



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

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

Monday, December 17, 2018

7:00 PM

Esquimalt Council Chambers

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

Staff: Laurie Hurst, Chief Administrative Officer
Jeff Miller, Director of Engineering & Public Works
Bill Brown, Director of Development Services
Anja Nurvo, Director of Corporate Services
Janany Nagulan, Acting Planner 1
Rachel Dumas, Recording Secretary

1. CALL TO ORDER

Mayor Desjardins called the Regular Council meeting to order at 7:02 PM.

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

2. LATE ITEMS

The following late item was added to the agenda:

(1) Add to item 7. STAFF REPORTS: (5) Official Community Plan Amendment Consultation, 636 and 640 Drake Avenue, Staff Report DEV-18-085:

* Email from Ian Wade dated December 17, 2018

3. APPROVAL OF THE AGENDA

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

4. MINUTES

- 1) [18-510](#) Minutes of the Special Meeting of Council, December 3, 2018
- 2) [18-511](#) Minutes of the Regular Meeting of Council, December 3, 2018
- 3) [18-512](#) Minutes of the Special Meeting of Council, December 10, 2018

Moved by Councillor Hundleby, seconded by Councillor Brame: That the Minutes of the Special Meeting of Council, December 3, 2018, Minutes of the Regular Meeting of Council, December 3, 2018 and Minutes of the Special Meeting of Council, December 10, 2018 be adopted. Carried Unanimously.

5. PRESENTATIONS

1) [18-513](#) Presentation of Spirit Award and Mayor's Medallion

Mayor Desjardins presented the Volunteer Spirit Award to Bryan Mee, who voluntarily performs above and beyond normal expectations and is motivated simply by the accomplishment of the task. The acts worthy of recognition must directly benefit the community of Esquimalt.

Mayor Desjardins presented the Mayors' Medallion Award to Dr. James Laing. The Mayors' Medallion is the highest possible recognition from the Township and recognizes an individual whose service or achievement at the local, provincial, national or international level has been of singular significance.

2) [18-514](#) Tina O'Keeffe, Esquimalt Atom Smashers (Robotics Team), Re: Club Update

Tina O'Keeffe, Esquimalt High School teacher and mentor, provided an overview of the school's Robotics Team, Esquimalt Atom Smashers, and presented a PowerPoint Presentation. The Team won the Regional 2018 "All Star Rookie" Award, which enabled them to compete in Houston, Texas. The students overcame obstacles, raised \$35,000 in three weeks and finished 45 / 67 in their league. Esquimalt High School now offers a robotics class and continues to engage the community with their work. Ms. O'Keeffe invited Council to the Celebration of Learning event at the school on January 16th, 2019, from 4:30 PM to 6:00 PM.

3) [18-515](#) Frances Litman and Verna Stone, Community Trees Matter Network, Re: Protecting and Enhancing the Urban Forest

Frances Litman, Community Trees Matter Network, provided an overview of protecting and enhancing the urban forest and importance of maintaining mature trees for community health and wellness. The following YouTube video was provided for viewing: <https://www.youtube.com/watch?v=kyXDjOamDj8>.

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

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

Jane Warren Campbell, *non resident*, in support of protecting and enhancing the urban forest environment, health benefits associated with trees and encouraged Council to protect and maintain urban trees.

Ian Wade, *resident*, expressed concerns with public engagement process for proposed development at 636 and 640 Drake Street.

7. STAFF REPORTS

Administration

- 1) [18-490](#) 2019 Council and Committee of the Whole Meeting Schedule, Staff Report ADM-18-033

Moved by Councillor Morrison, seconded by Councillor Hundleby: That Council approve the 2019 Regular Council and Committee of the Whole Meeting Schedule as attached to Staff Report ADM-18-033 as amended with the removal of the February 11, 2019 Committee of the Whole meeting. Carried Unanimously.

- 2) [18-508](#) Taxi Application - Weekend Taxi Service, Staff Report ADM-18-035

Moved by Councillor Armour, seconded by Councillor Morrison: That Council provide any comments on the Taxi Application by Weekend Taxi Service or on the taxi service in general, as set out in Staff Report ADM-18-035, and direct staff to forward any comments to the Passenger Transportation Board for consideration. Carried Unanimously.

Engineering and Public Works

- 3) [18-502](#) Traffic Order 1295, Dellwood Rd "Residential Parking Only", Staff Report EPW-18-037

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

Moved by Councillor Morrison, seconded by Councillor Hundleby: That Council approves the implementation of Traffic Order 1295 "Residential Parking Only" along Dellwood Road, as set out in Staff Report EPW-18-037. Carried Unanimously.

- 4) [18-503](#) Traffic Order 1296, Grenville Ave Parking Restriction, Staff Report EPW-18-038

Director of Engineering and Public Works responded to questions from Council and explained the intent of the 30 minute time limit was to balance the parking on this street.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approves the implementation of Traffic Order 1296 "Limited Time Parking Restriction" along Grenville Avenue and rescinds Traffic Order 565, as set out in Staff Report EPW-18-038. Carried Unanimously.

