting adjourned at 9:40 p.m.

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CHAIR, ADVISORY PLANNING COMMISSION  
THIS 16<sup>th</sup> DAY OF OCTOBER, 2012

CERTIFIED CORRECT:

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ANJA NURVO, CORPORATE OFFICER



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## MINUTES

### ARTS, CULTURE AND SPECIAL EVENTS ADVISORY COMMITTEE

Wednesday, October 10, 2012

7:00 p.m.

Council Chambers, Municipal Hall

**PRESENT:** Bill Percival, Chair  
Annie Do, Vice Chair  
Councillor Lynda Hundleby  
Councillor Dave Hodgins (Arrived 7:10 pm)  
Sandi Best  
Moirra Tait

**STAFF:** Karen Hay – Planning Technician (Staff Liaison)

**REGRETS:** Meagan Duncan

#### 1. CALL TO ORDER

Chair Percival called the meeting to order at 7:00 p.m.

#### 2. LATE ITEMS

The following late items were introduced:

1. Add to Agenda item 5. OLD BUSINESS (2) **Public Art Policy**
2. Add to Agenda item 6. NEW BUSINESS (3) **Old Posters as Graffiti and Third Party Contractors**
3. Add to Agenda item 7. WORK PLAN ITEMS / REPORTS FROM SUB-COMMITTEES (1) Esquimalt Arts Festival
  - Email from Pamela Martin Re: Art Festival Synopsis and Resignation from Committee

#### 3. APPROVAL OF THE AGENDA

Moved by Councillor Hundleby, seconded by Sandi Best that the agenda of the Arts, Culture and Special Events Advisory Committee meeting of October 10, 2012 be approved as amended with the inclusion of the late agenda items.

The motion **CARRIED**.

#### 4. MINUTES

Moved by Councillor Hundleby, seconded by Moirra Tait that the minutes of the Arts, Culture and Special Events Advisory Committee meeting of June 13, 2012 be approved as presented.

The motion **CARRIED**.

#### 5. OLD BUSINESS

- (1) Art and Culture Resource Material for Municipal Website
  - Committee members were provided with an update on the progress of a website update:
    - Website update would be primarily a visual refresh, some new structure, additional menus, lots of new pictures
    - Mobile site has been launched [ <http://www.esquimalt.ca/mobile/> ]

- Expanded presence on social media – Parks and Recreation has had great success in promoting their programs on Facebook and Twitter
- Issue was raised of the need for diligent monitoring
- Several non-profit organizations were identified that could have links on the Arts and Culture webpage including: Lantern Festival, Garden Club, Photography Club, Celebration of Lights, Buccaneer Days

**Action item:** Members are to propose other Esquimalt arts and culture related organizations they believe would be eligible for listing on the municipal web site.

(2) Public Art Policy (**Late Item**)

- Question of public art and the CRD sewage treatment plant was raised. Could the Township require a contribution towards public art within the Public Art Policy?

**Action item:** Councillor Hundleby and Karen Hay will look into the issue and speak with the Director of Development Services.

## 6. NEW BUSINESS

- (1) Advisory Committee Feedback for October 22, 2012 meeting of Committee of the Whole  
(a) What Works/Needs Improvement

Discussion included the following points:

- Loss of a member and issue of frequent lack of quorums
- Certain members did not anticipate hosting events when they volunteered for the committee, others joined to organize a specific event
- To take on more events and to continue with the past events is a challenge with the volunteer numbers of the committee, particularly since the events have grown in size
- Terms of Reference includes, 'support special events' – what does that mean?
- Events have grown in size over the years, larger events such as the Arts Festival take considerable staff time
- Could the committee seed events and hand them over to interested volunteers?
- Centennial committee has created a list of about 100 volunteers, would those volunteers be interested in being involved in other events
- Possibly create "Volunteer Esquimalt", modeled after Volunteer Victoria
- Could have a presence on the municipal website
- There is the potential to connect with the service clubs, who have many volunteers
- Maybe the committee members could play a mentorship role in supporting new volunteers

**Action item:** Bill Percival and Moira Tait to contact Janet Johnstone about soliciting centennial volunteers.

(2) Year End Report

Staff Liaison, Karen Hay indicated that there is only one meeting remaining in 2012. The committee is expected to produce a year-end report; which is not to be prepared by staff. Suggest that since the committee used the 2011 work plan for 2012, they may wish to include some suggestions for 2013 in the year-end report.

**Action item:** Chair Bill Percival will prepare a draft year-end report for the November meeting.

(3) Old Posters as Graffiti and Third Party Contractors (**Late Item**)

Committee members discussed the idea of recommending to Council that all third-party entertainment contracts include the following provisions:

- that posters are not to be placed on telephone poles and vacant storefronts
- that third party contractors will be responsible for removing all posters after the completion of an event.

7. **WORK PLAN ITEMS / REPORTS FROM SUB-COMMITTEES**

(1) Esquimalt Arts Festival

(a) De-brief

- Email from Pamela Martin Re: Art Festival Synopsis and Resignation from Committee (**Late Item**)

Committee members acknowledged the value of the feedback provided by Pamela Martin in her email.

