



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Minutes - Draft

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

Special Committee of the Whole

Monday, January 15, 2018

5:45 PM

Esquimalt Council Chambers

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
Jeff Miller, Director of Engineering & Public Works
Bill Brown, Director of Development Services
Ian Irvine, Director of Financial Services
Blair McDonald, Director of Community Safety Services
Scott Hartman, Director of Parks and Recreation
Anja Nurvo, Director of Corporate Services
Vicki Gannon, Director of Human Resources
Chris Jancowski, Fire Chief
Rachel Dumas, Recording Secretary

1. CALL TO ORDER

Councillor Hundleby as Chair called the Special Committee of the Whole meeting to order at 5:45 PM.

Councillor Hundleby 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 Brame, seconded by Councillor Low: That the agenda be approved as circulated. Carried Unanimously.

4. MINUTES

There were no Minutes.

5. STAFF REPORTS

1) 18-028 Strategic Priorities 2015 - 2019

Chief Administrative Officer responded to questions from Council.

Council comments included (Staff response in *italics*):

** Wastewater Management meetings held on an Ad-Hoc basis; however staff*

monitoring process timelines.

- * Plans for library space? *Preliminary discussions only with possible options to expand Municipal office space or relocate the Archives department.*
- * Update on Fire Dispatch? *Joint RFP with Town of View Royal and City of Colwood in progress.*
- * Update on completion of Esquimalt Road Urban Design Guidelines? *Staff reviewed and updated the draft version and will present to Council within a few weeks.*

2) 18-029 Operational Strategies 2017 Third Period Updated Chart

Staff responded to questions from Council.

Council comments included:

- * E&N Rail corridor increased density
- * Bike lanes next steps
- * Roadway masterplan, infrastructure repair and sanitary sewer maintenance
- * Public art policy and mural project

3) 18-019 CAO - 2017 Third Period Report, Staff Report ADM-18-002

4) 18-020 Corporate Services - 2017 Third Period Report, Staff Report ADM-18-003

Staff responded to questions from Council.

Council comments included (Staff response in italics):

- * Website link for development projects. *In workplan for 2018.*
- * Communication strategies
- * Number of Freedom of Information requests and process
- * Webcasting and number of viewers. *Provided in report.*

5) 18-010 Community Safety Services - 2017 Third Period Report, Staff Report CSS-18-001

Director of Community Safety Services responded to questions from Council.

Council comments included:

- * Public safety emergency plans and communication process
- * Building permit applications and timelines
- * Business Licence late fee penalty and process - comparison from previous year helpful
- * Esquimalt Radio Society - highlight in next Municipal newsletter
- * Royal Roads Project
- * Deer Management statistics and complaint process
- * Nuisance property statistics and process

6) 18-021 Financial Services and Information Technology Departments - 2017 Third Period Report, Staff Report FIN-18-003

7) 18-027 Development Services - 2017 Third Period Report, Staff Report DEV-18-004

Director of Development Services responded to questions from Council.

Council comments included:

- * OCP update and timelines
- * BC Cleantech Alliance initiative
- * St. Peter's and St. Paul's church development for seniors assisted living housing
- * BC Sustainable Energy Association "Cool It! Climate Leadership Training" initiative for Esquimalt School

8) 18-023 Engineering and Public Works - 2017 Third Period Report, Staff Report EPW-18-002

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

Council comments included:

- * Garbage collection at bus shelters
- * Head St and Esquimalt Rd intersection project
- * Solid Waste Management plan with CRD re: kitchen scraps will not be moving forward
- * Completion of Township sewer lines upgrade and maintenance
- * New Township Parade float update

9) 18-024 Parks and Recreation Department - 2017 Third Period Report, Staff Report P&R-18-001

Director of Parks and Recreation responded to questions from Council.

Council comments included (Staff response in italics):

- * StitchLab program created with United Way funding
- * Teen Centre activities and youth engagement statistics comparison of use
- * Archie Browning activities and increase in membership
- * Out of school child care options at recreation centre
- * Lobby for Lampson St School as SD61 facility
- * Adventure Park - a successful asset for the community

10) 18-018 Fire Department - 2017 Third Period Report, Staff Report FIRE-18-001

Fire Chief responded to questions from Council.

Council comments included:

- * Pre-incident floor plans for buildings
- * Monitoring medical call statistics and providing data to third parties
- * Fire Chief for the Day for an Esquimalt student

Moved by Councillor Brame, seconded by Mayor Desjardins: That all 2017 Third Period staff reports be received. Carried Unanimously.

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.

Ken Armour, *VP Esquimalt Chamber of Commerce*, encouraged Council to seek input and collaboration from the Chamber towards economic growth, marketing and communication strategies in the community.

7. ADJOURNMENT

Moved by Councillor Burton-Krahn, seconded by Councillor Morrison:
That the Special Committee of the Whole meeting be adjourned at 6:52
PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS date DAY OF month, 2017

ANJA NURVO, CORPORATE OFFICER
CERTIFIED CORRECT