



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**A G E N D A**  
**SPECIAL MEETING OF COUNCIL**

Monday, March 25, 2013

5:45 p.m.

Council Chambers, Esquimalt Municipal Hall

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**1. CALL TO ORDER**

**2. LATE ITEMS**

**3. APPROVAL OF THE AGENDA**

**4. MINUTES**

- |  |            |
|--|------------|
| (1) Minutes of the Regular Meeting of Council, March 18, 2013        | Pg. 1 – 8  |
| (2) Minutes of the Special Meeting of Council, March 18 and 19, 2013 | Pg. 9 – 13 |

**5. CONSIDERATION OF 2013 – 2017 SUPPLEMENTAL OPERATING AND CAPITAL REQUESTS AND FUNDING**

**6. PUBLIC INPUT**

**7. ADJOURNMENT**



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES  
**REGULAR MEETING**  
OF MUNICIPAL COUNCIL  
MONDAY, MARCH 18<sup>th</sup>, 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  
Jeff Miller, Director of Engineering and Public Services  
Bill Brown, Director of Development Services  
Ian Irvine, Director of Financial Services & IT  
Anja Nurvo, Manager of Corporate Services  
Marlene Lagoa, Sustainability Coordinator  
Louise Payne, Recording Secretary

**1. CALL TO ORDER**

Mayor Desjardins called the meeting to order at 7:00 pm.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

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

- Move Item 10. Communications (1) Announcement from the Office of the Premier, dated February 18, 2013 re: 2013 BC Community Achievers Announced to follow Item 4. Minutes; and
- Delete Item 5. Presentations (1) Tammy Percival, Esquimalt Representative, Victoria Family Court and Youth Justice Committee.

**CARRIED UNANIMOUSLY.**

**4. MINUTES**

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

- (1) Minutes of the Special Meeting of Council, March 4, 2013;
- (2) Minutes of the Regular Meeting of Council, March 4, 2013.

**CARRIED UNANIMOUSLY.**

**10. COMMUNICATIONS**

- (1) Announcement from the Office of the Premier, dated February 18, 2013 Re: 2013 BC Community Achievers Awards

Mayor Desjardins congratulated Sherri Robinson as a recipient of a 2013 Community Achievement Award, honouring individuals who have made a significant contribution to their community.

**5. PRESENTATIONS**

- (2) Mark Eraut, Bingo Esquimalt, Re: Benefits of Becoming Host Local Government for Gaming

Mark Eraut of Bingo Esquimalt distributed copies of his presentation regarding a proposal for Esquimalt to become a Host Local Government under the Gaming Control Act, and answered questions from Council. He requested a resolution of support from Council to the BC Lottery Corporation for changes to his "Bingo Esquimalt" facility.

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

That Council direct staff to provide a report regarding the impact on and understanding of the current (Lottery) agreement and possible direction forward in determining the community benefit before giving support to this (Bingo Esquimalt) project.

**CARRIED UNANIMOUSLY.**

6. **PUBLIC INPUT**

*Muriel Dunn, resident*, expressed concern with contradictory comments from the developer of 622 Admirals Road regarding the name of the project that she reported at the last meeting, from their website, and restated her opposition to the proposed development.

*Chris Fitzpatrick, developer of 622 Admirals Road*, apologized to Ms. Dunn regarding the previous “working name” for the development that was recently removed from their website.

*Sandy Rozon, resident*, expressed her support for the proposed changes to Bingo Esquimalt.

*Lorna and Curtis Sankey, business owners at 624 Admirals Road*, advised that they were still waiting to meet with the developer to discuss their concerns with the proposed development at 622 Admirals Road.

7. **DELEGATION**

- (1) Carole Witter, Hidden Harbour Marine Centre, Re: Integration of McLoughlin Point into Draft West Bay Neighbourhood Urban Design Guidelines

Carole Witter requested that Council consider the integration of McLoughlin Point into the Draft West Bay Neighbourhood Urban Design Guidelines.

8. **STAFF REPORTS**

*Administration*

- (1) 2012 Climate Action Revenue Incentive Program (CARIP) Public Report, Staff Report No. ADM-13-012

The Sustainability Coordinator presented Staff Report No. ADM-13-012 and answered questions from Council.