- Members expressed it is important that the community not lose the Arts Festival
- Contact should be made with those who participated and see if there is interest in helping to organize in 2013.

**Action item:** Chair Bill Percival will prepare a letter of thank you to Pamela Martin from the committee and also to participating artists encouraging them to assist with the 2013 event.

(b) Expenses

Moved by Moira Tait, seconded by Sandi Best that the Arts, Culture and Special Events Advisory Committee return the \$750.00 grant received from the Parks and Recreation Advisory Committee for the Esquimalt Arts Festival.

The motion **CARRIED**.

Moved by Councillor Hundleby, seconded by Moira Tait that the Arts, Culture and Special Events Advisory Committee return the \$500.00 grant received from the Parks and Recreation Advisory Committee for the Centennial Seniors Spring Tea and Concert.

The motion **CARRIED**.

**Action item:** Return grants to Parks and Recreation.

Other discussion items included:

- Idea of providing a donation or prize for the Celebration of Lights was raised.
- Idea of contribution to Public Art fund was mentioned. Karen Hay pointed out that the committee could not make a direct contribution but could make a recommendation to Council. Idea to be reconsidered at the final meeting of the committee in November.

(c) Event Planning – to be determined

(2) Centennial Seniors Spring Tea and Concert 2013

- Moira Tait expressed an interest in seeing it continue but cannot be the lone organizer
- Will require more volunteers

(3) 2012 Work Plan Discussion

**Action item:** Chair Bill Percival will prepare the draft 2012 Work Plan.

**8. REPORT FROM STAFF LIAISON**

The Creative City Summit, scheduled for October 22 and 23 in Victoria sold out prior to early registration ending. Close to 200 people will attend and all will receive the Esquimalt walking tours in their delegate package.

**9. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS**

Bill Percival mentioned the Children's book festival scheduled for October 12<sup>th</sup> at the library and town square.

Councillor Hundleby congratulated Annie Do on being the recipient of scholarships. Annie Do received the Coast Capital Citizenship Award, second place Zonta's International Women's Leadership award, as well as the provincial exam scholarship.

**10. NEXT MEETING**

The next meeting of the Arts, Culture and Special Events Advisory Committee will take place on Wednesday, November 7, 2012.

**11. ADJOURNMENT**

The meeting adjourned at 8:55 p.m.

	Certified Correct:
<hr/>	<hr/>
Bill Percival, Chair	Anja Nurvo, Corporate Officer
This 7 <sup>th</sup> day of November, 2012	



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

### MINUTES CENTENNIAL CELEBRATIONS SELECT COMMITTEE

Tuesday, October 23, 2012  
6:30 P.M.

Council Chambers, Esquimalt Municipal Hall

**PRESENT:** Bruce Devitt, Vice Chair  
Councillor Lynda Hundleby (arrived at 6:45 p.m. and left at 6:55 p.m.)  
Councillor Bob McKie  
Dian Hanna  
Graham Jackson  
Janet Johnstone  
Don Linge  
Lynda O'Keefe  
Celia Owen  
Sherri Robinson  
Sandy Rozon

**STAFF:** Diane Knight

**REGRETS:** Janet Jones, Chair  
Mayor Barbara Desjardins  
Joe Buczkowski  
Greg Evans  
Dino Fiorin  
Vicki Laidlaw

**STAFF:** Ritchie Morrison, Project Manager

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

Vice Chair Bruce Devitt called the meeting to order at 6:30 p.m.

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

There were no late agenda items.

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

Moved by Dian Hanna, seconded by Celia Owen that the agenda be approved.  
The motion **CARRIED**.

#### 4. **APPROVAL OF MINUTES OF SEPTEMBER 25, 2012**

Moved by Councillor McKie, seconded by Sandy Rozon to approve the minutes of September 25, 2012.  
The motion **CARRIED**.

**5. OLD BUSINESS**

**(1) Review Project List**

1. Book. Sherri Robinson reported that she has another speaking engagement about the Centennial Book. The Esquimalt Library representative will be taking the book to a meeting of librarians to encourage marketing of the book. Sherry advised that the book has been entered for the Independent Publisher Book Awards. She recommended that opportunities to sell the book be pursued.
2. Walkway. Vice Chair Devitt noted that there are some delays with the walkway and that timing for the opening may be early December. The suggestion was made to delay the opening until the New Year as it may get mixed up with other seasonal events and do not try to rush the opening. Other members also voiced their support for this idea. It was also recommended that information be conveyed to the public through News Releases, media interviews, and the website to ensure that the public is aware of the status of the walkway.
3. Volunteers. Janet Johnstone noted that all is well with planning for the Volunteer Recognition event on November 4<sup>th</sup>. She confirmed that Centennial Celebrations Select Committee members are invited to the event and reminded them to contact her if they were planning on attending.

Moved by Councillor Hundleby, seconded by Dian Hanna that Janet Johnstone be permitted to purchase centennial merchandise at cost for the Centennial Volunteer Recognition event.

The motion **CARRIED**.

