



**CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT**  
**Minutes - Draft**  
**Committee of the Whole**

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

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Monday, December 14, 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  
                    Councillor Tim Morrison

**Staff:** Laurie Hurst, Chief Administrative Officer  
            Jeff Miller, Director of Engineering & Public Works  
            Bill Brown, Director of Development Services  
            Anja Nurvo, Director of Corporate Services  
            Rachel Dumas, Recording Secretary

**1. CALL TO ORDER**

Mayor Desjardins called the Committee of the Whole meeting to order at 7:02 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 Low, seconded by Councillor Hundleby: That the agenda be approved as circulated. Carried Unanimously.

**4. MAYOR'S ANNUAL ADDRESS**

**15-575**     Mayor Desjardins Annual Address

"Focusing on community priorities, the Township of Esquimalt works to make our community and environment a better place for today and the future." That is the Township of Esquimalt's Mission Statement and is the theme of my Annual Address today.

2015 has been a busy and productive year. I want to thank council for collaborative work which has resulted in a year of activity and action in Esquimalt. Council is working through its strategic plan and priorities to provide an environment in which people can build their own dreams and enhance the social and economic fabric of the community.

I want to thank the staff of the Township of Esquimalt for taking council's strategic plan and putting it into action.

Council was given a clear mandate from the community to move ahead on fundamental initiatives:

We heard from the community that it is time to move to the next stage on the Esquimalt Village Project. More than this, they told us to get it done.

We heard from the community that economic development, transportation infrastructure, and a resolution to wastewater treatment within the westside and core region are all critical initiatives for community growth and well-being.

This evening I would like to give an update on these key initiatives.

With regard to Esquimalt Village project, our RFP seeking a development partner has just closed. Work is being completed to understand and resolve contamination of the site. Stay tuned!

On the transportation front, Council put greater funding in the 2015 budget for sidewalk and road repair. As a result both the Selkirk and Saxe point areas are far more foot friendly. Similar work in Westbay is in progress.

The Admirals Road Corridor Improvement Project is completed, improving safety and access for all modes of transportation. I wish to again thank residents and regional commuters for their patience during this six-month project.

In addition, roadwork has been completed on Lampson Street and several key intersections to keep people moving safely.

The Westside and core wastewater treatment processes continue to move forward and will go back out to the public in early January for comment on the option sets proposed. Esquimalt is currently only included as a host site within a seven site scenario. I urge the community to stay engaged on this critical initiative. In the coming weeks there will be opportunities to learn more and to provide your input.

Through the Economic Development Strategy, adopted in October 2014, we are focusing on four economic development themes:

1. Business attraction and retention
2. Commercial and industrial revitalization
3. Community Image
4. Quality of life

The Economic Development Select Committee brought further focus to the strategy by recommending three key strategies and actions. These are:

- to ensure municipal planning, bylaws and policies support a vibrant local business sector;
- to drive the revitalization of Esquimalt Road through beautification, development and incentive programs; and
- to Identify and target the establishment of desirable businesses.

#### Vibrant Business Sector

With respect to municipal efforts to support business, the Development

Application Procedures and Fees Amendment Bylaw was amended in July 2015. These proposed amendments help clarify procedures associated with the processing of various types of applications and help to reduce bureaucracy when processing certain types of applications.

In addition, the West Bay Neighbourhood Design Guidelines were adopted in November 2015 to help promote and articulate the unique character of the area and to ensure that future development is consistent with this character.

Further work is scheduled. In January our Development Services Department will be making recommendations to implement changes to effect streamlining and efficiencies in planning processes.

#### Esquimalt Road Beautification

After consulting with business owners and the public, the revitalization tax exemption bylaw was developed. It has been adopted by Council as an incentive for businesses and properties to beautify the Esquimalt Road corridor while also supporting heritage conservation.

Esquimalt Road Design Guidelines will be developed early in 2016 to create the vision for a renewed corridor, so important to the future of the community.

