



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Agenda - Final

Council

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

Monday, April 4, 2016

7:00 PM

Esquimalt Council Chambers

1. **CALL TO ORDER**

2. **LATE ITEMS**

3. **APPROVAL OF THE AGENDA**

4. **MINUTES**

- 1) [16-144](#) Minutes of the Regular Meeting of Council, March 21, 2016

Attachments: [2016 03 21 Regular Council Minutes - Draft](#)

- 2) [16-145](#) Minutes of the Special Meeting of Council, March 22, 2016

Attachments: [2016 03 22 Special Council Minutes - Draft](#)

5. **PRESENTATIONS**

- 1) [16-133](#) Kevin Murdoch, Board Chair and Maureen Sawa, Chief Executive Officer, Greater Victoria Public Library - 2016 Budget

- 2) [16-134](#) Andy Orr, Senior Manager, Corporate Communications and Dan Telford, Program Manager, Core Area Liquid Waste Management, Capital Regional District - Core Area Treatment Solution Set

6. **PUBLIC INPUT (On items listed on the Agenda)**

Excluding items which are or have been the subject of a Public Hearing.

7. **STAFF REPORTS**

Finance

- 1) [16-135](#) 2016 Tax Rate - Discussion, Ian Irvine, Director of Financial Services

- 2) [16-131](#) Local Grant Request - Creatively United for the Planet Society, Staff Report FIN-16-004

Recommendation:

It is accepted procedure that staff not make recommendations on local grant funding applications. Options available to Council are listed below under **ALTERNATIVES**.

Attachments: [Grant Application - Creatively United](#)

Development Services

- 3) [16-132](#) Development Permit Application for a proposed two-lot residential infill subdivision, Staff Report DEV-16-024

Recommendation:

That Council approve development permit DP000061 for a two-lot infill residential subdivision at 1038 Colville Road; PID 006-326-617; Lot 12, Block 13, Section 10, Esquimalt District, Plan 2546; attached as Schedule "A" to Staff Report DEV-16-024.

Attachments: [Schedule A - DP000061 - 1038 Colville Road Two-Lot Infill Subdivision](#)
[Schedule B - Development Permit Area No. 5](#)

8. MAYOR'S AND COUNCILLORS' REPORTS

- 1) [16-118](#) Councillor Lynda Hundleby - Federation of Canadian Municipalities - Summary Meetings March 2016

Attachments: [FCM Sumamry Meetings March 2016](#)

9. COMMUNICATIONS

- 1) [16-136](#) Letter from Robert Lapham, CAO, Capital Regional District, dated March 10, 2016, Re: Land Use Approvals - Wastewater Treatment

Attachments: [Letter - CRD Land Use Approvals - March 10](#)

- 2) [16-137](#) Letter from Robert Lapham, CAO, Capital Regional District, dated March 30, 2016, Re: Clarification Regarding Land Use Approvals - Wastewater Treatment

Attachments: [Letter - CRD Clarification Land Use Approvals - March 30](#)

- 3) [16-138](#) Letter from Susan Brice, Chair, Victoria Regional Transit Commission, dated March 10, 2016, Re: Request to Amend Motor Fuel Tax Act to Fund Transit Investments

Attachments: [Letter - Vic Regional Transit Commission](#)

- 4) [16-139](#) Letter from Kevin Murdoch, Chair, Greater Victoria Public Library Board, dated March 23, 2016, Re: Proposal for Relocation of GVPL's Esquimalt Branch

Attachments: [Letter - Greater Victoria Public Library](#)

- 5) [16-140](#) Email from Paula Kully, Executive Assistant, Town of Sidney, dated March 24, 2016, Re: Request for Letter of Support

Attachments: [Email - Town of Sidney](#)

- 6) [16-141](#) Letter from Ron Duncan, President, Victoria Golden Rods and Reels Fishing and Social Club, received March 29, 2016, Re: Restricted Permitted Access - Leech River Watershed

Attachments: [Letter - Golden Rods and Reels Fishing and Social Club](#)

- 7) [16-142](#) Letter from Minister Peter Fassbender, received March 30, 2016, Re: Next Steps Core Area Liquid Waste Management Plan

Attachments: [Letter - Minister Peter Fassbender](#)

- 8) [16-143](#) Email from Robert L Bish, dated March 30, 2016, Re: Governing Greater Victoria Study

Attachments: [Email - Robert Bish](#)

10. NOTICE OF MOTION

- 1) [16-103](#) Councillor Brame - Dangerous Dog Legislation Amendments

Attachments: [Dangerous Dog Legislation Amendments](#)

11. PUBLIC QUESTION AND COMMENT PERIOD

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

12. ADJOURNMENT



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

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

Monday, March 21, 2016

7:00 PM

Esquimalt Council Chambers

Present: 6 - Mayor Barbara Desjardins
Councillor Meagan Brame
Councillor Beth Burton-Krahn
Councillor Lynda Hundleby
Councillor Olga Liberchuk
Councillor Tim Morrison

Regrets: 1 - Councillor Susan Low

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
Chris Jancowski, Fire Chief
Anja Nurvo, Director of Corporate Services
Ritchie Morrison, Communications Coordinator
Deborah Liske, Recording Secretary

Others: Del Manak, Acting Chief, Victoria Police Department
Jason Laidman, Victoria Police Department

1. CALL TO ORDER

Mayor Desjardins called the Regular Council meeting to order at 7:01 PM.

Mayor Desjardins acknowledged with respect that we are within the Traditional Territories of the Esquimalt and Songhees First Nations.

Mayor Desjardins also acknowledged the special guests in attendance: former Mayor Darwin Robinson; Maureen Sawa, Victoria Regional Library CEO; Del Manak, Acting Chief, Victoria Police Department and Jason Laidman, Acting Inspector, West Division, Victoria Police Department.

2. ESQUIMALT VILLAGE PROJECT ANNOUNCEMENT

Mayor Desjardins made the following announcement about the Esquimalt Village Project.

The Township has signed a Memorandum of Understanding with Aragon Investments Ltd. to proceed with the acquisition and development of the Esquimalt Village Project lands adjacent to Municipal Hall.

This is a very big deal. We view this as the catalyst for development in Esquimalt for years to come. We look forward to working with Aragon as a community development partner in this critical space right next to the hall.

Mayor Desjardins provided a brief outline of features of the project; noting Frank D'Ambrosio of D'Ambrosio architecture and urbanism would also be providing a more precise overview later in the presentation. Mayor Desjardins noted the meeting will recess following Mr. D'Ambrosio's presentation to provide for the opportunity to view the concept panels in detail and for Council, staff and representatives of Aragon Investments and D'Ambrosio architecture and urbanism to respond to comments and questions. .

Mr. D'Ambrosio's firm has designed a concept plan for the project that includes civic, residential and commercial uses. The village will feature a public square and a through-block art walk. In addition, the project includes the proposed relocation of the Esquimalt Branch of the Greater Victoria Public Library. Progressive features of the project include alternative management methods for rainwater and energy. The space will be designed for ease of movement for pedestrians and cyclists and will feature inviting spaces for gathering and relaxing.

Green building concepts will be incorporated into buildings and infrastructure. The architect will use an ecological urbanism approach: buildings, spaces and all infrastructure, as well as the user patterns of the community, will be viewed as integrated parts of the ecology of the village.

Our new community development partner Aragon has an impressive background in developments of this nature, including several comparable urban developments throughout British Columbia, Ontario and in California. In all they have worked on 54 development properties in Canada and the U.S.

This will mark a major step forward for the Township and will lay the groundwork for a revitalized Esquimalt that not even the most optimistic of us could have envisioned. Mayor Desjardins expressed her excitement for the opportunities this project represents for economic development.

Esquimalt heritage will not be ignored as we move ahead with development. Heritage trees will be maintained on site as well as the HMCS Esquimalt monument. Artwork located in the through-block art-walk, paid for by the developer at a cost of \$300,000, will reflect both the historic and the contemporary aspects of our community.

This is a very significant project in the community. The process moving forward will include opportunities for the public to view and provide comment on the project design and vision. Mayor Desjardins advised the public to stay tuned for upcoming announcements as the project moves forward.

Next steps - the Township will be working to ready the property for transfer to Aragon. This will include a rezoning process and negotiating a construction and land transfer contract. Construction is expected to commence in the spring of 2017 and be completed within two years.

Mayor Desjardins noted Council is committed to due process and that all aspects of the project will bear in mind the interests of the Township, and of the community. Mayor Desjardins expressed her enthusiasm in seeing a shovel in the ground on this project.

Council unveiled the conceptual illustration of the Esquimalt Village Project.

Mayor Desjardins invited Michael Lowe of Aragon Investments Ltd. to provide an overview of the project.

On behalf of Aragon, Mr. Lowe expressed his appreciation and excitement for having the opportunity to work with the Township on the revitalization and regentrification of the Esquimalt Village.

Frank D'Ambrosio, D'Ambrosio architecture and urbanism presented the design and reviewed PowerPoint images of the project. Mr. D'Ambrosio expressed his gratitude and excitement for the opportunity to work with the Aragon team to showcase exceptional urban design and architecture in the Esquimalt Village project.

The plan centerpiece - a new town square of approximately 17,000 square feet, will include the retention of the two Garry Oak trees, with a green space "pocket-park" underneath, a public open-space in a front and centre position on Esquimalt Road, and a six storey building with commercial on the ground floor and rental apartments above in the western corner. To the south a five story terraced building will house the new branch library with a two storey frontage. Institutional and commercial office space, with a major anchor tenant, will complete that building. The project will also include a walkway linking Esquimalt Road with Carlisle Avenue through the heart of the town centre. Two residential buildings along Carlisle Avenue will add to the approximate 148,000 square feet of construction. In addition to 30 - 40 surface parking spots behind the town hall, approximately 160 vehicles parking spots will be available underground. Approximately 35 of the residential units will be rental accommodations with the remainder being owner owned apartments or condominiums.

Mayor Desjardins acknowledged the work of staff with all stakeholders, including the community, to move the project forward.

The meeting recessed at 7:23 PM and reconvened at 7:47 PM.

3. LATE ITEMS

Item 6. (2) PRESENTATIONS - Brian Burchill, Association for Responsible and

Environmentally Sustainable Sewage Treatment, Re: McLoughlin Point was removed from the agenda and rescheduled to April 18, 2016.

4. APPROVAL OF THE AGENDA

Moved by Councillor Burton-Krahn, seconded by Councillor Liberchuk: That the agenda be approved as amended with the removal of item 6(2). Carried Unanimously.

5. MINUTES

- 1) [16-121](#) Minutes of the Special Meeting of Council, February 22, 2016
- 2) [16-122](#) Minutes of the Special Meeting of Council, March 7, 2016
- 3) [16-123](#) Minutes of the Regular Meeting of Council, March 7, 2016
- 4) [16-124](#) Minutes of the Special Meeting of Council, March 14, 2016

Moved by Councillor Brame, seconded by Councillor Morrison: That the Minutes of the Special Meeting of Council, February 22, 2016, Minutes of the Special Meeting of Council, March 7, 2016, Minutes of the Regular Meeting of Council, March 7, 2016, and Minutes of the Special Meeting of Council, March 14, 2016 be adopted as circulated. Carried Unanimously.

6. PRESENTATIONS

- 1) [16-125](#) Municipal Archives - Gregory Evans, Municipal Archivist
Greg Evans, Municipal Archivist, presented a PowerPoint presentation outlining the history, objectives and purpose of the Esquimalt Municipal Archives.

Mr. Evans also provided information on the scope and size of the collection, including examples of both the collection and of the public enquires received. Staff consists of a part-time Archivist position and many volunteers. Volunteers contributed 1,894 hours in 2015. The Municipal Archives retain memberships in several historical associations and has been the recipient of several awards and is a valued participant in local heritage and historical events. The collection continues to grow through the generous donation of a vast array of documents, photographs and historical items.