4. Merchandise. Sandy Rozon gave an update on the merchandise available for sale and will provide an inventory list to Diane Knight.
5. October 3<sup>rd</sup> Protocol Event. Sherri Robinson reported on the event. Mayor Desjardins delivered her Esquimalt Centennial Speech to an invited group of former mayors and councilors of Esquimalt, regional mayors, local dignitaries and CFB Esquimalt representatives. Greetings and gifts were presented at the event. Marc Vermette delivered the inaugural speech of the first Reeve of Esquimalt in 1912. Pictures and a video were taken at the event. Questions were also asked about viewing the event video and putting it on the website. Upon investigation this may just be archival, it is two hours long. However, some pictures are available to be put on the website.

**(2) Budget**

Vice Chair Devitt gave a brief summary of the draft budget to date and reported that it is a work in progress and looks good.

**6. NEW BUSINESS**

**(1) Walkway Opening Event**

Further discussion took place about the Walkway Opening and the following decisions were made: location Memorial Park, ribbon cutting, informal event, invite sponsors & Legion, suggested blessing by church, short speech by Mayor Desjardins, does not require refreshments, and there will be no selling of merchandise. It was suggested to have paver locations available at a table so that guests could find their purchased paver.

**(2) Upcoming Events**

Vice Chair Devitt noted that the following events are coming up and that Chair Jones is organizing for merchandise sales and recruiting volunteers:

- Esquimalt Arts and Crafts at the Rec Center on November 24; and
- St. Peter and St. Paul's Holly Bazaar on November 17.

The recommendation was made to not sell merchandise at the Celebration of Lights.

**7. ROUNDTABLE**

Sherri Robinson reported that Mike Dillistone has donated a watercolour of Esquimalt Gorge Park to the municipality.

Councillor Hundleby asked about having a scrapbook compiled of centennial information. Sherri Robinson advised that she is collecting information from the centennial such as newspaper articles and pictures for the Archives.

Don Linge reported that he has received many accolades on the September 8<sup>th</sup> Centennial Celebration such as: nice to see money come back to the residents; would like to see this type of event happen again; and he commented that it was a wonderful day with lots of positive energy.

Lynda O'Keefe reported that the Esquimalt Camera Club has compiled a CD with snapshots of centennial events which could be provided to the Committee for the Volunteer Recognition event. She also advised that the Esquimalt Camera Club has a project to create a comparison of photos from the 75<sup>th</sup> anniversary and the 100<sup>th</sup> anniversary of Esquimalt. This project is nearing completion and she asked about setting up a time and place for the photographer to present the photos.

**8. NEXT MEETING**

Discussion took place about the next meeting and the members felt that another meeting was required for November. Date to be determined. Suggestions were also made about having a wrap up meeting in January to review final budget, debrief and celebrate. Tuesday, January 29<sup>th</sup> was recommended for this meeting.

**9. ADJOURNMENT**

Vice Chair Devitt adjourned the meeting at 7:25 p.m.

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Bruce Devitt, Vice Chair  
This 28<sup>th</sup> day of November, 2012





**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES  
ENVIRONMENTAL ADVISORY COMMITTEE**

Thursday, October 25, 2012

7:00 p.m.

Council Chambers, Municipal Hall

**PRESENT:** Mark Salter, Chair  
Michael Hill, Vice Chair  
Councillor Lynda Hundleby  
Councillor Tim Morrison  
Donald Kramer  
Chris Zegger-Murphy  
Larry Dill  
Carole Witter

**STAFF:** Marlene Lagoa, Sustainability Coordinator (Staff Liaison)  
Louise Payne, Recording Secretary

**REGRETS:** Annie Do  
John Willow

**1. CALL TO ORDER**

Chair Salter called the meeting to order at 7:00 p.m.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

Moved by Don Kramer, seconded by Chris Zegger-Murphy that the agenda of the Environmental Advisory Committee meeting of October 25, 2012 be approved as presented.

**CARRIED.**

The Chair introduced Louise Payne as the Interim Recording Secretary to the Committee.

**4. MINUTES**

(1) Minutes of the Environmental Advisory Committee meeting, September 27, 2012

Moved by Councillor Morrison, seconded by Larry Dill that the minutes of the Environmental Advisory Committee meeting of September 27, 2012 be approved as presented.

**CARRIED.**

**5. PRESENTATION**

(1) Todd Carnahan, Habitat Acquisition Trust – Craigflower Watershed Good Neighbours Program

Mr. Todd Carnahan of Habitat Acquisition Trust (HAT) made a presentation on the purpose and activities of his regional, non-profit society, including the following comments, and answered questions from committee members:

- Society helps people understand and care for nature through research, education, and stewardship programs;
- Could help EAC identify and recommend strategies for protection and enhancement of

Species at Risk on leased land and in parks; recommend environmental protection policies and templates for OCP and DPA reviews; consult on review of bylaws regarding tree protection, rainwater management and parks naturalization; and provide outreach services to landowners adjacent to significant park habitats (i.e. High Rock Cairn);

- EAC could create opportunities for stewardship workshops that HAT could coordinate and deliver; and endorse “*Gardening with Native Plants*” guide.

