



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Draft

### Council

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

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Monday, February 4, 2019

7:00 PM

Esquimalt Council Chambers

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**Present:** 6 - Mayor Barbara Desjardins  
Councillor Ken Armour  
Councillor Meagan Brame  
Councillor Jacob Helliwell  
Councillor Lynda Hundleby  
Councillor Jane Vermeulen

**Absent:** 1 - 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  
Scott Hartman, Director of Parks and Recreation  
Anja Nurvo, Director of Corporate Services  
Rachel Dumas, Recording Secretary

#### 1. CALL TO ORDER

Mayor Desjardins called the Regular Council meeting to order at 7:04 PM.

Mayor Desjardins acknowledged with respect that we are within the Traditional Territories of the Esquimalt and Songhees First Nations. Mayor Desjardins acknowledged today was World Cancer Day.

#### 2. LATE ITEMS

The following late item was added to the agenda:

(1). ADD as Item 9. MAYORS' AND COUNCILLOR'S REPORTS: Verbal Report from Mayor Desjardin re; Regional Transportation

#### 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) [19-060](#) Minutes of the Special Meeting of Council, January 21, 2019

- 2) [19-061](#) Minutes of the Regular Meeting of Council, January 21, 2019

Moved by Councillor Armour, seconded by Councillor Hundleby: That the Minutes of the Special Meeting of Council, January 21, 2019 and Minutes of the Regular Meeting of Council, January 21, 2019 be adopted as circulated. Carried Unanimously.

## 5. PRESENTATIONS

- 1) [19-045](#) Jeff Miller, Chair, Wastewater Community Liaison Committee, Re: Six Month Update on Wastewater Treatment Plant Project

Jeff Miller, Chair, Wastewater Community Liaison Committee, provided an update on Wastewater Treatment Plant Project.

## 6. DELEGATIONS

- 1) [19-062](#) Stephanie Herring and Brendan Marshall, Sunnyside Cafe, Re: Notice of Motion - Food Truck in Parking Lot on Esquimalt Road

Stephanie Herring and Brendan Marshall, Sunnyside Cafe, spoke in support of Councillor Brame's Notice of Motion re: Food Truck in Parking Lot on Esquimalt Road. They are in favour of food trucks in Esquimalt; however, not on Esquimalt Road main corridor, as this creates competition and financial challenges for local small businesses in the immediate area. Ms. Herring suggested Macaulay Point Park as an alternate location.

- 2) [19-063](#) Don Prittie, Boating BC Association, Request for AVICC Motion

Don Prittie, Boating BC Association, spoke in support of Item. 10 (4) Email from Lisa Geddes, Executive Director, Boating BC Association, dated January 28, 2019, Re: Boating BC Presentation for Esquimalt Council - Proposed Motion and Backgrounder and encouraged Council to approve the proposed Resolution and forward to AVICC.

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

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

Richard Dwyer, Fraternal Order of Eagles and Dr. Eileen Heckler, conveyed their support to work with the Township, in providing medical and social care services to the community.

Paul Silletta, *resident*, in support of food trucks in Esquimalt; however, not in town core as to allow small local businesses to be financially sustainable.

Michael Dillistone, *resident*, in support of new washrooms at Memorial Park and encouraged attendance at the Esquimalt Farmers Market this Thursday evening.

Michael Staite, *resident*, advised Council he was available to answer questions regarding Item 8. (3) DVP - 832 Old Esquimalt Road.

## 8. STAFF REPORTS

### *Finance*

- 1) [19-055](#) Early Budget Approval - Memorial Park Washroom & Special Event Upgrades, Staff Report P&R-19-004

Director of Financial Services and IT provided an overview of early budget request process and responded to questions from Council.

Director of Parks and Recreation responded to questions from Council regarding request for additional funds and responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Armour: That Council award early budget approval of \$80,000 for the installation of the Memorial Park washroom, the creation of an entryway directly from the parking lot, and increased special event electrical outlets in Memorial Park. Carried Unanimously.

