



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

## Minutes - Draft

### Council

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Monday, March 21, 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 Tim Morrison

**Regrets:** 1 - Councillor Jane Vermeulen

**Staff:** Laurie Hurst, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Joel Clary, Acting Director of Engineering & Public Works  
Ian Irvine, Director of Financial Services  
Blair McDonald, Director of Community Safety  
Deb Hopkins, Manager of Corporate Services/Corporate Officer  
Yvonne Mitchell, Planner  
Alex Tang, 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 as we look over our agenda for the day, let us be mindful of the potential implications that our decisions have on Indigenous people and to consider the common interests we have with neighbouring First Nations governments who are also making decisions and passing laws that support a sustainable region.

#### 2. LATE ITEMS

The following late items were added to the agenda:

(1) ADD as Item No. 7 2): STAFF REPORTS - Finance - Budget Items  
and renumber the agenda accordingly.

(2) PERTAINING to Item No. 7. 4): STAFF REPORTS - Housing Agreement  
and Development Permit - 1195 Munro Street, Staff Report No. DEV-22-022  
• Email from Terry Prentice dated March 18, 2022.

(3) PERTAINING to Item No. 7. 6): STAFF REPORTS - Development Variance Permit Application - 467 Lampson Street, Staff Report DEV-22-012  
• Email from Terry and Sheila Fiorin dated March 18, 2022.

(4) PERTAINING to Item No. 7. 8): STAFF REPORTS - OCP Amendment Consultation - 485 S Joffre Street, Staff Report No. DEV-22-018  
• Email from Kelly Teeple and Ken Whitehead dated March 18, 2022.

### 3. APPROVAL OF THE AGENDA

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

### 4. MINUTES

- 1) [22-120](#) Minutes of the Special Council meeting held February 28, 2022
- 2) [22-121](#) Minutes of the Regular Council meeting held February 28, 2022
- 3) [22-122](#) Minutes of the Special Council meeting held March 7, 2022
- 4) [22-127](#) Minutes of the Regular Council meeting held March 7, 2022

Moved by Councillor Brame, seconded by Councillor Hundleby:

1. That the minutes of the Special Council meeting held February 28, 2022; the Regular Council meeting held February 28, 2022; and the Special Council meeting held March 7, 2022 be approved as circulated.

2. That the minutes of the Regular Council meeting held March 7, 2022 be amended in respect to the recusal of Councillor Hundleby from the Public Hearing item for 820 Dunsmuir as follows: "Councillor Hundleby recused herself and left the meeting at 7:08 pm due to pecuniary interest in a nearby building." Carried Unanimously.

### 5. PRESENTATIONS

- 1) [22-119](#) Elysia Glover, Board Vice Chair and Maureen Sawa, CEO, Greater Victoria Public Library (GVPL) Re: 2022 GVPL Budget Presentation

Andy MacKinnon, Board Chair, Maureen Sawa, CEO and Paul McKinnon, Director of Finance represented the Greater Victoria Public Library (GVPL).

Andy MacKinnon, Board Chair introduced Maureen Sawa, CEO, who then presented a PowerPoint Presentation regarding the 2022 Budget. Highlights of the presentation included an overview on the opening of the Esquimalt branch, adaptations and re-imagining of the service delivery, survey findings, the priorities of digital literacy, accessibility, community building, and a 2022

budget request.

Maureen Sawa, CEO and Paul McKinnon, Director of Finance responded to questions from Council.

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

**Address Council on any item included on this Agenda, including Staff Reports and Communications (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.**

Dillon Marcowski, resident, expressed concerns with the parking variance requested at 467 Lampson Street. The resident commented that the visitors parking is full in the evenings so cars must park on the surrounding streets. Also mentioned was that the parking space for persons with disabilities is assigned to a specific resident.

**7. STAFF REPORTS**

***Community Safety Services***

- 1) [22-096](#) Community Emergency Preparedness Fund; Emergency Operations Centres and Training stream - Grant Application - Staff Report CSS-22-002

Moved by Councillor Armour, seconded by Councillor Brame: That Council direct staff to submit a grant application for \$22,400 to the Community Emergency Preparedness Fund - Emergency Operations Centres and Training Stream and authorize the Mayor and Corporate Officer to execute any agreements related to a successful grant application, as outlined in Staff Report No. CSS-22-002. Carried.