Mr. Evans also provided an overview of the Past Perfect on-line collection of photographs available through the municipal website.

Mayor Desjardins encouraged donations of materials to the Archives.

7. PUBLIC INPUT (On items listed on the Agenda) Excluding items which are or have been the subject of a Public Hearing.

Sherri Robinson, *resident*, suggested renaming the 1300 block of Esquimalt Road to Day's Close to recognize the historical significance of Esquimalt resident and entrepreneur, John Day, whose home is located there rather than St. Paul's Place as it has no historical connection to the church.

Robert Buckle, *resident*, lives in the 1300 block of Esquimalt Road, is one of the residents suggesting the name change to St. Paul's Place as it would make it easy to find due to it's location close to the church. A name change is of utmost importance for locating the addresses during emergencies.

Muriel Dunn, *resident*, the Archives needs to be moved and what needs to be done to get it moved to better quarters?

8. STAFF REPORTS

Administration

- 1) [16-120](#) Updated Strategic Priorities 2015 - 2019, Staff Report ADM-16-009

Moved by Councillor Morrison, seconded by Councillor Burton-Krahn: That Council approve the updated Strategic Priorities 2015 - 2019 and Operational Strategies as presented in Staff Report ADM-16-009. Carried Unanimously.

Finance

- 2) [16-117](#) 2016 Revenue, Tax, Budget and Financial Sustainability Policies and Objectives, Staff Report FIN-16-003

The Director of Financial Services presented a PowerPoint presentation and responded to questions from Council.

Council comments included (Staff response in italics):

* Number of revitalization tax exemption program applications received to date and eligibility? *Have received a number of enquiries, no formal applications received to date. Any and all applications will be accepted and assessed against the criteria in the bylaw.*

* Decrease in casino revenue - structure of agreement or decreased revenue of casino? *Decreased revenue of casino over the last few years.*

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approve the 2016 Revenue, Tax, Budget and Financial Sustainability Policies and Objectives as attached to Staff Report FIN-16-003. Carried Unanimously.

Engineering and Public Works

- 3) [16-010](#) Speed Control on Alley Backing onto Foster Street, Staff Report EPW-16-003

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

* Neighbours have requested speed limit and children playing signs be erected on the laneway? *The laneway is a municipal roadway and signage can be erected.*

* Cost of installation of speed humps? *Approximate cost of \$1000 and could be*

accommodated in the operational budget.

Moved by Councillor Hundleby, seconded by Councillor Brame: That Council not require the Developer of 519 Foster Street to supply and install a speed hump(s) in the lane way, but for staff to install appropriate signage. Carried Unanimously.

- 4) [16-080](#) Stancombe Place Traffic Order 1212, Staff Report No. EPW-16-008

Moved by Councillor Burton-Krahn, seconded by Councillor Liberchuk: That Council approve the implementation of Traffic Order 1212. Carried Unanimously.

- 5) [16-119](#) Request for Name Change for Esquimalt Road (1300 Block), Staff Report EPW-16-012

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

* Are there any other streets or roads named St. Paul's Place in Greater Victoria?

A check was completed and no other locations were identified. Helpful that Esquimalt has the distinction to be identified as Esquimalt (through Canada Post) and not Victoria as is the case for other municipalities in the Capital Region.

* From a safety standpoint requires revision.

* Length of process to complete change? *Same procedure for creation of subdivisions will be followed for updating records; with the creation and installation of signage being approximately 2 weeks.*

Moved by Councillor Morrison, seconded by Councillor Hundleby: That Council approve the representative of the residents to address Council. Carried Unanimously.

Robert Buckle provided Council with background and an overview of the request for a name change. Mr. Buckle noted the historical significance of St. Paul's Church and also of the many significant historical figures of Esquimalt that have resided on the street. Mr. Buckle further noted the residents of the part of the street to be renamed collectively chose the name of St. Paul's Place from a wide assortment of suggestions. Work on the process has been going on since 1998 and provided the request to the Township in June of 2015.

Moved by Councillor Hundleby, seconded by Councillor Morrison: That Council approve the name change of Esquimalt Road (side street) to St. Paul's Place. Carried.

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

Opposed: 1 - Councillor Burton-Krahn

9. MAYOR'S AND COUNCILLORS' REPORTS

- 1) [16-127](#) Councillor Meagan Brame, CRD Arts Update

Moved by Councillor Brame, seconded by Councillor Hundleby: That

Councillor Brame's CRD Arts Update report be received. Carried Unanimously.

10. COMMUNICATIONS

- 1) [16-128](#) Letter from Brent Reems, Capital Regional District, dated March 2, 2016, Re: CRD Bylaw No. 4058, Capital Regional District Climate Action and Adaptation Service Establishment Bylaw, 2018, Amendment Bylaw No. 1, 2016

Moved by Councillor Hundleby, seconded by Councillor Brame: That Council give consent to the adoption of CRD Bylaw No. 4058 in accordance with Section 346 of the Local Government Act. Carried Unanimously.

- 2) [16-129](#) Letter from Liz Cornwell, District of Central Saanich, dated February 26, 2016, Re: Take the Pledge for Parity

Moved by Councillor Liberchuk, seconded by Councillor Brame:

WHEREAS: 2016 marks the 100th anniversary of women's first right to vote in Canada; and

WHEREAS: International Women's Day (March 8) is a global day celebrating the social, economic, cultural and political achievements of women. The day also marks a call to action for accelerating gender parity; and

WHEREAS: The World Economic Forum predicted in 2014 that it would take until 2095 to achieve global gender parity. Then one year later in 2015, they estimated that a slowdown in the already glacial pace of progress meant the gender gap wouldn't be closed entirely until 2133.

BE IT RESOLVED: That the Township of Esquimalt will take the Pledge For Parity at <http://www.internationalwomensday.com/Pledge> to:

- Help women and girls achieve their ambitions
- Challenge conscious and unconscious bias
- Call for gender-balanced leadership
- Value women and men's contributions equally
- Create inclusive, flexible cultures.

Carried Unanimously.

- 3) [16-130](#) Email from Jackie Powell, dated March 8, 2016, Re: Letter of Support for a Clubhouse International

Moved by Councillor Burton-Krahn, seconded by Councillor Hundleby: That Council endorse a letter of support for a Clubhouse International in Greater Victoria. Carried Unanimously.

11. NOTICE OF MOTION

- 1) [16-103](#) Councillor Brame - Dangerous Dog Legislation Amendments, For Introduction

This Notice of Motion was referred to the April 4, 2016 Regular Council

meeting for discussion.

12. PUBLIC QUESTION AND COMMENT PERIOD

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

Marilyn Day, *resident*, insulted by the recent handling of the local police issue by the media. Esquimalt has a great police force.

13. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Burton-Krahn: That the Regular Council meeting be adjourned at 8:52 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS date DAY OF month, 2016

ANJA NURVO, CORPORATE OFFICER
CERTIFIED CORRECT



**CORPORATION OF THE
TOWNSHIP OF ESQUIMALT**
Minutes - Draft
Special Meeting of Council

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

Tuesday, March 22, 2016

5:45 PM

Esquimalt Council Chambers

Present 6 - Mayor Barbara Desjardins
 Councillor Meagan Brame
 Councillor Beth Burton-Krahn
 Councillor Lynda Hundleby
 Councillor Olga Liberchuk
 Councillor Tim Morrison

Absent 1 - Councillor Susan Low

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
 Scott Hartman, Director of Parks and Recreation
 Anja Nurvo, Director of Corporate Services
 Chris Jancowski, Fire Chief
 Sara Jansen, Emergency Program Manager
 Deborah Liske, Recording Secretary

1. CALL TO ORDER

Mayor Desjardins called the Special Council meeting to order at 5:45 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 Brame, seconded by Councillor Hundleby: That the agenda be approved as circulated. Carried Unanimously.

4. CONSIDERATION OF 2016 - 2020 SUPPLEMENTAL OPERATING AND CAPITAL REQUESTS AND FUNDING

The Director of Financial Services reviewed a PowerPoint presentation of the 2016 budget summary which included an overview of the budget process, process results, four recommendations of tax rate increase scenarios, capital requests, reserve funds and account balances.

Council reviewed and discussed the supplemental budget requests, requested clarification from staff and provided direction to staff on amendments to the draft

budget as follows:

Moved by Councillor Burton-Krahn, seconded by Councillor Brame: That a letter be forwarded to the Victoria Esquimalt Police Board in support of the concept of two mental health positions and that the Board consider alternatives within it's budget to allocate resources to the positions. Carried.

In Favour: 5 - Mayor Desjardins, Councillor Brame, Councillor Burton-Krahn, Councillor Hundleby, and Councillor Liberchuk

Opposed: 1 - Councillor Morrison

Absent: 1 - Councillor Low

Moved by Councillor Burton-Krahn, seconded by Councillor Liberchuk: That the Participatory Budget Application supplemental request of \$5000.00 be approved. The motion was Defeated.

In Favour: 2 - Councillor Burton-Krahn, and Councillor Liberchuk

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

Absent: 1 - Councillor Low

Moved by Councillor Burton-Krahn, seconded by Councillor Liberchuk: That the Additional Movie Licences supplemental request of \$3,500.00 be approved. Carried Unanimously.

Moved by Councillor Morrison, seconded by Councillor Hundleby: That the Replace Hot Water Lines supplemental request of \$15,000.00 be approved. Carried Unanimously.

Summary of Council directed revisions:

General Government Services

* General Administration - Binding of Historical Minutes \$3,000 - remove from budget

* Financial Services - Legal Services - PILT Appeal \$10,000 - remove from budget

* Financial Services - Participatory Budget Application \$5,000 - remove from budget

Protective Services

* Fire - Head Sets & Connections \$4,000 - remove from budget

* Community Safety Services - Legal Services - Bylaw Enforcement \$15,000 - keep in budget

* Community Safety Services - Emergency Management - Preparation of Training Materials \$5,000 - keep in budget

Public Works

* Administration - Extension of Labourer Position - Wages & Benefits \$9,126 - keep in budget

- * Administration - Modelling of Sanitary Collection System \$75,000 - keep in budget
- * Roads, Streets & Lights - Esquimalt Road Infrastructure Cleanup \$50,000 - keep in budget
- * Municipal Hall - Stairwell Leak Repairs - reduce to \$90,000

Development Services

- * Planning - OCP - Legal Fees - reduce to \$15,000
- * Planning - EVP - Project Manager - reduce to \$60,000
- * Planning - Esquimalt Road Design Guidelines - reduce to \$150,000
- * Economic Development & Tourism - Economic Development Consulting - reduce to \$75,000

Recreation Services

- * Replace Hot Water Lines \$15,000 - keep in budget
- * Bouncy Castle \$3,500 - keep in budget
- * Additional Movie Licences \$3,500 - keep in budget

Public Works

Technologist 1 - 0.5 FTE \$34,767 - keep in budget

Council requested staff to bring forward Council Policy No. ADMIN-38, Conference Attendance by Elected Officials for review.

The meeting recessed at 7:53 PM and reconvened at 7:57 PM.

The Director of Finance advised the approximate revised tax percentage, based on the approved supplemental requests would be 1.96%, but may change based on final assessed property values.

The Director of Finance also advised that on December 31, 2015 the CPI was 1.7% and rose to 1.9% as of January 31, 2016.

Council reviewed and discussed the capital budget requests and requested clarification from staff.

5. PUBLIC INPUT

There was no public input.

6. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Special Council meeting be adjourned at 8:30 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS date DAY OF month, 2016

ANJA NURVO, CORPORATE OFFICER
CERTIFIED CORRECT



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

Staff Report

File #:16-131

REQUEST FOR DECISION

DATE: March 29, 2016

Report No. FIN-16-004

TO: Laurie Hurst, Chief Administrative Officer

FROM: Ian Irvine, Director of Financial Services

SUBJECT:

Local Grant Request - Creatively United for the Planet Society

RECOMMENDATION:

It is accepted procedure that staff not make recommendations on local grant funding applications. Options available to Council are listed below under **ALTERNATIVES**.