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That Council receive Staff Report No. ADM-13-012 for information.  
**CARRIED UNANIMOUSLY.**

*Engineering and Public Works*

- (2) Left Hand Turn Restrictions on McNaughton Avenue and Selkirk Avenue, Staff Report No. EPW-13-004

The Director of Engineering and Public Works presented Staff Report No. EPW-13-004 and answered questions from Council.

**MOTION:** Moved by Councillor Hodgins/Councillor Morrison:  
That the left hand turn restrictions on McNaughton Avenue and Selkirk Avenue be removed.

**MOTION:** Moved by Councillor Morrison/Mayor Desjardins:  
That the motion be amended to add the following words after “be removed”: *in future, upon full completion of the Craigflower and/or Johnson Street Bridge reconstruction.*”

**DEFEATED** (Councillor Morrison and Mayor Desjardins in favour).

To the initial motion, as recommended by staff:

**CARRIED UNANIMOUSLY.**

*Development Services*

- (3) Development Variance Permit, 940 Dunsmuir Road, (Lot 36, Block E, Section 11, Esquimalt District, Plan 292), Staff Report No. DEV-13-011

The Director of Development Services presented Staff Report No. DEV-13-001 and answered questions from Council.

**MOTION:** Moved by Councillor Hundleby/Councillor Hodgins:  
That Development Variance Permit No. DEV00004 authorizing the following relaxation to Zoning Bylaw, 1992, No. 2050, be approved, and staff be directed to issue the permit and register the notice on the title of Lot 36, Block E, Section 11, Esquimalt District, Plan 292 [940 Dunsmuir Road]:

Zoning Bylaw, 1992, No. 2050, Section 34(9)(a)(ii) – Siting Requirements – Principal Building – Side Setback - a .52 metre reduction to the requirement that in the case where a parcel is not served by a rear lane, one (1) side yard shall not be less than 3.0 metres. [i.e. from 3.0 metres to 2.48 metres].

**CARRIED UNANIMOUSLY.**

- (4) Council Consultation With Persons, Organizations, and Authorities It Considers May Be Affected by the Proposed Amendment to the Official Community Plan for the Proposed Waste Water Treatment Facility at McLoughlin Point, Staff Report No. DEV-13-012

The Director of Development Services presented Staff Report No. DEV-13-012 and answered questions from Council.

**Council Comments:**

- Direct staff to also consult with CRD Board, Vic West Residents Association, James Bay Residents Association, Songhees Residents Association, Swallows Landing Strata Council and West Bay Marina residents;
- Arrange for public comments from Township’s website; *Staff to work with Communications Coordinator to use social media to let public know that open for public comment; Staff also suggested comments from Provincial Government’s Heritage Branch, DND and Esquimalt’s Heritage Advisory Committee;*
- Also consult with MLA and MP, if legislation permits.

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

That Council authorize staff to circulate the Official Community Plan and Zoning Bylaw amendment package for the proposed Waste Water Treatment Facility at McLoughlin Point to those agencies listed in Schedule "A" of Staff Report No. DEV-13-012 as well as the following: CRD Board, Vic West Residents Association, James Bay Residents Association, Songhees Residents Association, Swallows Landing Strata Council, West Bay Marina residents, our MLA and MP, if legislation permits, Provincial Government's Heritage Branch, DND, Esquimalt's Heritage Advisory Committee and posted on the Township website for public comment.

**CARRIED UNANIMOUSLY.**

- (5) 622 Admirals Road (The Legion) Rezoning Update, Staff Report No. DEV-13-013

The Director of Development Services presented Staff Report No. DEV-13-013 and answered questions from Council.

**MOTION:** Moved by Councillor Hodgins/Councillor McKie:

That Council accept Staff Report No. DEV-13-013 for information.

**CARRIED UNANIMOUSLY.**

**9.**

**MAYOR'S AND COUNCILLORS' REPORTS**

- (1) Report from Councillor Meagan Brame re: School Liaison Update and AVICC Conference Update

Councillor Brame reported on her activities as School Liaison and, as a member of the Association of Vancouver Island Coastal Communities Executive, on the upcoming AVICC Conference.

