



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

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

---

Monday, July 10, 2017

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 Susan Low

**Absent:** 1 - Councillor Tim Morrison

**Staff:** Laurie Hurst, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Ian Irvine, Director of Financial Services  
Anja Nurvo, Director of Corporate Services  
Marlene Lagoa, Community Development Coordinator  
Deborah Liske, Recording Secretary

**1. CALL TO ORDER**

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

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

Councillor Hundleby displayed the Buccaneer Days 1st place ribbon awarded to the now retired Township parade float at the 2017 Buccaneer Days. Councillor Hundleby expressed her gratitude to Lynda O'Keefe of the Esquimalt Photography Club for providing a beautiful photograph of the float to accompany the ribbon which is mounted in an elegant framed photobox for display in the Esquimalt Municipal Hall.

**2. LATE ITEMS**

The following late item was added to the agenda:

- (1) Pertaining to Agenda Item 8. **Staff Reports** (5) Development Variance Permits - 651 Grenville Avenue, Staff Report DEV-17-039
- Email from Manfred Kling dated July 5, 2017

**3. APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Councillor Hundleby: That the agenda be approved as amended with the inclusion of the late item. Carried Unanimously.

**4. MINUTES**

- 1) [17-276](#) Minutes of the Special Meeting of Council, June 26, 2017
- 2) [17-277](#) Minutes of the Regular Meeting of Council, June 26, 2017

Moved by Councillor Liberchuk, seconded by Councillor Brame: That the Minutes of the Special Meeting of Council, June 26, 2017 and the Minutes of the Regular Meeting of Council, June 26, 2017 be adopted as circulated. Carried Unanimously.

**5. PRESENTATIONS**

- 1) [17-288](#) Capital Region District Housing Funding Model and Services -Kevin Lorette, General Manager of Planning, Transportation and Protective Services, Christine Culham, Senior Manager of Regional Housing

Christine Culham, Senior Manager of Regional Housing and John Riley, Manager of Housing, Planning and Programs, Capital Regional District, presented a PowerPoint presentation which included an overview of the CRD Regional Housing division, structure, mission, locations, programs and strategies to provide for affordable housing in the capital region. Ms. Culham and Mr. Riley also responded to questions from Council.

- 2) [17-287](#) The Emily Carr 1927 Commemorative Train Trip, Molly Raher Newman

Molly Raher Newman, in the role as Emily Carr, presented an overview of the upcoming Emily Carr 1927 Commemorative Train Trip where she will travel by train from Vancouver to Ottawa to commemorate the 90th anniversary of the original trip in 1927. Ms. Newman outlined the activities that will take place on the trip and provided information on fund raising efforts for the project.

**6. DELEGATIONS**

- 1) [17-278](#) Tara Kashman, Petals n Buds, Re: Reconsideration of Issuance of Intermunicipal Business Licence

Delegation not in attendance.

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

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

Mayor Desjardins called three times for public input and there was none.

## 8. STAFF REPORTS

### **Finance**

- 1) [17-262](#) McLoughlin Point Amenity Reserve Funds, Staff Report FIN-17-012

Moved by Councillor Burton-Krahn, seconded by Councillor Low: That Council give first, second and third readings to McLoughlin Point Amenity - Waterfront Parks Reserve Fund Bylaw, 2017, No. 2900, McLoughlin Point Amenity - Recreation Improvements Reserve Fund Bylaw, 2017, No. 2901, and McLoughlin Point Amenity - Public Safety Facilities Reserve Fund Bylaw, 2017, No. 2902, as attached to Staff Report FIN-17-012. Carried Unanimously.

- 2) [17-272](#) Asset Management Policy, Staff Report FIN-17-013

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approve Council Policy FIN-017 Asset Management as attached to Staff Report FIN-17-013. Carried Unanimously.

- 3) [17-274](#) Canada Post Addressing Changes, Staff Report FIN-17-015

Director of Finance provided an overview and clarified mail will continue to be directed to Esquimalt residents, no matter if Esquimalt or Victoria is utilized, as long as the postal code and address is correct.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council asks Canada Post to adopt Esquimalt as the official mailing municipality for any properties identified within the map boundaries and address listing attached to Staff Report FIN-17-015. Carried Unanimously.

