



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Agenda - Final

Council

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

Monday, July 5, 2021

7:00 PM

Esquimalt Council Chambers

Ministerial Order No. M192 – June 17, 2020

Division 2 – Open meetings – municipalities 3. (2) A council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the Public Health Act.

During Phase 3 of the BC Restart Plan, from July 1st until the start of Phase 4 expected in early September, no more than 40 people will be permitted in the Council Chambers, which includes Mayor and Council, staff, presenters, and approximately 20 members of the public. Due to the limited seating available, if you wish to attend a meeting, we recommend that you call the Corporate Officer at 250-414-7135 or email corporate.services@esquimalt.ca to reserve a seat. Anyone arriving at Municipal Hall without a reserved seat will not be permitted into the building once the maximum number of in-person seats have been taken. It is recommended and encouraged that anyone attending a meeting in-person wear a face mask while in Municipal Hall.

In addition to limited in-person attendance, there are several options available to submit input to Council, as follows:

- 1. To provide written comments to Council, please submit your correspondence via email to corporate.services@esquimalt.ca by 12:00 p.m. (noon) on the day of the meeting.*
- 2. To provide comments to Council electronically via telephone during a meeting, please contact the Corporate Officer for scheduling at 250-414-7135 by 4:30 p.m. on the day of the meeting.*

1. CALL TO ORDER

2. LATE ITEMS

LATE ITEM MATERIALS SUBMITTED FOR THE AGENDA WILL BE AVAILABLE BEFORE THE MEETING AND CAN BE VIEWED AT:

www.esquimalt.ca (Click on "Government & Bylaws" then "Council Meetings" then "agenda, minutes, and reports")

3. APPROVAL OF THE AGENDA

5. PUBLIC HEARING

The Public Hearing is to afford all persons who deem their interest in property affected by the Bylaw an opportunity to be heard or to present written submissions before the Municipal Council on matters contained in the Bylaw.

Attendance at Public Hearing:

If you wish to attend the Public Hearing in person to provide comments to Council, please call the Corporate Officer at 250-414-7135 or email corporate.services@esquimalt.ca to reserve a seat (limited seating is available).

Written Submissions:

If you wish to provide written comments to Council please email them to corporate.services@esquimalt.ca, by 12:00 p.m. (noon) on the day of the meeting.

Sign Up to Speak:

If you wish to provide comments to Council electronically via telephone during the Public Hearing, please contact the Corporate Officer for further details and scheduling at 250-414-7135 by 4:30 p.m. on the day of the meeting.

Participation during Public Hearing:

If you wish to respond to comments made during the Public Hearing you may text or leave a voicemail at 250-883-6426, please include your name and the contact number for us to call you back.

Once we receive your details we will add your name to our speakers list and will contact everyone in the order the requests were received. There will be a three minute pause prior to the closing of the Public Hearing to ensure everyone received an opportunity to provide comments. Once the Public Hearing has closed there will be no further opportunities to provide public input on this agenda item.

- 1) [21-377](#) Public Hearing Notice – Proposed Public Safety Building (500 Park Place)

Attachments: [Public Hearing Notice - Public Safety Building](#)

- 2) **Background Information - Available for Viewing Separately**

- 3) **Director of Development Services - Overview of Application**

- a) [21-367](#) Public Hearing for Official Community Plan Amendment Bylaw No. 3030, and Zoning Amendment Bylaw No. 3031, Proposed Public Safety Building, Staff Report DEV-21-052

Attachments: [Appendix A Bylaw No. 3030 with Schedules for PH](#)
[Appendix B Bylaw 3031 CD-138 500 Park Place Public Safety Building PH](#)
[Appendix C Key Map](#)
[Appendix D Architectural Drawings for PH](#)
[Appendix E Landscape Plan PH](#)
[Appendix F Sealed Site Plan](#)
[Appendix G Sealed Site Survey](#)
[Appendix H Civil Drawings PH](#)
[Appendix I EPSB Green Building Checklist](#)
[Appendix J EPSB Energy Performance](#)
[Appendix K Neighbourhood Consultation Notice](#)
[Appendix L - Consultation for Public Safety Building](#)
[Appendix M Public Hearing Notice Mailed June 22 2021](#)
[Appendix N Newspaper Ad June 24 2021](#)
[Appendix O Staff PowerPoint Presentation](#)
[Appendix P Architect's Presentation EPSB public hearing](#)

- 4) **Applicant or Authorized Representative - Overview of Application**
- 5) **Public Input**
- 6) **Adjournment of Hearing**
- 7) **Consideration of Staff Recommendation**

1. That Council, prior to the public hearing, having considered the proposed Official Community Plan amendment in conjunction with its Financial Plan and the Regional Waste Management Plan, determines that there are no significant concerns.

