



# **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

## **MINUTES REGULAR MEETING OF MUNICIPAL COUNCIL MONDAY, FEBRUARY 4, 2013 7:00 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  
Anja Nurvo, Manager of Corporate Services  
Louise Payne, Recording Secretary

**OTHER:**

Inspector Keith Lindner, VicPD West Division

**1. CALL TO ORDER**

Mayor Desjardins called the meeting to order at 7:00 pm. The Mayor reported that the flags were at half mast in recognition of the death of former Alderman Edward De Costa.

**2. LATE ITEMS**

The following changes to the Agenda were made:

- Deletion of Item 5(1) Presentation – Tammy Percival, Esquimalt Representative, Victoria Family Court and Youth Justice Committee;
- Deletion of Item 7(4) Staff Reports – Rezoning Application, 622 Admirals Road, Staff Report No. DEV-13-004; and
- Move Item 8(1) Report from Mayor Barbara Desjardins re: Review of Advisory Committees to follow Item 7(1) Submission of Resolutions to AVICC, Staff Report No. ADM-13-005.

**3. APPROVAL OF THE AGENDA**

**MOTION:** Moved by Councillor Hodgins/Councillor McKie:  
That the Agenda be approved as amended.

**CARRIED UNANIMOUSLY.**

**4. MINUTES**

**MOTION:** Moved by Councillor Morrison/Councillor Brame:  
That the following minutes be adopted as circulated:

- (1) Minutes of the Special Meeting of Council, January 21, 2013;
- (2) Minutes of the Regular Meeting of Council, January 21, 2013.

**CARRIED UNANIMOUSLY.**

**5. PRESENTATION**

- (1) Kluane Buser-Rivet, Victoria Youth Council

Ms. Buser-Rivet, coordinator for the Victoria Youth Council, made a presentation to Council on “How and Why to Start a Youth Council”, and answered questions from Council.

**6. PUBLIC INPUT**

*Mark Salter, resident*, expressed his appreciation for Ms. Buser-Rivet’s presentation, and his appreciation to Council for the changes proposed to the structure and operation of the Advisory Committees. He also expressed his support for the Federation of Canadian Municipalities’ “Cut My Commute” campaign, the Provincial Wood First Act and the Legion’s development proposal for 622 Admirals Road.

*Carol Witter, resident*, expressed concern with the proposed height guidelines in the draft West Bay Neighbourhood Urban Design Guidelines, suggesting a single maximum height for the commercial zone.

7. **STAFF REPORTS**

*Administration*

- (1) Submission of Resolutions to AVICC, Staff Report No. ADM-13-005

**MOTION:** Moved by Councillor Brame/Councillor Hodgins:  
That Staff Report No. ADM-13-005 be received for information.

**CARRIED UNANIMOUSLY.**

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

- (1) Report from Mayor Barbara Desjardins, Re: Review of Advisory Committees

Mayor Desjardins reviewed her report on process and review of Advisory Committees and answered questions from Council.

**Council Comments:**

- Committee budget should be included in their Work Plan and budget status report be included in their Year-End report;
- Emerging issues should be brought to Council by the Committee Chair for approval to add to Committee's work plan.

**MOTION:** Moved by Councillor Schinbein/Councillor McKie:  
That Mayor Desjardins' report on a review of Advisory Committees be received; and that the recommendations in the Mayor's report be supported by Council.

**CARRIED** (Councillor Hodgins opposed).

7. **STAFF REPORTS, Continued**

- (2) Council Advisory Committees: Revised Terms of Reference, Staff Report No. ADM-13-007

Mayor Desjardins pointed out that the revisions to the Terms of Reference of Advisory Committees are a "work in progress".

**Council Comments:**

- Terms of Reference are becoming clearer;
- Should review again in one year with input from Committees;
- Regular item on Committees' Agenda – Revisions to Terms of Reference – are they working?
- Challenge of Special Events and cultural activities *Staff advised that a separate report on Special Events will be prepared.*

**MOTION:** Moved by Councillor Morrison/Councillor Brame:  
That Council:

- a) approve the revised Terms of Reference for Advisory Committees, being Council Policy Nos. ADMIN-47, ADMIN-48, ADMIN-50 and ADMIN-51; and

b) approve the revised Council Policy No. ADMIN-45 Operational Guidelines for Council Committees;  
as attached to Staff Report No. ADM-13-007, with a review of Terms of Reference in one year, with input from the Advisory Committees on the revisions.