### **Development Services**

- 4) [17-282](#) Official Community Plan Review - Phase 5 Public Input, Staff Report DEV-17-042

Community Development Coordinator presented a PowerPoint presentation outlining the public input received to date for the Official Community Plan review. The Director of Development Services and Community Development Coordinator responded to questions from Council.

Council comments included (Staff response in italics):

- \* Clear, concise language
- \* Relaxation / easier approval processes for secondary suites
- \* Clarification of process for collection and collation of information and input received. *Review of vision statement, analysis of policies, research concepts / ideas and the success and failures, determine improvements for greater success.*
- \* Local schools nearing capacity

- \* Accommodation of pets in housing
- \* Evaluation of effects of home based businesses - types / uses / implications / impacts on neighbourhood(s)
- \* Important to include precise input from Advisory Committee feedback on Agricultural Land Reserve
- \* ALR - Agriculture becoming more technical and is no longer limited to agricultural land only - potential future conflict
- \* Economic development along E & N corridor
- \* Incentives to increase economic development / commercial / retail sector
- \* Street design with multi-modal uses - increase connectivity
- \* Development of neighbourhood plans - provides opportunities for input and participation in decision making processes
- \* Less restrictions to increase creative / infill housing concepts not problematic to neighbourhood
- \* Tiered storeys / stepped-backed highrises - consider effect on costs
- \* Identify pros and cons to restricting / allowing height
- \* Admirals / Colville area - increase to density - potential commuter rail corridor
- \* Consider policy that Esquimalt be 100% renewable energy by 2050

Director of Development Services advised the draft Official Community Plan will be presented to Council in the Fall of 2017 for input and feedback from Council.

**5)      [17-279](#)    Development Variance Permits - 651 Grenville Avenue, Staff Report DEV-17-039**

Moved by Councillor Hundleby, seconded by Councillor Burton-Krahn: That Council allow Mr. Hoyt to respond to questions from Council. Carried Unanimously.

Mr. Hoyt advised that a variance is required to build both residences due to lot size and each main residence will have off-street parking. An increase to more off-street parking will reduce availability for green space.

Council comments included (Staff response in italics):

- \* Potential for strata title of legalized secondary suites? *Not available option for secondary suites.*

Moved by Councillor Liberchuk, seconded by Councillor Burton-Krahn: That Council resolves that Development Variance Permits No. DVP00065 [Appendix A] and DVP00066 [Appendix B] authorizing the construction of two new principal buildings as shown on plans prepared by Ryan Hoyt Designs Inc., stamped "Received May 17, 2017", and sited as detailed on the survey plan prepared by David E. Storback, B.C.L.S., of J.E. Anderson & Associates stamped "Received May 17, 2017" and including the following relaxations to Zoning Bylaw, 1992, No. 2050, be approved, and

staff be directed to issue the permits and register the notices on the title of the properties located at PID 007-802-293, Lot 8, Block 6, Suburban Lot 42, Esquimalt District, Plan 1153 and PID 007-802-323, Lot 9, Block 6, Suburban Lot 42, Esquimalt District, Plan 1153 [651 Grenville Avenue];

Zoning Bylaw, 1992, No. 2050, Section 34. (5) - Floor Area - A 15.0 square metre reduction to the requirement that the minimum first storey of a principal building shall be 88 square metres [ie. from 88.0 square metres to 73.0 square metres];

Zoning Bylaw, 1992, No. 2050, Section 34. (7) - Building Width - A 0.5 metre reduction to the requirement that no single family dwelling shall be less than 7.0 metres in width [ie. from 7.0 metres to 6.5 metres]; and

Zoning Bylaw, 1992, No. 2050, Section 34. (9)(a)(iii) - Siting Requirements - Principal Building - Side Setback - A 1.1 metre decrease to the requirement that no principal building shall be located within 3.0 metres of an Interior Side Lot Line, for lots not served by a rear lane [ie. from 3.0 metres to 1.9 metres], with the total setback of all side yards not to be less than 3.4 metres [ie. from 4.5 metres to 3.4 metres total].