In Favour: 6 - Mayor Desjardins, Councillor Armour, Councillor Brame, Councillor Helliwell, Councillor Hundleby, and Councillor Morrison

***Finance***

- 2) [22-131](#) Budget Items

The Director of Finance presented a PowerPoint on the 2022 Budget Police Supplemental Operating Requests, the Capital Budget Request, and responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approve funding for Restorative Justice as included in the supplemental operating requests for the 2022 Budget. Carried Unanimously.

Council comments included:

- Conveyed the importance of building cultural relationships between policing and our communities.
- Consideration should be given to the LePard Report from the Ministry of Public Safety and Solicitor General.

- Esquimalt pays more than any other community of a similar size for policing.
- All positions offered are important but the majority will be working in Victoria and not in Esquimalt.
- The concept is supportable, but not the overall cost increase.

Moved by Councillor Morrison, seconded by Councillor Helliwell: That Council approve funding the requested additional resource for the Cultural Liaison officer. Defeated.

In Favour: 2 - Councillor Helliwell, and Councillor Morrison

Opposed: 4 - Mayor Desjardins, Councillor Armour, Councillor Brame, and Councillor Hundleby

Moved by Councillor Armour, seconded by Councillor Morrison: That Council decline to provide funding for the additional police resources included in the supplemental operating requests for 2022. Carried Unanimously.

Moved by Councillor Armour, seconded by Councillor Morrison: That Council deny the 2022 Police Budget core increase request for overtime in the amount of \$253,000 respecting protests and sheltering space response. Carried unanimously.

Moved by Councillor Armour, seconded by Councillor Brame: That Council approve the funding of the Municipal Hall Projector from the Capital Projects Reserve Fund. Carried Unanimously.

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

- 3) [22-117](#) Janitorial Services for Municipal Facilities Tender Award - Staff Report No. EPW-22-005

The Acting Director of Engineering responded to questions from Council.

Council questions confirmed the criteria for the decision on the award and that the two year extension is not a guarantee.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council award the Janitorial Services for Municipal Facilities contract to SkyBlue Services Corporation for a total cost of \$136,800 (excluding GST) for a two-year term, with an option to extend the contract for an additional two one-year terms. Carried Unanimously.

- 4) [22-118](#) Traffic Order - Wychbury Avenue Playground Zone, Staff Report No. EPW-22-004

The Acting Director of Engineering responded to questions from Council.

Council questions included the consideration of modifying this change to playground zone to be a permanent 30km/hour zone.

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

approve the implementation of Traffic Order 1337 for “Playground Zone” signs to be installed on the north and south side of Wychbury Avenue between Lampson Street and the eastern terminus, as set out in Staff Report EPW-22-004. Carried Unanimously.

### ***Development Services***

- 5) [22-112](#) Housing Agreement and Development Permit - 1195 Munro Street, Staff Report No. DEV-22-022

The Planner presented the Housing Agreement Bylaw for adoption and confirmed that the Section 219 Covenant has been registered on the Land Title.

Moved by Councillor Brame, seconded by Councillor Helliwell:

1. That Council resolves that Housing Agreement Bylaw, 2022, No. 3058, [Appendix A of Staff Report DEV-22-022] for 1195 Munro Street [PID: 005-970-059, Lot 3 Section 11 Esquimalt District Plan 5391], be adopted; and

2. That Council resolves that Development Permit No. DP000168 [Appendix B of Staff Report DEV-22-022] authorizing the proposed development (form and character, natural environment, greenhouse gas and water conservation) of a new Detached Accessory Dwelling Unit to be constructed in accordance with the BCLS Site Plan prepared by Wey Mayenburg Land Surveying Inc. stamped “Received September 9, 2021”, the architectural drawings prepared by Xquimalt stamped “Received February 14, 2022”, and the landscape plan prepared by 4Site Landscape Architecture, stamped “Received October 21, 2021” be approved, and subject to receipt of the required landscape security, staff be directed to register the notice on title of the property located at 1195 Munro Street [PID: 005-970-059, Lot 3 Section 11 Esquimalt District Plan 5391] following which the permit will be issued. Carried Unanimously.

- 6) [22-114](#) Official Community Plan and Rezoning Application - 553 Paradise, Staff Report No. DEV-22-020

Yvonne Mitchell, Planner, made a presentation and responded to questions from Council.

