



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Minutes - Draft

Council

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

Monday, June 22, 2020

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

Councillor Brame, Councillor Helliwell, and Councillor Hundleby attended the meeting by conference call.

Staff: Laurie Hurst, Chief Administrative Officer
Jeff Miller, Director of Engineering & Public Works
Bill Brown, Director of Development Services
Chris Jancowski, Fire Chief
Blair McDonald, Director of Community Safety Services
Inspector Keith Lidner, Esquimalt Division, VicPD
Rachel Dumas, Manager of Corporate Services
Artur Bittencourt, Manager of IT (via conference call)
Karen Hay, Planner
Alex Tang, Planner
Alicia Ferguson, 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 and acknowledged National Indigenous Peoples Day which occurred on June 21, 2020.

2. LATE ITEMS

1) **ADD AS** Item No. 3: **APPROVAL OF THE AGENDA** - The following recommendation to be considered prior to approval of the agenda:

- Ministerial Order No. 192 (Attachment No. 1)

RECOMMENDATION:

That Council resolve that the following three meetings on June 22, 2020, July 6, 2020, and July 13, 2020, will be held excluding “in-person” attendance of the public under the authority of Ministerial Order No. 192, and despite best efforts of Council, the attendance of members of the public including presenters of presentations and delegations, cannot currently be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act* because;

- 1) The available meeting facilities at the Township of Esquimalt Municipal Hall cannot accommodate more than 20 persons present “in person”, including members of Council and staff;
- 2) There are no other facilities presently available that will allow physical attendance of the public without compromising the options of attending the meeting by telephone conference call, and viewing the meeting via live webcast; and
- 3) That Council is ensuring openness, transparency, accessibility and accountability in respect of the meeting by allowing the public to hear and participate via telephone conference call, and allowing the public to hear and see the meeting via live webcasting.

3. APPROVAL OF THE AGENDA

Moved by Councillor Morrison, seconded by Councillor Vermeulen: That Council resolve that the following three meetings on June 22, 2020, July 6, 2020, and July 13, 2020, will be held excluding “in-person” attendance of the public under the authority of Ministerial Order No. 192, and despite best efforts of Council, the attendance of members of the public including presenters of presentations and delegations, cannot currently be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act* because;

- 1) The available meeting facilities at the Township of Esquimalt Municipal Hall cannot accommodate more than 20 persons present “in person”, including members of Council and staff;
- 2) There are no other facilities presently available that will allow physical attendance of the public without compromising the options of attending the meeting by telephone conference call, and viewing the meeting via live webcast; and
- 3) That Council is ensuring openness, transparency, accessibility and accountability in respect of the meeting by allowing the public to hear and participate via telephone conference call, and allowing the public to hear and see the meeting via live webcasting. Carried Unanimously.

Moved by Councillor Morrison, seconded by Councillor Armour: That the agenda be approved as amended with the inclusion of the late item and moving item 7(4) STAFF REPORT - Public Safety Building Feasibility Design Results - Staff Report No. CSS-20-012, to be considered after item 6(1) PRESENTATION - Stuart Rothnie, HCMA, Re: Public Safety Building Feasibility Study Results and renumber the agenda accordingly. Carried Unanimously.

4. MINUTES

- 1) [20-293](#) Minutes of the Special Council meeting held May 4, 2020
- 2) [20-274](#) Minutes of the Special Council meeting held June 1, 2020
- 3) [20-275](#) Minutes of the Regular Council meeting held June 1, 2020
- 4) [20-296](#) Minutes of the Special Council meeting held June 11, 2020
- 5) [20-302](#) Minutes of the Special Council meeting held June 15, 2020

Moved by Councillor Brame, seconded by Councillor Armour: That the following Minutes be approved as circulated:

1. Minutes of the Special Council meeting held May 4, 2020.
2. Minutes of the Special Council meeting held June 1, 2020.
3. Minutes of the Regular Council meeting held June 1, 2020.
4. Minutes of the Special Council meeting held June 15, 2020.
5. Minutes of the Special Council meeting held June 15, 2020. Carried Unanimously.

