



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Minutes - Draft

Council

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

Monday, January 25, 2021

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 (via conference call)
Bill Brown, Director of Development Services (via conference call)
Ian Irvine, Director of Financial Services
Rachel Dumas, Manager of Corporate Services
Alicia Ferguson, Recording Secretary

Others: Chief Del Manak, VicPD (via conference call)
Steve Hurcombe, Controller, Finance Division, VicPD (via conference call)
Inspector Mike Brown, Esquimalt Division, VicPD
Doug Crowder, Chair, Finance Committee and Esquimalt Representative, Victoria and Esquimalt Police Board (via conference call)

1. CALL TO ORDER

Mayor Desjardins called the Regular Council meeting to order at 7:01 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 Armour, seconded by Councillor Helliwell: That the agenda be approved as circulated with a change to the order of Communications so that item no. 9.5 is considered before item 9.6.

Carried unanimously.

4. MINUTES

- 1) [21-032](#) Minutes of the Regular Council meeting held January 11, 2021
- 2) [21-046](#) Minutes of the Special Council meeting held January 18, 2021

Moved by Councillor Armour, seconded by Councillor Hundleby: That the Minutes of the Regular Council meeting held January 11, 2021 and the Minutes of the Special Council meeting held January 18, 2021, be approved as circulated. Carried Unanimously.

5. PRESENTATIONS

- 1) [21-009](#) Larisa Hutcheson, General Manager, Parks & Environmental Services, Capital Regional District (CRD),
Re: CRD Solid Waste Management Plan - Phase Two Consultation

Russ Smith, Senior Manager, Environmental Resource Management and Larisa Hutcheson, General Manager, Parks & Environmental Services, Capital Regional District (CRD) attended the meeting via conference call at 7:00 PM to provide an overview of the Solid Waste Management Plan, presented a PowerPoint Presentation, and responded to questions from Council.

Highlights of the Presentation included:

- * An overview of the planning process, guiding principles, and desired project targets.
- * The consultation process that is currently underway until February 15th, 2021 and future collaboration opportunities.
- * Emerging waste technologies and trends.
- * The proposed design concept for the Hartland Landfill facility.
- * Next steps associated with the plan.

Russ Smith, Senior Manager, Environmental Resource Management and Larisa Hutcheson, General Manager, Parks & Environmental Services, Capital Regional District (CRD), left the meeting at 7:27 PM.

- 2) [21-054](#) 2021 Provisional Budget - Victoria & Esquimalt Police Board

Councillor Morrison left the meeting at 7:28 PM and returned at 7:29 PM.

Chief Del Manak, Steve Hurcombe, Controller, Finance Division - VicPD and Doug Crowder, Chair, Finance Committee and Esquimalt Representative, Victoria and Esquimalt Police Board attended the meeting via conference call at 7:32 PM.

Inspector Mike Brown, Esquimalt Division - VicPD was in physical attendance at 7:00 PM for the presentation.

Mayor Desjardins requested that the revised portion of funding being requested from Esquimalt be presented to Council in the context of the recently revised budget allocation formula.

Chief Del Manak, Steve Hurcombe, Controller, Finance Division - VicPD and Doug Crowder, Chair, Finance Committee and Esquimalt Representative, Victoria and Esquimalt Police Board presented a PowerPoint Presentation highlighting the 2021 provisional budget and responded to questions from Council.

Steve Hurcombe, Controller, Finance Division - VicPD clarified the updated portion for Esquimalt based on the revised budget allocation formula as being \$145,213, a decrease of 1.7% and further advised the full reduction will be seen in year two.

Council comments included receiving information on the psychological services coordination, challenges associated with the cost break down based on the new allocation formula, and possible reduced costs associated with special policing due to the impact of COVID-19 on events.

Chief Del Manak, Steve Hurcombe, Controller, Finance Division, Inspector Mike Brown, Esquimalt Division - VicPD and Doug Crowder, Chair, Finance Committee and Esquimalt Representative, Victoria and Esquimalt Police Board left the meeting at 7:59 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 speaker requested by email or phone call to be included on the speakers list by providing their name and contact number to the Corporate Officer.

Valerie Elliot, *resident*, attended the meeting via conference call at 8:00 PM to express concerns with the proposed development at 812 Craigflower Road including the increased density for the area, the proposed coffee shop for the already adequately serviced area, and the consultation list as not encompassing all impacted residents. Valerie Elliot left the meeting at 8:03 PM.