Council discussion included:

- The DADU would be a new building located in the footprint of the existing garage.
- There is an exception to allow for tandem parking for DADUs.
- The DADU fits nicely in the neighbourhood due to it's location.

Moved by Councillor Brame, seconded by Councillor Hundleby:

1. That Council resolves that Official Community Plan Bylaw, 2018, No. 2922 Amendment Bylaw, 2022, No. 3059, attached as Appendix ‘A’ to Staff Report DEV-22-020, which would amend Official Community Plan

Bylaw, 2018, No. 2922, by changing Schedule H being the Development Permit Areas Map by changing the designation of 553 Paradise Street [PID 009-172-971, Lot 3, Block G, Section 11, Esquimalt District, Plan 292], in accordance with the BCLS Site Plan prepared by Polaris Land Surveying Inc., and the architectural plans and landscape plan prepared by Mavericks Solutions Ltd., all stamped "Received November 2, 2021", shown cross-hatched on Schedule 'A' of Bylaw No. 3059, from DPA No. 6 Multi-Family Residential to DPA No. 3 Enhanced Design Control Residential be given first and second reading; and

2. That Council resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No. 3060 attached as Appendix 'B' to Staff Report DEV-22-020, which would amend Zoning Bylaw, 1992, No. 2050, by changing the zoning designation of 553 Paradise Street [PID 009-172-971, Lot 3, Block G, Section 11, Esquimalt District, Plan 292], in accordance with the BCLS Site Plan prepared by Polaris Land Surveying Inc., and the architectural plans and landscape plan prepared by Mavericks Solutions Ltd., all stamped "Received November 2, 2021", shown cross-hatched on Schedule 'A' of Bylaw No. 3060, from Single Family Residential [RS-1] to Single Family DADU Residential [RS-6] be given first and second reading; and

3. That Council authorizes the Corporate Officer to schedule a public hearing for Official Community Plan Bylaw, 2018, No. 2922, Amendment Bylaw, 2022, No. 3059 and Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No.3060, mail notices and advertise for same in the local newspaper. Carried unanimously.

7) [22-088](#) Development Variance Permit Application - 467 Lampson Street, Staff Report DEV-22-012

Alex Tang, Planner, presented the application and responded to questions from Council.

Robert Bradbury, of Bradbury Architecture, applicant, responded to questions from Council.

Council comments included:

- Ensure that the accessible parking space remains and conforms with the parking bylaw.
- Confirm with owner the method of assigning parking stalls and whether parking is included in the rent.
- A parking study would be appreciated to ensure a balance of visitor and tenant parking.
- More information needed from the owner in order to make a decision on the application.

Moved by Councillor Armour, seconded by Councillor Hundleby: That Council postpone consideration of Development Variance Permit No. DVP00119 to allow staff to work with the applicant on matters raised including method of assigning parking stalls and whether parking is included in rents, availability of designated wheelchair accessible space, willingness to undertake a parking study, and to arrange for the applicant to attend a future Council meeting to respond to questions. Carried Unanimously.

- 8) [22-106](#) Development Permit Application - 624 Admirals Road, Staff Report No. DEV-22-017

Alex Tang, Planner, presented the application and responded to questions from Council.

Eddie Williams of Stellar Architecture, the applicant, responded to questions from Council.

Council comments included:

- The applicant has revised the landscape plan to include a picnic bench and additional foliage.
- Concerned over the lack of a pedestrian walkway and cycling racks, considering the property is surrounded by multi-family buildings.
- The owner should be encouraged to add a sidewalk.
- The site needs more landscaping.
- The applicant would need to reduce the parking stalls in order to add a sidewalk which would result in the need for a variance.

Moved by Councillor Armour, seconded by Councillor Brame: That Council postpone consideration of Development Permit No. DP000171 to allow staff to discuss landscaping, pedestrian access, bike parking and reduced hardscaping with the proponent. Carried.

In Favour: 5 - Mayor Desjardins, Councillor Armour, Councillor Brame, Councillor Hundleby, and Councillor Morrison

Opposed: 1 - Councillor Helliwell

- 9) [22-108](#) OCP Amendment Consultation – 485 S Joffre Street, Staff Report No. DEV-22-018

Councillor Brame recused herself and left the meeting at 8:42 PM due to the proximity of personal property to the subject property.