5. PRESENTATIONS

- 1) [20-304](#) Stuart Rothnie, HCMA, Re: Public Safety Building Feasibility Study Results

Stuart Rothnie, HCMA, attended the meeting via conference call and provided an overview of the Public Safety Building feasibility study results and presented a PowerPoint Presentation. The project's objective is to develop a concept plan for a new Public Safety Building in collaboration with staff and Council that will meet the needs of the Police and Fire Department's over the next 30 years. Highlights of the Presentation included proposed building sitting and layout, temporary site options for the relocation of the Police and Fire Departments during the new building's construction, options for phased development, and projected costs associated with the proposal.

7. STAFF REPORTS

Community Safety Services

- 4) [20-299](#) Public Safety Building Feasibility Design Results - Staff Report No. CSS-20-012

Staff provided an overview of the collaboration with the design team and, together with Stuart Rothnie, HCMA, via conference call responded to

questions from Council.

Council comments included options for additional uses for the building and Mr. Rothnie elaborated on the complexities of including additional uses of housing or recreation programming given the ergonomics of the site.

Moved by Councillor Armour, seconded by Councillor Brame: That Council receive this report for information and direct staff to seek proposals for the design phase of the Public Safety Building. Carried Unanimously.

Fire Chief, Director of Community Safety Services, and Inspector Keith Lidner left the meeting at 7:47 PM.

6. ELECTRONIC PUBLIC INPUT ON ANY ITEMS LISTED ON THE AGENDA

Address Council on any item included on this Agenda, including Staff Reports and Communications (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.

The following speakers requested by email or phone call to be included on the speakers list by providing their name and contact number to the Corporate Officer.

Ben Chow, *resident*, expressed concerns regarding the removal of a staircase from his property by the Township and requested Council consider funding its reinstallation.

Terry Paul, *resident*, expressed support for the reinstallation of the staircase at 937 Mesher Place to mitigate safety concerns associated with the steep grade to access the property.

Marilyn Cunningham, *resident*, expressed support for the reinstallation of the staircase at 937 Mesher Place to mitigate safety concerns associated with the steep grade to access the property.

7. STAFF REPORTS

Administration

- 1) [20-279](#) Funding consideration for an Audio upgrade in Council Chambers, Staff Report No. ADM-20-017

Council comments included allocating additional funding for further updates to mitigate technical issues during meetings including replacing the microphones.

Moved by Councillor Hundleby, seconded by Councillor Morrison: That Council direct staff to proceed with services for the installation of an audio upgrade in Council Chambers by Pacific Audio Works and approve the allocation of funding in the amount of \$8749.08 from contingency funds.

Amendment Motion:

Moved by Councillor Morrison, seconded by Councillor Vermeulen: That the Main Motion be amended to strike \$8749.08 and replace with \$20,000. Carried Unanimously.

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

- 2) [20-273](#) Amendment to Council Policy ADMIN-47 - Terms of Reference Environmental Advisory Committee, Staff Report No. ADM-20-016

Moved by Councillor Armour, seconded by Councillor Morrison: That Council amend Council Policy-47 Terms of Reference - Environmental Advisory Committee (EAC), to increase the membership to nine (9) full voting members for a one (1) year period only commencing July 1, 2020 until June 30, 2021. Carried Unanimously.

- 3) [20-289](#) Amendment to Advisory Planning Commission Bylaw, 2012, No. 2792, Staff Report No. ADM-20-018

Moved by Councillor Armour, seconded by Councillor Vermeulen: That Council give first, second and third readings to Advisory Planning Commission Bylaw, 2012, No. 2792, Amendment Bylaw No. 3001, 2020. Carried Unanimously.

Engineering and Public Works

- 5) [20-300](#) Boulevard Alteration Permit - 937 Mesher Place, Staff Report No. EPW-20-014

Director of Engineering and Public Works provided an overview of the Boulevard Alteration Permit and staff responded to questions from Council.

The purpose of the application is to reinstall stairs that were removed in 2013.

Moved by Councillor Brame, seconded by Councillor Armour: That Council approve the Boulevard Alteration Permit No. 00044 as outlined in Staff Report No. EPW-20-014, to construct a stairway at 937 Mesher Place. Carried Unanimously.

Manager of IT disconnected from the meeting via conference call at 8:03 PM.

Moved by Councillor Armour, seconded by Councillor Morrison: That Council defer consideration of the funding source for Boulevard Alteration Permit No. 00044 as outlined in Staff Report No. EPW-20-014 until staff can provide clarity on options and that staff advise the applicant of Council's decision to date. Carried Unanimously.