RELEVANT POLICY:

Council Policy No. ADMIN-32 Local Grants

STRATEGIC RELEVANCE:

Build a vibrant and sustainable arts, culture and heritage community

BACKGROUND:

The Creatively United for the Planet Society is seeking support for its mandate of environmental protection through community connection and collaboration. The requested funding would be used to offset the costs of their Earth Week Festival to be held in April 2016 at the Royal Bay Secondary School in Colwood and at the Royal BC Museum in Victoria.

The purpose of the festival is to (i) showcase sustainable ideas, businesses and organizations; (ii) celebrate social innovation; (iii) unite communities and (iv) achieve a more just and sustainable world by inspiring individual, community and global well being.

ISSUES:

1. Rationale for Selected Option

Grant funding requests are reviewed by the Local Grant Committee in May each year after the Financial Plan has been approved. As this event takes place in April, the applicant is seeking early funding approval to support its 2016 festival.

Within the recently revised Council Policy ADMIN-32 Local Grants, the ability to provide early funding approval to Established Events was created. However, this festival does not qualify as an Established Event as it does not meet the requirement that the event be held within the Township for two or more consecutive years.

2. Organizational Implications

There are no organizational implications of this decision.

3. Financial Implications

The Local Grant Account in the 2016 draft Financial Plan contains \$97,076 prior to any payments being made. Any payment would result in a reduced amount of available funds for all other applicants participating in the local grant process.

4. Sustainability & Environmental Implications

There are no sustainability or environmental implications of this decision.

5. Communication & Engagement

A letter of support would be drafted and a cheque would be issued to the Creatively United for the Planet Society upon approval by Council. This letter would also remind the society of the conditions of funding as identified in Council Policy - Local Grants Policy No. ADMIN-32.

ALTERNATIVES:

1. That Council approve the local grant request of \$2,500.00 for the Creatively United for the Planet Society allocated from the Local Grant Account.
2. That Council approve funding in part.
3. That Council deny the funding request.

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

LOCAL GRANT APPLICATION

For Year: 2016

Name of Organization: Creatively United for the Planet Society

Address of Organization: c/o 474 Nelson St.
Victoria BC
V9A 6P4

Phone: 250-383-0206 Fax: / email: info@creativelyunited.org

Contact Person: Frances Litman

Position(s) with Organization: Executive Director / Organizer Phone: (250) 383-0206

Amount Requested: \$ 2500.00 Total Project Budget: \$ 41,600.00

Have you applied before? Yes When? 2015 Grant Received: \$ 5,500.00

If yes, have you submitted a final report for previous year funding? Yes ☒ No ☐
(note: report must be submitted to receive consideration for further funding)

Fiscal year of organization: From January 1 To December 31st

Are you currently receiving benefit from a Property Tax Exemption from the Township of Esquimalt? Yes ☐ No ☒

Incorporation number and date of incorporation: 860506 Incorporated 2012

Registered Canadian Charitable Organization number: / Registered non-profit society
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Is your organization based in Esquimalt Yes ☒ No ☐

Is the project for which you are requesting funding based in Esquimalt? Yes ☐ No ☒

If yes, please provide the location/address: (CRD/community-wide)

Describe your organization, its mandate and program(s):
please see attached

Describe the project for which funds are being sought. Please indicate why you think it should receive municipal funding. Feel free to use additional sheets of paper.

Project Description (including date and location): please see attached
Vancouver Island's largest sustainability showcase
& biggest Earth Week Festival.
April 15-16 (Royal Bay Secondary / Colwood) April 22-23 (Royal BC Museum)

Purpose of this project: is to showcase sustainable ideas, businesses &
organizations & to celebrate social innovation, unite communities
and achieve a more just and sustainable world by inspiring
individual, community & global well-being.

The names of those involved in carrying out the project: _____

Primary Lead: Frances Litman + volunteer team
(profiles can be seen on our website team page)

Green Event Initiatives: This event, like all our others, is a zero-waste
event and this year we have workshops & lectures on how
best to do that and want to also showcase the Township of
Esquimalt's leadership in producing a Green Event Planning Guide
on our website in continued collaboration.

Benefit to Esquimalt: As this is a region-wide event, it puts
our municipality in the forefront of sustainable leadership
practices, gives the citizens something more to be proud
of, and an opportunity to learn more about & attend
the event through funding provided to advertise & promote the
showcase to residents.

Please see attached.

PROJECT BUDGET

Please give details on revenue and expenditure projections. Indicate which revenue is secure and which is speculative. (note: Expenditures must NOT exceed Revenues)

REVENUE (Please state source)		EXPENDITURE (Please itemize)	
Description	Amount	Description	Amount
SECURE		Event rental	\$ 3000.00
Sponsorship (ie: Home (upper))		Equipment & supply rental	\$ 5000.00
Vancity, CIBC, Lifestyles,		T-shirts	\$ 1500
Be You Promise. Org)		Posters / handbills	\$ 1200
		Advertising	\$ 2500
		Subcontracts / Technical	
Subtotal	\$ 19,600.00	support, etc.	\$ 18,000.00
SPECULATIVE		Food	\$ 2000.00
Township of Esquimalt	\$ 2500	Insurance	\$ 400.00
Seamich Sustainability Grant	\$ 2500	Signage	\$ 1000.00
		Web design / hosting, etc.	\$ 4000.00
Admission / Ticket Sales	\$ 13,000.00	Security / Traffic Control	\$ 1000.00
Vendors / Exhibitors	\$ 4000.00	Entertainment Costs / Artists	\$ 2000.00
Subtotal	\$ 22,000.	~ Musicians	
TOTAL	\$ 41,600.00	TOTAL	\$ 41,600.00

Authorized Signature: _____

Date: _____

Please enclose your last annual report and financial statements, if applicable. Include any supporting material that would assist in the assessment of your project.

Please mail or fax this application to:

Director of Financial Services
Corporation of the Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC
V9A 3P1

Phone: 414-7141
Fax: 414-7111

Creatively United For The Planet Society

Income Statement 01/01/2015 to 12/31/2015

REVENUE

Sales Revenue

Auction Proceeds	3,279.00
Contra (In Kind)	1,386.00
Donations - General	3,050.48
Donations - Tins	0.00
Event Ticket Sales	4,395.75
Merchandise Sales	20.00
Vendors - Exhibitor Fees	5,635.20
Vendors - Power	2,795.00
Grant/Sponsorship Funds	22,850.00
Membership Fees	0.00
Project Fees	0.00
Sales Returns	0.00
Book Sales CUFTP	60.00

Net Sales	<u>43,471.43</u>
------------------	------------------

Other Revenue

Interest Revenue	8.88
Miscellaneous Revenue	0.00

Total Other Revenue	<u>8.88</u>
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TOTAL REVENUE	<u>43,480.31</u>
----------------------	------------------

EXPENSE

Product Costs

Purchases	12,366.50
Security	1,299.48
Festival Fees	-50.00
Venue - Set-up Costs	7,251.34
Equipment Rental	0.00
Entertainment Costs	155.59
Artists Fees	1,980.00
Net Purchase Costs	<u>23,002.91</u>

Total Product Costs	<u>23,002.91</u>
----------------------------	------------------

Advertising & Promotion

Print/Other	24.52
Business-related Gifts	652.68
Memberships	334.80
Donations	0.00
Promotional	5,053.13
Media Advertising	1,171.31
Website/Blog/Facebook	2,174.30
SubTotal - Advertising	9,410.74
Meals Expense (100%)	2,462.64

Advertising & Promotion Total	<u>11,873.38</u>
--	------------------

People Resources Expenses

Wages & Salaries	0.00
EI Expense	0.00
CPP Expense	0.00
WCB Expense	0.00
Employee Benefits	0.00
Wages & Employment Costs	0.00
Bookkeeping	144.38
Accountant & Legal	0.00
Subcontracts	7,870.50
Other Professional Advisors	170.00

Printed On: 02/03/2016

Notice to Reader - This Statement Prepared Without Audit
Subject to Accountant's Adjustments

Creatively United For The Planet Society

Income Statement 01/01/2015 to 12/31/2015

Coordinator Fees	0.00
Total People Resources Expense	<u>8,184.88</u>
General & Administrative Expenses	
Bad Debt Expense	0.00
Business Fees, Licences, Dues	25.00
Merchant Fees (CrCd/PayPal)	0.00
Insurance	375.00
Interest & Bank Charges	19.40
Maintenance & Repairs	0.00
Postal and Courier	72.62
Office Expense	265.34
Supplies	0.00
Rent	0.00
Realized Exch. Loss/Gain	0.00
Room/desk rental	3,600.00
Telephone (cell/internet/fax)	0.00
Utilities (e.g. :heat/light/water)	0.00
Travel	14.15
Income Taxes	0.00
Total General & Admin	<u>4,371.51</u>
Vehicle (at 100%)	
Veh Gas & Oil	413.04
Veh Repairs & Maintenance	609.45
Parking	18.50
Total Vehicle Costs	<u>1,040.99</u>
Professional Knowledge/Business Exp	
Books & Subscription -annual update	33.60
Software - annual updates	0.00
Total Professional Knowledge Costs	<u>33.60</u>
TOTAL EXPENSE	<u>48,507.27</u>
NET INCOME	<u><u>-5,026.96</u></u>

Printed On: 02/03/2016

Notice to Reader - This Statement Prepared Without Audit
Subject to Accountant's Adjustments

2015 Local Grant Summary

It is with sincere appreciation that we thank you for your continued and past support of the Creatively United for the Planet Society.

The English Inn was the perfect backdrop for our fourth annual community Earth Week festival held last April and attended by almost 2000 people. The festival raised awareness of the beauty and accessibility of our wonderful Township and saw an increase in bookings for the English Inn.

It has also been extremely rewarding to see the enhanced level of pride Rockheights Middle School students have for their school, community and Highrock Park as a result of the community building that has come from our collaboration thanks to the support of the Township of Esquimalt.

The books that resulted from this collaboration have been in the public library system for one year now. The Township is prominently recognized in the book. We bring a copy of this book and speak about it at numerous events we host and attend. As well, mention of the book and the Township of Esquimalt, remains on our website (www.creativelyunited.org) as it has been one of our major community projects.

2016 Local Grant Request

As our organization is based in Esquimalt and has a strong affiliation with Esquimalt, we would like to remain collaborative and connected. One simple and inexpensive way for the Township of Esquimalt to showcase leadership, increase its profile and receive acknowledgement for our Township's new Green Event Planning Guide would be to provide sponsorship for our 2016 region-wide Sustainability Showcase to be held this April 15, 16, 22 and 23.

This year, we have world-class sustainability experts coming from all over North America to speak on every aspect of sustainability, plus three panel workshops, four films, a World Café and more.

We would showcase the Township's logo, plus provide information and a link to the Township of Esquimalt's Green Event Planning Guide on our website in acknowledgement of the Township of Esquimalt's support. By doing so, the Township will be helping to support Vancouver Island's biggest sustainability event and provide an opportunity for the citizens of this community to learn more about this important region-wide event through paid advertising.

Each year, we consistently finish with less than two bags of garbage despite attracting 2,000 people annually to this popular Earth Week event. We would like to showcase our community's leadership in producing a Green Event Planning Guide so as to inspire others to do the same. We hope you see the multitude of benefits your support would provide.



Connect • Collaborate • Create • Celebrate Community

Our Vision: To celebrate social innovation, unite community and achieve a more just and sustainable world by inspiring individual, community and global well-being.

The Creatively United for the Planet Society is a registered non-profit founded in 2010 and officially incorporated in 2012 from which time we have successfully attracted more than 2000 people annually to our all-ages, zero-waste community events held in April during Earth Week.

