



**CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT**  
**Minutes - Draft**  
**Council**

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

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Monday, July 11, 2022

7:00 PM

Esquimalt Council Chambers

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**Present:** 6 - Mayor Barbara Desjardins  
Councillor Ken Armour  
Councillor Meagan Brame  
Councillor Jacob Helliwell  
Councillor Lynda Hundleby  
Councillor Jane Vermeulen

**Regrets:** 1 - Councillor Tim Morrison

**Staff:** Laurie Hurst, Chief Administrative Officer  
Ian Irvine, Director of Financial Services  
Bill Brown, Director of Development Services  
Joel Clary, Director of Engineering & Public Works  
Steve Knoke, Director of Parks and Recreation Services  
Steve Serbic, Fire Chief  
Deb Hopkins, Manager of Corporate Services/Corporate Officer  
Alex Tang, Planner  
Karen Hay, Policy Planner  
Sarah Holloway, Deputy Corporate Officer/Recording Secretary

**1. CALL TO ORDER**

Mayor Desjardins called the Regular Council meeting to order at 7:00 PM

Mayor Desjardins acknowledged that we are gathered on Lekwungen territory. Council is committed to building strong and enduring relationships with our neighbouring First Nations governments, the Songhees and Esquimalt Nations.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Councillor Hundleby: That the agenda be approved as amended with the removal of Item 7.9 Development Variance Permit Application - 850 Colville Road Staff Report No.: DEV-22-063. Carried Unanimously.

**4. MINUTES**

- 1) [22-376](#) Minutes of the Special Meeting of Council held on June 27, 2022 at 330 PM
- 2) [22-377](#) Minutes of the Special Meeting of Council held on June 27, 2022 at 545 PM
- 3) [22-378](#) Minutes of the Regular Meeting of Council held on June 27, 2022

Moved by Councillor Brame, seconded by Councillor Hundleby: That the minutes of the Special meeting of Council held on June 27, 2022 at 3:30 PM, the Special meeting of Council held on June 27, 2022 at 5:45 PM and the Regular Meeting of Council held June 27, 2022 be approved as circulated. Carried Unanimously.

**5. PRESENTATIONS**

- 1) [22-372](#) L'Ecole Macaulay Elementary School PAC Executive - Crossing Guard Overview - at the request of Council June 13, 2022 meeting

At the request of Council, Stephanie Hazlitt, Macaulay PAC Treasurer, presented on behalf of the Macaulay PAC Executive on the future of crossing guards at Macaulay school since the Crossing Guards Association Management folded. The presentation outlined the history of the GVCGA, which was established as a temporary body after Beacon Community Services stepped down due to the challenges of recruiting crossing guards; highlighted that the Macaulay PAC is not well suited for the role of managing crossing guards for the school; and provided options for the Township.

Council discussion included:

- Option 1 - SD61 hire crossing guards, with cost sharing from Municipalities (including Township) is supportable.
- The Crossing Guard Association had contacted the School Board, but no action was taken.
- An ongoing dialogue with School District 61 is important.
- Councillor Armour, as the Council appointed school liaison, will connect with School District 61 and report back to Council.

- 2) [22-371](#) Budget Consultation - July 2022 - Victoria and Esquimalt Police Board

Doug Crowder, Chair of the Victoria Esquimalt Police Board Finance Committee and Chief Del Manak introduced the Budget Consultation document and requested Council's input on priorities for public safety.

Council comments included:

- The Township's main priority is preventative and community policing.

- The priorities of the Township differ from the City of Victoria which requires emergency and urgent support needs policing.
- The return of the School Liaison position is requested.

## 6. PUBLIC INPUT ON ANY ITEMS LISTED ON THE AGENDA

### Esquimalt Together Against Graffiti Framework, Staff Report No. EPW-22-011

Laura-Beth Keane, resident, was not in support of the recommendation and commented that a much more creative program should be designed and would be willing to help redesign the program to engage with youth.

Jesse Campbell, Victoria resident, was not in support of the recommendation, believing the ETAG program would not be effective, but that a community strategy should be developed and involve youth and at risk people.