**CARRIED** (Councillor Hodgins opposed).

*Development Services*

(3) Additions to the Esquimalt Community Heritage Register, Staff Report No. DEV-13-003

The Director of Development Services presented Staff Report No. DEV-13-003 and noted that the owner of 539 Lampson Street does not wish to be on the Community Heritage Register.

**MOTION:** Moved by Councillor Hodgins/Councillor Morrison:  
That the following properties be added to the Esquimalt Community Heritage Register:

- 507 Head Street
- 820 Dunsmuir Road
- 948 Old Esquimalt Road
- 1211 Old Esquimalt Road

And that the Statements of Significance be approved as presented.

**CARRIED UNANIMOUSLY.**

(4) Rezoning Application, 622 Admirals Road, [Lot 155, Suburban Lot 43, Esquimalt District, Plan 2854], [Lot 156, Suburban Lot 43, Esquimalt District, Plan 2854], [Lot 157, Suburban Lot 43, Esquimalt District, Plan 2854], [Lot 158, Suburban Lot 43, Esquimalt District, Plan 2854, Except Part in Red on Plan 312 BL] , Staff Report No. DEV-13-004 – Staff Update

The Director of Development Services advised that a review of the draft Rezoning Bylaw for 622 Admirals Road proved it inadequate and that he hoped to provide Council with a revised Rezoning Bylaw for their February 18<sup>th</sup>, 2013 Regular meeting.

(5) West Bay Neighbourhood Urban Design Guidelines – Referral to the Design Review Committee, Staff Report No. DEV-13-005

The Director of Development Services presented Staff Report No. DEV-13-005 and noted that the height and scale issue was ideal for the Design Review Committee's review. He added that these Committee meetings are open for public attendance but with no opportunity for public participation.

Mayor Desjardins advised that, as a resident of West Bay, she was not in a conflict of interest due to the general nature of comments on the West Bay Neighbourhood Urban Design Guidelines. Council provided their comments to the Director of Development Services.

**MOTION:** Moved by Councillor Hodgins/Councillor Brame:  
That Council authorize staff to circulate the West Bay Neighbourhood Urban Design Guidelines to the Design Review Committee for review and comments.

**CARRIED UNANIMOUSLY.**

**8. MAYOR'S AND COUNCILLORS' REPORTS, Continued**

- (2) Report from Mayor Barbara Desjardins Re: Proclamation – Family Month

Mayor Desjardins presented her report suggesting that February be proclaimed “Family Month” in Esquimalt, and answered questions from Council. A draft Proclamation will be reviewed at the next Council meeting.

**MOTION:** Moved by Councillor McKie/Councillor Brame:  
That Council supports in principle that a Proclamation be drafted proclaiming the month of February, each year, as “Family Month” in Esquimalt.

**CARRIED UNANIMOUSLY.**

**9. REPORTS FROM COMMITTEES**

- (1) Draft Minutes from the Special Heritage Advisory Committee meeting, January 9, 2013

**MOTION:** Moved by Councillor Brame/Councillor Hodgins:  
That the draft minutes from the Special Heritage Advisory Committee meeting held January 9, 2013 be received.

**CARRIED UNANIMOUSLY.**

- (2) Memorandum from the Heritage Advisory Committee, dated January 16, 2013, Re: 316 Anson Crescent and Macaulay Point

**MOTION:** Moved by Councillor Morrison/Councillor Hodgins:  
That consideration of the memorandum from the Heritage Advisory Committee dated January 16, 2013 regarding 316 Anson Crescent and Macaulay Point be **tabled** until the Mayor has discussed this with DND's Base Commander.

**CARRIED UNANIMOUSLY.**

- (3) Memorandum from the Heritage Advisory Committee, dated January 16, 2013, Re: Heritage Advisory Committee 2012 Year End Report

**MOTION:** Moved by Councillor Hodgins/Councillor Schinbein:  
That the memorandum from the Heritage Advisory Committee dated January 16, 2013 regarding the Heritage Advisory Committee's 2012 Year End Report be received.

**CARRIED UNANIMOUSLY.**

- (4) Memorandum from the Heritage Advisory Committee, dated January 16, 2013, Re: Esquimalt Postal Area

**MOTION:** Moved by Councillor Brame/Councillor Hodgins:  
That the memorandum from the Heritage Advisory Committee dated January 16, 2013 regarding Esquimalt Postal Area be received; and  
That Council direct staff to send a letter to the Chamber of Commerce requesting that they encourage Esquimalt businesses to use the Esquimalt postal area (as opposed to Victoria's) in their addresses.