In addition, we have created resource materials, a map and two books, *Stepping Into Nature* and *Higher Ground* (one of which is in the public library system) through dynamic partnerships with established organizations, such as The Robert Bateman Centre, The Royal BC Museum, BC Transit, The Township of Esquimalt and Rockheights Middle School.

Creatively United showcases and celebrates the important work that people are doing to ensure where we live, work, eat, play and study remains beautiful, vibrant, healthy and resilient.

By developing projects and programs with other organizations, we build on our fundamental purpose to connect, collaborate, create, educate and celebrate community. We demonstrate what's possible when the arts, sciences, business, academic bodies, governmental and non-governmental organizations alike find common ground.

*please note: videos & support materials emailed
to ^{Mr.} Ian Irvine*



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

Staff Report

File #:16-132

REQUEST FOR DECISION

DATE: March 30, 2016

Report No. DEV-16-024

TO: Laurie Hurst, Chief Administrative Officer

FROM: Bill Brown, Director of Development Services

SUBJECT:

Development permit application for a proposed two-lot infill residential subdivision at 1038 Colville Road

RECOMMENDATION:

That Council approve development permit DP000061 for a two-lot infill residential subdivision at 1038 Colville Road; PID 006-326-617; Lot 12, Block 13, Section 10, Esquimalt District, Plan 2546; attached as Schedule "A" to Staff Report DEV-16-024.

RELEVANT POLICY:

Official Community Plan
Zoning Bylaw

STRATEGIC RELEVANCE:

Approval of this development permit would support Council's strategic priority to "Support community growth and development consistent with our Official Community Plan".

BACKGROUND:

Schedule "A"	Draft Development Permit DP000061
Schedule "B"	Development Permit Area 5 Design Guidelines

On September 14, 2015, Council approved Bylaw No. 2849, being a bylaw to rezone the property at 1038 Colville Road from RD-3 (Two-family/Single-family residential) to CD-92 (Comprehensive Development-92). The new zoning allows the property to be subdivided into two lots. Because the

property is located within Development Permit Area 5 - Enhanced Design Control Residential - a development permit is required for subdivision. In this case there are no applicable guidelines for the subdivision (Schedule "B").

Approval of the subdivision development permit does not result in the approval of the subdivision. Subdivision approval is the responsibility of the Subdivision Approving Officer. Technical details such as site servicing are dealt with through the subdivision approving process as opposed to the development permit process.

ISSUES:

1. Rationale for Selected Option

Given that there are no applicable design guidelines, Council has no grounds to refuse to approve the development permit application.

2. Organizational Implications

There are no significant organizational implications.

3. Financial Implications

There are no significant financial implications.

4. Sustainability & Environmental Implications

Increased density, particularly near employment centers like the Graving Dock and CFB Esquimalt, can potentially reduce the environmental impacts associated with urban sprawl.

5. Communication & Engagement

There are no legislative requirements for public engagement related to development permits.

ALTERNATIVES:

1) That Council approve development permit DP000061 for a two-lot infill residential subdivision at 1038 Colville Road; PID 006-326-617; Lot 12, Block 13, Section 10, Esquimalt District, Plan 2546; attached as Schedule "A" to Staff Report DEV-16-024.

2) Refusal of the development permit would be unlawful unless Council deems the application to be in contravention of a particular design guideline and provides guidance to the applicant on how to bring the application into conformance with the particular guideline.

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

DEVELOPMENT PERMIT

NO. DP000061

Owners: Thistle Construction Ltd., Inc. No. BC0799524

Lands: Lot 12, Block 13, Section 10, Esquimalt District Plan 2546
PID 006-326-617

Address: 1038 Colville Road, Esquimalt, B.C.

Conditions:

1. This Development Permit is issued subject to compliance with all of the bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this Permit.
2. Approval of this Development Permit is issued in general accordance with the Plan attached hereto as Schedule 'A'.
3. The terms, conditions and covenants contained herein shall enure to the benefit of and be binding upon the Owners, their executors, heirs or administrators, successors and assigns as the case may be or their successors to title in the lands.
4. This Development Permit is not a Subdivision Approval.
5. This Permit lapses two (2) years after the date it is issued if the holder of the Permit does not register the plan of subdivision.
6. For the purposes of this Development Permit, the holder of the Permit shall be the owner(s) of the lands.

APPROVED BY MUNICIPAL COUNCIL RESOLUTION ON THE 4th DAY OF APRIL, 2016

ISSUED THIS _____ DAY OF _____, 2016

Director of Development Services

Corporate Officer
Corporation of the Township of Esquimalt

Schedule "A" of DP000061

BC LAND SURVEYORS SITE PLAN OF:

Civic: 1038 Colville Road

Legal - Lot 12, Block 13, Section 10,
Esquimalt District, Plan 2546

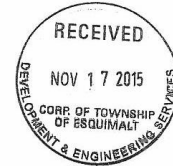
Parcel Identifier: 006-326-617 in the Township of Esquimalt

Scale - 1 : 150 Distances are in metres.

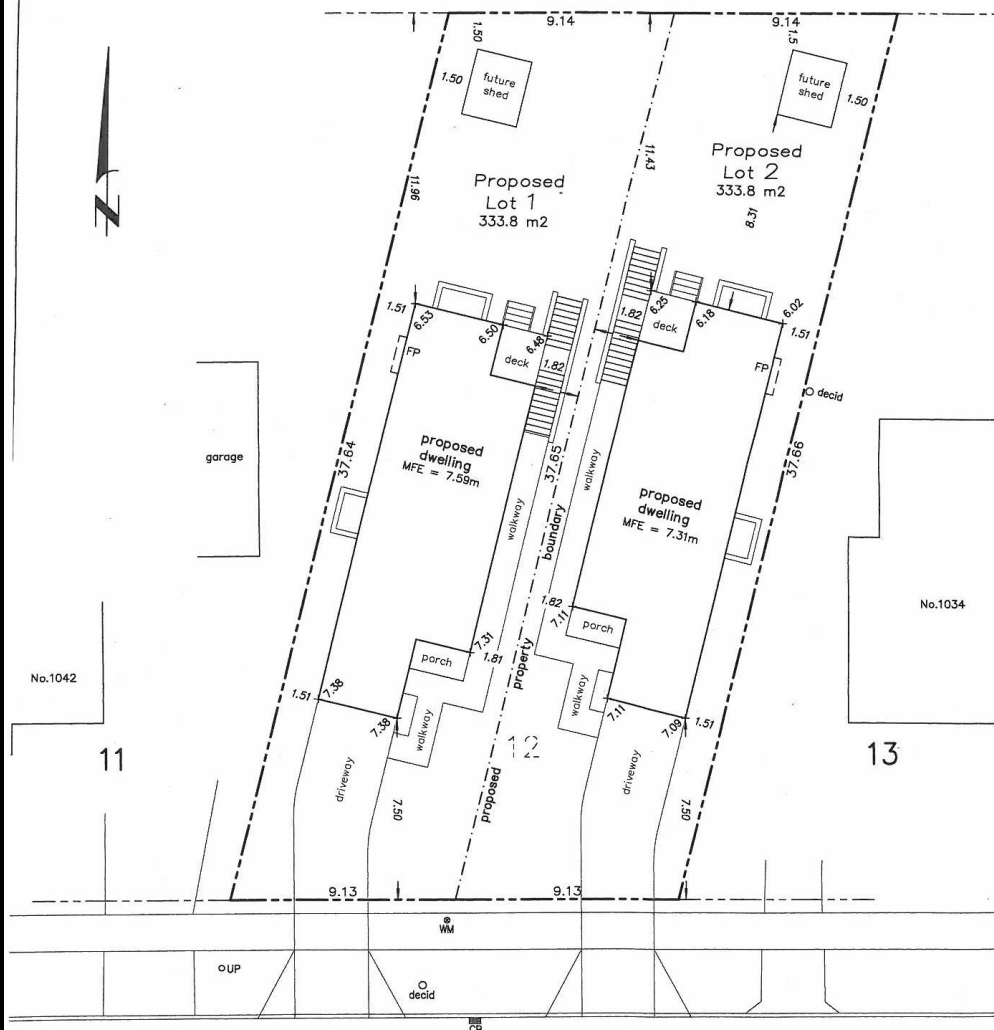


The intended print size is 11" by 17".

Geodetic elevations shown + (in Metres)



A
Gorge Vale Golf Course



Colville Road

File : 11889-22
POWELL & ASSOCIATES
B C Land Surveyors
250-2950 Douglas Street
Victoria, BC V8T 4N4
phone (250) 382-8855



Certified correct
this 5th day of February, 2015
Alan Powell
CNP7B5
Alan M. Powell, B.C.L.S.

9.7 Development Permit Area No. 5 – Enhanced Design Control Residential

9.7.1 Scope

All lands zoned for two-unit dwellings or zoned as Comprehensive Development Districts for residential developments only are designated as part of Development Permit Area No. 5 – Enhanced Design Control – Intensive Residential as shown on “Schedule C” of this Plan.

9.7.2 Category

Section 919(1)(f) of the *Local Government Act* – form and character of intensive residential development.

9.7.3 Justification

The following policies and guidelines were developed to allow for the better utilization and redevelopment of parcels within residential neighbourhoods and ensure that development occurs in a manner that retains the desirable physical characteristics of a neighbourhood.

9.7.4 Requirements of Owners of Land within the Development Permit Area

- a) Owners of land within Development Permit Area No. 5 must not do any of the following without first obtaining a development Permit in accordance with the guidelines for this Development Permit Area:
- ♦ construct a two-unit dwelling;
 - ♦ subdivide a two-unit dwelling;
 - ♦ convert a single-unit dwelling to a two-unit dwelling;
 - ♦ renovate an existing two-unit dwelling if the value of construction, as specified in the Building Permit, would exceed 50 percent of the assessed value (as listed on the BCAA property roll at the time of construction) of the building being added to or renovated;
 - ♦ construct two or more separate dwelling units on one parcel, without first obtaining a Development Permit in accordance with the guidelines of this Development Permit Area; or
 - ♦ construct a dwelling on a parcel less than 530 m² in area if that parcel was created after May 31st, 2002.
- b) Exemptions:
- The following do not require a development permit:
- ♦ additions or renovations to, or the construction of, one single-unit dwelling situated on a fee simple parcel;
 - ♦ additions or renovations to any two-unit dwelling situated on a parcel zoned for two-unit use where the value of construction, as specified in the Building Permit, does not exceed 50 percent of the assessed value of the building (as listed on the BCAA property roll at the time of construction) being added to or renovated;
 - ♦ construction of buildings or structures less than 10 square meters in area;
 - ♦ minor additions to existing dwellings where the floor area of the addition does not exceed 10 percent of the ground floor area of the dwelling;

- ♦ emergency repairs to existing structures where a potential safety hazard exists; and
- ♦ fences.

9.7.5 Guidelines for Owners of Land within the Development Permit Area

The intent of these guidelines is to ensure that new two-unit development (i.e. duplexes) is compatible with and enhances the surrounding community.

- a) New two-unit dwellings, additions to or renovations of existing two-unit dwellings, and the conversion of single-unit dwellings into two-unit dwellings should be designed to be consistent with and preserve the proportions and patterns of existing residential buildings in the immediate vicinity, including the wall-to-window area ratios and the amount and type of open space provided.
- b) Where it is not possible to achieve buildings of similar size and proportion to the surrounding residential buildings, the fronts of the buildings should be designed to create the appearance of smaller structures either by staggering the dwelling units or visually breaking up the façade with architectural detailing.
- c) Innovative and creative site-specific two-unit dwellings are encouraged where yard space is maintained either on the ground or as rooftop gardens. Setbacks to the street may be reduced to maximize property use.
- d) Front to back duplexes are generally discouraged unless they can be designed to eliminate negative impacts to the immediate neighbours such as shading of gardens, overlook of outdoor amenity areas and violation of privacy.
- e) Side by side, up and down, or staggered unit configurations are preferred as these result in a greater number of units facing the street, less disruption of privacy, and a more equitable division of outdoor amenity areas between the two dwelling units.
- f) The use of exterior building materials similar to those used in older residential neighbourhoods (i.e. combinations of wood, brick, stucco, and stone) is encouraged.
- g) Rooflines of new development should relate in height, shape and pitch to existing residential buildings in the immediate area. For corner sites, the building design should avoid having large unbroken sloped roof areas facing the street.
- h) To create interest in the façade of the buildings facing the street, the incorporation of architectural elements such as bay windows, covered porches, verandas and prominent front doors is encouraged.
- i) Buildings should be designed to minimize visual intrusion onto the privacy of surrounding homes. Some overlook of adjoining yards and neighbouring decks may be unavoidable; however, additional privacy should be achieved by inseting balconies, decks and patios into the building or by screening them with latticework or landscaping. Windows should be spaced



so that they do not align directly with those of other buildings.