The Director of Development Services presented the item.

Council requested that Appendix A be amended to include a referral to Island Health.

Moved by Councillor Hundleby, seconded by Councillor Helliwell: That

Council, having considered Sections 475 and 476 of the Local Government Act, authorize staff to circulate the Official Community Plan Amendment - Development Concept Plan, attached as Appendix 'B' to Staff Report DEV-22-018, detailing the proposed development at 485 South Joffre Street [PID 006-104-801; Lot 5, Block B, Section 11, Esquimalt District, Plan 4478] to those persons, organizations, and authorities identified in Appendix 'A' of Staff Report DEV-22-018, with the inclusion of Island Health. Carried.

In Favour: 5 - Mayor Desjardins, Councillor Armour, Councillor Helliwell, Councillor Hundleby, and Councillor Morrison

Absent: 1 - Councillor Brame

10) [22-115](#) Rezoning Application - 820 Dunsmuir Road, Staff Report No. DEV-22-021

Councillor Brame returned to the meeting at 8:45 PM.

Councillor Hundleby recused herself and left the meeting at 8:45 PM due to a pecuniary interest in a nearby building.

Alex Tang, Planner, presented the application to Council.

Moved by Councillor Armour, seconded by Councillor Morrison:

1. That Council adopts Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2022, No. 3050, attached to Staff Report No. DEV-22-014 as Appendix A, which would amend Zoning Bylaw, 1992, No. 2050 by changing the zoning designation of PID 009-205-802 Amended Lot 66 (DD239848I), Section 11, Esquimalt District, Plan 265 [820 Dunsmuir Road], shown cross-hatched on Schedule 'A' attached hereto, from RD-3 [Two Family / Single Family Residential] to CD No. 146 [Comprehensive Development District No. 146]; and

2. To remove PID 009-205-802 Amended Lot 66 (DD239848I), Section 11, Esquimalt District, Plan 265 [820 Dunsmuir Road] from the Esquimalt Community Heritage Register. Carried.

In Favour: 5 - Mayor Desjardins, Councillor Armour, Councillor Brame, Councillor Helliwell, and Councillor Morrison

Absent: 1 - Councillor Hundleby

## 8. COMMUNICATIONS

Councillor Hundleby returned to the meeting at 8:46 PM.

### *For Council's Consideration*

1) [22-123](#) Email from Cathy Peters, dated March 8, 2022 Re: Presentation to Federal Justice Committee on prostitution in Canada

Council received the correspondence for information.

- 2) [22-124](#) Letter from Mayor Casley, Village of New Denver dated March 14, 2022 Re: Support for the Ukraine

Council received the correspondence for information.

- 3) [22-125](#) Letter from Mayor Braun, City of Abbotsford, dated March 10, 2022 Re: UBCM Resolution - Recovering Municipal Costs through Build Back Better Funding

Council received the correspondence for information.

- 4) [22-128](#) Email from Peggy Sutter, resident, Re: Municipal LED Streetlight Replacement Program

The Acting Director of Engineering responded to questions from Council and gave the following response:

- The LED streetlight supplier provides a lighting engineer to ensure that the industry standards for lighting are met.
- Staff work with individual complaints and offer solutions, such as shields for the lights.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council direct staff to respond to the email from Peggy Sutter dated March 8, 2022, Re: Municipal LED Streetlight Replacement Program. Carried Unanimously.

#### ***For Council's Information***

- 5) [22-126](#) Letter from Mayor Haynes, District of Saanich, dated March 15, 2022 Re: Regional Speed Limit Pilot Project Update

Moved by Mayor Desjardins, seconded by Councillor Morrison: That Council refer this matter to staff for their information and to bring forward the consideration of reducing speeds on certain corridors in the Active Transportation Network Plan. Carried Unanimously.

#### **9. RISE AND REPORT**

There was no Rise and Report.

#### **10. PUBLIC COMMENT PERIOD**

**Address Council on any topic that impacts Esquimalt (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.**

There was no public comment.

#### **11. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Regular Council meeting be adjourned at 8:59 PM. Carried Unanimously.

\_\_\_\_\_  
MAYOR BARBARA DESJARDINS  
THIS DAY OF , 2022

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DEBRA HOPKINS, CORPORATE OFFICER  
CERTIFIED CORRECT