**CARRIED UNANIMOUSLY.**

- (5) Memorandum from the Heritage Advisory Committee, dated January 16, 2013, Re: Heritage Foundation

**MOTION:** Moved by Councillor Hodgins/Councillor Hundleby:  
That the memorandum from the Heritage Advisory Committee dated January 16, 2013 regarding the Heritage Foundation be received; and  
That the Heritage Advisory Committee's memorandum be referred to staff for review and a report regarding budget, legal issues, etc.

**CARRIED UNANIMOUSLY.**

## 10.

### COMMUNICATIONS

- (1) Email from Bart Armstrong, dated January 9, 2013, Re: Rowland Bourke VC DSO, Former Esquimalt Resident

**MOTION:** Moved by Councillor Hundleby/Councillor Schinbein:  
That the email from Bart Armstrong dated January 9, 2013 regarding Rowland Bourke VC DSO, former Esquimalt resident be received and referred to the Heritage Advisory Committee to provide a recommendation to Council.

**CARRIED UNANIMOUSLY.**

- (2) Email from the Federation of Canadian Municipalities (FCM), dated January 23, 2013, Re: FCM Launches New Cut My Commute Campaign

**MOTION:** Moved by Councillor Hodgins/Councillor Morrison:  
That the email from the Federation of Canadian Municipalities (FCM) dated January 23, 2013 regarding FCM Launches New Cut My Commute Campaign be received; and  
That Council supports FCM's "Cut My Commute" initiative which encourages senior levels of government to provide funding for local infrastructure projects; and  
That staff be directed to look for opportunities to share the enhanced transportation opportunities throughout the community; and  
That the email from FCM be referred to the Environmental Advisory Committee for comment.

**CARRIED UNANIMOUSLY.**

- (3) Letter from Mary Tracey, Wood WORKS! BC, received January 24, 2013, Re: Adopting Wood First Commitments in Support of the Provincial Wood First Act

**MOTION:** Moved by Councillor Brame/Councillor Hodgins:  
That the letter from Mary Tracey, Wood WORKS! BC received January 24, 2013 regarding adopting Wood First commitments in support of the Provincial Wood First Act be received.

**CARRIED UNANIMOUSLY.**

- (4) Letter from June Parsons, BC Seniors Games Society, dated January 25, 2013, Re: Invitation to Host BC Seniors Games

**MOTION:** Moved by Councillor Brame/Councillor McKie:  
That the letter from June Parsons, BC Seniors Games Society dated January 25, 2013 regarding an invitation to host the BC Seniors Games be received; and  
That the letter be referred to the Parks & Recreation Advisory Committee and staff for recommendation to Council.

**CARRIED UNANIMOUSLY.**

- (5) January 30, 2013 Victoria News Article – New Fed Boundaries Drawn in West Shore, Saanich

**MOTION:** Moved by Councillor Morrison/Councillor Hundleby:  
**WHEREAS** the Federal Redistribution Commission recently announced a new name for our area's electoral district as being Saanich-Juan de Fuca and has removed the longstanding reference to "Esquimalt" in the new name;

**AND WHEREAS** the Federal Redistribution Commission had originally proposed to maintain the reference to "Esquimalt" in the new electoral district's name prior to announcing the sudden change in name to Saanich-Juan de Fuca without any further opportunity for public feedback;

**AND WHEREAS** "CFB Esquimalt" has a major, long-standing presence within our federal electoral district and whereas CFB Esquimalt has significant local, regional, national and international importance;

**AND WHEREAS** "Esquimalt" has significant and established heritage status in the historical name of our area's federal electoral district since 1952 and thirteen election cycles;

**AND WHEREAS** "Esquimalt" is consistent with the longstanding name of our provincial electoral district (Esquimalt-Royal Roads) in addition to the federal district;

**AND WHEREAS** the current Esquimalt-Juan de Fuca's Member of Parliament has indicated the new name will create confusion with constituents and has proposed that **Esquimalt-Saanich-Sooke** to be a

more appropriate new federal electoral district name in order to better reflect the geography of the new riding;

**NOW THEREFORE BE IT RESOLVED** that the Township of Esquimalt is opposed to the Federal Redistribution Commission's proposed new name of Saanich-Juan de Fuca for the newly redistributed electoral district;

**AND** that the Township of Esquimalt supports the Esquimalt-Juan de Fuca Member of Parliament's proposal that the new name be changed to Esquimalt-Saanich-Sooke as a more appropriate name for the newly redistributed electoral district;

**AND** that the Township of Esquimalt's opposition to the name Saanich-Juan de Fuca and support for the name of "Esquimalt-Saanich-Sooke" be communicated urgently to the Federal Minister responsible for redistribution of electoral districts and Esquimalt-Juan de Fuca's Member of Parliament;

**AND** that the Township of Esquimalt seek the support of CFB Esquimalt in maintaining reference to "Esquimalt" in the newly redistributed electoral district name.