Development Services

- 6) [20-280](#) Rezoning Application (For Adoption) - 916 and 920 Old Esquimalt Road, Staff Report No. DEV-20-034

The purpose of the application is to create a development where five new single family dwellings would be constructed on five new lots and where the existing two homes would be demolished.

Moved by Councillor Brame, seconded by Councillor Armour: That Council resolves that Amendment Bylaw No. 2948, attached as Appendix A to Staff Report DEV-20-034, which would amend Zoning Bylaw, 1992, No. 2050 by changing the zoning designation of PID 003-446-093, Lot C, Section 11, Esquimalt District, Plan 21636 [916 Old Esquimalt Road] and PID 003-446-395, Lot D, Section 11, Esquimalt District, Plan 21636 [920 Old Esquimalt Road] shown cross hatched on Schedule 'A' of Bylaw No. 2948, from RD-3 [Two Family/Single Family Residential] to CD No. 115 [Comprehensive Development District No. 115], be adopted. Carried Unanimously.

- 7) [20-295](#) Rezoning Application - 481 South Joffre Street, Staff Report No. DEV-20-026

Planner provided an overview of the application, presented a PowerPoint Presentation, and responded to questions from Council.

The purpose of the application is to create a development where the existing single family dwelling is retained and a new detached accessory dwelling unit [DADU], "garden suite" is added in the rear yard of the property.

Lynn Mitchell, *applicant*, attended the meeting via conference call and provided an overview of the application, presented a PowerPoint Presentation, and responded to questions from Council.

Council comments included the proposed height of the unit as a contextual fit with its surroundings.

Moved by Councillor Brame, seconded by Councillor Morrison: That Council resolves that Zoning Bylaw, 1992, No. 2050, Amendment Bylaw No. 2999, attached as Appendix A to Staff Report DEV-20-026, which would amend Zoning Bylaw, 1992, No. 2050, by changing the zoning designation of 481 South Joffre Street [PID 003-150-909, Lot 4, Section 11, Esquimalt District, Plan 4729], shown cross-hatched on Schedule 'A' of Bylaw No. 2999, from Two Family/ Single Family Residential [RD-3] to Comprehensive Development District No. 141 [CD. No. 141], be given first and second reading. Carried Unanimously.

Moved by Councillor Armour, seconded by Councillor Brame: That Council waive the Public Hearing pursuant to Local Government Act, Section 464(2) for Zoning Bylaw, 1992, No. 2050, Amendment Bylaw No. 2999

and direct staff to proceed with appropriate public notification and return the bylaw to Council for consideration of third reading. Carried Unanimously.

Karen Hay, Planner left the meeting at 8:44 PM.

- 8) [20-272](#) Housing Agreement Bylaw - 616 & 620 Constance Avenue, 619 & 623 Nelson Street and 1326 Miles Street, Staff Report No. DEV-20-033

Planner provided an overview of the amendment to the Housing Agreement to include a definition for "work force housing" to secure the majority of the units in the building for this purpose and responded to questions from Council.

Moved by Councillor Morrison, seconded by Councillor Armour: That Council resolves to rescind third reading, amend, and read anew a third time Housing Agreement Bylaw, 2019, No. 2981, attached as Appendix A of Staff Report DEV-20-033, for 616 & 620 Constance Avenue, 619 & 623 Nelson Street and 1326 Miles Street. Carried Unanimously.

- 9) [20-259](#) Development Permit Application - 681 and 685 Admirals Road, Staff Report No. DEV-20-032

Planner provided an overview of the application and presented a PowerPoint Presentation.

The purpose of the application is to build a 48-unit multiple family residential building

Sarah Alexander, Director of Development, Westurban Developments, Tanis Schulte, Architect, Thuja Architecture, Laurelin Svisdahl, Landscape Architect, Lazzarin Svisdahl Landscape Architects, Renee Olson, Project Manager, Westurban Developments attended the meeting via conference call and provided an overview of the application, presented a PowerPoint Presentation, and responded to questions from Council.

Council comments included highlighting the prominence of this building on Admirals Road through landscaping features.