On a related front, last week staff and myself met with Urban Development Institute staff and Executive to discuss establishing a committee made up of UDI executive and the Directors of Esquimalt departments that are involved with the development community, including planning, engineering, permitting, and zoning..

This committee hopes to meet quarterly and will focus on sharing information and establishing where we can work together on particular initiatives, such as the Esquimalt corridor project.

#### Targeting New Business

As you may have read in the news last week, Council has also voted to support the new South Vancouver Island Economic Development Association.

This initiative is aligned with our own economic development strategy and, through collaboration and advocacy, provides more leverage to attract investors, businesses and young workers to our region, which benefits all municipalities.

We see this as a key initiative in targeting and establishing new business in the community.

#### Official Community Plan Review

We have started our Official Community Plan Review. We kicked off this process with an online survey in which 538 citizens provided their input on community priorities, and how they would like to participate in the future.

This document is completed every 10 years and it reflects the values and aspirations of our community and guides the decision-making of Council. It is the guiding document for all municipal activities and therefore is a critical

expression of the community's social, economic and environmental vision. We will continue to engage with the public over the next two years as we develop the new Official Community Plan.

#### Housing Developments

There have been a considerable number of smaller housing developments come forward to Municipal Hall recently. There is every indication that this will continue, along with some larger developments, in 2016.

Council is committed to enhancing housing choice in Esquimalt in a manner that is built on the triple bottom line: social, environmental and economically sustainable.

#### Community Image and Quality of Life

I earlier mentioned the themes of community image and quality of life. Council continues to support key arts and cultural events, and sporting and community events that are so important to community image and quality of life. The Memorial Park Music Fest, Sculpture Splash and Township Classics at the English Inn are all into their second season and gaining in popularity. Rib Fest was also a huge success this year and our cross-promotion with the Port Angeles Crab Festival is a unique and fun way to increase exposure for both communities.

The addition of the Esquimalt Farmers Market has been a huge success and everyone in the community is looking forward to next year's market. Last week we held the Pyjama Prance Fun Run and Walk in support of the Rainbow Kitchen. What an innovative way to bring people out to a fun event while supporting the community we live in!

We also partnered with Creatively United for the Planet during 2015 on projects aimed at taking better care of our planet.

Our role is to support community groups through financial and in kind support to enhance the vibrancy of Esquimalt. In addition to community group events, our Parks and Recreation department continues with its full roster of events such as outdoor movies, Earth Day celebrations, and special events at the Sports Centre and Recreation Centre.

All of this work on creating meaningful and engaging events is making a palpable change within the community. There is a new pride on our streets and Council's priority is to do everything we can to continue in this direction to improve quality of life and community image.

In closing I want to quote from a book written by Anny Scoones and illustrated by Robert Amos called: Hometown, Out and about in Victoria's Neighborhoods

"If ever a place had a mistaken image or identity, it is Esquimalt. Of all our neighborhoods in and around Victoria, Esquimalt is the most surprising because of what one assumes. Esquimalt is home to the Canadian Forces Dockyards and Naval Base. ...."

"But behind the main street and naval base is a wonderful surprise!"

Esquimalt is a wonderful surprise. And there are many more wonderful surprises to come as we continue – with the help of our residents,

businesses and community partners -- “to make our community and environment a better place for today and the future.”

## 5. MINUTES

- 1) [15-568](#) Minutes of the Regular Committee of the Whole, November 9, 2015

Moved by Councillor Brame, seconded by Councillor Liberchuk: That the Minutes of the Regular Committee of the Whole, November 9, 2015 be adopted as circulated. Carried Unanimously.

## 6. STAFF REPORTS

### ***Administration***

- 1) [15-555](#) Options for Local Government Elections, Staff Report ADM-15-041

Director of Corporate Services and Chief Administrative Officer responded to questions from Council.