**CARRIED UNANIMOUSLY.**

## 11. RISE AND REPORT

Council Advisory Committees, Commission and Board Appointments

- (1) At the Special *In Camera* meeting of Council held on December 17, 2012, Council passed the following resolution:

That the following persons be appointed to the Township of Esquimalt Council Advisory Committees and Commission as indicated effective February 1, 2013:

Advisory Planning Commission:

|                   |                                |
|-------------------|--------------------------------|
| James Harada-Down | Term expires December 31, 2014 |
| Lorne Argyle      | Term expires December 31, 2014 |
| Joy Palmeter      | Term expires December 31, 2014 |
| Mark Salter       | Term expires December 31, 2013 |

Arts, Culture and Special Events Advisory Committee:

|            |                                |
|------------|--------------------------------|
| Maira Tait | Term expires December 31, 2014 |
|------------|--------------------------------|

Environmental Advisory Committee:

|               |                                |
|---------------|--------------------------------|
| Carole Witter | Term expires December 31, 2014 |
| Michael Hill  | Term expires December 31, 2014 |
| Larry Dill    | Term expires December 31, 2013 |

Heritage Advisory Committee:

|                  |                                |
|------------------|--------------------------------|
| Sherril Robinson | Term expires December 31, 2014 |
| Dar Purewall     | Term expires December 31, 2014 |



Heidi Bada Term expires December 31, 2014  
(appointed at the Special *In Camera* meeting on February 4, 2013)

Parks and Recreation Advisory Committee:

Celia Owen Term expires December 31, 2014  
Willie McGillivray Term expires December 31, 2014  
Peter Ryan Term expires December 31, 2013

- (2) At the Special *In Camera* meeting of Council held on January 21, 2013, Council passed the following resolution:

That the following persons be appointed to the Township of Esquimalt Council Advisory Committees as indicated, effective February 1, 2013:

Advisory Planning Commission Design Review Committee:

Carl Rupp Term expires December 31, 2013  
Richard Iredale Term expires December 31, 2014  
Zelig Alec Katz Term expires December 31, 2014  
Wendy Kay Term expires December 31, 2014  
Paul de Greeff Term expires December 31, 2014  
Jill Singleton Term expires December 31, 2014  
Paul Newcombe Term expires December 31, 2013  
Cst. Kristin Greffard Non-Voting Resource

Environmental Advisory Committee:

Patrick O'Hara Term expires December 31, 2014

- (3) At the Special *In Camera* meeting of Council held on February 4, 2013, Council passed the following resolution:

That the Council of the Corporation of the Township of Esquimalt resolves that:

1. The Township will no longer fund "thewrongplan.ca" website or endorse the use of the Township's logo for campaigns either in favour or against McLoughlin Point;
2. Staff be directed to close "thewrongplan.ca" website immediately; and
3. Council rise and report on this resolution at the next regular Council meeting.

**12. PUBLIC QUESTION AND COMMENT PERIOD**

*Heather Gillis, Chair of the Heritage Advisory Committee*, thanked Council for their support of the Committee.

*Muriel Dunn, resident*, inquired why the Township of Esquimalt was pulling away from "thewrongplan.ca".

Mayor Desjardins advised that the website was outdated, and the Capital Regional District has applied for a rezoning application for McLoughlin Point and Council must go through the rezoning process without holding an opinion and with an open mind.

*Muriel Dunn, resident*, inquired about the use of “Esquimalt, BC”.

Mayor Desjardins advised that Council was encouraging the business community to address their mail “Esquimalt, BC” as a way to highlight the community.

*Lorne Argyle, resident*, stated that the proposed sewage plant location at McLoughlin Point is the wrong plan.

13.

**ADJOURNMENT**

**MOTION:** Moved by Councillor Hodgins/Councillor Brame:  
That the Regular Meeting of Council be adjourned at 9:05 pm.

**CARRIED UNANIMOUSLY.**

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MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS 18TH DAY OF FEBRUARY, 2013

CERTIFIED CORRECT:

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ANJA NURVO  
CORPORATE OFFICER