## 7. STAFF REPORTS

### *Administration*

- 1) [22-363](#) Official Resignation from Council - Councillor Vermeulen  
Councillor Vermeulen informed Council that she accepted a position as Medical Director of the South Carolina Veterinary Specialty and Emergency Care clinic and is moving to the United States. She expressed enjoyment of her time spent on Council and thanked her fellow Council members and the public.

Mayor Desjardins thanked Councillor Vermeulen for her work on the Greater Victoria Public Library Board and the Parks and Recreation advisory committee and expressed appreciation for her commitment and thoughtfulness as a Council member.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council formally receive the resignation from Councillor Jane Vermeulen effective July 15, 2022; and resolve that a by-election is not required to be scheduled to fill the corresponding vacancy for the Office of Councillor. Carried Unanimously.

- 2) [22-368](#) Council Procedure Bylaw, 2022, No. 3081, Staff Report No. ADM-22-021

The Manager of Corporate Services/Corporate Officer introduced the report to Council.

Council commented that the bylaw will allow for Council to be more effective, efficient and for the public input to be provided in a consistent manner. The bylaw is a living document that can be amended should Council seek change.

Moved by Councillor Armour, seconded by Councillor Hundleby: That Council give first, second and third reading to Council Procedure Bylaw, 2022, No. 3081. Carried Unanimously.

- 3) [22-370](#) 2022 Council Liaison Appointments to Environment, Parks and Recreation Advisory Committee, Staff Report No. ADM-22-022

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approve the 2022 appointments of Councillors Armour and Morrison as Council Liaisons to the Environment, Parks, and Recreation Advisory Committee. Carried Unanimously.

### **Engineering and Public Works**

- 4) [22-367](#) Esquimalt Together Against Graffiti Framework, Staff Report No. EPW-22-011

The Director of Engineering & Public Works introduced the report and responded to questions from Council.

Council comments included:

- ETAG is a team of volunteers that remove unwanted graffiti in the community. It has been a very successful program in the past due to the speed of which graffiti was removed.
- The focus will be on painting over graffiti on third party utility structures.
- The police monitor graffiti taggers and are responsible for restorative justice.
- Addressing community concerns, engaging with youth, and having a dialogue about creating murals is supportable.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council direct staff to:

- a. initiate a call for volunteers to re-establish ETAG;
- b. continue to remove graffiti from municipal infrastructure; and
- c. bring forward a budget request for 2023 budget deliberations to hire a contractor to remove graffiti from private property. Carried Unanimously.

### **Parks and Recreation**

- 5) [22-364](#) Parks and Recreation Regulation Bylaw Review and Proposed Fee Increases, Staff Report No. P&R-22-008

The Director of Parks and Recreation presented the report and responded to questions from Council.

Council comments included:

- A thorough review was made with a lot of consultation in the region.
- A discussion regarding increasing the defined adult age from 19 to 23 should be held on a regional level to address the lower incomes of young

adults.

Moved by Councillor Helliwell, seconded by Councillor Hundleby: That Council:

- a) approve the proposed revisions to the parks and recreation fees and charges effective January 1, 2023, as outlined in Staff Report No. P&R-22-008; and
- b) give first, second, and third readings to Parks and Recreation Regulation Bylaw, 2007, No. 2665, Amendment Bylaw, 2022, No. 3080. Carried Unanimously.

**6) [22-365](#) Public Art Plan, Staff Report No. P&R-22-009**

The Director of Parks and Recreation presented the report to Council.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council:

1. Approve the Public Art Plan as attached to Staff Report No. P&R-22-009; and
2. Approve the amended Policy ADMIN-74. Carried Unanimously.

### **Fire**

**7) [22-366](#) Update on Fire Department Strategic Planning Process, Staff Report No. FIRE-22-003**

The Fire Chief introduced the report to Council.

Mayor and Council received Staff Report FIRE-22-003 for information.

### **Development Services**

**8) [22-359](#) Climate Action Plan 2022, Staff Report No. DEV-22-064**

Karen Hays, Policy Planner introduced the report and responded to questions from Council.

Council comments included:

- The Design Review Committee and the Advisory Planning Commission recommended that the step code be accelerated.
- The plan showcases and highlights the Township's commitment to Climate Action.