## 6. WORK PLAN ITEMS

### (1) Green Event Planning

The Staff Liaison, Marlene Lagoa, advised that she had not completed the draft guidelines for “Green Event Planning”. She advised that the budget estimate to complete the design element of the guide was \$1,800 - \$60 per page; 30 pages – which would be the remainder of the 2012 Budget funds. It was agreed that this matter would be discussed under Item 8(1) – 2012 Budget.

### (2) Update from Committee Representative to the Advisory Planning Commission

Mark Salter, EAC representative on the APC, reported on Agenda items discussed at the recent APC meeting, including:

- WestBay and Gorge development projects – Green Checklists supplied and reviewed – see role of EAC representative - to verify the information provided in the checklist;
- Concern with verifying what’s proposed on “checklist” – that there is no monitoring or enforcement system in place.

Discussion ensued regarding revising and tightening the guidelines and for more accountability.

Councillor Morrison advised that Council is considering a proposal to split the APC into a Design Panel, to review specific details of a development, and an APC to deal with the land use issues.

Moved by Larry Dill, seconded by Carol Witter that the Environmental Advisory Committee recommends to Council that if the proposal to split the Advisory Planning Commission (APC) into an APC dealing with land issues, and a separate Design Panel to deal with the details of developments is approved, that expertise on environmental sustainability be represented on both committees.

**CARRIED.**

## 7. OLD BUSINESS

### (1) Sustainable Seafood Choices

The Staff Liaison, Marlene Lagoa, advised that she had been unable to meet with the Corporate Officer to determine if the motion with respect to sustainable seafood choices could be reconsidered by Council.

Councillor Morrison commented that it was his understanding that Council did not want to have a policy that limited the use of local caterers. Councillor Hundleby advised, in response to a suggestion that the Committee educate vendors about sustainable seafood choices, that such an education process could not be done on behalf of the municipality; however it could be done as individuals.

### (2) Report from Chair Salter on the October 22, 2012 meeting of Committee of the Whole, Re: Advisory Committee Feedback

Chair Salter reported that the feedback from Committee Chairs and from Council at the October 22, 2012 Committee of the Whole meeting was great. He added that the Mayor questioned Committee Chairs about “how does the Committee maintain Council’s Strategic Priorities?” and he provided comments on sidewalk gaps/Pedestrian Charter, cycling connectivity, urban forests, Macaulay Point Park species protection and on importance of youth representatives on Council committees.

**8. NEW BUSINESS**

(1) 2012 Budget

The Staff Liaison, Marlene Lagoa, confirmed that there was \$1,800 left in the Committee's 2012 budget.

Moved by Mark Salter, seconded by Carol Witter that the Environmental Advisory Committee approve funding of up to \$1,000 from the Committee's 2012 budget to cover the expense of design work on the Green Event Planning Guide.

**CARRIED.**

Moved by Carol Witter, seconded by Chris Zegger-Murphy that the Environmental Advisory Committee use the remaining \$800 in their 2012 Budget toward a portable sortation station and template for special events.

**CARRIED.**

It was agreed that a proposal for the sortation station/template would be brought back to the next meeting.

(2) 2012 Strategic Priorities Chart

This item was discussed in conjunction with Item 7.(2).

**9. REPORT FROM STAFF LIAISON**

The Staff Liaison, Marlene Lagoa, advised that she met with Fortis BC and Ecofitt to discuss the Royal Roads University Community Engagement in Climate Action Phase 2 findings and to explore opportunities for partnerships in the future.

**10. COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS**

Councillor Morrison reminded committee members whose terms were expiring to re-apply.

**11. NEXT MEETING**

The next meeting of the Environmental Advisory Committee was scheduled for November 22, 2012.

**12. ADJOURNMENT**

The meeting adjourned at 9:25 p.m.

\_\_\_\_\_  
Mark Salter, Chair

This 22<sup>nd</sup> day of November, 2012

Certified Correct:

\_\_\_\_\_  
Anja Nurvo, Corporate Officer



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1  
Website: [www.esquimalt.ca](http://www.esquimalt.ca) Email: [info@esquimalt.ca](mailto:info@esquimalt.ca)

Voice: (250) 414-7100  
Fax: (250) 414-7111

### MEMORANDUM

**DATE:** October 29, 2012  
**TO:** Mayor and Council  
**FROM:** Mark Salter, Chair, Environmental Advisory Committee  
**SUBJECT:** PROPOSED CHANGES TO ADVISORY PLANNING COMMISSION

At the October 25, 2012 meeting of the Environmental Advisory Committee, the committee discussed the proposed changes to the Advisory Planning Commission.