Stephan Jacob, *resident*, attended the meeting via conference call at 8:03 PM to express concerns with the proposed development at 812 Craigflower Road including the feedback from neighbours on the initial proposal and the revisions to the proposal as not adequately addressing these concerns, the proposed setbacks and concrete wall dividing the development from neighbouring properties, height and contextual fit within the neighbourhood. Stephan Jacob left the meeting at 8:06 PM.

Linda Miller, *resident*, attended the meeting via conference call at 8:06 PM to express concerns with the proposed development at 812 Craigflower Road including consideration of feedback from neighbours on the initial proposal and that the revisions did not address the neighbours concerns. Linda Miller left the meeting at 8:09 PM.

7. STAFF REPORTS

Administration

- 1) [21-028](#) Council Procedure Bylaw Amendment [No.6], Staff Report No. ADM-21-03

Moved by Councillor Brame, seconded by Councillor Morrison: That Council give first, second and third readings to Council Procedure Bylaw No. 2715, 2009, Amendment Bylaw [No. 6], 2021, No. 3015, as attached to Staff Report ADM-21-003. Carried Unanimously.

Finance

- 2) [21-053](#) 2021 Budget Overview - Staff PowerPoint Presentation

The Director of Financial Services provided an overview of the proposed 2021 Budget Revenue, presented a PowerPoint Presentation, and responded to questions from Council. Council comments included businesses and residents impacted by COVID-19.

Moved by Councillor Armour, seconded by Councillor Brame: That Council direct staff to prepare a staff report considering 2021 municipal Tax rate increase scenario's ranging between 1%, 1.5%, and 2%.

Amendment Motion:

Moved by Councillor Hundleby, seconded by Councillor Morrison: That the Main Motion be amended to include consideration of a .5% municipal tax rate increase scenario. Carried Unanimously.

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

The meeting recessed at 9:00 PM and reconvened at 9:06 PM with all members of Council present.

Director of Engineering & Public Works joined the meeting via conference call at 9:06 PM.

- 3) [21-044](#) 2021 Revenue, Tax, Budget and Financial Sustainability Policies & Objectives, Staff Report No. FIN-21-002

The Director of Financial Services provided an overview of the 2021 Revenue, Tax, Budget and Financial Sustainability Policies and Objectives, presented a PowerPoint Presentation, and responded to questions from Council.

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

approve the 2021 Revenue, Tax, Budget and Financial Sustainability Policies and Objectives as attached to Staff Report No. FIN-21-002, as Schedule A to Financial Plan Bylaw, 2021, No. 3016. Carried Unanimously.

Director of Financial Services left the meeting at 9:17 PM.

Engineering and Public Works

- 4) [21-045](#) Dominion Road Residential Parking Restriction, Staff Report No. EPW-21-004

Director of Engineering & Public Works provided an overview of the report.

Moved by Councillor Morrison, seconded by Councillor Armour: That Council approve the implementation of Traffic Order 1320 for "Residential Parking Only" along Dominion Road commencing at a point 5.0m north of the southern property line of 612 Dominion Road and extending north to within 9.0m of the intersection of Old Esquimalt Road, as outlined in Staff Report No. EPW-21-004. Carried Unanimously.

- 5) [21-049](#) Rankin Road Residential Only Parking, Staff Report No. EPW-21-003

Director of Engineering & Public Works provided an overview of the report.

Moved by Councillor Armour, seconded by Councillor Morrison: That Council approve the implementation of Traffic Order 1321 for "Residential Parking Only" along Rankin Road commencing at a point 15.0m north of the intersection of Craigflower Road and extending north to within 9.0m of the intersection of Treebank Road West, as outlined in Staff Report No. EPW-21-003. Carried Unanimously.

Director of Engineering & Public Works left the meeting at 9:17 PM.

Development Services

- 6) [21-042](#) Official Community Plan Amendment Application Consultation List – 812 Craigflower Road, Staff Report No. DEV-21-006

Director of Development services joined the meeting via conference call at 9:17 PM, provided an overview of the report, and responded to questions from Council.

The purpose of the application is to accommodate 12 strata, multi-family, residential units and one commercial unit in a four-storey building.