Moved by Councillor Armour, seconded by Councillor Hundleby: That Council approve the Climate Action Plan, Community Climate Mitigation Plan, and the Adaptation Planning Guide; and direct staff to bring forward initiatives for Council consideration that have budget and capacity implications. Carried Unanimously.

**9) [22-328](#) Rezoning Application - 861 & 863 Esquimalt Road, Staff Report No. DEV-22-057**

Alex Tang, Planner presented a PowerPoint and responded to questions

from Council.

Mathew McLash, McLash Developments, the applicant, presented and responded to questions from Council with the assistance of Kyle Bradshaw, Project Architect, MTA architects.

Council discussion included:

- Commercial space is not viable due to the ingress and egress of the property being a challenge as the site is not located on a corner.
- The inclusion of the rent compensation and tenant relocation package in the covenant was agreed to by the applicant.
- An image wrap or revisions to the landscaping around the BC Hydro transformer to improve the look of the space should be considered.
- The reasonable size of the 3 bedroom units is appreciated.
- A dog wash station should be considered.

Moved by Councillor Brame, seconded by Councillor Helliwell:

1. That Council resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No. 3078, attached to Staff Report No. DEV-22-057 as Appendix A, which would amend Zoning Bylaw, 1992, No. 2050 by changing the zoning designation of PID 015-233-227 Lot 10, Section 11, Esquimalt District, Plan 265 [861 Esquimalt Road] and PID 001-180-991 Lot 9, Section 11, Esquimalt District, Plan 265 [863 Esquimalt Road], shown cross-hatched on Schedule 'A' attached hereto, from RM-4 [Multiple Family Residential] to CD No. 158 [Comprehensive Development District No. 158] be given first and second reading; and
2. That Council authorizes the Corporate Officer to schedule a Public Hearing for Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No. 3078, mail notices and advertise for same in the local newspaper.
3. That, as the applicant wishes to assure Council that uses and development will be restricted and amenities provided as identified in Staff Report No. DEV-22-057, the applicant has voluntarily agreed to register a Section 219 Covenant on the titles of PID 015-233-227 Lot 10, Section 11, Esquimalt District, Plan 265 [861 Esquimalt Road], and PID 001-180-991 Lot 9, Section 11, Esquimalt District, Plan 265 [863 Esquimalt Road] in favour of the Township of Esquimalt providing the lands shall not be subdivided, built upon or used (as appropriate to the requirement, as drafted by the Township's solicitor at the applicant's expense) in the absence of all of the following:
  - Lot consolidation of 861 Esquimalt Road and 863 Esquimalt Road prior to development as the proposed CD No. 158 Zone does not work unless the parcels are consolidated
  - Building to be designed and constructed to conform to the requirements of Step 3 of the BC Energy Step Code
  - Building to include a minimum of eight 3-bedroom dwelling units

- A minimum of 1 visitor parking spaces will be provided and remain
- Membership for a shared vehicle service for all the units
- A minimum of 50% of the bicycle parking spaces to include a 110V electrical outlet
- Registration of a 3.5-metre statutory right of way along the front of the parcel for public access.
- Registration of a right of way for the storm drain main that runs through the subject property.

Council direct staff and legal counsel for the Township to coordinate with the property owner to ensure a Section 219 Covenant addressing the issues is registered against the property title, in priority to all financial encumbrances, prior to returning Amendment Bylaw No. 3078 to Council for consideration of adoption. Carried Unanimously.

**10) [22-348](#) Zoning Bylaw Amendment Application - 904 Admirals Rd, Staff Report No. DEV-22-062**

The Director of Development Services presented a PowerPoint and responded to questions from Council.

Council discussion included:

- Although not normally supportable, suites in duplexes can be considered due to the need for middle housing.
- The site's location on a corner lot raises concerns for traffic, parking, and the absence of a sidewalk.
- A Public Hearing would be beneficial to hear resident concerns and feedback.