Development Services

- 5) [18-497](#) Official Community Plan Amendment Consultation, 636 and 640 Drake Avenue, Staff Report DEV-18-085

Director of Development Services provided an overview of public input process and responded to questions from Council. He advised the proposal has already been presented to the Advisory Planning Commission and APC Design Review Committee. The proposed development for 636 and 640 Drake Avenue, will be

brought to Council for consideration of first and second readings of Bylaws in February and upon approval by Council, will proceed to Public Hearing in March/April, 2019.

Moved by Councillor Hundleby, seconded by Councillor Brame: That Council, having considered Sections 475 and 476 of the Local Government Act, authorize staff to circulate the Official Community Plan and Zoning Bylaw Amendment - Proposed Development Concept Plan, attached as Appendix 'B', detailing the proposed development for 636 and 640 Drake Avenue [Lot 2 of Suburban Lot 50 and 41, Esquimalt District, Plan 25565, PID 002-923-157 and Lot 3 of Suburban Lot 41, Esquimalt District, Plan 25565, PID 002-923-211] to those persons, organizations and authorities identified in Appendix 'A' of Staff Report DEV-18-085. Carried Unanimously.

- 6) [18-501](#) Development Application Procedures and Fees Amending Bylaw No. 2936, Staff Report DEV-18-086

Director of Development Services responded to questions from Council and advised the first sign with the new template could be viewed on Wollaston Street.

Moved by Councillor Morrison, seconded by Councillor Brame: That Council give first, second, and third readings to Development Application Procedures and Fees Bylaw, No. 2791, 2012, Amendment (No. 3), 2018, No. 2936 attached as Appendix "A" to Staff Report DEV-18-086. Carried Unanimously.

- 7) [18-504](#) Amendments to Housing Agreement and Section 219 Covenant for the Legion (622 Admirals Road), Staff Report DEV-18-087

Director of Development Services responded to questions from Council and advised there are now 41 strata lots and the building 11 floors high instead of 12. Previously designated housing units for veterans have been replaced with memory care housing units and primarily for housing residents 55 years and older.

Moved by Councillor Hundleby, seconded by Councillor Vermeulen: 1) That Council resolves that Housing Agreement (622 Admirals Road) Bylaw, 2013, No. 2799, Amendment Bylaw 2018, No. 2949, attached as Appendix "A" of Staff Report DEV-18-087, be read for a first, second, and third time; and

2) That Council authorizes the Corporate Officer to schedule a public hearing for the proposed modifications to Section 219 Covenant CA3608095, attached as Appendix "B" of Staff Report DEV-18-087, and to advertise the same in a local newspaper. Carried Unanimously.

- 8) [18-505](#) Development Permit, 485 Head Street, Staff Report DEV-18-089

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council resolves that Development Permit No. DP000109 [Appendix A] permitting the construction of an accessory building to be used as an art

studio consistent with architectural drawings prepared by James Kerr Architect stamped "Received August 24, 2018" and as sited on Certified B.C. Land Survey prepared by Glen Mitchell Land Surveying Inc. stamped "Received August 30, 2018" be approved, and staff be directed to issue the permit, and register the notice on the title of the property located at 485 Head Street [PID: 002-376-059, Lot A, Section 11, Esquimalt District, Plan 26678]. Carried Unanimously.

9) [18-509](#) Rezoning Application, 1198 Munro Street, Staff Report DEV-18-090

Acting Planner provided an overview of rezoning application for 1198 Munro Street, presented a PowerPoint Presentation and responded to questions from Council.

Moved by Councillor Morrision, seconded by Councillor Hundleby: That Council allow the applicant to address Council and respond to questions. Carried Unanimously.

Duane Ensing, Villamar Design, responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council resolves that Bylaw No. 2947 [Appendix A], be amended to add under Permitted Uses (1)(e) Secondary Suite (Site A), which would amend Zoning Bylaw, 1992, No. 2050, by changing the zoning designation of 1198 Munro Street [PID 005-455-031, Lot 1, Section 11, Esquimalt District, Plan 44436] from RD- 3 [Two Family/Single Family Residential] to CD. No. 114 [Comprehensive District No. 114], be given first and second reading; and

That Council authorizes the Corporate Officer to schedule a public hearing for Zoning Bylaw 1992, No. 2050, Amendment Bylaw No. 2947, and to advertise for same in the local newspaper as amended. Carried Unanimously.

8. MAYOR'S AND COUNCILLORS' REPORTS

1) [18-507](#) Sports Fields Working Group Grant Application, Mayor Desjardins and Councillor Brame

Moved by Councillor Brame, seconded by Councillor Morrison: That Council:

1. Supports the submission of a grant application to Canada-BC Investing in Canada Infrastructure Program for the Sports Fields at Esquimalt High School;
2. Direct staff to assist the consultant and the Working Group Representatives with the grant application process and submit the finalized grant on behalf of the Township, subject to legal review and receipt of all available details in regard to the project; and
3. Direct staff to engage School District No. 61 representatives and other appropriate partners to develop a draft Memorandum of Understanding for the Esquimalt High School Sports Fields grant application and that a final

agreement be brought back to Council for approval if the grant application is successful. Carried Unanimously.