- 2) [19-057](#) Early Budget Approval - Purchase of Right of Way at Admirals Road/ Bewdley Avenue, Staff Report EPW-19-005

Staff responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council approves the early budget request for the release of funds from the Capital Projects Reserve (\$10,000) for the purchase of additional right of way located at Admirals Road and Bewdley Avenue. Carried Unanimously.

### *Engineering and Public Works*

- 3) [19-059](#) Development Variance Permit - 832 Old Esquimalt Road, Staff Report EPW-19-006

Director of Engineering and Public works provided an overview of Development Variance Permit application and responded to questions from Council.

Moved by Councillor Armour, seconded by Councillor Vermeulen: That Council allow the applicant to address Council and present a PowerPoint Presentation. Carried Unanimously.

Mike Staite, Owner, presented a PowerPoint Presentation and responded to questions from Council.

Moved by Councillor Hundleby, seconded by Councillor Brame: That Council does not approve the application for a Development Variance Permit to relax Subdivision and Development Control Bylaw No. 2175, Schedule E, Section 5.01(c) related to hydro/communication services to be varied, for the development located at PID 000-150-037, Lot 7 Section 11, Esquimalt District, Plan 307, 832 Old Esquimalt Road. Carried Unanimously.

Moved by Councillor Armour, seconded by Councillor Vermeulen: That

the applicant may provide staff, documentation pertaining to the cost towards the removal of the BC Hydro pole for Council consideration of reimbursement of funds at a future date. Defeated.

In Favour: 2 - Councillor Armour, and Councillor Vermeulen

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

Absent: 1 - Councillor Morrison

### ***Development Services***

**4) [19-005](#) Membership in Partners for Climate Protection, Staff Report DEV-19-008**

Director of Development Services provided an overview of rationale for membership of Partners for Climate Protection program and benefit to the Township.

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

1. approve that the Township of Esquimalt join the Partners for Climate Protection program as a member, and authorize the signing of the Council Resolution to Join the Partners for Climate Protection Program attached as Appendix A to Staff Report DEV-19-008 ;
2. appoint the Chief Administrative Officer, with power to designate other staff, and appoint Councillor Helliwell and Councillor Hundleby (Alternate) to oversee program implementation; and
3. endorse the Township's participation in the Residential Retrofit Acceleration Project and authorize staff to sign the Memorandum of Understanding attached as Appendix C to Staff Report DEV-19-008. Carried Unanimously.

**5) [19-040](#) Housing Agreement Bylaw - 638 and 640 Constance Avenue, 637 Nelson Street, Staff Report DEV-19-011**

Director of Development Services provided an overview of Housing Agreement Bylaw, No. 2954, and responded to questions from Council. Council suggested additional dialogue with the owner regarding the 15 year time limit.

Moved by Councillor Helliwell, seconded by Councillor Hundleby: That Council resolves that Housing Agreement Bylaw, 2019, No. 2954, attached as Appendix A of Staff Report DEV-19-011, for 638 Constance Avenue, 640 Constance Avenue and 637 Nelson Street be given first reading. Carried Unanimously.

**6) [19-054](#) Rezoning Application – 1109 Lyall Street, Staff Report DEV-19-009**

Moved by Councillor Brame, seconded by Councillor Helliwell: That Council resolves that Bylaw No. 2940 attached as Appendix 'A' of Staff Report DEV-19-009, which would amend Zoning Bylaw, 1992, No. 2050

by changing the zoning designation of 1109 Lyall Street [PID 006-001-009; Amended Lot 3 (DD 1484361), Section 11, Esquimalt District, Plan 4729] shown cross-hatched on Schedule 'A' of Bylaw No. 2940 from RD-3 [Two Family/ Single Family Residential] to CD No. 111 [Comprehensive Development District No. 111] be adopted. Carried Unanimously.

- 7) [19-058](#) Rezoning Application - 821, 823 & 825 Wollaston Street, Staff Report DEV-19-010

Director of Development Services advised Council of an amendment to Bylaw No. 2952 as presented:

- (1) Under the heading **(2) Parcel Size** add: *“(a) the minimum Parcel Size of fee simple Parcels created by subdivision shall be 640 m2.*
- (2) Change the existing paragraph (2) (a) to read *“(b) notwithstanding the above, the minimum Parcel Size of a strata lot including limited common property shall be 165 m2.*

The reason for adding the new paragraph (a) is that in the future the strata plan may be discharged and we need to ensure that the resulting parcel cannot be subdivided without first amending the zone. This allows for a fair and transparent process.