Following the discussion, the following motion was adopted:

*That the Environmental Advisory Committee recommends to Council that if the proposal to split the Advisory Planning Commission (APC) into an APC dealing with land issues, and a separate Design Panel to deal with the details of developments is approved, that expertise on environmental sustainability be represented on both committees.*

Respectfully submitted,

Mark Salter  
Chair  
Environmental Advisory Committee

## Deborah Liske

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**Subject:** FW: Regional District Funding Contribution Info Package  
**Attachments:** Regional Districts Asked to Support Their Railroad.docx; ICF Regional District Project Profile.pdf

**From:** Island Corridor Foundation [<mailto:islandrail@shaw.ca>]  
**Sent:** October 11, 2012 11:31 AM  
**To:** [islandrail@shaw.ca](mailto:islandrail@shaw.ca)  
**Subject:** Regional District Funding Contribution Info Package

Mayors and Councils:

The Island Corridor Foundation has made formal request to our five (5) regional district ICF members for \$3.2M of bridge and trestle funding.

The attached press release and backgrounder gives a good description of the benefits for Islanders.

More detailed information is available either from your regional district or the ICF.

As you will see the regional funding is critical to sustaining a rail service on Vancouver Island.

Although this is not a lot of money this is a major decision for the people of Vancouver Island. The significance of your decision is far greater than the monetary contribution.

The ICF is appreciative of your commitment to taxpayers and prudent use of their tax dollars.

*Graham Bruce*  
Chief Operating Officer  
Island Corridor Foundation  
250 754 7254 Office  
250 246 4320 Direct  
[islandrail@shaw.ca](mailto:islandrail@shaw.ca)

**PRESS RELEASE**  
October 10<sup>th</sup> 2012

### **Regional Districts Requested to Support Railroad**

The five regional district members of the Island Corridor Foundation are being asked to contribute \$3.2 million for the structural repairs to the 48 bridges between Victoria and Courtenay. Last spring the ICF secured \$15 million in federal and provincial funding for railroad infrastructure as part of the plan to rebuild the Island railway.

The improvements provide an incremental approach to restoring and expanding passenger and freight service on Vancouver Island. The incremental plan resulted from a ministry of transportation study in 2010.

Mary Ashley, co-chair of the ICF said the regional contribution is essential to keeping rail services operational and providing for an alternate mode of transportation.

"Without the regional participation it is likely we will lose the federal/provincial funding, our rail operator and a functional railroad. That would be too bad when we are this close to giving rail a real chance to prove its value to the people of Vancouver Island", she said.

The re-establishment of a viable rail service has been a priority for Island communities since 2004 – when Regional Districts, municipalities and First Nations first rallied together to save the railway from closure.

Forming the Island Corridor Foundation and acquiring ownership of the railway was the first step. Partnering with a successful rail operator was the second and the third step is the incremental rebuilding of the railway to restore passenger service and expand freight service.

Ashley said the \$3.2 million would represent \$0.43 per \$100,000 of assessment, "As an example the cost for a \$400,000 property would be \$1.72 per year for five years". Ashley added this is a one- time request.

The improved railroad will allow for a new train service agreement to be negotiated with VIA Rail. Improvements including upgraded passenger cars and scheduling changes to provide an additional early morning southbound commuter run from Nanaimo to Victoria and an additional early evening run returning to Nanaimo from Victoria.

Co-chair Judith Sayers said this request was likely to garner lots of discussion as all requests for money do, "however from the very beginning when Islanders came together to save the rail corridor the regional districts came to the table as partners".

" We are asking them as partners to contribute to something that is vital to the continuation of viable forms of transportation that will help the Island economy. What's needed now is commitment and action".

Sayers encouraged people to support this request by writing to their regional district. Additional information and addresses can be found on the ICF website, [www.islandcorridor.ca](http://www.islandcorridor.ca)

-30-

Media contact:

Graham Bruce

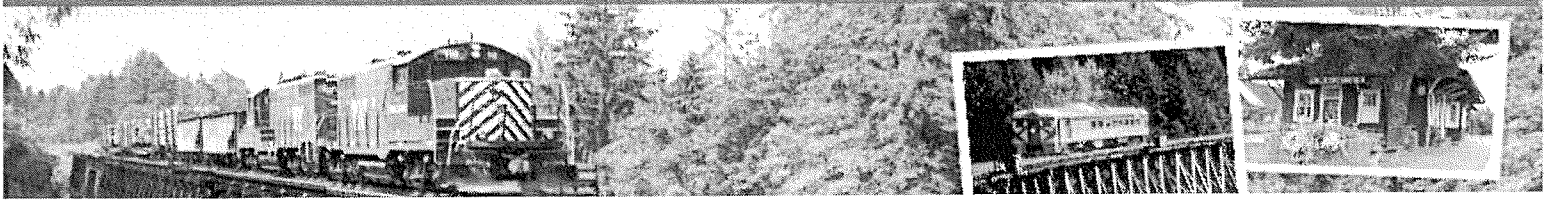
250 246 4320

250 210 0411



## Island Corridor Foundation

Making Vancouver Island Rail a Reality



### Towards Restoration – your contribution will make rail service a reality.

The re-establishment of a viable rail service on the Vancouver Island Railway has been a priority for Island communities since 2004 – when Regional Districts, municipalities and First Nations first rallied together to save the railway from closure. Forming the Island Corridor Foundation and acquiring ownership of the railway was the first step in the process. Partnering with a successful rail operator was the second (Southern Railway of British Columbia). The third step, which will make rail service a reality, is the incremental rebuilding of the railway to restore passenger service and expand freight service.