2. That Council, upon considering comments made at the public hearing, resolves that Official Community Plan Bylaw, 2018, No. 2922, Amendment Bylaw, 2021, No. 3030, attached to Staff Report No. DEV-21-052 as Appendix A, which would:

- Add a policy under Section 9.2 that would support the development of a Public Safety Building at 500 Park Place.
- Replace the policy under Section 9.2 so that the primary emergency operations centre would move from the Municipal Hall to the new Public Safety Building when it becomes operational.
- Amend Section 17.3.20 by adding the Public Safety Building to the list of developments exempted from requiring a development permit.
- Amend Schedule “B” being the “Proposed Land Use Designations” map, by designating all of PID 031-165-788, legally described as Lot A Suburban Lot 40 Esquimalt District Plan EPP103969 [500 Park Place] as “Institutional”, noting that:
 - the portion shown cross-hatched on attached Schedule “A” of Bylaw No. 3030 is approximately the area previously legally defined as the Lots 273, 274, and 275 Suburban Lot 40 Esquimalt District Plan 2854 and is changing from “Commercial/Commercial Mixed-use” to “Institutional”; and
 - the portion previously legally defined as the Lot 1 Suburban Lot 40 Esquimalt District Plan EPP36750 is already designated “Institutional”.
- Amend Schedule “F” being the “Public Parks and Facilities” map, by labelling all PID 031-165-788, legally described as Lot A Suburban Lot 40 Esquimalt District Plan EPP103969 [500 Park Place] as “Public Facilities” noting that:
 - the portion shown cross-hatched on attached Schedule “B” of Bylaw No. 3030 is approximately the area previously legally defined as the Lots 273, 274, and 275 Suburban Lot 40 Esquimalt District Plan 2854 and is changing from no designation to “Public Facilities”; and
 - the portion previously legally defined as the Lot 1 Suburban Lot 40 Esquimalt District Plan EPP36750 is already labelled “Public Facilities”.
- Amend Schedule “H” being the “Development Permit Areas” map, by colour-coding all PID 031-165-788, legally described as Lot A Suburban Lot 40 Esquimalt District Plan EPP103969 [500 Park Place] as white, noting that:
 - the portion shown cross-hatched on attached Schedule “C” of Bylaw No. 3030 is approximately the area previously legally defined as the Lots 273, 274, and 275 Suburban Lot 40 Esquimalt District Plan 2854 and is removing the Development Permit Area “6 - Multi-Family Residential” designation; and
 - the portion shown hatched on Schedule “C” previously legally defined as the Lot 1 Suburban Lot 40 Esquimalt District Plan EPP36750 is already colour-coded as white.

be given third reading and adoption.

3. That Council, upon considering comments made at the public hearing, resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2021, No. 3031, attached to Staff Report DEV-21-052 as Appendix B, which would amend Zoning Bylaw, 1992, No. 2050 by changing the zoning designation of PID 031-165-788, legally described as Lot A Suburban Lot 40 Esquimalt District Plan EPP103969 [500 Park Place], to CD-138 [Comprehensive Development District No. 138], noting:

- the portion shown cross-hatched on attached Schedule 'A' of Bylaw No. 3031 is approximately the area previously legally defined as the Lots 273, 274, and 275 Suburban Lot 40 Esquimalt District Plan 2854 and is changing from C-3 [Core Commercial] to CD No. 138 [Comprehensive Development District No. 138]; and
- the portion shown hatched on attached Schedule 'A' of Bylaw No. 3031 is approximately the area previously legally defined as the Lot 1 Suburban Lot 40 Esquimalt District Plan EPP36750 and is changing from P-1 [Public/Institutional] to CD No. 138 [Comprehensive Development District No. 138].

be given third reading and adoption.

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.