Moved by Councillor Brame, seconded by Councillor Helliwell: That Council approves Development Permit No. DP000138, attached as Appendix A to Staff Report DEV-20-032, consistent with the architectural plans provided by Thuja Architecture + Design and the landscape plan by Lazzarin Svisdahl Landscape Architects, both stamped "Received May 28, 2020", and sited in accordance with the site plan provided by McElhanney Consulting Services Ltd., stamped "Received March 18, 2020", to be located at 681 Admirals Road [PID 007-801-963, Lot 25 Block 4 Suburban Lot 50 Esquimalt District Plan 1153]+[PID 007-801-980, Lot 26 Block 4 Suburban Lot 50 Esquimalt District Plan 1153], and 685 Admirals Road [PID 007-802-013, Lot B (DD G17083), Block 4, Suburban Lot 50,

Esquimalt District, Plan 1153]. Carried Unanimously.

Alex Tang, Planner, left the meeting at 9:20 PM.

- 10) [20-303](#) Capital Regional District proposed Regional Growth Strategy Amendment re: Population Projections, Staff Report No. DEV-20-038

Director of Development Services provided an update on discussions with the CRD Board and staff regarding options to resolve Esquimalt's dispute with the Regional Growth Strategy projections for the Esquimalt community.

Council comments included concerns regarding the use of the projections by organizations for planning purposes and concerns that furthering the dispute process to arbitration will only impede the strategies progress and may not yield any further resolutions to the projections.

Moved by Councillor Armour, seconded by Councillor Vermeulen: That Council consider approving Capital Regional District Regional Growth Strategy Amendment Bylaw 4328 for Municipal Acceptance related to population projections subject to the following conditions:

- 1) That the Capital Regional Board first approve an amendment to Section 3.9 (Regional Context Statement - Population Projections) of the Township of Esquimalt's Official Community Plan;
- 2) That the Capital Regional District commit in writing to paying the legal fees incurred by the Township of Esquimalt to have the proposed amendment to the Regional Context Statement drafted by its legal counsel; and
- 3) That the Capital Regional District send a letter to all member municipalities stating that the Capital Regional District only recognizes the population projections at the sub-regional level as per the proposed amendment to the Regional Growth Strategy and does not recognize the population projections for individual municipalities.

Councillor Vermeulen left the meeting at 9:24 PM and returned at 9:27 PM.

Amendment Motion:

Moved by Councillor Morrison, seconded by Councillor Armour: That the Main Motion be amended to include as item no. 4):

That in addition to part 3) the letter also be sent to the Urban Development Institute, all Chambers of Commerce within the CRD, and all School Districts within the CRD. Carried Unanimously.

The vote was taken on the Main Motion as amended and declared Carried with Councillor Hundleby opposed.

8. MAYOR'S AND COUNCILLORS' REPORTS

- 1) [20-285](#) CRD Arts Commission June Report by Councillor Meagan Brame

Moved by Councillor Brame, seconded by Councillor Morrison: That

Council receive the CRD Arts Commission June Report by Councillor Meagan Brame for information. Carried Unanimously.

9. REPORTS FROM COMMITTEES

- 1) [20-291](#) Draft Minutes from the APC Design Review Committee, May 13, 2020

This item was received.

- 2) [20-290](#) Draft Minutes from the Advisory Planning Commission, May 19, 2020

This item was received.

10. COMMUNICATIONS

For Consideration

- 1) [20-306](#) Email from Kade Anna Hardy Agueh, dated June 9, 2020, Re: Local Champions Practicum

Councillor Brame advised she responded to Ms. Kade Anna Hardy Agueh and connected her with the Youth Coalition and further advised that they had already reached out to the Director of Parks and Recreation for youth leadership information.

11. NOTICE OF MOTION

- 1) [20-283](#) Notice of Motion re: streets and sidewalk cleaning by Mayor Barbara Desjardins and Councillor Meagan Brame - For Introduction

This Notice of Motion was introduced and referred to the Regular Council meeting on July 6, 2020 for discussion.

12. RISE AND REPORT

- 1) [20-271](#) 2020 Committee Appointments

At its June 1st and June 15th, 2020 In Camera meetings, Council made the following appointments to Committees for the terms indicated below:

Environmental Advisory Committee:

Brian Cant 2 years - July 1, 2020 to June 30, 2022

Advisory Planning Commission Design Review Committee:

Elizabeth Balderston 2 years - July 1, 2020 to June 30, 2022

13. ELECTRONIC PUBLIC COMMENT PERIOD

Address Council on any topic that impacts Esquimalt (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.

There was no electronic public input.

14. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Armour: That the Regular Council meeting be adjourned at 9:42 P.M. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS DAY OF , 2020

RACHEL DUMAS, CORPORATE OFFICER
CERTIFIED CORRECT