Detailed studies have identified the need for approximately \$20.9 million worth of incremental upgrades to restore service for a minimum of ten years. The ICF has worked tirelessly to build a strong business case and attract investment. These efforts have been tremendously successful - the provincial and federal governments have confirmed a combined total of \$15million in funding.

This has substantially reduced the amount of funding required from member Regional Districts to just 15% of the total project cost, or \$3.2 million. Shared by all five member Regional Districts, the cost to taxpayers (based on assessment) would be approximately \$0.43 per \$100,000 of assessed value. For example, the cost for a property worth \$400,000 would be around \$1.72 per year, for five years.

This investment is critical to the future of rail service on Vancouver Island. Without it, the provincial/federal funding will be lost, and the future of the Vancouver Island railway will be in jeopardy.



### Your Railway, Your Decision It's Now Up to You

#### Vancouver Island Railroad Infrastructure Project (Phase 1)

##### Funding Sources

Government of Canada	\$7.5 million
Province of BC	\$7.5 million
Southern Railway of Vancouver Island	\$500,000
ICF Loan / Fundraiser	\$2.2 million
Member Community (Regional Districts') Contribution	\$3.2 million (required)
<b>TOTAL PROJECT COST</b>	<b>\$20.9 million</b>

##### Related benefits:

- ✓ 25-year operating agreement / \$70 million value.
- ✓ First Nation Railway Trackman training and employment program.
- ✓ First Nation Conductor/Engineer scholarship program.

### Vancouver Island Railway

A \$366 million historic asset that **belongs to you** – the Island communities located within the following five Regional Districts that participate in shared ownership along with 13 First Nations communities:

- Alberni-Clayoquot
- Capital Region
- Comox Valley
- Cowichan Valley
- Nanaimo

The provincial and federal governments have generously committed \$15million to repair your railway. This transportation corridor travels right through Vancouver Island's most populated areas – bustling regions that are currently lacking an efficient alternative for transporting both people and goods. This is a one-time funding request to rebuild the railway and make sure your community's efforts to acquire it ultimately pay off.



## How Will Island Communities Benefit?

The Island Corridor Foundation entered into a contract for operation of the rail system with Southern Railway of British Columbia (SRY). The ICF and SRY's Island subsidiary (Southern Railway of Vancouver Island, or SVI) have completed a draft 25-year operating agreement, which can be finalized in conjunction with the funding approval for the member communities' portion of the project. This long-term agreement will result in numerous benefits for Island communities, including:

### Job Creation & Spending

- the proposed project will generate almost \$20 million in construction spending, creating an estimated 164 jobs, along with \$7.7 million in wages and salaries;
- In the longer term, an estimated 15 to 30 full-time positions will be saved and/or created within SVI's operations/maintenance department.
- Upon project completion, SVI will inject approximately \$42 million over 10 years into the Island economy for wages, salaries, goods and services.

### Restored Passenger Rail Service

- A new agreement to be negotiated with VIA Rail will provide for restored passenger service between Victoria and Courtenay. Improvements including upgraded rail cars and scheduling changes to provide an additional early morning southbound commuter run from Nanaimo to Victoria, and an additional early evening run returning to Nanaimo from Victoria.

### Expanded Marketplaces for Island-Produced Goods

The delivery of locally-produced goods to market in a timely and cost-effective manner plays a critical role in the Island's economy. The project will set the stage for expanded freight service.

- Seamless transfers through the new SRY-owned Annacis Island Marine Terminal will connect Island industries to four "Class 1" railroads and North American markets.
- Upgraded infrastructure and efficient access to expanded marketplaces will support growth in several key sectors, including forestry, agriculture, animal feed, propane, fuel products and concrete. It will also enable SVI to aggressively attract new freight business – target markets include aggregate, coal, and manufactured forest products.

### Environment

Rail is rapidly being accepted across North America as the green transportation alternative. Trains account for far fewer emissions than other forms of transport and are, on average, three times more fuel-efficient than truck transport. Improved passenger service for residents commuting to the Capital Regional District will remove even more vehicle traffic. This will reduce GHG emissions, alleviate congestion and improve road safety. It will also provide an important transportation alternative linking the central, south and north Island regions.

### First Nations Socio-Economic Benefits

The ICF, in partnership with SVI, has initiated two innovative project-related employment programs, both of which are specifically designed to facilitate permanent, full-time employment opportunities for members of Vancouver Island's First Nations communities. They include a Railway Trackman training & employment program, as well as a conductor/engineer scholarship program.

*"We have not come this far, worked this hard and achieved this much to walk away from the Railway at this critical time. As the owners of this multi-million dollar asset, we must recognize the enormous value of this one-time, \$15million gift from the federal and provincial governments, and take immediate action to ensure this opportunity is not lost."*

Dr. Judith Sayers – Chair, Island Corridor Foundation



OCT 11 2012

Her Worship Barbara Desjardins  
Mayor of the Township of Esquimalt  
1229 Esquimalt Road  
Esquimalt BC V9A 3P1

Dear Mayor Desjardins:

*Mayor Desjardins:*

I would like to thank the delegation from the Township of Esquimalt for such an informative meeting at this year's Union of British Columbia Municipalities Convention held in Victoria. I am writing to follow-up on our discussion with Premier Christy Clark.