Council comments included (Staff response in italics):

Is BC considering Online Voting? *It's an option under consideration by the Province, but nothing has been decided to date.*

Explore Opportunities of collaborating with neighbouring Municipalities, regarding general information for Municipal Elections and increased Communications.

Moved by Councillor Brame, seconded by Councillor Morrison: That the Committee of the Whole receive Staff Report ADM-15-041 for information and direct that no amendments be required to the Township's Bylaws or procedures relating to Local Government Elections.

Moved by Councillor Liberchuk, seconded by Councillor Morrison: That Main Motion be amended to include that the Township provide an additional special voting opportunity for Sunset Lodge Residents and further increased communications to educate the community Re: Municipal Elections. Carried Unanimously.

Moved by Councillor Liberchuk, seconded by Mayor Desjardins: That the Main Motion be amended to include; That Council direct staff to explore the cost of maintaining a Provincial Voters' List for Municipal Elections. Carried Unanimously.

The vote was called on the Main Motion as amended and declared Carried Unanimously.

### ***Engineering and Public Works***

- 2) [15-538](#) Review of Council Policy PLAN-28 'Sewer and Drain Blockages - Private Property', Staff Report EPW-15-027

Director of Engineering and Public Works responded to questions from

Council.

Council comments included (Staff response in italics):

What does a resident do if they have a sewer or drain blockage on a weekend?

*Call the 24/7 Call out hotline.*

Does the Township perform routine maintenance on Municipal pipes? *Currently it's a reactive approach.*

How long has the reimbursement of investigation costs been \$200? 14 Years.

Moved by Councillor Brame, seconded by Councillor Liberchuk: That the Committee of the Whole;

1) Receive Staff Report EPW-15-027 for information; and

2) Increase the level of reimbursement for investigation costs to \$800.00; and

3) That Council Policy PLAN-28 "Sewer and Drain Blockages", be reviewed every five years. Carried Unanimously.

### **Development Services**

- 3) [15-563](#) An Intermunicipal Approach to Derelict Private Non-commercial Vessels on the Gorge Waterway, Staff Report DEV-15-068

Director of Development Services provided an overview of his Staff Report and responded to questions from Council.

Council comments included:

\* Legal costs - Review whether we can pool resources

\* Collaboration with neighbouring Municipalities and support CRD in monitoring the Gorge Waterway

\* Gorge Waterway both recreational and industrial water

\* Licence of Occupation

Moved by Councillor Hundleby, seconded by Councillor Liberchuk: That the Committee of the Whole receive Staff Report DEV-15-068 for information, provide direction to staff to further research appropriate amendments to the Township's Zoning Bylaw, and prepare a report to Council.

Moved by Councillor Burton-Krahn, seconded by Councillor Brame: That the Main Motion be amended to include; That Council direct staff to explore the legal implications of Saanich Bylaws and the City of Victoria Licence of Occupation, Re: Derelict Vessels regarding the impact for Esquimalt. Carried Unanimously.

The vote was called on the Main Motion as amended and was declared Carried Unanimously.

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

*Excluding items which are or have been the subject of a Public Hearing. Limit of two minutes per speaker.*

*RJ Senko, Esquimalt Chamber of Commerce, requested Council release the results of the Request for Proposals for the Esquimalt Village Project and plan*

for moving forward with design and construction.

*Lorne Argyle, resident*, acknowledged the success of the Celebration of Lights Event and thanked Council and staff for their participation.

*Lynda O'Keefe, resident*, advised of the Esquimalt Camera Clubs' exhibition, "Greater Victoria" is on display in the Esquimalt Library until the end of December and expressed concern regarding her property assessment increase.

## **8. ADJOURNMENT**

Moved by Councillor Liberchuk, seconded by Councillor Brame: That the Committee of the Whole meeting be adjourned at 8:00 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS [date] DAY OF [month] , 2015

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ANJA NURVO, CORPORATE OFFICER  
CERTIFIED CORRECT