Planner provided an overview of rezoning application for 821, 823 and 825 Wollaston Street, presented a PowerPoint Presentation and responded to questions from Council.

Moved by Councillor Vermeulen, seconded by Councillor Hundleby: 1. That Council resolves that Bylaw No. 2952 [Appendix A] as amended, which would amend Zoning Bylaw, 1992, No. 2050, by changing the zoning designation of 821,823 & 825 Wollaston Street [PID 026-216-485, 026-216-507, 026-216-493, Strata Lot 1,2 & 3 Section 11 Esquimalt District Strata Plan VIS5729 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot As Show on Form V] from RD-2 Zone [Two Family Small Lot Residential] to CD. No. 117 [Comprehensive Development District No. 117], be given first and second reading; and

2. That Council authorizes the Corporate Officer to schedule a public hearing for Zoning Bylaw, 1992, No. 2050, Amendment Bylaw No. 2952, and to advertise for same in the local newspaper. Carried Unanimously.

## 9. MAYOR'S AND COUNCILLORS' REPORTS

- 1) [19-073](#) Mayor Desjardins verbal report re; Regional Transportation

Mayor Desjardins provided an update of a meeting with Minister Trevena and regional stakeholders and a joint letter to Minister from regional mayors to request the Province to move forward with enhancements to multi-model transportation.

Moved by Councillor Hundleby, seconded by Councillor Brame: That the

verbal Report from Mayor Desjardins re: Regional Transportation Update be received. Carried Unanimously.

## 10. COMMUNICATIONS

- 1) [19-064](#) Letter from Mayor Lisa Helps, City of Victoria, dated January 16, 2019, Re: Request for Increase in Mental Health and Addiction Services Funding

Moved by Councillor Hundleby, seconded by Councillor Vermeulen: That the Letter from Mayor Lisa Helps, City of Victoria, dated January 16, 2019, Re: Request for Increase in Mental Health and Addiction Services Funding be received and Council direct staff to send a Letter of Support. Defeated.

In Favour: 3 - Councillor Brame, Councillor Hundleby, and Councillor Vermeulen

Opposed: 3 - Mayor Desjardins, Councillor Armour, and Councillor Helliwell

Absent: 1 - Councillor Morrison

- 2) [19-065](#) Letter from Chief Constable Del Manak, Victoria Police, dated January 24, 2019, Re: Requested Additional 2019 Victoria and Esquimalt Police Board Budget Information

Chief Administrative Officer advised that she is seeking correct data from Victoria Police Department regarding priority one calls, since there is a discrepancy regarding the reported percentage and time period for priority one calls as outlined in the VicPD Framework Agreement Quarterly Reports.

Moved by Councillor Helliwell, seconded by Councillor Brame: That the Letter from Chief Constable Del Manak, Victoria Police, dated January 24, 2019, Re: Requested Additional 2019 Victoria and Esquimalt Police Board Budget Information be received and direct staff to continue to communicate with Victoria Police Department to ensure correct Priority One Call data is determined and communicated to the public. Carried Unanimously.

- 3) [19-070](#) Email from Katrina Philpotts, Victoria Urban Reconciliation Dialogue, dated January 25, 2019, Re: VURD - Advisory Panel Gathering Invitation

Councillor Hundleby advised she is planning to attend Victoria Urban Reconciliation Dialogue on February 25, 2019.

Moved by Councillor Hundleby, seconded by Councillor Brame: That the Email from Katrina Philpotts, Victoria Urban Reconciliation Dialogue, dated January 25, 2019, Re: VURD - Advisory Panel Gathering Invitation be received. Carried Unanimously.

- 4) [19-066](#) Email from Lisa Geddes, Executive Director, Boating BC Association, dated January 28, 2019, Re: Boating BC Presentation for Esquimalt Council - Proposed Motion and

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Backgrounder

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Email from Lisa Geddes, Executive Director, Boating BC Association, dated January 28, 2019, Re: Boating BC Presentation for Esquimalt Council - Proposed Motion and Backgrounder be received, that Council pass the Resolution attached as Appendix "A", and direct staff to forward the Resolution to AVICC for consideration. Carried Unanimously.