- j) The height and massing of new two-unit dwellings should be designed to minimize the casting of shadows onto the private outdoor space of adjacent residential dwellings.
- k) A landscaping plan showing ground cover areas, planting beds, shrubbery and trees (both existing and proposed) is required for every new two-unit dwelling or the conversion of a single-unit dwelling to a two-unit dwelling. Landscaping should add to the aesthetic appeal of the streetscape as well as provide privacy between dwelling units.
- l) The provision of private open space should be part of an overall site development and landscape plan and should take into consideration general site circulation patterns (including parking), existing landscape features, sun access, privacy and usability.
- m) Retention and protection of trees and the natural habitat is encouraged where possible.
- n) Parking areas, garages and driveways should appear as a minor component of the site when viewed from the street. The building of curving access roads and driveways helps to avoid views from the street of large expanses of paving. The use of shared driveways is encouraged.
- o) The use of permeable and decorative surfacing materials, such as brick, concrete pavers, textured concrete, coloured paving or grasscrete is encouraged in place of solid expanses of asphalt or concrete.
- p) Where possible, hydro meters will not be placed on the front façade of a building and, if placed on the side of a building which is visible from the street, will be appropriately screened.
- q) Where an existing single unit dwelling is being converted to a two-unit dwelling both the original structure and the addition shall be in the same architectural style and constructed of the same exterior finishes including roofing material, window treatments, exterior finishes, door styles and trims.
- r) Roof styles and pitches of the original and new portions of the building must be complimentary.
- s) For new or converted two unit dwellings, garages and parking areas are encouraged to be located in the rear yard. Shared driveways are preferred to access the rear yard.
- t) Where two single lane driveways serve a two unit lot, landscaping features are encouraged between the driveways.



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MAYOR'S AND COUNCILLORS' REPORTS

Report from: Councillor Lynda Hundleby

Subject: Federation of Canadian Municipalities (FCM) Summary – Meetings March 2016

Council Agenda: March 21, 2016

Recommendation

That Council receive the report from Councillor Hundleby re Federation of Canadian Municipalities Summary – Meetings March 2016.

Background

The distance to Sherbrooke, Quebec and the three-hour time difference requires a travel day at each end of the three days of meetings. This really serves to drive home the message that our country is vast where each province and territory is unique in its geography and in its culture. And as in British Columbia, each region has its diverse and varied differences. It really is a pleasure to participate at this level, to visit various areas, and to see our country from a different perspective. And while there are differences, there are as many similarities in our concerns for our communities and the trials and tribulations as we work towards better governance, better and more efficient use of tax dollars, in maintaining infrastructure, and improving the quality of life for our residents.

One of the many things that has come clear to me is our collective need to collaborate and come together in partnerships, at an informal, as well as formal level. It is clear that working together is an opportunity to learn from one another but also to leverage the strengths of each other in a united voice to senior governments. I see that FCM has made great strides as an organization in getting the attention of the federal government and in demonstrating that municipalities can be, and are, valued partners.

As a member of three Standing Committees of the FCM, I am aware that FCM staff have been meeting with federal staff and advising them on what is important to us – in policy-making, in resourcing, and where municipalities need resources the most. We have raised the issues of homelessness, high costs of protective services, and the impacts of local and global economies to our communities. Not only have we raised issues but also indicated a willingness to work on solutions together and made constructive suggestions to that end.

For additional information, I am pleased to provide the attached Summary Report provided by FCM. Thank you to Mayor and Council for this opportunity to serve.

http://www.fcm.ca/Documents/members_only/Board%20Book/docs/2016/Mar_2016-Report_to_Council.pdf?cldee=bHluZGEuaHVuZGxIYnIAZXNxdWltYWx0LmNh&utm_source=ClickDimensions&utm_medium=email&utm_campaign=2016%20Committee%20of%20the%20Whole%20-%20English

Respectfully submitted,

Councillor Lynda Hundleby

March 10, 2016

File: 0360-20
Core Area Liquid Waste Management Committee
Correspondence/Other

Mayor Barbara Desjardins and Council
Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC V9A 3P1

Dear Mayor Desjardins and Council:

LAND USE APPROVALS – WASTEWATER TREATMENT

The following was approved by the Capital Regional District (CRD) Board at its meeting on March 9, 2016:

1. *That a conditional Liquid Waste Management Plan Amendment No. 10 be prepared as a basis for approval and submitted to the Minister of Environment with the following elements:*
 - a) *A secondary, advanced (tertiary) or equivalent to advanced (tertiary) wastewater treatment plant at Clover Point, servicing all flows currently directed to Clover Point, up to 2030¹, and;*
 - b) *A secondary, advanced (tertiary) or equivalent to advanced (tertiary) wastewater treatment plant at McLoughlin Point or Macaulay Plain, servicing all flows currently directed to Macaulay Point outfall, up to 2030, and;*
 - c) *Provision for a Westside wastewater treatment plant for future growth, at a location to be determined*
 - d) *Hartland Landfill as the preferred site for biosolids processing with technology to be confirmed by the process below.*

While the CRD recognizes that a Municipality cannot fetter the authority of its Council in advance in relation to the exercise of a discretionary legislative decision to be exercised by the Council in connection with development approval of a project, the CRD wishes to ascertain that the Councils of Municipalities within which the sites are located have approved in principle the location of such sites and desire the CRD to proceed with confidence with the sites in the CALWMP.

The CRD Board requests that the Township of Esquimalt consider adoption of the following resolution in relation to the following properties located within its boundaries.

"That Council supports and approves in principle the identification of:

McLoughlin Point Site - Victoria View Road


- PID: 000-336-491 Lot A, Section 11, Esquimalt District, Plan 35322
- PID: 000-336-505 Lot B, Section 11, Esquimalt District, Plan 35322
- PID: 000-336-513 Lot C, Section 11, Esquimalt District, Plan 35322
- PID: 000-336-521 Lot D, Section 11, Esquimalt District, Plan 35322
- PID: 000-336-530 Lot E, Section 11, Esquimalt District, Plan 35322
- PID: 029-168-970 Lot 1 of the Bed of Victoria Harbour Plan VIP87823
- PID: 029-168-988 Lot 2 of the Bed of Victoria Harbour Plan VIP87823

Macaulay Plain Site – Vaughan Street and View Point Road

- PID: 017-115-501 Part of Lot 1, Section 11, Esquimalt District, Plan 41833, Except Part in Plan VIP78775 and VIP86676
- PID: 004-816-374 That Part of Lot 5 Block 16 Section 11 Esquimalt Plan VIP195-A Shown Outlined in Red on Plan 1870-R,
- PID: 004-816-391 That Part of Lot 6, Block 16, Section 11, Esquimalt District Plan 196-A Shown Outlined in Red on Plan 1870-R,
- PID: 004-816-366 Lot 4, Block 16, Section 11, Esquimalt District, Plan VIP195-A, Shown Outlined in Red on Plan 1870R.
- PID: 025-629-859 Lot A of Part of the Bed of Victoria Harbour Esquimalt District Plan VIP75079

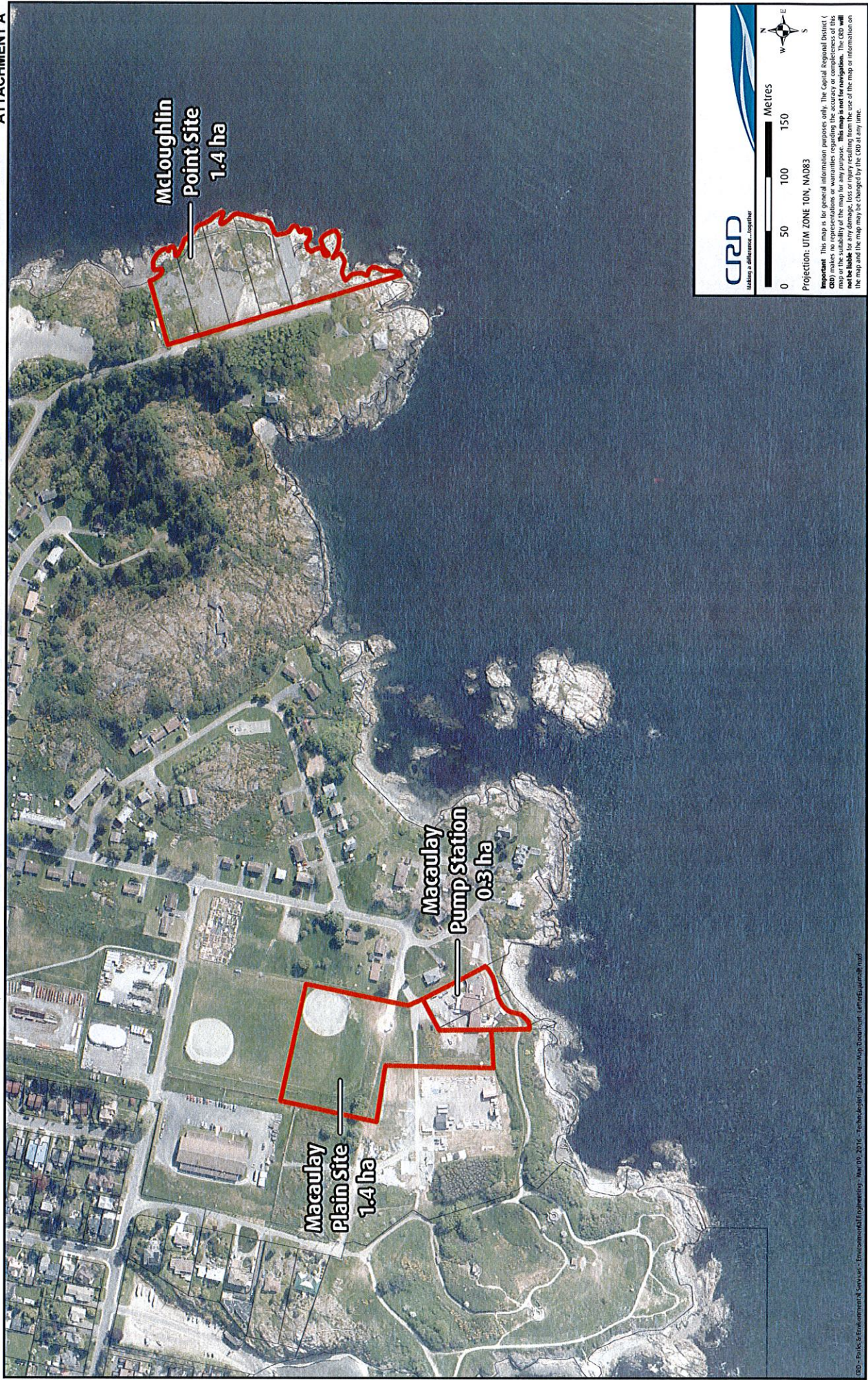
as located on Attachment A, for a wastewater treatment facility to be identified within the Core Area Liquid Waste Management Plan."

