



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

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

Monday, November 1, 2021

7:00 PM

Esquimalt Council Chambers

Present: 7 - Mayor Barbara Desjardins
Councillor Ken Armour
Councillor Meagan Brame
Councillor Jacob Helliwell
Councillor Lynda Hundleby
Councillor Tim Morrison
Councillor Jane Vermeulen

Councillor Hundleby attended the meeting via conference call.

Staff: Laurie Hurst, Chief Administrative Officer
Bill Brown, Director of Development Services
Ian Irvine, Director of Financial Services
Blair McDonald, Director of Community Safety Services
Deb Hopkins, Manager of Corporate Services
Alex Tang, Planner
Karen Hay, Planner
Alicia Ferguson, Recording Secretary

1. CALL TO ORDER

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

2. LATE ITEMS

(2) ADD as Item No. 8.1: **MAYOR AND COUNCILLORS'S REPORT -**
Update on Archives - Mayor Desjardins

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 item.
Carried Unanimously.

4. PRESENTATIONS

- 1) [21-534](#) Tina Pierik, Principal, Esquimalt High School, Re: Initiatives and First Nations Reconciliation

Tina Pierik, Principal, Esquimalt High School, provided a verbal presentation highlighting the reconciliation efforts of the school including informed teachings, formation of a reconciliation team consisting of students and teachers to collaborate on reconciliation efforts, fundraising events, ceremonies, and relationship building with elders.

Council comments included appreciation for the school's reconciliation initiatives and supporting the education and understanding of the indigenous history.

- 2) [21-537](#) National Veterans' Week (November 5-11, 2021) Speakers Program: Canadian Armed Forces speaker videos

Mayor Desjardins introduced the next item, a video presentation for the National Veterans' Week Speakers Program from the Department of National Defense in recognition of Remembrance Day.

Mayor Desjardins reminded everyone of the upcoming Remembrance Day Ceremony to be held on November 11th in Memorial Park beginning at 11:00 AM.

5. **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.

There was no public input.

6. **STAFF REPORTS**

Administration

- 1) [21-533](#) 2022 Council and Committee of the Whole Meeting Schedule, Staff Report No. ADM-21-020

Corporate Officer provided rationale for recommended changes to the attached meeting schedule to cancel the October 17th Committee of the Whole meeting and the October 24th Council meeting and move the October 24th Special Committee of the Whole meeting to October 3rd to facilitate the election, with the November 7th meeting to be noted as the inaugural meeting.

Council comments included consideration of cancelling the February 14th Committee of the Whole meeting should there be no priority items for review to allow for a February break.

Moved by Councillor Brame, seconded by Councillor Armour: That Council approve the 2022 Regular Council and Committee of the Whole meeting schedule as attached to Staff Report No. ADM-21-020 with the following revisions:

- Cancel the October 17th and 24th meetings;
- Add a Special COTW on October 3rd to accommodate period reports;
- Note the November 7th meeting as the Inaugural meeting. Carried Unanimously.

Community Safety Services

- 2) [21-527](#) Public Safety Building - Construction of New Facility - Authority to Expend Funds - Staff Report - CSS-21-017

Alec Page, Core Project Management, provided an overview of the construction approach to be undertaken by Kinetic Construction and Council comments included ensuring expenditure oversight through frequent reporting.

Moved by Councillor Helliwell, seconded by Councillor Brame: That Council delegate to staff authority to expend funds in accordance with the overall project budget relating to construction of a new Public Safety Building. Carried Unanimously.

Finance

- 3) [21-511](#) Local Grants Policy, Staff Report FIN-21-019

Director of Financial Services responded to questions from Council and comments included significant improvements to increase clarity for applicants and local grant committee members.

Moved by Councillor Armour, seconded by Councillor Helliwell: That Council approve Council Policy FIN-20 as attached to Staff Report FIN-21-019. Carried Unanimously.

- 4) [21-530](#) 2022-2026 Financial Plan and Budget Schedule, Staff Report FIN-21-020

Moved by Councillor Armour, seconded by Councillor Helliwell: That Council approve the 2022-2026 Financial Plan and Budget Schedule as attached to Staff Report No. FIN-21-020. Carried Unanimously.

Development Services

- 5) [21-528](#) Rezoning Application – 1131 Wychbury Avenue, Staff Report No.: DEV-21-073

Planner presented a PowerPoint Presentation and responded questions from Council.

Council comments included appreciation for the adjustments to the parking proposal and responsiveness to landscaping and aesthetic suggestions.

Moved by Councillor Helliwell, seconded by Councillor Morrison:

1. That Council resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw No. 3043 attached as Appendix 'A' to Staff Report DEV-21-073, which would amend Zoning Bylaw, 1992, No. 2050, by changing the zoning designation of 1131 Wychbury Avenue [PID 005-910-951, Lot 12, Block 1, Section 11, Esquimalt District, Plan 5725], shown cross-hatched on Schedule 'A' of Bylaw No. 3043, from Two Family DADU Residential [RD-4] to Comprehensive Development District No. 140 [CD. No. 140], be given first and second reading; and

2. That Council waive the Public Hearing pursuant to Local Government Act, Section 464(2) for Zoning Bylaw, 1992, No. 2050, Amendment Bylaw No. 3043, and direct staff to proceed with appropriate public notification and return the bylaw to Council for consideration of third reading. Carried Unanimously.