7. STAFF REPORTS

Administration

- 1) [21-373](#) Appointment of Corporate Officer, Staff Report No. ADM-21-015

Recommendation:

That Council approve, effective July 5th, 2021, the following appointments for Debra Hopkins, Manager of Corporate Services:

- Corporate Officer pursuant to s. 148 of the Community Charter;
- Deputy Business Licence Officer pursuant to the Township's Business Licence and Regulation Bylaw, 2013, No. 2810; and,
- Alternate Secretary for the Board of Variance, pursuant to the Township's Board of Variance Bylaw, 2014, No. 2831.

Engineering and Public Works

- 2) [21-371](#) Contract Award for CCTV on Sanitary/Storm Mains, Staff Report EPW-21-017

Recommendation:

That Council direct staff to award the Contract for the Sewer and Storm CCTV Inspection Project to Victoria Drain Services LTD. for \$145,768.02 (not including GST).

- 3) [21-372](#) Contract Award for Municipal Hall HVAC Work, Staff Report EPW-21-018

Recommendation:

That Council award the Contract for the Municipal Hall Ventilation Upgrade to Island Temperature Controls for \$260,770 (not including GST).

Development Services

- 4) [21-350](#) Rezoning Application – 475 Kinver Street, Staff Report No. DEV-21-051

Recommendation:

That Council resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2021, No. 3018, attached as Appendix A to Staff Report DEV-21-051, which would amend Zoning Bylaw, 1992, No. 2050, by amending the definition and regulations for secondary suites and by changing the zoning designation of 475 Kinver Street [PID 000-064-980; Parcel B (DD187669I) of Lots 1 and 2, Block 3, Section 11, Esquimalt District, Plan 6016], shown cross-hatched on Schedule 'A' of Bylaw No. 3018, from Two Family DADU Residential [RD-4] to Comprehensive Development District No. 135 [CD. No. 135], be given first reading, and that Council provide staff and the applicant with further feedback.

Attachments: [Appendix A - Bylaw No. 3018 - Zoning Bylaw 1992 No 2050 \(475 Kinver St\) \(CD 135\) June 24 with schedule A](#)
[Appendix B - Air photo and RD-4 zone](#)
[Appendix C - BCLS Site Plan, Architectural drawings, Landscape Plan, Servicing Plan](#)
[Appendix D - Applicants letter, Green Checklist, Tree Report](#)
[Appendix E - Neighbourhood consultation results](#)
[Appendix F - Applicants presentation - 475 Kinver St](#)
[Appendix G - Staff Presentation - 475 Kinver St - 1st](#)

- 5) [21-368](#) Rezoning Application – 1131 Wychbury Avenue, Staff Report No. DEV-21-054

Recommendation:

1. That Council resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw No. 3035 attached as Appendix 'A' to Staff Report DEV-21-054, 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. 3035, 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 authorizes the Corporate Officer to schedule a Public Hearing for Zoning Bylaw, 1992, No. 2050, Amendment Bylaw No. 3035, mail notices and advertise for same in the local newspaper.

Attachments: [Appendix A - 1131 Wychbury Ave - Zoning Amendment Bylaw No. 3035 - CD-140](#)
[Appendix B - Site Plan, Airphoto, OCP, Zoning, Maps RS-1 Zone](#)
[Appendix C - Drawings, LP, Plans, BCLS](#)
[Appendix D - Applicant Narrative](#)
[Appendix E - Green Building Checklist](#)
[Appendix F - Applicant Presentation](#)
[Appendix G - Staff Presentation to Council](#)

8. COMMUNICATIONS

For Council's Consideration

- 1) [21-378](#) Email from Councilor Colleen Evans, City of Campbell River, dated June 28, 2021, Re: Follow-up to Social Procurement Presentation

Attachments: [Email - Follow-up to Social Procurement Presentation](#)

- 2) [21-379](#) Email from Rita Coshan, dated June 29, 2021, Re: Give a Shot Month Proclamation Request for August 2021

Attachments: [Email - Give a Shot Month Proclamation Request](#)

9. NOTICE OF MOTION

- 1) [21-381](#) Acknowledging Lekwungen Traditional territories sites of cultural importance in Esquimalt and representing First Nations history and culture through art, Mayor Desjardins - For Introduction

Attachments: [Attachment No. 1: Notice of Motion](#)

10. RISE AND REPORT

- 1) [21-376](#) Appointment to APC Design Review Committee

Attachments: [Attachment No. 1: 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.

12. ADJOURNMENT