



**CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT  
Minutes - Final**

Municipal Hall  
1229 Esquimalt Road  
Esquimalt, B.C. V9A 3P1

**Special Committee of the Whole**

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Tuesday, October 13, 2015

7:00 PM

Esquimalt Council Chambers

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**Present**        7 - Mayor Barbara Desjardins, Councillor Meagan Brame, Councillor Beth Burton-Krahn, Councillor Lynda Hundleby, Councillor Olga Liberchuk, Councillor Susan Low, and Councillor Tim Morrison

**Staff:** Laurie Hurst, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Blair McDonald, Director of Community Safety Services  
Anja Nurvo, Director of Corporate Services  
Rachel Dumas, Recording Secretary

**1. CALL TO ORDER**

Mayor Desjardins called the Special Committee of the Whole meeting to order at 7:00 PM.

Mayor Desjardins acknowledged with respect that we are within the Traditional Territories of the Esquimalt and Songhees First Nations.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

**Moved by Councillor Burton-Krahn, seconded by Councillor Brame: That the agenda be approved as circulated. Carried Unanimously.**

**4. MINUTES**

- 1) [15-457](#) Minutes of the Regular Committee of the Whole, August 24, 2015
- 2) [15-458](#) Minutes of the Special Committee of the Whole, September 14, 2015

**Moved by Councillor Hundleby, seconded by Councillor Brame: That the Minutes of the Regular Committee of the Whole, August 24, 2015 and Minutes of the Special Committee of the Whole, September 14, 2015 be adopted as circulated. Carried Unanimously.**

## 5. STAFF REPORTS

### *Administration*

- 1) [15-454](#) Review of Council Policies re Council Remuneration - Update, Staff Report ADM-15-036

Chief Administrative Officer responded to questions from Council.

Councillor Morrison distributed proposed revisions to Council Policy 58 and 62 for Council's consideration. Council comments included:

- supported using an Independent Consultant rather than a committee to review and recommend Council remuneration
- broaden the geographic area for comparison to other Municipalities within British Columbia
- replace the word "average" with "median"
- that staff review the options for enhanced benefits to Council (the CAO advised this would come back as part of the staff report to Council)
- the Consultant commence review during the third year of the Council term and not the fourth year
- that hiring of Consultant be determined by staff and that the Consultant meet with Council for clarity on criteria and process issues prior to review.

**Moved by Councillor Brame, seconded by Councillor Hundleby: That Council direct staff to prepare a report with revisions to Council Policy 58 and 62 so that the Council remuneration review is to be conducted by an Independent Consultant commencing in January of the third Year of Council term. Carried.**

**In Favour:** 6 - Mayor Desjardins, Councillor Brame, Councillor Burton-Krahn, Councillor Hundleby, Councillor Liberchuk, and Councillor Low

**Opposed:** 1 - Councillor Morrison

### *Community Safety Services*

- 2) [15-362](#) Boulevard Maintenance Bylaw, Staff Report CSS-15-014

Director of Community Safety Services responded to questions from Council.

Council comments included:

- concerns of new home owners having to return boulevard to standard landscaping and incurring unknown costs. - communication to educate residents before enforcement action is taken to ensure a user friendly process and service
- the responsibility of weeds between sidewalk, curb and road Right of Way and suggested clarity be written in the Draft Bylaw.
- liability for boulevard maintenance and any necessary insurance required by residents when applying for a Boulevard Alteration Permit.

**The Staff Report was received and staff directed to prepare a report Re: Boulevard Maintenance Bylaw, for Council consideration.**

### ***Development Services***

3) [15-453](#) OCP Review Kick-Off Survey, Staff Report DEV-15-049

Director of Development Services provided an overview of the OCP Review Kick-Off Survey and responded to questions from Council.

Council comments included:

- suggest that the prize should be a Recreation Centre Leisure Pass.
- proposed that the definition and importance of the Official Community Plan and its review be explained at the beginning of the survey
- survey should be distributed to local businesses as well as residents
- include the age range of household members
- liaise with local schools for distribution with other school correspondence and the involvement of students
- in favour of geographical location options to achieve a broader perspective of results
- support the use of plain language in the survey
- suggest Question 9, top 5 priorities, should allow the user to specify their priorities rather than checking a box with existing options
- suggest setting a goal and post progress results on municipal website when target is achieved
- distribute notification cards of survey as a direct mail out and include information in newsletter
- providing a breakdown of specific Facebook pages to identify trends
- the survey be made available to the community including the Public Library, L'Ecole Victor Brodeur and Esquimalt Recreation Centre and their social media networks.

**The Staff Report was received and direction given to staff to proceed with suggested amendments to OCP Review Survey and distribute accordingly.**

### **6. PUBLIC QUESTION AND COMMENT PERIOD**

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

**Limit of two minutes per speaker.**

*Lorne Argle, resident,* suggested enclosing notice of Boulevard Maintenance Bylaw with Municipal Tax Notice distribution in the Spring.

*Lynda O' Keefe, resident,* thanked the Parks Staff for maintenance and beautification at Macaulay Point Park.

### **7. ADJOURNMENT**

**Moved by Councillor Burton-Krahn, seconded by Councillor Liberchuk: That the Special Committee of the Whole meeting be adjourned at 8: 29 PM. Carried Unanimously.**

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MAYOR BARBARA DESJARDINS  
THIS 9TH DAY OF NOVEMBER, 2015

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ANJA NURVO, CORPORATE OFFICER  
CERTIFIED CORRECT