- (2) Report from Councillor Dave Hodgins, re: FCM Board Appointment

Councillor Hodgins provided an update on his attendance at the Federation of Canadian Municipalities (FCM) meetings, including information on Payment in Lieu of Taxes (PILT) which will be distributed to Council. He also reported on seeking election, at the upcoming FCM Annual General Meeting, for the position of FCM BC Caucus/Board Member.

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

WHEREAS the Township of Esquimalt's Mayor and Council has established a very positive and productive record of involvement with the Federation of Canadian Municipalities (FCM);

AND WHEREAS the Township of Esquimalt and its residents significantly benefit from the work of the FCM as it works to petitioning the Federal Government on behalf of municipalities for programs such as infrastructure enhancement opportunities through gas tax funding, Payment in Lieu of Taxes regulations, social and economic development advice and incentives as well as research, information and recommendations related to the ever increasing costs of policing;

AND WHEREAS having a Township of Esquimalt Council representative appointed to serve on behalf of this municipality via the FCM BC Caucus/Board including Steering Committees as assigned by FCM will ensure that there is the opportunity to directly influence FCM's recommended federal policies, programs and initiatives that are in the interest of and of benefit to Esquimalt and its residents;  
THEREFORE BE IT RESOLVED that Council approves that Councillor Hodgins seek election at the upcoming FCM Annual General Meeting for the position of FCM BC Caucus/Board Member;  
AND BE IT FURTHER RESOLVED that Council approves that Councillor Hodgins continue as an appointed member of FCM's Steering Committees should he not be elected to the BC Caucus/Board at the FCM's Annual General Meeting;  
AND BE IT FURTHER RESOLVED that Councillor Hodgins be reimbursed by the Township for any and all expenses directly related to his attendance at official FCM business sessions, in accordance with the approved budget.

Council directed that consideration of the motion be **deferred** to the Special (Budget) Meeting of Council on March 19, 2013.

**10. COMMUNICATIONS**

Councillor Brame declared a conflict of interest with the upcoming Agenda item due to her daycare business and left the meeting at 8:46 pm.

- (2) Letter from Denise Marshall, Early Childhood Educators of BC and Susan Harney, Coalition of Child Care Advocates of BC, dated February, 2013 re: \$10/Day Child Care Plan

**MOTION:** Moved by Councillor Morrison/Councillor McKie:  
That the letter from Denise Marshall, Early Childhood Educators of BC and Susan Harney, Coalition of Child Care Advocates of BC dated February, 2013 regarding \$10/day Child Care Plan be received and filed.

**CARRIED UNANIMOUSLY.**

Councillor Brame rejoined the meeting at 8:48 pm.

- (1) Announcement from the Office of the Premier, dated February 18, 2013 re: 2013 BC Community Achievers Announced

**MOTION:** Moved by Councillor Hundleby/Councillor Schinbein:  
That the news release dated February 18, 2013 from the Office of the Premier regarding the 2013 BC Community Achievers Awards be received.

**CARRIED UNANIMOUSLY.**

- (3) Email from Charley Beresford, Columbia Institute, dated March 6, 2013 re: Green Jobs Plan

**MOTION:** Moved by Councillor Schinbein/Councillor McKie:  
That the email from Charley Beresford, Columbia Institute dated March 6, 2013 regarding Green Jobs Plan be received.

**CARRIED UNANIMOUSLY.**

- (4) Letter from Peter Van Loan, MP, Leader of the Government in the House of Commons dated March 6, 2013 re: Proposed Change to the Name of Electoral District

**MOTION:** Moved by Councillor Morrison/Councillor Hundleby:  
That the letter dated March 6, 2013 from Peter Van Loan, P.C., M.P., Leader of the Government in the House of Commons and Minister Responsible for the *Electoral Boundaries Readjustment Act* regarding the Township of Esquimalt's resolution about the proposed change to the name of the electoral district be received; and  
That the February 6, 2013 letter from Mayor Desjardins to Peter Van Loan, MP, Leader of the Government in the House of Commons regarding the proposed name change of electoral district "Esquimalt-Juan de Fuca" to "Saanich-Juan de Fuca" be forwarded to the Federal Electoral Boundaries Commission for British Columbia for its consideration, with a copy to Randall Garrison, MP, Esquimalt-Juan de Fuca, attaching Minister Van Loan's letter of response dated March 6, 2013.