Yours truly,


Robert Lapham, MCIP, RPP
Chief Administrative Officer

cc: Larisa Hutcheson, General Manager, Parks & Environmental Services, CRD
Stephen Henderson, Manager, Real Estate, CRD

Attachment: 1





Making a difference....together

Capital Regional District

625 Fisgard Street, PO Box 1000

Victoria, BC, Canada V8W 2S6

T: 250.360.3000

F: 250.360.3234

www.crd.bc.ca

March 30, 2016

Mayor Barbara Desjardins and Council
Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC V9A 3P1

CORPORATION OF THE TOWNSHIP OF ESQUIMALT	
For Information:	
<input checked="" type="checkbox"/> CAO	<input checked="" type="checkbox"/> Mayor/Council
<i>Bill Self</i>	
RECEIVED: MAR 30 2016	
Referred: <i>Anya</i>	
<input type="checkbox"/> For Action	<input type="checkbox"/> For Response
<input type="checkbox"/> For Report	<input checked="" type="checkbox"/> Council Agenda
<input type="checkbox"/> COTW	<input type="checkbox"/> IC

File: 0360-20
Core Area Liquid Waste Management Committee
Correspondence/Other

Dear Mayor Desjardins and Council:

CLARIFICATION REGARDING LAND USE APPROVALS – WASTEWATER TREATMENT

Further to our letter of March 10, please find below the *full* recommendation approved by the Capital Regional District (CRD) Board at its meeting on March 9, 2016:

Options Analysis and Recommendation - Core Area Wastewater Treatment and Resource Recovery

1. *That a conditional Liquid Waste Management Plan Amendment No. 10 be prepared as a basis for approval and submitted to the Minister of Environment with the following elements:*
 - a) *A secondary, advanced (tertiary) or equivalent to advanced (tertiary) wastewater treatment plant at Clover Point, servicing all flows currently directed to Clover Point, up to 20301, and;*
 - b) *A secondary, advanced (tertiary) or equivalent to advanced (tertiary) wastewater treatment plant at McLoughlin Point or Macaulay Plain, servicing all flows currently directed to Macaulay Point outfall, up to 2030¹, and;*
 - c) *Provision for a Westside wastewater treatment plant for future growth, at a location to be determined*
 - d) *Hartland Landfill as the preferred site for biosolids processing with technology to be confirmed by the process below.*
2. *That included within the Plan amendment is a process under which the CRD would invite the submission of project concepts to achieve the goals of the Project Charter. The submissions would include sufficient detail to allow for meaningful evaluation of the project concepts against each other and against the base case, including details regarding sites, technology, a feasibility assessment, demonstration of compatibility with current infrastructure, compliance with provincial and federal requirements and demonstration of significant fiscal advantages and/or environmental advantages over the base case, including financial backing.*

The submissions could demonstrate solutions for:

- a) *A Rock Bay/Westside combination.*
 - b) *A secondary, advanced (tertiary) or equivalent to advanced (tertiary) wastewater plant at either McLoughlin Point or Macaulay Point as an alternative to Rock Bay, an advanced (tertiary) wastewater plant at Clover Point, provision for an advanced (tertiary) plant on the Westside.*
 - c) *The treatment of biosolids at Hartland, possibly in combination with food scraps, municipal solid waste and wood waste.*
 - d) *Other feasible alternatives that demonstrate compatibility with current infrastructure, compliance with provincial and federal requirements and demonstration of significant fiscal advantages and/or environmental advantages and financial backing.*
3. *That the preferred approach be formally communicated to all senior levels of government involved in funding the project, including the Province, 3P Canada and Infrastructure Canada.*
 4. *That a referral be made to both Esquimalt and Victoria Councils seeking approval in principle of the proposed sites as locations for tertiary wastewater treatment plants.*
 5. *That staff be directed to continue working with Colwood, Songhees and Esquimalt First Nations on issues related to purchased capacity and cost considerations for those system users and report back to Committee.*

Note 1: Facility footprint to accommodate 2045 flows with tender process to incent longest-term capacity.

Please also note that the Core Area Liquid Waste Management Committee considered the matter of community engagement with respect to the role of the host municipality as outlined in the March 23 staff report attached. The committee passed the following resolution:

That City of Victoria be requested to co-operate with the CRD on the community engagement process for the proposed facility at Clover Point, and that the process be funded from the Core Area Liquid Waste Management Program Phase 2 Planning Process.

And that the City of Victoria be invited to provide comment to the Core Area Liquid Waste Management Committee on this approach by April 13, 2016.

That the matter be referred to Esquimalt to determine how they would like to deal with the lead of the community engagement process in their community, that the process be funded from the Core Area Liquid Waste Management Program Phase 2 Planning budget and that Esquimalt report back to the Core Area Liquid Waste Management Committee on April 13, 2016.

I understand that CRD staff will be in attendance at your Council meeting on April 4th, 2016 to make a presentation regarding the Liquid Waste Management Plan amendment and will be able to answer questions of Council at that time.

Yours truly,

A handwritten signature in black ink, appearing to read 'R. Lapham', written in a cursive style.

Robert Lapham, MCIP, RPP
Chief Administrative Officer

cc: Larisa Hutcheson, General Manager, Parks & Environmental Services, CRD

**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE
MEETING OF WEDNESDAY, MARCH 23, 2016**

SUBJECT **Update on Municipal Referrals – Core Area Wastewater and Resource Recovery System**

ISSUE

To provide the Core Area Liquid Waste Management Committee with an update on referrals made to the Township of Esquimalt and the City of Victoria regarding Core Area wastewater treatment facility siting.

BACKGROUND

On March 9, 2016, the Capital Regional District (CRD) Board approved that a conditional amendment to the Core Area Liquid Waste Management Plan be submitted to the Province. Under this amendment, two wastewater treatment plant sites were identified as a base case: Clover Point and McLoughlin Point/Macaulay Plain. The Board directed staff to refer these sites to both the City of Victoria and the Township of Esquimalt for endorsement in principle.

The City of Victoria dealt with the matter on March 10, 2016 at its Committee of the Whole meeting. The following motion was passed:

That Council:

1. *Request that the CRD meet with the Fairfield Gonzales CALUC and present a concept drawing of an underground plant at Clover Point and engage the Community with regard to their concerns and desires specific to this concept.*
2. *THEN the CRD report back to Council and also present a concept plan for an underground plant to Council.*
3. *That Council's consideration of any approval in principle of expansion of existing wastewater facilities at Clover Point would be based on conditions including, but not limited to:*
 - (1) *That staff work through the Local Area Planning process to engage residents of Fairfield, Gonzales and other Victoria neighbourhoods to identify neighbourhood amenities and community amenities that would be provided to ensure the most effective integration of this project into the neighbourhood and city;*
 - (2) *The surface of the entire footprint of the proposed site being restored upon completion as publicly accessible parkland, with the final elevation of the parkland not to exceed the current elevation of the roadway at Dallas Road;*
 - (3) *The provision of a neighbourhood amenity and community amenity package to the satisfaction of the City of Victoria; and,*

- (4) *Mitigation of construction impacts, including: provision for potential continuous waterfront public access around the perimeter of Clover Point from Dallas Road Park in the west to Ross Bay in the east; aesthetic features including artistically adomed hoarding; negotiation of permissible working hours; and provision around access, egress and transport to the site.*
- (5) *Request the Capital Regional District to make best efforts to pursue the most cost effective option for the proposed facility*

4. *All of the above is subject to land use approval by Council.*

The Township of Esquimalt dealt with the matter March 14, 2016 at a special meeting of Council. Council requested that the CRD attend a subsequent Council meeting to make a presentation on the process and how these sites came to be included in the amendment. This presentation is scheduled for April 11, 2016.

ALTERNATIVES

Alternative 1

That the Core Area Liquid Waste Management Committee recommend to the CRD Board:

That the host municipalities lead the community engagement process in their respective communities, that the processes be funded from the Core Area Liquid Waste Management Program Phase 2 Planning budget and that the approach be referred to both Esquimalt and Victoria Councils.

Alternative 2

That this report be received for information.

INTER-GOVERNMENTAL IMPLICATIONS

To be successful, the process required to achieve community support and the approvals necessary from Victoria and Esquimalt Councils must be municipally led. The Minister responsible for approval of the Liquid Waste Management Plan, Minister Polak, has recently stated "The Province respects local government jurisdiction, and would not take lightly any decision to impinge on that." While the Ministers of Environment and Community, Sport and Cultural Development have committed to providing assistance and to help facilitate the process, it is essential that the host municipalities endorse a process that will identify community expectations and requirements. The CRD is not able to determine the ultimate siting of wastewater treatment facilities without municipal support and collaboration.

To support the host municipalities, the necessary capacity and resources are needed to allow a team of engagement specialists to work with municipal constituents to identify a meaningful consultation process and obtain community input. The process will need to identify design guidelines, mitigation features and opportunities to address community integration and resolve the municipal expectations and requirements for approval of the projects. A similar process will

be necessary if additional sites are identified from the Call for Concepts process. The outcomes of the process will be brought back as proposals to the CRD Board, which in turn will inform development applications and mitigation packages.

FINANCIAL IMPLICATIONS

Funding for the process would be drawn from the Core Area Liquid Waste Management Program Options Development - Phase 2 Budget, which had a balance of \$498,820 as of February 29, 2016. Staff propose bringing back a detailed budget for the process to a future meeting, once the respective Councils have considered the matter, likely to be in the order of \$150,000 for each community.

The financial envelope for mitigation measures will be set by the CRD Board, to be based on pro-rated 2030 design flow to the respective facilities.

RECOMMENDATION

That the Core Area Liquid Waste Management Committee recommend to the Capital Regional District Board:

That the host municipalities lead the community engagement process in their respective communities, that the processes be funded from the Core Area Liquid Waste Management Program Phase 2 Planning budget and that the approach be referred to both Esquimalt and Victoria Councils.

Submitted by:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

LH: cl

**Victoria Regional
Transit Commission**

**Councillor Susan Brice –
Chair**
District of Saanich

Mayor Richard Atwell
District of Saanich

Mayor Alice Finall
District of North Saanich

Mayor Lisa Helps
City of Victoria

Mayor Barb Desjardins
Township of Esquimalt

Mayor Carol Hamilton
City of Colwood

Councillor Marianne Alto
City of Victoria

BC TRANSIT ACT
For Information:
☐ CAO ☐ Mayor/Council

RECEIVED: MAR 21 2016

Referred:
☐ For Action ☐ For Response ☐ COTW
☐ For Report ☒ Council Agenda ☐ IC

March 10, 2016

Re: Request to amend *Motor Fuel Tax Act* to Fund Transit Investments

Dear Colleagues

Growth in transit service is a priority of the region's economic development and transportation strategies. Recent consultation has also confirmed strong support from the public in moving forward with improvements to transit service.

The Commission recently approved a budget for 2016/17 that maintains the existing level of transit service in the region without an increase in property tax. This was possible due to the implementation of a new fare structure, administrative savings and operational efficiencies.

While the Commission will continue to use all funding levers available to maintain the existing level of service, moving forward with the desired level of expansion will require additional funding beyond what can be achieved from property tax and fares. In addition to operating costs, up to \$125M in capital expenditure is necessary over the next five years to upgrade transit exchanges, fleet, and operating centers. Without significant new funding, future transit service expansion will remain limited.

As you may be aware, the *BC Transit Act* allows for the Commission to seek funding from property tax, passenger and ancillary revenue, and a motor fuel tax. The Victoria Regional Transit System presently receives 3.5 cents per litre tax on fuel sold in the service area. This tax generates approximately \$11.7M annually to help cover the local share of transit operating and capital expenses. A 1.0 cent increase in fuel tax generates approximately \$3.4M annually.

In response to the pressure to fund the necessary investments in transit and support service expansion, the Commission's request before the Government of BC is to amend the *Motor Fuel Tax Act* to increase the dedicated fuel tax applied in the region under the *BC Transit Act* by 2.0 cents per litre. For reference, generating this same value of funding through property taxes instead of the fuel tax would require a 22% increase in the transit levy.