Councillor Vermeulen withdrew from the meeting at 7:52 PM due to a conflict of interest with the following item due to proximity of her principle dwelling.

- 6) [21-531](#) Development Permit Application – 1100, 1104 & 1108 Esquimalt Road, and 610 & 612 Lampson Street, Staff Report No. DEV-21-077

Planner presented PowerPoint Presentation and responded to questions from Council.

Heather Spinney, *Architect*, responded to questions from Council.

Council comments included appreciation for the tree retention efforts and suitability of increasing density at this location.

Moved by Councillor Brame, seconded by Councillor Helliwell: That Council approves Development Permit No. DP000165, attached as Appendix A to Staff Report DEV-21-077, consistent with the architectural plans provided by Studio PA Praxis Architects Inc., stamped "Received May 28, 2021", the landscape plan by Lombard North Group, Inc., stamped "Received May 28, 2021", and sited in accordance with the surveyor's site plan provided by Wey Mayenburg Land Surveying Inc., stamped "Received May 28, 2021", and staff be directed to issue the permit and register the notice on the title of the property located at 1100 Esquimalt Road [PID 005-988-292 Lot 1, Section 11, Esquimalt District, Plan 4618], 1104 Esquimalt Road [PID 005-988-331 Lot 2, Section 11, Esquimalt District, Plan 4618], 1108 Esquimalt Road [PID 005-988-381 Lot 3, Section 11, Esquimalt District, Plan 4618], 610 Lampson Street [PID 024-548-782 Strata Lot 2 Section 11 Esquimalt District Strata Plan VIS4828], and 612 Lampson Street [PID 024-548-774 Strata Lot 1 Section 11 Esquimalt District Strata Plan VIS4828]. Carried Unanimously.

Councillor Vermeulen returned to the meeting at 8:07 PM.

- 7) [21-532](#) Amendments to Development Application Procedures and Fees Bylaw No. 2791, 2012, Staff Report No. DEV-21-076

Council comments included receiving a comparison of development fees of other jurisdictions.

Moved by Councillor Armour, seconded by Councillor Brame: That Council gives first, second, and third readings to "Development Application Procedures and Fees Bylaw No. 2791, 2012, Amendment Bylaw (No. 5), 2021, No. 3046 attached as Appendix "B" to Staff Report DEV-21-076. Carried Unanimously.

7. BYLAWS

- 1) [21-538](#) Council Procedure Bylaw No. 2715, 2009, Amendment Bylaw, 2021, No. 3044 - For Adoption

Moved by Councillor Brame, seconded by Councillor Armour: That the Council Procedure Bylaw No. 2715, 2009, Amendment Bylaw, 2021, No. 3044, be adopted. Carried Unanimously.

8. MAYOR AND COUNCILLOR'S REPORT

- 1) **21-546** Update on Archives

The Mayor provided an update on the Municipal Archives as follows:

On Thursday, October 28th during heavy rains, the Township's Archives experienced a flood that has forced the closure of the service at this time.

Municipal staff were quick to respond to the notice that the flood had occurred, and Conservators from the Province provided invaluable assistance to the Archivist to preserve damaged archival materials.

The cause of the flood is under investigation and assessment of the damages to the Archives remains to be determined.

The Archives will remain closed to the public until the remediation of the building space is complete. The Archivist will be monitoring emails so research requests can still be submitted, although responses may be delayed as staff work with remediation teams to restore the area.

The timeline for reopening the Archives is unknown at this point.

9. COMMUNICATIONS***For Council's Information***

- 1) [21-541](#) Email from Hon. Roy Cullen, P.C., C.P.A., dated October 27, 2021, Re: Public Safety

This item was received.

- 2) [21-536](#) Email from Bruce Williams, Chief Executive Officer, Greater Victoria Chamber of Commerce, dated October 25, 2021, Re: VicPD Budget

This item was received.

For Council's Consideration

- 3) [21-535](#) Email from Debbie Douez, Art of Reconciliation Project, dated October 25, 2021, Re: Support for Art of Reconciliation Project Grant Application

Moved by Councillor Morrison, seconded by Councillor Armour: That the author of the email, Debbie Douez be permitted to present to Council. Carried Unanimously.

Debbie Douez provided a verbal overview of updates and successes of the Art of Reconciliation Project.

Moved by Councillor Armour, seconded by Councillor Morrison: That the Mayor on behalf of Council prepare a letter of support as requested in the email from Debbie Douez, Art of Reconciliation Project, dated October 25, 2021, Re: Support for Art of Reconciliation Project Grant Application, supporting the Art of Reconciliation Project in principle with a continued Council member appointment to the Committee overseeing the project. Carried Unanimously.

10. RISE AND REPORT

There was no rise and report.

11. 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.

Lynda O'Keefe, *resident*, requested that speakers on agenda items be clearly identified, expressed appreciation for the successful Halloween Bonfire, and advised that a new set of photos is displayed in the Recreation Centre.

12. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Vermeulen: That the Regular Council meeting be adjourned at 8:25 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS DAY OF , 2021

DEBRA HOPKINS, CORPORATE OFFICER
CERTIFIED CORRECT