While the provincial government is not in a position to reimburse the Esquimalt Policing and Law Enforcement Advisory Panel for costs untaken during the process, I am very pleased to hear that work with Mr. Lee Doney on the new framework agreement is progressing. In addition, I would like to take the time to thank Ms. Laurie Hurst for all her constructive work with Mr. Doney and other stakeholders in drafting the framework.

I understand, Police Services Division has been in touch with you to arrange for a governance session in November with both councils and I look forward to hearing the outcome of this session.

Thank you again for the informative meeting. I appreciate these important opportunities to exchange ideas and share information. Through a continued partnership, I am confident that we can work together to increase the well-being of the Township of Esquimalt.

Sincerely,

*Shirley Bond*

Shirley Bond  
Minister of Justice  
and Attorney General

*Thank you for  
meeting with me!*

pc: Mr. Clayton Pecknold  
Mr. Lee Doney  
Ms. Laurie Hurst

LT

CORPORATION OF THE TOWNSHIP OF ESQUIMALT		
For Information:		
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<input type="checkbox"/> For Action	<input type="checkbox"/> For Response	<input type="checkbox"/> COTW
<input type="checkbox"/> For Report	<input checked="" type="checkbox"/> Council Agenda	<input type="checkbox"/> IC



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CORPORATION OF THE TOWNSHIP OF ESQUIMALT			
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October 16, 2012

Her Worship Barbara Desjardins  
Township of Esquimalt  
1229 Esquimalt Road  
Esquimalt, BC  
V9A 3P1

Dear Mayor and Councillors:

Thank you for meeting with me during the UBCM Convention in Victoria last week. I know it is a very busy time and it was good to have the opportunity to see you and to have a discussion around some of the issues that are important to the people of Esquimalt.

I appreciate being updated on the status of policing within Esquimalt and have noted your concerns relating to establishing a model that will work best for your community. As I mentioned, Lee Doney is working hard as a facilitator in this process and despite the complexities, I feel confident that a resolution will be forthcoming.

Again, it was great to talk with you. Clayton Pecknold will be in touch with Council soon with regard to the governance support session Minister Bond agreed to fund.

Sincerely,

Christy Clark  
Premier

Pc: Honourable Shirley Bond  
Clayton Pecknold, ADM, Ministry of Justice and Attorney General

October 18, 2012

Mayor and Council

Township of Esquimalt

LH

CORPORATION OF THE TOWNSHIP OF ESQUIMALT		
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Enclosed is a letter to Heather Gillis, Chair of the HAC, dated September 30<sup>th</sup>, 2012 which I was later advised to send directly to Mayor and Council. This letter requests Council's involvement as stated.

Yours Truly

Jack Bates      OPCMH

September 30, 2012

Heather Gillis,

Chair,

Esquimalt Heritage Advisory Committee

Due to the unknown timing of the demolition / relocation of the John Jardine house at 316 Anson, WP1163, and with the understanding you are meeting with the Mayor on October 1<sup>st</sup> to discuss outstanding HAC issues, would you please present the following proposal at that time on my behalf:

That the Township support my request to the Base Commander and the FHBRO for a re-evaluation of the FHBRO report due to the additional information forwarded, the interpretation of the categories involved, and the manner in which the report and notification to the Township occurred. It is my impression that the FHBRO is fronting the disposal process on behalf of the DND, resulting in only two weeks and a day from the time of notification of demolition possibility and the information request to the time of signing off the heritage report, March 27<sup>th</sup> to April 12<sup>th</sup>. The HAC and volunteers were still involved in discussions after that until the contractor's equipment was noticed at the house in the first week of August. The DND building disposal administration and contract procedures, linked to results of the heritage evaluation, had been ongoing for almost four months by then.

I am confident that a re-evaluation should result in gaining at least three points for a total of 50 resulting in the minimum for Recognized status. This would allow other departments and perhaps the Township to have the opportunity for enterprise, as a more enhanced disposal procedure is required, and may apply to future involvements such as the Macaulay Point site.

I copied you on my letter to the Base Commander, have since been in dialogue with the FHBRO and now referred to Andrew Waldron, Canadian Registrar and Federal Heritage Manager at Parks Canada, for his involvement regarding the report and the *Roles and Responsibilities* of Custodial Departments. You have also received copy of a FHBRO response.

If the Township is accepting of the proceedings regarding 316 Anson to date, then I will conclude it is content with the current level of communication with the DND and its indifference to historical buildings on DND property since at least 1998 which I previously

briefly documented. You will note their lack of response to a DND representative attending heritage policy meetings over the past few years.

It is a concern that this ongoing situation may have a negative bearing on the OCP, the Heritage Context Plan, and the Heritage Policy of the Township. As well, the Macaulay Point Natural Areas Management Plan which includes a Historic Fort Zone, the Fortress at least with the potential to be a National Historic Site. The structures as you know are pending a FHBRO study.