9. REPORTS FROM COMMITTEES

- 1) [18-523](#) Draft Minutes from the Environmental Advisory Committee, November 22, 2018

Moved by Councillor Hundleby, seconded by Councillor Armour: That the Draft Minutes from the Environmental Advisory Committee, November 22, 2018 be received. Carried Unanimously.

10. COMMUNICATIONS

- 1) [18-516](#) Letter from Ian Anderson, President and CEO, Trans Mountain Corporation, dated November 27, 2018, Re: Interest in Providing Update
- 2) [18-518](#) Letter from Sharon Gregson, \$10aDay Child Care Campaign, received November 30, 2018, Re: \$10aDay Child Care Plan
- 3) [18-519](#) Letter from The Hon. Harjit S. Sajjan, Minister of National Defence, dated November 30, 2018, Re: Status of Department of National Defence Property at Royal Roads

Moved by Councillor Hundleby, seconded by Councillor Brame: That the Letter from Ian Anderson, President and CEO, Trans Mountain Corporation, dated November 27, 2018, Re: Interest in Providing Update, Letter from Sharon Gregson, \$10aDay Child Care Campaign, received November 30, 2018, Re: \$10aDay Child Care Plan and Letter from The Hon. Harjit S. Sajjan, Minister of National Defence, dated November 30, 2018, Re: Status of Department of National Defence Property at Royal Roads be received. Carried Unanimously.

- 4) [18-517](#) Letter from Michael Rosen, R.P.F., President, Tree Canada, dated November 28, 2018, Re: BC Hydro URBN-2018-BCH-16 Esquimalt

Moved by Councillor Brame, seconded by Councillor Helliwell: That the Letter from Michael Rosen, R.P.F., President, Tree Canada, dated November 28, 2018, Re: BC Hydro URBN-2018-BCH-16 Esquimalt be received and staff respond with a letter of thanks regarding receipt of grant funding. Carried Unanimously.

- 5) [18-520](#) Letter from Jordan Watters, Board Chair, Board of Education, School District No. 61, dated December 3, 2018, Re: School Liaison Police Officers

Moved by Councillor Vermeulen, seconded by Councillor Morrison: That the Letter from Jordan Watters, Board Chair, Board of Education, School District No. 61, dated December 3, 2018, Re: School Liaison Police Officers be received, forward a copy of the letter to the Victoria / Esquimalt Police Board for action and respond to Ms Watters communicating

Council's role regarding School Liaison Police Officers with a copy to the City of Victoria. Carried Unanimously.

- 6) [18-521](#) Letter from Emilie de Rosenroll, CEO and Craig Norris, Chair, South Island Prosperity Project, dated December 5, 2018, Re: Request for Continued Support

Councillor Armour provided an overview of recent meeting with SIPP.

Moved by Councillor Armour, seconded by Councillor Hundleby: That the Letter from Emilie de Rosenroll, CEO and Craig Norris, Chair, South Island Prosperity Project, dated December 5, 2018, Re: Request for Continued Support be received and Council defer funding direction until budget deliberations. Carried Unanimously.

- 7) [18-522](#) Email from Drew Shaw, Community Engagement Coordinator, Pacific Football Club, dated December 5, 2018, Re: RCAF Flyby Permission Request

Moved by Councillor Brame, seconded by Councillor Helliwell: That the Email from Drew Shaw, Community Engagement Coordinator, Pacific Football Club, dated December 5, 2018, Re: RCAF Flyby Permission Request be received and that Council approve the Pacific Football Club request of an aircraft flyby by the Royal Canadian Air Force. Carried Unanimously.

11. RISE AND REPORT

- 1) [18-499](#) Rise and Report re 2018 Committee Appointments

At the December 3rd, 2018 In Camera meeting, Council made the following appointments to Township's Committees, Commissions and Board, for the terms indicated below:

- * Committee Member Term Advisory Planning Commission: Chris Munkacsi starting immediately to June 30, 2019
- * Parks & Recreation Advisory Committee: Lassah Johnson Youth Representative, starting immediately to June 30, 2019
- * Board of Variance: Peter Ryan starting immediately to June 30, 2021
- * Victoria Family Court & Youth Justice Committee: Lee Mauro starting immediately to June 30, 2020

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.

Dustin Batchelor, *resident*, advised Council of his expertise regarding electric vehicle promotion and happy to provide input on this matter.

Lynda O'Keefe, *resident*, thanked everyone for their hard work, wished everyone a happy holiday season and encouraged all to visit the photo show in the library until December 31st.

Muriel Dunn, *resident*, thanked everyone for their hard work.

Doug Scott, *resident*, wished everyone a good holiday season and happy new

year.

13. ADJOURNMENT

Mayor Desjardins, on behalf of Council, wished everyone a safe holiday season and encouraged attendance at the New Year's Day Levee on January 1st between 1:00 PM to 2:30 PM at Municipal Hall, 1229 Esquimalt Road.

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Regular Council meeting be adjourned at 8:37 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS date DAY OF month, 2019

ANJA NURVO, CORPORATE OFFICER
CERTIFIED CORRECT