- 5) [19-067](#) Email from Keith Wells, Executive Director, Greater Victoria Sport Tourism Commission, dated January 28, 2019, Re: Victoria Invictus Games 2022

Director of Financial Services responded to questions from Council.

Moved by Councillor Brame, seconded by Councillor Vermeulen: That Council direct staff to allocate funds of \$5000, as requested in the Email from Keith Wells, Executive Director, Greater Victoria Sport Tourism Commission, dated January 28, 2019, Re: Victoria Invictus Games 2022, from the Local Grant Fund for financial support to help fund the bid to host the 2022 Invictus Games in Victoria (CFB Esquimalt).

Moved by Councillor Hundleby, seconded by Councillor Armour: That the Main Motion be amended to allocate funds from the Contingency Fund and not the Local Grant Fund. Carried.

In Favour: 4 - Councillor Armour, Councillor Brame, Councillor Helliwell, and Councillor Hundleby

Opposed: 2 - Mayor Desjardins, and Councillor Vermeulen

Absent: 1 - Councillor Morrison

The vote was taken on the Main Motion as amended and declared Carried Unanimously.

- 6) [19-068](#) Email from Kieran Buggy, South Island Prosperity Project, dated January 28, 2019, Re: Response For Written Submissions - Ride-Hailing

Moved by Councillor Armour, seconded by Councillor Vermeulen: That the Email from Kieran Buggy, South Island Prosperity Project, dated January 28, 2019, Re: Response For Written Submissions - Ride-Hailing be received. Carried Unanimously.

- 7) [19-069](#) Email from Tina Neurauder, Corporate Officer, District of Highlands, dated January 28, 2019, Re: Regional Vegetation Management Strategy

CAO responded to questions from Council.

Moved by Councillor Hundleby, seconded by Councillor Armour: That the Email from Tina Neurauder, Corporate Officer, District of Highlands, dated January 28, 2019, Re: Regional Vegetation Management Strategy be received and direct staff to forward a letter of support to the Capital



Regional District pertaining to a co-application submitted by the CRD on behalf of its members to UBCM's Community Resiliency Investment Program (2020 intake). Carried Unanimously.

- 8) [19-071](#) Letter from Richard Parker, Secretary, Victoria Aerie #12, Fraternal Order of Eagles, dated January 29, 2019, Re: Community-Wide Needs Assessment of Medical, Social and Mental Health Needs of Esquimalt, Victoria West and CFB Esquimalt

Moved by Councillor Brame, seconded by Councillor Vermeulen: That Council is supportive of community medical and social care services in collaboration with third party agencies including the Fraternal Order of Eagles, as outlined in the Letter from Richard Parker, Secretary, Victoria Aerie #12, Fraternal Order of Eagles, dated January 29, 2019, Re: Community-Wide Needs Assessment of Medical, Social and Mental Health Needs of Esquimalt, Victoria West and CFB Esquimalt, subject to staff resources. Carried Unanimously.

#### 11. NOTICE OF MOTION

- 1) [19-023](#) Notice of Motion re Food Truck at 1237-1243 Esquimalt Road, Councillor Meagan Brame - For Discussion

Moved by Councillor Brame, seconded by Councillor Hundleby:

WHEREAS: Esquimalt has many fine small restaurants and Cafes in the area,

AND WHEREAS: There has been a concern raised for the sustainability to those small restaurants with the addition of a food truck at 1237/1243 Esquimalt Road,

THEREFORE BE IT RESOLVED: Out of respect for the current businesses, that the Township of Esquimalt not put out a Request for Proposals for a food truck in the parking lot of 1237/1243 Esquimalt Road. Carried Unanimously.

#### 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.**

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

#### 13. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Vermeulen: That the Regular Council meeting be adjourned at 9:14 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS date DAY OF month, 2019

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ANJA NURVO, CORPORATE OFFICER  
CERTIFIED CORRECT