Moved by Councillor Armour, seconded by Councillor Helliwell: That Council resolve to not hold a Public Hearing pursuant to the Local Government Act, Section 464(2) for Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No. 3074, attached to Staff Report No. DEV-22-062 as Appendix A, which would amend Zoning Bylaw, 1992, No. 2050, by changing the zoning designation of PID 000-409-880; Lot 2, Section 2, Esquimalt District, Plan 7539 except that part thereof lying to the north east of a straight boundary joining points on the north westerly and south easterly boundaries of said lot distant 140 feet respectively from the most westerly and most southerly corners of said lot [904 Admirals Rd] from Single Family Residential [RS-1] to Comprehensive Development District No. 156 [CD No. 156], direct staff to proceed with appropriate public notification, and return the bylaw to Council for consideration of first, second, and third readings. Defeated Unanimously.

Moved by Councillor Helliwell, seconded by Councillor Hundleby:

1. That Council resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No. 3074, attached to Staff Report No. DEV-22-062 as Appendix A, which would amend Zoning Bylaw, 1992, No. 2050, by changing the zoning designation of PID 000-409-880; Lot 2, Section 2,

Esquimalt District, Plan 7539 except that part thereof lying to the north east of a straight boundary joining points on the north westerly and south easterly boundaries of said lot distant 140 feet respectively from the most westerly and most southerly corners of said lot [904 Admirals Rd] from Single Family Residential [RS-1] to Comprehensive Development District No. 156 [CD No. 156], be given first and second reading; and,

2. That Council authorizes the Corporate Officer to schedule a Public Hearing for Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No. 3074, mail notices and advertise for same in the local newspaper. Carried Unanimously.

## 8. COMMUNICATIONS

### *For Council's Consideration*

- 1) [22-374](#) Email from Victoria and Esquimalt Police Board dated July 6, 2022 Re: JIBC Police Academy Transition Funding

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council direct staff to write a letter to the Assistant Deputy Minister and Director of Police Services objecting to the Ministry's decision to download the JIBC Police Academy costs to the municipalities. Carried Unanimously.

- 2) [22-375](#) Email from Laura-Beth Keane ECAH dated July 6, 2022 Re: Letter of Support for Mural Festival

Moved by Councillor Brame, seconded by Councillor Helliwell: That Council direct staff to write a letter of support for the grant request made by the Esquimalt Community Arts Hub to the Healthy Communities Fund for a mural festival at the Trackside Art Gallery. Carried Unanimously.

### *For Council's Information*

- 3) [22-379](#) Email from Mayor Haynes, District of Saanich dated July 6, 2022 Re: Crossing Guard Services

The item was received.

## 9. NOTICE OF MOTION

- 1) [22-373](#) A Low Carbon Energy Systems (LCES) Bylaw for Esquimalt - For Consideration

Councillor Armour introduced the Notice of Motion.

Council comments included:

- The Low Carbon Energy Systems Bylaw aligns with the Climate plan and is supportable.
- Staff already promote the use of high efficiency electric energy systems.
- The motion will give staff a direction from Council that can be expressed to the developers.

- The report will return to Council prior to the election.

Moved by Councillor Armour, seconded by Councillor Helliwell:

WHEREAS: While the Step Code establishes a framework for reducing energy use in new buildings, it does not explicitly address GHG emissions from buildings.

WHEREAS: Our Greenhouse Gas (GHG) emission targets cannot be reached through energy efficiency alone and will require us switching from burning fossil fuels (coal, oil and gas) to utilizing high efficiency electric energy systems like heat pumps.

WHEREAS: While Esquimalt's development staff have not, in most instances, accepted applications for building permits if they include gas, there is no bylaw compelling them to do so.

THEREFORE BE IT RESOLVED:

That staff develop and return to Council with a report that explores the possibility of requiring that Low Carbon Energy Systems be adopted in all new construction. Carried Unanimously.

**10. RISE AND REPORT**

There was no Rise and Report.

**11. PUBLIC COMMENT PERIOD**

Maggie Thompson, resident, commented that the climate action plan is irrelevant if trees are being removed due to significant construction activity and not replaced; and the OCP needs to be revised to increase floor space ratio.

Linda O'Keefe, resident, commented that there needs to be other ways to provide input on the parking study besides the online options.

**12. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Regular Council meeting be adjourned at 8:52 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS DAY OF , 2022

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DEBRA HOPKINS, CORPORATE OFFICER  
CERTIFIED CORRECT