



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Draft

### Council

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

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Monday, October 23, 2017

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  
Councillor Tim Morrison

**Staff:** Laurie Hurst, Chief Administrative Officer  
Jeff Miller, Director of Engineering & Public Works  
Bill Brown, Director of Development Services  
Blair McDonald, Director of Community Safety Services  
Anja Nurvo, Director of Corporate Services  
Sara Jansen, Emergency Program Manager  
Rachel Dumas, Recording Secretary

#### 1. CALL TO ORDER

Mayor Desjardins called the Regular Council 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

The following late item was added to the agenda:

- (1) Pertaining to Agenda Item 7. **STAFF REPORTS:** (10)  
Development Permit and Development Variance Permit  
- 778 Dominion Road, Staff Report DEV-17-062  
- Letter from Carly L. Abrahams dated October 20, 2017

#### 3. APPROVAL OF THE AGENDA

Moved by Councillor Morrison, seconded by Councillor Brame: That the agenda be approved as amended with the inclusion of the late item. Carried Unanimously.

#### 4. MINUTES

- 1) [17-428](#) Minutes of the Special Meeting of Council, October 2, 2017
- 2) [17-429](#) Minutes of the Regular Meeting of Council, October 2, 2017

- 3) [17-430](#) Minutes of the Special Meeting of Council, October 16, 2017

Moved by Councillor Liberchuk, seconded by Councillor Brame: That the Minutes of the Special Meeting of Council, October 2, 2017, Minutes of the Regular Meeting of Council, October 2, 2017 and Minutes of the Special Meeting of Council, October 16, 2017 be adopted as circulated. Carried Unanimously.

## 5. PRESENTATIONS

- 1) [17-431](#) Royal Roads University, Re: Personal Preparedness in Esquimalt

Sara Jansen, Emergency Program Manager, provided an overview of the "Are you prepared? Household preparedness" initiative in collaboration with Royal Roads University and introduced Nick Bouchard, Royal Roads University Student, who presented a Powerpoint Presentation and responded to questions from Council.

## 6. PUBLIC INPUT (On items listed on the Agenda) Excluding items which are or have been the subject of a Public Hearing.

Carly Abrahams, *resident*, in opposition of DP & DVP applications for 778 Dominion Road.

Terry Prentice, *resident*, encouraged Council to consider parking restricted times for proposed Intervale Ave Traffic Order and in support of DVP for 1219 Old Esquimalt Road.

Lance Montgomery, *resident & applicant*, addressed neighbour concerns pertaining to DP & DVP applications for 778 Dominion Road.

Muriel Dunn, *resident*, in support of DVP for 1219 Old Esquimalt Road.

Lynda O'Keefe, *resident*, in support of proposed Traffic Order for Heald Street and encouraged Council to consider flexible parking restrictions on weekends.

## 7. STAFF REPORTS

### *Engineering and Public Works*

- 1) [17-414](#) Intervale Avenue Residential Only Parking Restriction Petition, Staff Report EPW-17-052

Director of Engineering and Public Works responded to questions from Council.

Council comments included:

- \* Parking enforcement process
- \* Greater communication span to advise of new restrictions to third parties including Seaspan
- \* Event parking opportunities
- \* Residential parking passes

Moved by Councillor Morrison, seconded by Councillor Low: That Council approve Traffic Order 1263 "Residential Parking Only" along the frontage of Intervale Avenue. Carried Unanimously.

- 2) [17-423](#) Heald Avenue Residential Only Parking Restriction

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Petition, Staff Report EPW-17-058

Director of Engineering and Public Works responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approve Traffic Order 1269 "Residential Parking Only" along the frontage of Heald Avenue. Carried Unanimously.

- 3) [17-415](#) Traffic Order 1264 - Gosper Crescent, Staff Report EPW-17-053

Director of Engineering and Public Works advised Council that the drawing for Traffic Order 1267 - Cairn Rd is attached to Traffic Order 1266, and the drawing for Traffic Order 1266 - Porter Rd is attached to Traffic Order 1267.