Carried Unanimously.

- 6) [17-280](#) Request for Extension to Development Permit DP000052, 1385 Treebank Road West, Staff Report DEV-17-040

Director of Development Services responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Liberchuk: That Council amend Development Permit DP000052, as attached as Schedule A to Staff Report DEV-17-040, so that it will expire on July 16, 2018 unless a plan of subdivision is registered in the Land Title Office before that time, and authorize the Director of Development Services to issue an amended permit. Carried Unanimously.

## 9. MAYOR'S AND COUNCILLORS' REPORTS

- 1) [17-284](#) Councillor Olga Liberchuk - Report re Federation of Canadian Municipalities Conference 2017

Moved by Councillor Liberchuk, seconded by Councillor Hundleby: That the report from Councillor Olga Liberchuk Re: Report Re: Federation of Canadian Municipalities Conference 2017 be received. Carried Unanimously.

## 10. NOTICE OF MOTION

- 1) [17-283](#) Mayor Barbara Desjardins - Notice of Motion re Emily Carr Commemorative Train Ride

This Notice of Motion was introduced and referred to the Regular Council meeting scheduled for July 17, 2017 for discussion.

**11. RISE AND REPORT**

- 1) [17-285](#) Rise and Report - 2017 Committee Appointments and Re-appointments

At its *In Camera* meeting held on April 24, 2017, Council made the following re-appointments:

Environmental Advisory Committee

Chloe Blankers 1 year from September 1, 2017 to June 30, 2018

Parks & Recreation Advisory Committee

Matteo Ferri 1 year term from September 1, 2017 to June 30, 2018

Board of Variance

Lorendana Feraru 2 year term from January 1, 2017 to June 30, 2019

Advisory Planning Commission

Graeme Dempster 2 year term from July 1, 2017 to June 30, 2019

Berdine Jonker 1 year term from July 1, 2017 to June 30, 2018

Christina Hamer 2 year term from July 1, 2017 to June 30, 2019

Amy Higginbotham 1 year term from July 1, 2017 to June 30, 2018

David Schinbein 2 year term from July 1, 2017 to June 30, 2019

Design Review Committee

Ally Dewji 2 year term from July 1, 2017 to June 30, 2019

Roger Wheelock 2 year term from July 1, 2017 to June 30, 2019

Wendy Kay 2 year term from July 1, 2017 to June 30, 2019

Jill Singleton 1 year term from July 1, 2017 to June 30, 2018

At its *In Camera* meeting held on June 26, 2017, Council made the following appointments:

Environmental Advisory Committee

Ronn Stevenson 2 year term from September 1, 2017 to June 30, 2019

Waheema Asghar 2 year term from September 1, 2017 to June 30, 2019

Parks & Recreation Advisory Committee

Rita Findlay 2 year term from September 1, 2017 to June 30, 2019

Gillian Nichol 2 year term from September 1, 2017 to June 30, 2019

Advisory Planning Commission

Ken Amour 2 year term from July 1, 2017 to June 30, 2019

Duncan Cavens 2 year term from July 1, 2017 to June 30, 2019

Design Review Committee

Beverly Windjack 2 year term from July 1, 2017 to June 30, 2019

Graeme Verhulst 2 year term from July 1, 2017 to June 30, 2019

**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.**

Lorne Argyle, *resident*, noted the Official Community Plan needs to include the requirement for electric vehicle charging stations everywhere with the

future being geared towards electric and moving away from gas powered vehicles.

**13. ADJOURNMENT**

Moved by Councillor Liberchuk, seconded by Councillor Hundleby: That the Regular Council meeting be adjourned at 8:33 PM. Carried Unanimously.

---

MAYOR BARBARA DESJARDINS  
THIS date DAY OF month, 2017

---

ANJA NURVO, CORPORATE OFFICER  
CERTIFIED CORRECT