**CARRIED UNANIMOUSLY.**

- (5) Letter from Dean Fortin, Mayor, City of Victoria dated March 7, 2013 re: Reducing Default Speed Limits for Municipal Roads

**MOTION:** Moved by Councillor Schinbein/Councillor McKie:  
That the letter from Dean Fortin, Mayor, City of Victoria dated March 7, 2013 regarding reducing default speed limits for municipal road be received for information.

**CARRIED UNANIMOUSLY.**

11. **PUBLIC QUESTION AND COMMENT PERIOD**

*Sherri Robinson, resident*, expressed concern with Council's proposal to go "paperless". As an archivist, she was concerned with keeping permanent records of Esquimalt for the future.

*Muriel Dunn, resident*, expressed her support for Bingo Esquimalt. She also inquired if concerns/questions had been answered from the March 4, 2013 Regular Meeting of Council by the Rezoning Update staff report for 622 Admirals Road.

Mayor Desjardins explained that the report provides some updates to the rezoning application for 622 Admirals Road; however questions will be answered when the Rezoning Bylaw No. 2798 comes back for Second Reading (as amended).



12. **ADJOURNMENT**

**MOTION:** Moved by Councillor Schinbein/Councillor McKie:  
That the Regular Meeting of Council be adjourned at 8:56 pm.  
**CARRIED UNANIMOUSLY.**

\_\_\_\_\_  
MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS DAY OF \_\_\_\_\_, 2013

CERTIFIED CORRECT:

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

DRAFT



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES  
**SPECIAL MEETING**  
OF MUNICIPAL COUNCIL  
MARCH 18 and 19, 2013

5:45 P.M.  
COUNCIL CHAMBER, MUNICIPAL HALL

**PRESENT:**

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

**STAFF:**

Laurie Hurst, Chief Administrative Officer  
Jeff Miller, Director of Engineering and Public Works  
Bill Brown, Director of Development Services  
Scott Hartman, Director of Parks & Recreation Services  
Ian Irvine, Director of Financial Services & IT  
David Ward, Fire Chief  
Anja Nurvo, Manager of Corporate Services/Recording Secretary

1. **CALL TO ORDER**

Mayor Desjardins called the Special Meeting of Council to order at 5:45 pm on Monday, March 18<sup>th</sup>, 2013.

2. **LATE ITEMS**

There were no late items.

3. **APPROVAL OF THE AGENDA**

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

**CARRIED UNANIMOUSLY.**

4. **MOTION TO GO *IN CAMERA***

**MOTION:** Moved by Councillor Schinbein/Councillor Hundleby:  
That Council convene *In Camera* pursuant to Section 90 of the *Community Charter* to discuss:

- Labour relations or other employee relations;
- The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

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

**CARRIED UNANIMOUSLY.**

5. **RECESS SPECIAL MEETING OF COUNCIL TO GO *IN CAMERA***

The Special Meeting of Council recessed at 5:46 pm on March 18, 2013.

6. **RECONVENE SPECIAL MEETING OF COUNCIL AT 6:15 P.M.**

The Special Meeting of Council reconvened at 6:18 pm on March 18, 2013 with all members of Council present.

7. **2013 BUDGET – POLICY REVIEWS**

- (1) Revenue, Tax, Budget and Financial Sustainability Policies and Objectives, Schedule A, Bylaw 2789, 2012

The Director of Financial Services gave a PowerPoint presentation on the Financial Plan objectives and policies for 2012. He reviewed permissive tax exemptions, Capital projects, Reserves and Debt Management, proposed options for revisions to Council policies, and answered questions from Council.

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

- Regarding potential options re: Permissive Tax Exemptions, look at what Saanich has done; *Any changes to Permissive Tax*

*Exemptions won't take effect until 2014;*

- Should review organizations receiving tax exemptions as some may be “double dipping” by also receiving a Local Grant; *Need to provide adequate notice regarding any changes;*
- Don't agree with phasing out exemptions at this time; *Will be rolling tax exemptions into the Economic Development Strategy;*
- Include minimum balances for Capital Asset Reserves in the Budget document;
- Overruns to also be shown in the Budget document, with certain criteria proposed.

### **RECESS SPECIAL (BUDGET) MEETING OF COUNCIL**

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

That the Special (Budget) Meeting of Council be recessed at 6:57 pm on Monday, March 18, 2013.