Moved by Councillor Armour, seconded by Councillor Vermeulen: That Council, having considered Sections 475 and 476 of the Local Government Act, authorize staff to circulate the Official Community Plan and Zoning amendment application, Proposed Development Concept Plan, attached as Appendix B to Staff Report DEV-21-006, detailing a proposal requiring a change to Official Community Plan, Schedule B -

Proposed Land Use Designations, for the parcel identified as 812 Craigflower Road [PID 005-987-164; Lot 2, Section 10, Esquimalt District, Plan 5648], from 'Medium Density Residential' to 'Neighbourhood Commercial Mixed-Use', for Council to consider approval of the concurrent rezoning application for the subject property to permit the use of the parcel as twelve (12) multi-family residential units and one commercial unit, to those persons, organizations, and authorities identified in Appendix A of Staff Report DEV-21-006. Carried Unanimously.

Director of Development Services left the meeting at 9:22 PM.

8. REPORTS FROM COMMITTEES

- 1) [21-036](#) Draft Minutes of the APC Design Review Committee, December 9, 2020

This item was received.

- 2) [21-037](#) Adopted Minutes of the Advisory Planning Commission, December 15, 2020

This item was received.

9. COMMUNICATIONS

For Council's Consideration

- 1) [21-052](#) Email from Geoff Bowlby, Director General, Census Management Office, Statistics Canada, dated January 13, 2021, Re: Support for Increasing Awareness of the Census

Council comments included community engagement options to communicate the 2021 Census including via social media and the municipal website to encourage residents to participate.

Moved by Councillor Morrison, seconded by Councillor Armour: That Council receives the email from Geoff Bowlby, Director General, Census Management Office, Statistics Canada, dated January 13, 2021 and further supports the 2021 Census, and encourages all residents to complete the census questionnaire online at www.census.gc.ca in order to provide accurate and complete census data support programs and services that benefit our community. Carried Unanimously.

- 2) [21-047](#) Email from Diamond Isinger, Provincial Commissioner (BC), Girl Guides of Canada, dated January 12, 2021, Re: February 22nd Blue Light Up - Support for Girl Empowerment in BC

Moved by Councillor Armour, seconded by Councillor Vermeulen: That Council direct staff to proceed with lighting up municipal buildings in blue on February 22, 2021 in support of girl empowerment in BC as outlined in the email from Diamond Isinger, Provincial Commissioner (BC), Girl Guides of Canada, dated January 12, 2021. Carried Unanimously.

- 3) [21-051](#) Email from Chief Constable Del Manak, Victoria Police Department, dated January 14, 2021, Re: Annual Reporting Extension

Council comments included receiving clear delineation of the Quarter 4 and Annual Report figures when the presentations come forward.

Moved by Councillor Armour, seconded by Councillor Brame: That Council approve the annual reporting extension to March 15, 2021, as requested in the email from Chief Constable Del Manak, Victoria Police Department, dated January 14, 2021, and that the Quarter 4 Report be presented to Council at the same time as the Annual Report. Carried Unanimously.

- 4) [21-062](#) Letter from Kristen Morley, General Manager, Corporate Services and Corporate Officer, Capital Regional District (CRD) dated January 21, 2021, Re: CRD Review of Youth and Family Court Committee Service

This item was received for information and Council comments included the challenge of finding qualified representatives to appoint to the Committee and researching the benefits of transitioning this Committee to a Society.

- 5) [21-056](#) Email from Cynthia Day, Chair, Victoria Family Court and Youth Justice Committee, dated January 13, 2021, Re: Consideration of Appointment / Invite to Jan 20th Annual General Meeting

Moved by Councillor Armour, seconded by Councillor Morrison: That Council appoint Councillor Lynda Hundleby as the Council liaison to the Victoria Family Court and Youth Justice Committee for 2021 and advise the Committee accordingly. Carried Unanimously.

For Council's Information

- 6) [21-048](#) Email from Rozlynn Mitchell, Chair, West Bay Residents Association, dated January 13, 2021, Re: Board of Directors and Website Updates

This item was received for information.

10. RISE AND REPORT

- 1) [21-043](#) Rise & Report: Fire Mutual and Automatic Aid Agreement

That Council authorizes staff to participate in the Mutual and Automatic Aid Agreement with the City of Victoria to enhance the level of life safety and property protection available to citizens; and that the Mayor and Chief Administrative Officer be authorized to execute the Agreement substantially in the form as attached to Staff Report No. FIRE-20-05.

11. 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 comment.

12. ADJOURNMENT

Moved by Councillor Armour, seconded by Councillor Brame: That the Regular Council meeting be adjourned at 9:36 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS DAY OF , 2021

RACHEL DUMAS, CORPORATE OFFICER
CERTIFIED CORRECT