



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Minutes - Draft

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

Special Committee of the Whole

Monday, September 18, 2017

5:45 PM

Esquimalt Council Chambers

Present 4 - Mayor Barbara Desjardins
Councillor Beth Burton-Krahn
Councillor Lynda Hundleby
Councillor Olga Liberchuk

Absent 3 - Councillor Meagan Brame
Councillor Susan Low
Councillor Tim Morrison

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

Other: Inspector Jamie Pearce, Victoria PD, Esquimalt Division

1. **CALL TO ORDER**

Mayor Desjardins called the Special Committee of the Whole meeting to order at 5:49 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 Burton-Krahn, seconded by Councillor Liberchuk: That the agenda be approved as circulated. Carried Unanimously.

4. **STAFF REPORTS**

1) [17-382](#) Strategic Priorities 2015 - 2019

- 2) [17-383](#) Operational Strategies 2017 Second Period Updated Chart
Chief Administrative Officer advised the Operational Strategies 2017 Chart had been updated to reflect the second period activity.
- 3) [17-369](#) CAO - 2017 Second Period Report, Staff Report ADM-17-019
- 4) [17-367](#) Corporate Services - 2017 Second Period Report, Staff Report ADM-17-020

Council requested an update on interpretive signage installation at Macaulay Park. Director of Corporate Services advised that wording was currently being reviewed by stakeholders and will advise Council of expected delivery date.

- 5) [17-362](#) Community Safety Services - 2017 Second Period Report, Staff Report CSS-17-011

Director of Community Safety Services responded to questions from Council.

Council comments included (Staff response in italics):

- * Reduced calls for Bylaw Enforcement complaints.
- * Requested an overview of unsightly properties. *Staff continue to conclude unsightly property files and are pleased with progress to date.*
- * Emergency management update? Currently, the Township is a sponsor of a project for Royal Roads University to determine the levels of preparedness for households and neighbourhoods, to better understand the effectiveness of the Township emergency program.
- * Upward growth of businesses in Township reflective to number of licences issued by the Township to date compared to last year.

- 6) [17-360](#) Financial Services and IT Departments - 2017 Second Period Report, Staff Report FIN-17-018

Director of Financial Services advised the Township has no properties scheduled for tax sale this year. Mayor Desjardins acknowledged the retirement of former Township IT Manager, Jon Woodland.

- 7) [17-376](#) Development Services - 2017 Second Period Report, Staff Report DEV-17-052

Director of Development Services responded to questions from Council.

Council comments included (Staff response in italics):

- * Is data available for residents pertaining to development within Township? *A matrix is in progress to be posted to the Municipal website; however not finalized to date.*
- * Council requested an update of the Economic Development strategy.
- * Schedule a meeting with Urban Development Institute.
- * Timeline for Esquimalt Road Urban Design Guidelines to go live? *Directors are meeting this Thursday to review documents, input will then be provided to the consultant, who will then make a presentation to Council end of October. The Guidelines will be incorporated in the OCP and draft copies currently provided to*

developers. *No plan for marketing to date.*

Chief Administrative Officer responded: *Request For Proposal for marketing consultant to be issued in the fall and RFP for amenities in progress.*

8) [17-380](#) Engineering & Public Works - 2017 Second Period Report, Staff Report EPW-17-047

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

Council comments included (Staff response in italics):

* Recycling program clarification.

* Parade float update? *Staff are working together to create designs for a new float, budget is \$80,000 and existing float will still be available for Christmas parades.*

* Light required in Memorial Park parking lot, near electric vehicle charging station for safety.

* Update on Gorge Waterway spill? *Staff and CRD staff have continued to back track to locate the source of the spill; however to date the exact source has yet to be determined.*

* Continue to work towards introducing electric vehicles in the Township fleet.

* West Bay infrastructure update? The Work is a replacement of a storm line.

* Electric vehicle charging stations for fleet? *A slow charging station is located at Public Works yard, medium charging station located at Memorial Park parking lot.*

* *Integrated Watershed Management group update? We meet once a month and talk about various topics. CRD staff are invited; however attendance is not consistent and Design Guidelines are yet to be released.*

* Crosswalk at 1100 block of Esquimalt Road update? *Staff will bring forward a report to the October 2nd Council meeting.*

* Is there an increase of graffiti in community and need for more Esquimalt Together Against Graffiti volunteers? *Staff are currently discussing ways to revitalize ETAG volunteer opportunities.*

* Why proceed with Head Street and Esquimalt Road intersection upgrade with so many additional trucks on road due to development? *Last Intersection the Township shares with BC Hydro.*

* Sewage project update? *Chair of Community Liaison Committee will be providing a presentation at the October 2nd Council meeting.*

9) [17-372](#) Parks & Recreation Services Department - 2017 Second Period Report - Staff Report P&R-17-007

Director of Parks and Recreation advised that staff are discussing a proposed landscaping plan for Hither Green park for 2018 budget consideration.

10) [17-351](#) Fire Department - 2017 Second Period Report, Staff Report FIRE-17-003

Fire Chief responded to questions from Council.

Moved by Councillor Hundleby, seconded by Councillor Liberchuk: That all 2017 Second Period staff reports be received. Carried Unanimously.

5. PUBLIC QUESTION AND COMMENT PERIOD

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

Ken Armour, *resident*, provided an overview of his recent letter to Council re: proposed plan to expedite implementation of the Economic Development Strategy, for Council consideration.

6. ADJOURNMENT

Moved by Councillor Burton-Krahn, seconded by Councillor Hundleby: That the Special Committee of the Whole meeting be adjourned at 6:26 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS date DAY OF month, 2017

ANJA NURVO, CORPORATE OFFICER
CERTIFIED CORRECT