- 4) [17-419](#) Traffic Order 1265 - Anderson Avenue at Dominion Road, Staff Report EPW-17-054
- 5) [17-420](#) Traffic Order 1266 - Porter Road at Shearwater Street, Staff Report EPW-17-055
- 6) [17-421](#) Traffic Order 1267 - Cairn Road at Old Esquimalt Road, Staff Report EPW-17-056
- 7) [17-422](#) Traffic Order 1268 - Matheson Place at Matheson Avenue, Staff Report EPW-17-057
- 8) [17-424](#) Traffic Order 1270 - Matheson Avenue at Rockheights Avenue, Staff Report EPW-17-059

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approve Traffic Order 1264 that "Stop" sign and road markings be installed on Gosper Crescent (front of 1090 on the west leg) at the intersection of Gosper Crescent, Traffic Order 1265 "Stop" sign and road markings be installed on Anderson Avenue at the intersection of Dominion, Traffic Order 1266 that "Stop" sign and road markings be installed on Porter Road at the intersection of Shearwater Street, Traffic Order 1267 that "Stop" sign and road markings be installed on Cairn Road at the intersection of Old Esquimalt Road, Traffic Order 1268 that "Stop" sign and road markings be installed on Matheson Place at the intersection of Matheson Avenue and Traffic Order 1270 that the existing "Yield" sign on Matheson Avenue at Rockheights Avenue be replaced with a "Stop" sign and road markings at the same location, and that Traffic Order 397 be rescinded. Carried Unanimously.

### **Development Services**

- 9) [17-411](#) Development Variance Permit - 1219 Old Esquimalt Road, Staff Report DEV-17-061

Director of Development responded to questions from Council.

Moved by Councillor Burton-Krahn, seconded by Councillor Morrison: That Council resolves that Development Variance Permit No. DVP00071 authorizing construction of a new addition to the Principal Building that

includes an attached carport, an attached garage and a deck as shown on the architectural drawings prepared by Murphy Construction, stamped "Received August 24, 2017", sited as detailed on the survey plan prepared by JE Anderson & Associates, stamped "Received August 24, 2017", and including the following variance to Zoning Bylaw, 1992, No. 2050, be approved, and staff be directed to issue the permit and register the notice on the title of the property located at PID 006-026-621, Lot 4, Section 11, Esquimalt District, Plan 4994 [1219 Old Esquimalt Road]:

Zoning Bylaw, 1992, No. 2050, Section 34 (9)(a)(iii) - Siting Requirements - Principal Building - Rear Setback: A 2.75 metre decrease to the requirement that no principal building shall be located within 7.5 metres of a Rear Lot Line [ie. from 7.5 metres to 4.75 metres]. Carried Unanimously.

**10) [17-425](#) Development Permit and Development Variance Permit - 778 Dominion Road, Staff Report DEV-17-062**

Councillor Liberchuk declared a conflict of interest due to her in laws owning the property next door at 780 Dominion Road and left the meeting at 7:42 PM. Director of Development Services responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council allow the applicant to address Council. Carried Unanimously.

Moved by Councillor Burton-Krahn, seconded by Councillor Morrison: That Council resolves that Development Permit No. DP000095 [Appendix A] authorizing the renovation of an existing building to create a new two family dwelling, as illustrated in the drawings prepared by Lance Montgomery, the landscape plan prepared by Erik Bjornsen of Natural Landscape Solutions and sited as detailed on the survey plan prepared by Kenneth Ng, BC Land Surveyor, all stamped "Received August 1, 2017", be approved, and staff be directed to issue the permit (subject to receipt of the required landscape security), and register the notice on the title of the property located at PID 006-289-151, Lot J, Section 10, Esquimalt District, Plan 2923 [778 Dominion Road]; and

That Council resolves that Development Variance Permit No. DVP00070 [Appendix B] authorizing the construction as illustrated in the drawings prepared by Lance Montgomery, the landscape plan prepared by Erik Bjornsen of Natural Landscape Solutions and sited as detailed on the survey plan prepared by Kenneth Ng, BC Land Surveyor, all stamped "Received August 1, 2017", and including the following relaxations to Zoning Bylaw, 1992, No. 2050 and Parking Bylaw, 1992, No. 2011, be approved, and staff be directed to issue the permit and register the notice on the title of the property located at PID 006-289-151, Lot J, Section 10, Esquimalt District, Plan 2923 [778 Dominion Road]:

Zoning Bylaw, 1992, No. 2050, Section 38 (5) Floor Area: A 20.0 square

metre reduction to the requirement that the minimum first storey of a principal building shall be 88 square metres [ie. from 88.0 square metres to 68.0 square metres];

Zoning Bylaw, 1992, No. 2050, Section 38 (8.1) Building Massing: A variance to the requirement that the second storey of any two family dwelling shall be a maximum of 75% of the total floor area of the ground floor to allow the second storey to be 97% of the first storey;

Zoning Bylaw, 1992, No. 2050, Section 38 (9)(a)(i) - Siting Requirements - Principal Building - Front Setback: A 1.02 metre decrease to the requirement that no principal building shall be located within 7.5 metres of a Front Lot Line [ie. from 7.5 metres to 6.48 metres];

Zoning Bylaw, 1992, No. 2050, Section 38 (9)(a)(ii) - Siting Requirements - Principal Building - Side Setback: A 0.28 metre decrease to the requirement that no principal building shall be located within 3.0 metres of an Interior Side Lot Line, in the case where a Parcel is not served by a rear lane [ie. from 3.0 metres to 2.72 metres];

Parking Bylaw, 1992, No. 2011, Section 13(1)(a)(iii) - Parking Requirements - Number of Off-Street Parking Spaces - Residential - Two-Family: A reduction to the number of required off-street Parking Spaces, from 2 spaces to 1 space.

Moved by Councillor Morrison, seconded by Councillor Hundleby: That the Main Motion be amended to include "...be approved, subject to the installation of a 6ft high lattice barrier on the South side of the deck". Carried. Councillor Low opposed.

The vote was called on the Main Motion as amended and declared Carried. Councillor Low opposed.

Councillor Liberchuk returned to the meeting at 7:51 PM.

- 11)** [17-427](#) Proposed Subdivision of existing strata lot into three strata lots, 744 Fairview Road, Staff Report DEV-17-060

Moved by Councillor Morrison, seconded by Councillor Hundleby: That Council, acting as the Approving Authority pursuant to Section 242 (1) (a) of the Strata Property Act, approve the proposed stratification of Strata Lot 5, Section 10, Esquimalt District, Strata Plan VIS2853, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1, into three new strata lots, namely strata lots 15, 16, and 17 (Schedule B) without conditions pursuant to Section 242 (3) (a) of the Strata Property Act. Carried Unanimously.

**8. BYLAWS**

- 1) [17-409](#) Tax Exemption (Non Profit Organizations) Bylaw, 2017, NO. 2907 - For Adoption

Moved by Councillor Burton-Krahn, seconded by Councillor Hundleby: That Tax Exemption (Non Profit Organizations) Bylaw, 2017, No. 2907 be adopted. Carried Unanimously.

- 2) [17-410](#) Animal Management Bylaw, 2015, No. 2841, Amendment Bylaw [No. 1], 2017, No. 2908 - For Adoption

Moved by Councillor Liberchuk, seconded by Councillor Brame: That Animal Management Bylaw, 2015, No. 2841, Amendment Bylaw [No. 1], 2017, No. 2908 be adopted. Carried Unanimously.

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

- 1) [17-426](#) 2017 UBCM Convention, Councillor Beth Burton-Krahn

Moved by Councillor Burton-Krahn, seconded by Councillor Hundleby: That the report from Councillor Beth Burton-Krahn re: 2017 UBCM Convention be received. Carried Unanimously.

**10. REPORTS FROM COMMITTEES**

- 1) [17-436](#) Adopted Minutes from the APC Design Review Committee, September 13, 2017
- 2) [17-437](#) Adopted Minutes of the Advisory Planning Commission, September 19, 2017

Moved by Councillor Low, seconded by Councillor Morrison: That the adopted Minutes from the APC Design Review Committee, September 13, 2017 and adopted Minutes of the Advisory Planning Commission, September 19, 2017 be received. Carried Unanimously.