The request was made to the Minister of Transportation and Infrastructure in 2013, following a full consultation with the community. At that time, the increase in fuel tax was supported by the Board of the Capital Regional District, the Greater Victoria Chamber of Commerce and many other organizations throughout the region.

At a recent meeting with the Minister of Transportation and Infrastructure, the Commission was informed that our request has been forwarded to the Minister of Finance for consideration in this year's budget. While it is not approved at this time,

the concept continues to receive support at the provincial level. The Minister asked the Commission to confirm that broad support for this approach remains at the local and regional level to support further deliberation.

While no tax is welcomed, public surveys and funding studies have shown that increases to fuel tax are a preferred approach to funding transit systems rather than relying solely on property taxes. The Commission is seeking your continued commitment to this approach to fund increased transit services and associated facilities through an additional fuel tax by your support of the following motion:

"Endorse the Victoria Regional Transit Commission's request to increase the dedicated fuel tax applied in the region under the BC Transit Act by two cents per litre to support transit system development in the Capital Region"

If appropriate, we would be pleased to attend a meeting of your council/board to discuss this issue in person. Thank you for your continued support to move transit forward in the region.

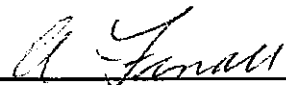
Respectfully,


Susan Brice, Chair
Victoria Regional Transit Commission

Mayor Richard Atwell, Member



Mayor Alice Finall, Member




Mayor Lisa Helps, Member



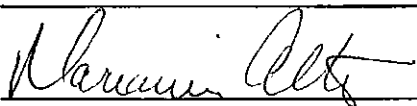
Mayor Barb Desjardins, Member



Mayor Carol Hamilton, Member



Councillor Marianne Alto, Member





GREATER VICTORIA PUBLIC LIBRARY

March 23, 2016

Mayor Barbara Desjardins
Township of Esquimalt
1229 Esquimalt Road
Esquimalt, BC V9A 3P1

44

CORPORATION OF THE TOWNSHIP OF ESQUIMALT		
For Information:		
<input type="checkbox"/> CAO	<input type="checkbox"/> Mayor/Council	
<input type="checkbox"/>		
RECEIVED: MAR 23 2016		
Referred:		
<input type="checkbox"/> For Action	<input type="checkbox"/> For Response	<input type="checkbox"/> COTW
<input type="checkbox"/> For Report	<input checked="" type="checkbox"/> Council Agenda	<input type="checkbox"/> IC

Re: Proposal for Relocation of GVPL's Esquimalt Branch

Dear Mayor Desjardins,

Thank you for your letter of March 21st, regarding the Township's proposal to relocate the Esquimalt Community Branch Library to an expanded space within the new Esquimalt Village Project development.

This is indeed an exciting opportunity, and I was happy to bring your letter forward as a late agenda addition at the March 22nd meeting of the Library Board. The Board was very pleased with the efforts of the Township of Esquimalt to include the library in the development – and even more pleased with the care you have taken to incorporate the Library Facilities Plan. Esquimalt's approach to partnership from the very beginning is greatly appreciated, as it will help ensure the very best of library design and integration.

We have every confidence that the Village Project will be a fantastic and energetic development, and are thrilled to see a relocated Esquimalt Branch as an integral part of it.

As a result of our discussions, the Board approved the following motion:

That the Board support the relocation of the Esquimalt Branch to a 10,000 sf facility in the Esquimalt Village Project development as proposed by the Municipality's conceptual plan, with the understanding that operating costs are considered and the relocation will meet the existing and future needs of the community.

We look forward to working with Council and staff as the project moves forward, and congratulate you on this significant community development initiative.

Sincerely,

Kevin Murdoch
Chair, Greater Victoria Public Library Board

Copies: Laurie Hurst, CAO, Township of Esquimalt
Maureen Sawa, CEO, Greater Victoria Public Library

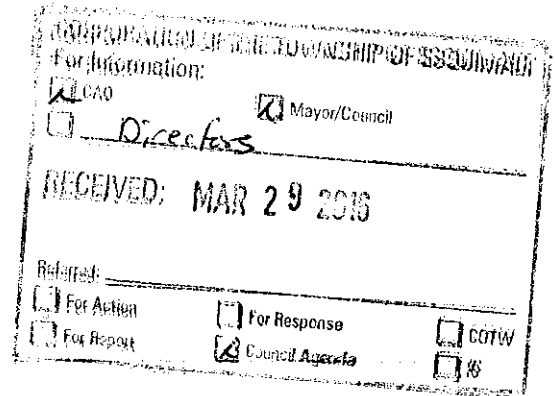
400-50 JM
ALCAO

Kim Maddin

From: Laurie Hurst
Sent: March 24, 2016 11:59
To: Kim Maddin
Subject: FW: request for letter of support
Attachments: image006.jpg; ATT00001.htm; image003.gif; ATT00002.htm; image004.gif; ATT00003.htm; image005.gif; ATT00004.htm; 1030_001.pdf; ATT00005.htm

For login and processing, thanks.

Laurie Hurst, CPA, CGA
Chief Administrative Officer
Corporate Services
Township of Esquimalt
Phone: 1-250-414-7133
www.esquimalt.ca



From: Barb Desjardins
Sent: March 24, 2016 11:54 AM
To: Laurie Hurst
Subject: Fwd: request for letter of support

Do I need to go to council?

Sent from my iPhone

Begin forwarded message:

From: Paula Kully <pkully@sidney.ca>
Date: March 24, 2016 at 11:47:21 AM PDT
To: "Barb Desjardins (barb.desjardins@esquimaltcouncil.ca)" <barb.desjardins@esquimaltcouncil.ca>, "Lisa Helps (mayor@victoria.ca)" <mayor@victoria.ca>
Subject: request for letter of support

Dear Mayor Desjardins and Helps,

Mayor Price has requested that I forward the attached letters of support for your review and ask that you also provide support for this important initiative with our U.S. neighbours. Letters should be sent to Mr. Keith Lowman with the US Customs and Border Patrol.

I think Mayor Price would appreciate to be copied on your letter if you decide to send one.

Thank you

Paula Kully, Executive Assistant
Town of Sidney
2440 Sidney Ave. Sidney, BC V8L 1Y7
250-656-1139 | pkully@sidney.ca | www.sidney.ca



Washington State Legislature

40th Legislative District

February 26, 2016

Keith Lowman
US Customs and Border Patrol
1000 Second Avenue Suite 2200
Seattle, WA 98104

Dear Mr. Lowman:

As the 40th district's legislative delegation, we would like to express our support of scheduled direct flights from Friday Harbor to Sidney. Increasing ease and frequency of travel opportunities between the San Juan Islands and Sidney would benefit both communities in many ways.

Residents of the San Juan Islands would benefit from the option to fly to Sidney, especially when no alternative direct route is available. As Councilmember Rick Hughes mentioned, traveling to Sidney from Friday Harbor (or any of the San Juan Islands) by car is significantly less efficient than traveling by plane. Sidney is close in proximity to Friday Harbor, but because of the highly limited ferry and plane access, travelers must take a more roundabout way to get there.

The San Juan Islands were recently declared a National Monument due to their diverse habitats and wildlife, extensive historical background, and archaeological sites. Many tourists visit the Islands and are highly dependent on the transportation infrastructure. Increased means of transport would be extremely beneficial to their economies. Additional options would also facilitate greater marine commerce opportunities between the communities.

We are aware that Customs and Border Control currently have agents operating intermittently at Friday Harbor Airport. Due to the aforementioned reasons, we believe it is worthwhile to extend these hours of operation to a daily schedule. We would greatly appreciate your assistance in making year round direct flights from Friday Harbor to Sidney accessible to the community.

On behalf of the communities of the San Juan Islands we would like to express our support for this project and thank you for your help in bridging this gap between the Friday Harbor and Sidney.

Sincerely,

A handwritten signature in black ink, appearing to be "K. Ranker".

Senator Kevin Ranker

A handwritten signature in black ink, appearing to be "Kristine Lytton".

Representative Kristine Lytton

A handwritten signature in black ink, appearing to be "Jeff Morris".

Representative Jeff Morris



San Juan County Council

RICK HUGHES

District #2

350 Court Street, No. 1, Friday Harbor, WA 98250

Office: (360) 378-2898 Direct: (360) 370-7474

February 22, 2016

Keith Lowman
US Customs and Border Patrol
Seattle Field Office
1000 Second Avenue Suite 2200
Seattle, WA 98104

Mr. Lowman:

I am writing to you regarding the possibility of Customs and Border Patrol ("CBP") establishing daily scheduled port of entry customs clearing at Port of Friday Harbor Airport ("FHA"), San Juan Island, Washington. FHA is a logical point of entry for flights as it sits conveniently between mainland Washington State and the British Columbia cities of Sidney, Vancouver, Victoria, as well as the many communities found throughout the Gulf Islands. The geographical convenience of this location is evidenced by San Juan County, via Custom and Border Patrol ("CBP") points of entry in Roche Harbor and Friday Harbor as being the single biggest, small vessel point of entry in the United States.

The governments of San Juan County, Town of Friday Harbor, Town of Sidney and Islands Trust (representing the Gulf Islands) meet annually to discuss issues of common interest and importance. Increasing cross border transportation options has been identified as a key goal to maintaining the long shared social history of the Salish Sea, generating much needed economic activity via marine commerce and tourism, and establishing a viable year round transportation option for residents. For example, it currently takes an entire day to travel from Friday Harbor to Sidney as it involves a Washington State Ferry trip from Friday Harbor to Anacortes, a drive to the Blaine Boarder crossing, a ferry from B.C. mainland to Nanaimo, B.C., and then a drive south on Vancouver Island to Sidney. This could all be accomplished in a 20-minute flight.

It my understanding that CBP is currently clearing flights at FHA when agents are available. However, without a known schedule, FHA is little used by pilots as an entry point for flights. Many here were hopeful that the current practice would change once the new CBP Friday Harbor Facility was completed and mission ready. Through prior inquiry I was advised that CBP would likely need a facility at FHA. To this end, the Port of Friday Harbor has agreed to provide two office spaces at FHA at no cost thus alleviating the need for CBP to seek funding for another facility on San Juan Island.

For the reasons expressed in this letter and in cooperation with Town of Friday Harbor and the Islands Trust, San Juan County requests that CBP allocate existing officers to perform scheduled flight clearance operations at FHA as soon as practicable. I would be happy to provide letters from other local, state and federal elected officials from both sides of the border in support of this request.

I appreciate the time you took to discuss this issue prior to the holidays and for your guidance. Beginning scheduled flight clearance would be a big win for the CBP Friday Harbor facility and surrounding communities.

Sincerely,

A handwritten signature in black ink, appearing to read 'RH', with a long horizontal flourish extending to the right.

Rick Hughes
San Juan County Council
Orcas Island/Waldron
District #2

TOWN OF SIDNEY



Office of the Mayor
2440 Sidney Avenue, Sidney, British Columbia V8L 1Y7
Phone: 250-656-1184 Fax: 250-655-4508
Email: mayor@sidney.ca Website: www.sidney.ca



March 11, 2016

Mr. Keith Lowman
US Customs and Border Patrol
Seattle Field Office
1000 Second Avenue, Suite 2200
Seattle, WA 98104

Dear Mr. Lowman;

Re: Port of Entry Customs at Friday Harbor Airport

The Town of Sidney is pleased to provide support to our friends and neighbours in San Juan County and Friday Harbor for establishing daily scheduled port of entry customs clearing at Port of Friday Harbor Airport.

The Town of Sidney has a long-established working relationship with communities that share our waterways of Haro Strait and the Salish Sea. This includes a 20 year Sister Cities relations with the City of Anacortes; as well as regular conversations and annual meetings with the governments of San Juan County, Friday Harbor and the Gulf Islands to discuss mutual benefits of economy, tourism, business and transportation. Better and more convenient means of transportation between our communities consistently comes up as a subject of importance. Therefore, the option of air travel from Friday Harbor to Vancouver Island would be most welcomed and advantageous.