I am hoping to hear from you with some urgency as of course the contractor remains on site preparing the building for its extant demise.

Yours truly

Jack Bates

OPCMH

cc

Liz Dill

Mayor

## Deborah Liske

**Subject:** FW: Feedback from website for Mayor and Council

From:  
Sent: November 1, 2012 8:40 AM  
To: Mayor and Council  
Subject: Feedback from website for Mayor and Council

This is information submitted via the Esquimalt website.

\* Please reply within 2 business days. \*

Ron Merk

1249 Lyall St  
Esquimalt BC  
V9A5G8  
Re - Recent Reclamation Project for Imperial Oil

To: John W. Gibson Jr., President and Chief Executive Officer Tervita - [jgibson@tervita.com](mailto:jgibson@tervita.com)  
cc. Esquimalt City Council

Dear Mr Gibson:

Recently your company contracted with Esso Imperial Oil to do reclamation work at their former Work Point petroleum tank farm. (Victoria BC, View Road) The scope of the work appears to have included the removal of petroleum-contaminated soil to your Cowichian Valley facility. This work took place predominantly through September 2012. Trucks were hauling from as early as 4am through to 6 pm. Various third party truck contractors were used by Tervita. Every truck used included pup trailers, which effectively doubled the weight load per trip.

Unfortunately your company utilized project plan that impacted a primarily residential street (Lyll St.) You used Lyall St. as a through road to reach Admirals Rd. rather than routing to Esquimalt Rd (major thoroughfare) as practically as possible.

This resulted in a major disruption of quality of life for residential citizens on Lyall St through the entire duration of the project. Can YOU imagine having these types of trucks rumbling past YOUR bedroom window at 4am in the morning? In our perspective, it also exposed our children to safety challenges through the day. Lyall St is a major pedestrian path for elementary school children to and from school. In addition, we (the residents) noticed numerous additional concerns ranging from the speed of some of the trucks to safety/mechanical conditions of some of the trucks.

All of the above is really a preamble to our perception of your company's failure in the application of one of your most important stated corporate core values – Tervita states:

"We are transparent about our development plans. We encourage ongoing dialogue throughout the lifecycle of our operations and beyond. That means working with local communities to inform them of our planned and ongoing operations and to involve them in the decision-making for issues that affect them. It is the community and our community relations partners who give us permission (to operate)"

Given the lack of notice and complete non-engagement of us, "the local community", consider your permission revoked for future projects.

We have copied this to the originator of your contract - Esso Imperial Oil in the hope they also understand the part they played in this problem and that they consider carefully how community engagement is defined, measured and adhered to in future contracts with Tervita.

<b>CORPORATION OF THE TOWNSHIP OF ESQUIMALT</b>		
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Our belief is that if Trevita is truly going to live up to your stated core values, you will include in your contracts your level of expected community engagement. You will directly attach your community engagement performance to the compensation for work performed by Trevita. Appropriate measurements will be included in each contract. They will include spot checks of Quality Assurance related to a documented community engagement plans.

Every letter should end with specific request. Here are ours:

1. We would like an apology.
2. We want to be actively conferred with before, during and after any future projects that affect our community.

Ron Merk  
Member  
Lyll St Action Committee

CC: Bruce March., President and Chief Executive Officer Esso Imperial Oil Canada [bruce.march@esso.ca](mailto:bruce.march@esso.ca) , Mayor and Council of Township of Esquimalt, BC Canada





## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

### NOTICE OF MOTION

Request for Notice of Motion, Pursuant to Sections 37 and 38, Council Procedure Bylaw No. 2715, 2009.

**INTRODUCED:** Council Meeting – October 15, 2012

**FROM:** Councillor Tim Morrison

**SUBJECT:** ESQUIMALT CHAMBER OF COMMERCE MEMBERSHIP

**WHEREAS:** The Township of Esquimalt currently holds three of the Board of Director positions appointed by the Mayor on behalf of the Township of Esquimalt for the Esquimalt Chamber of Commerce;

**WHEREAS:** The Township of Esquimalt is a major employer and economic contributor within the municipality;

**WHEREAS:** One of the top priorities of the Township of Esquimalt is to support economic development and specifically the growth of small business and commercial activity within the local community in order to help diversify the municipal tax base;

**WHEREAS:** October is Small Business Month;

**THEREFORE BE IT RESOLVED:** That The Township of Esquimalt becomes a member of the Esquimalt Chamber of Commerce effective immediately.

#### BACKGROUND:

- Budget implications are minimal. The cost of an annual corporate membership for the Esquimalt Chamber of Commerce is only \$150. Currently, the Township of Esquimalt has three Chamber of Commerce liaison Council representatives even though the Township has no paid membership with the Chamber.
- At the October 9th, 2012 meeting of the Esquimalt Chamber of Commerce Board of Directors, a motion was passed to send a request to the Township of Esquimalt to become an official member of the Esquimalt Chamber of Commerce.
- Other major public sector organizations within Esquimalt (e.g. CFB Esquimalt, VicPD) are members of the Esquimalt Chamber of Commerce.