**11. COMMUNICATIONS**

- 1) [17-432](#) Letter from Rhonda Vanderfluit, Registrar, Youth Parliament of B.C. Alumni Society, dated September 18, 2017, Re: British Columbia Youth Parliament, 89th Parliament

Moved by Councillor Liberchuk, seconded by Councillor Brame: That the Letter from Rhonda Vanderfluit, Registrar, Youth Parliament of B.C. Alumni Society, dated September 18, 2017, Re: British Columbia Youth Parliament, 89th Parliament be received and sent to Esquimalt High School. Carried Unanimously.

Moved by Councillor Liberchuk, seconded by Councillor Hundleby: That the Mayor, on behalf of Council, send a letter to Rhonda Vanderfluit outlining the sensitive timeline for this request and further include information regarding the Township Local Grant application process to provide opportunity for an Esquimalt student. Carried Unanimously.

- 2) [17-433](#) Email from Susan Chalmers, Administrator, Community Energy Association, dated October 5, 2017, Re: Climate Action Training

Moved by Councillor Burton-Krahn, seconded by Councillor Hundleby: That the Email from Susan Chalmers, Administrator, Community Energy Association, dated October 5, 2017, Re: Climate Action Training be received. Carried Unanimously.

- 3) [17-434](#) Letter from Island Health, dated October 6, 2017, Re: Air Quality Related Health Concerns Due to Domestic Wood Burning and Backyard Burning

Moved by Councillor Burton-Krahn, seconded by Councillor Hundleby: That the Letter from Island Health, dated October 6, 2017, Re: Air Quality Related Health Concerns Due to Domestic Wood Burning and Backyard Burning be received. Carried Unanimously.

Moved by Councillor Hundleby, seconded by Councillor Burton-Krahn: That the Letter from Island Health, dated October 6, 2017, Re: Air Quality Related Health Concerns Due to Domestic Wood Burning and Backyard Burning be referred to the Environmental Advisory Committee to explore alternate options and incentives to domestic wood burning to encourage Esquimalt residents of alternate heating opportunities. Carried Unanimously.

- 4) [17-435](#) Letter from Sylvia Vink, Poppy Chairman, The Royal Canadian Legion, dated October 10, 2017, Re: Annual Remembrance Day Ceremony and Poppy Distribution

Moved by Councillor Burton-Krahn, seconded by Councillor Brame: That the Letter from Sylvia Vink, Poppy Chairman, The Royal Canadian Legion, dated October 10, 2017, Re: Annual Remembrance Day Ceremony and Poppy Distribution be received and Council approve the distribution of poppies within the Township of Esquimalt from October 27 - November 10, 2017. Carried Unanimously.

## 12. NOTICE OF MOTION

- 1) [17-412](#) Notice of Motion - Reconciliation Efforts in Partnership with Songhees and Esquimalt First Nations, Councillor Beth Burton-Krahn

This Notice of Motion was referred to the Regular Council meeting scheduled for November 6, 2017 for discussion.

## 13. RISE AND REPORT

- 1) [17-408](#) Rise and Report re Advisory Committee Appointment

At its In Camera meeting held on October 2, 2017, Council made the following appointment:

- Jacob Helliwell to the Parks & Recreation Advisory Committee for the

term from October 2, 2017 to June 30, 2018

**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.**

Terry Prentice, *resident*, expressed concerns regarding Streets and Traffic Bylaw No. 2898 pertaining to loading and unloading zones.

Muriel Dunn, *resident*, enjoys periodic use of wood burning stove in her home and believes it causes limited environmental impact.

Lorne Argyle, *resident*, enjoyed the UBCM report from Councillor Burton-Krahn and encouraged Council to consider Esquimalt as a veteran community when addressing housing concerns.

**15. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Regular Council meeting be adjourned at 8:07 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS date DAY OF month, 2017

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ANJA NURVO, CORPORATE OFFICER  
CERTIFIED CORRECT