We encourage you to move forward with San Juan County Council Member Rick Hughes' request to allocate existing Customs and Border Patrol officers to perform scheduled flight clearance operations at Friday Harbor Airport as soon as practical.

Sincerely,

Mayor Steve Price



Golden Rods and Reels Fishing and Social Club
2340 Richmond Road, Victoria, BC V8R 4R9
250-882-7186

250-0 / 3M
ACM

CORPORATION OF THE TOWNSHIP OF ESQUIMALT
For Information:
☒ CAO ☐ Mayor/Council
RECEIVED: MAR 29 2016
Referred:
☐ For Action ☐ For Response ☐ COTW
☐ For Report ☒ Council Agenda ☐ IC

Dear

Mayor Desjardins

Victoria Golden Rods and Reels Fishing and Social Club thank you for your support at a recent CRD meeting to keep the Leech River Watershed open to restricted permitted access.

Our club represents a significant number of community members who enjoy fishing and recreational activities and we support the notion that permitted public access should be allowed.

We understand that irresponsible individuals have in the past gained illegal access to the area and have caused damage. We strongly endorse not allowing this type of individual access to the watershed. We support you in advocating for developing a permit system that would allow restricted entry and that access be permitted only for accredited, recognized recreational clubs and organizations that would be responsible for the behavior of its members.

According to Counselor Geoff Young "responsible users would probably enhance the security of the area," We agree with his opinion. Councilor Vic Derman has maintained that "we need to save it in as pristine condition as possible." Allowing accredited groups access could have responsible persons assist with monitoring and reporting irresponsible activities in the area.

Access to highland wilderness is a legacy that we need to assure for future generations. Experience of wilderness brings understanding of its value. Our present and future younger generations need a chance to experience and value what we as adults have enjoyed.

Once again thank you for your support of a permitted access system to allow accredited groups access to the Leech River Watershed.

We would be pleased to work with an appropriate committee to develop a system of permitted access.

Ron Duncan, President, and members of Victoria Golden Rods and Reels Fishing and Social Club

Ron Duncan
Bob Hamilton
Dennis Leff
Bob Hamilton
Walter P. Galt
BP
Bjorn
Chad
Wynne Brown
James Mark



3340-03 JTM
AKMO

CORPORATION OF THE TOWNSHIP OF ESQUIMALT

For Information:

☒ CAO ☒ Mayor/Council

☐ Self 1/3/11

RECEIVED: MAR 30 2016

Referred: Anja

☐ For Action ☐ For Response ☐ COTW

☐ For Report ☒ Control Agenda ☐ IC

Mayor Helps

Chair, Core Area Liquid Waste Management Committee of the CRD and
Mayor, City of Victoria

Mayor Desjardins

Board Chair, CRD and
Mayor, Esquimalt

Dear Mayors:

Thank you for meeting with Minister Polak and myself on March 9th, 2016 regarding next steps on the Core Area Liquid Waste Management Plan (CALWMP).

Our meeting marked an important milestone in highlighting our interest in assisting your region to meet its obligations under federal and provincial environmental regulations. We understand that you are in progress to receive the appropriate extensions to afford the region the additional time it needs to achieve these accountabilities; and I was pleased that you have accepted my offer of provincial facilitation assistance to help the region move its project forward in a positive way.

As a first step, the Province will engage Partnerships BC to conduct a fact finding exercise regarding the potential technology options. We anticipate that this initial work will be concluded by May, 2016, and I will share with you and your officials the results of that work as it progresses.

My expectation is that this work will then inform the final considerations of the CRD as it determines the scope of its project for final approvals. The second part of my commitment to you is to also support this process through specialized facilitation, with the objective of enabling the region to reach a final decision which achieves its accountabilities, positions it to proceed to detailed planning and procurement, meets provincial and federal government regulatory requirements, and satisfies conditions for senior government funding.

I look forward to continuing our dialogue and our joint support for seeing a positive path forward to wastewater treatment in the CRD.

Yours truly,

Peter Fassbender
Minister

cc: Robert Lapham, CAO, CRD
Minister Polack, Minister of Environment

Anja Nurvo

From: Barb Desjardins
Sent: March 30, 2016 1:54 PM
To: McKenzie Pollock
Cc: Laurie Hurst; Mayor and Council; Anja Nurvo
Subject: Re: Robert Bish re: Governing Greater Victoria study

It is important to have this available for Tuesday night as Beth has requested and we should review this correspondence at council Monday . That puts it out for people to read prior to Tuesday's mtg

Sent from my iPhone

On Mar 30, 2016, at 1:43 PM, McKenzie Pollock <McKenzie.Pollock@esquimalt.ca> wrote:

From: Jeff Miller
Sent: March 30, 2016 7:06 AM
To: Kim Maddin
Subject: Fwd: Governing Greater Victoria study

Mail log please

Sent from my iPad

Begin forwarded message:

From: Robert Bish
Date: March 30, 2016 at 6:42:02 AM PDT
To: <jeff.miller@esquimalt.ca>
Subject: FW: Governing Greater Victoria study

I got a message that Laure is out of the office.

I am writing to invite you to access a newly published monograph that describes how the Greater Victoria Region is governed and how services are provided.

The link below will take you to *Governing Greater Victoria: The Role of Elected Officials and Shared Services* by Robert Bish and Josef Filipowicz, with the assistance of Professor Jim McDavid and Brian Walisser, former Executive Director of Local Government Policy and Research at the Ministry. I ended up as lead author because I have done four editions of *Local Government in British Columbia*, published by the Union of BC Municipalities, and have done other studies of the regional district model here in BC. Many other elected and appointed local government officials also contributed. While our original intent was to update some figures on the costs of elected officials in response to statements by *AmalgamationYes*, when the Fraser Institute offered staff support to do the statistical comparisons and tables, followed by publication of the results, we produced the most thoroughly developed analysis of the governance of local services in a metropolitan area, not only in a regional district, that has been done in Canada.

Our study was done independently of the current Ministry initiative to work with local governments in Greater Victoria to research and assess options for service delivery and governance, but we believe our report sets the background and framework for responses to the current RFP and subsequent studies. We believe you, your mayor and your councillors will be interested in the monograph. As a Fraser Institute publication, it is electronic and free, but its size (84pp) is a big one for home printers and it should be printed double sided for the tables. We hope you are able to have copies printed for your mayor and council, or at minimum, pass on this message so they can download copies for themselves.

We have been concerned that the regional district model is not well understood by residents and even some councillors. Given the interest in governance in Greater Victoria at the present time we hope our work can help improve the understanding of how systems of government that maintain communities while providing for integrated services actually work with the Greater Victoria example. That knowledge will assist everyone to continue the evolution of a local government system that has the potential to be both representative and efficient; an outcome that benefits us all.

<https://www.fraserinstitute.org/studies/governing-greater-victoria-the-role-of-elected-officials-and-shared-services>

Thank you,
Robert L. Bish
Professor Emeritus, School of Public Administration
University of Victoria

<http://www.uvic.ca/hsd/publicadmin/people/home/adjunct%20et%20al/bishbob.php>
<http://www.tulo.ca/research/>

<DOC033016-005.pdf>



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall, 1229 Esquimalt Road, Esquimalt, B.C. V9A 3P1
Telephone (250) 414-7100 Fax (250) 414-7111

NOTICE OF MOTION

Request for Notice of Motion, Pursuant to Sections 37 and 38, Council Procedure Bylaw No. 2715, 2009.

INTRODUCED: Council Meeting – March 21, 2016
FROM: Councillor Meagan Brame
SUBJECT: Dangerous Dog Legislation Amendments

WHEREAS:

Local governments protect the public from dangerous dogs and incur significant costs and uncertainty in court due to narrowly drafted provisions under s. 49 of the Community Charter;

WHEREAS:

Case law interpretation from Judges has expanded judicial discretion and oversight beyond the Court's statutory jurisdiction and at the full expense, continuing cost and liability to local government;

WHEREAS:

Such interpretation of s. 49 undermines public safety to persons, dog owners and their victim dogs or domestic animals and adds increased and unnecessary costs and liability to local government;

THEREFORE BE IT RESOLVED: That the Council of the Corporation of the Township of Esquimalt endorse that the Hugo's and Charley's Law Amendments to s. 49 of the Community Charter (as attached) be adopted to protect the public and their dogs from dangerous dogs.

AND THEREFORE BE IT FURTHER RESOLVED: That Council direct staff to send this resolution to UBCM for discussion and endorsement.

STRATEGIC RELEVANCE:

These amendments, that I am hoping will be endorsed and recommended to the Province by Council, will work to further the over arching strategic priority which is that we would continue to enhance the health and liveability of the community. It allows the Township to recoup possible costs of court and offers stronger wording to keep residents safe with regards to dangerous dogs.

BACKGROUND:

See attached for suggested amendments to the *Community Charter*.

NOTICE OF MOTION

Introduced: Council Meeting – March 21, 2016

Subject: Dangerous Dog Legislation

Page 2

Hugo's & Charley's Law

Community Charter, SBC 2003, Chapter 26 with suggested amendments (noted in red)

Section 49. (1) In this section:

...

“dangerous dog” means a dog that

- (a) has killed or seriously injured a person,
- (b) has killed or seriously injured a domestic animal, while in a public place or ~~while~~ on private property, other than property owned or occupied by the person responsible for the dog, ~~or~~
- (b.1) has killed a dog, or
- (c) an animal control officer has reasonable grounds to believe is likely to kill or seriously injure a person.

...

- (140) A dog that has been seized under this section may not be impounded and detained for more than 21 days unless court proceedings for a ~~destruction~~ humane euthanization order are commenced within that time.
- (101) ~~In addition to any other authority, if~~ an animal control officer has reasonable grounds to believe that a dog is a dangerous dog, the officer may apply to the Provincial Court for an order that the dog be ~~destroyed~~ humanely euthanized ~~in the manner specified in the order.~~
- (12) Prior to trial and as an alternative to humane euthanization, the local government and dangerous dog owner may agree to enter into a Consent Order subsequently approved by a Provincial Court Judge that outlines terms and conditions for the release of the dangerous dog.
- (13) Such Consent Order may include but not be limited to the following:
 - (a) a declaration that the dog is dangerous under this Act along with an accompanying photo and detailed description of the dog to be made public;
 - (b) a requirement that the owner and his or her dog to receive training, a behavioural assessment and pass a rehabilitation program;
 - (c) owner compliance with dangerous, aggressive or vicious dog provisions of the applicable local government animal control bylaw;

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- (d) a last chance clause where if the dangerous dog kills or seriously injures another person or domestic animal as determined by the local government, then such dangerous dog will be seized and humanely euthanized without further order of the court.
- (14) If the matter proceeds to trial and upon conclusion of the hearing, a Provincial Court Judge must determine whether the dog is a dangerous dog under the Act, and if so, must order its humane euthanization.
- (15) If the court finds a dog to be a dangerous dog, the court may also make the following orders against the owner:
 - (a) award out-of-pocket expenses to the victim(s) who testified at trial to a maximum of \$5,000 with such sum not to limit a separate civil claim made by the victims except where there is a duplication of expenses; and
 - (b) prohibit the owner from owning or possessing a dangerous dog under the Act or a vicious or aggressive dog under applicable bylaws for a period ranging from 3 to 5 years with such prohibition to be made public.
- (16) Upon a court declaring the dog dangerous, the local government shall be awarded costs to be fixed at \$5,000 per day of trial plus impoundment fees and costs for the care and upkeep of the dog from the date of lawful seizure to the final day of trial.
- 17) If a court does not declare the dog dangerous, the dog owner shall be reimbursed for legal costs and disbursements incurred to a maximum of \$5,000 per day subject to providing proof of such costs incurred by way of legal statements or invoices.