**CARRIED UNANIMOUSLY.**

### **RECONVENE SPECIAL (BUDGET) MEETING OF COUNCIL**

The Special (Budget) Meeting of Council reconvened at 5:47 pm on Tuesday, March 19, 2013 with all members of Council present.

8.

### **CONSIDERATION OF 2013 – 2017 SUPPLEMENTAL OPERATING AND CAPITAL REQUESTS AND FUNDING**

The CAO advised that the next step would be to review the Supplemental Requests in the 2013 Budget by individual line item and answer questions from Council. She noted that staff has put forward recommendations at 4.5%, 3.48% and 2.49% tax increase scenarios.

Staff presented an overview of Budget scenarios and reviewed Supplementary requests by department, and answered questions from Council. Several items were flagged for follow up review.

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

That Councillor Hodgins' motion regarding Federation of Canadian Municipalities Board Appointment be laid on the table and considered by Council:

*WHEREAS the Township of Esquimalt's Mayor and Council has established a very positive and productive record of involvement with the Federation of Canadian Municipalities (FCM);*

*AND WHEREAS the Township of Esquimalt and its residents significantly benefit from the work of the FCM as it works to petitioning the Federal Government on behalf of municipalities for programs such as infrastructure enhancement opportunities through gas tax funding, Payment in Lieu of Taxes regulations, social and economic development advice and incentives as well as research, information and recommendations related to the ever increasing costs of policing;*

*AND WHEREAS having a Township of Esquimalt Council representative appointed to serve on behalf of this municipality via the FCM BC Caucus/Board including Steering Committees as assigned by FCM will ensure that there is the opportunity to directly influence FCM's recommended federal policies, programs and initiatives that are in the interest of and of benefit to Esquimalt and its residents;*

*THEREFORE BE IT RESOLVED that Council approves that Councillor Hodgins seek election at the upcoming FCM Annual General Meeting for the position of FCM BC Caucus/Board Member;*

*AND BE IT FURTHER RESOLVED that Council approves that Councillor Hodgins continue as an appointed member of FCM's Steering Committees should he not be elected to the BC Caucus/Board at the FCM's Annual General Meeting;*

*AND BE IT FURTHER RESOLVED that Councillor Hodgins be reimbursed by the Township for any and all expenses directly related to his attendance at official FCM business sessions, in accordance with the approved budget.*

**CARRIED UNANIMOUSLY.**

#### **RECESS AND RECONVENE**

The Special (Budget) Meeting recessed at 7:28 pm and reconvened at 7:35 pm.

The Director of Financial Services pointed out with respect to the Capital Requests for the 2013 Budget that the Capital projects carried forward to 2013 will also be reviewed by Council for approval.

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

That Council direct staff to investigate additional signs for street names in both directions and report back to Council.

**CARRIED UNANIMOUSLY.**

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

That Council direct staff to come back with 2013 Budget Capital Requests with recommendations discussed regarding minimum \$1 millions in Reserves and a review by Council prior to carry overs of Capital projects as new (financial) policy directives.

**CARRIED UNANIMOUSLY.**

Council conducted a further review of flagged items in the Supplementary Requests, and provided direction to staff.

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

That Council direct staff to come back with Supplemental and Capital Requests for 2013 Budget that allows a tax increase of 1.5%, 2.0% and 2.5% options for Council's review.

**CARRIED UNANIMOUSLY.**

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

That Council direct staff to schedule a Special (Budget) Meeting at 5:45 pm on Monday, March 25, 2013.

**CARRIED** (Councillor Hundleby opposed).

**9. PUBLIC INPUT**

*Carole Witter, resident*, requested that Council consider the benefits of creating local redevelopment plans for Esquimalt, which would help to speed up the process of development and determine what development was appropriate in certain areas.

Mayor Desjardins commented that the Township of Esquimalt will be reviewing their Official Community Plan soon.

**10. ADJOURNMENT**

**MOTION:** Moved by Councillor Brame/Councillor Hundleby:  
That the Special (Budget) Meeting of Council be adjourned at 9:30 pm.

**CARRIED UNANIMOUSLY.**

\_\_\_\_\_  
MAYOR OF THE CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
THIS DAY OF \_\_\_\_\_, 2013

CERTIFIED CORRECT:

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