

MINUTES of a regular meeting of COMMITTEE OF THE WHOLE of the Municipal Council of The Corporation of the District of Oak Bay, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Victoria, B.C., on Monday July 15, 2019 at immediately following the Special Council meeting at 7:00 PM.

We acknowledge that the land on which we gather is the traditional territory of the Coast and Straits Salish Peoples. Specifically we recognize the Lekwungen speaking people, known today as the Songhees and Esquimalt Nations, and that their historic connections to these lands continue to this day.

PRESENT: Mayor K. Murdoch, Chair
Councillor, A. Appleton
Councillor, H. Braithwaite
Councillor, C. Green
Councillor, T. Ney
Councillor E. Paterson
Councillor E.W. Zhelka

STAFF: Chief Administrative Officer, L. Varela
Director of Corporate Services, D. Hopkins
Director of Building and Planning, B. Anderson
Director of Engineering Services, D. Horan
Director of Parks, Recreation and Culture, R. Herman
Fire Chief, D. Hughes
Deputy Director of Financial Services, D. Costin
Manager of Planning, D. Jensen
Planner, G. Buffett
Recorder, S. Santarossa

CALL TO ORDER:

Mayor Murdoch called the meeting to order at 7:50 p.m.

MOTION TO AMEND THE AGENDA

MOVED and seconded: That the agenda be amended to consider Item 4 before Item 3.

CARRIED

PARKS, RECREATION AND CULTURE ITEM(S):

1. ***Parks Recreation and Culture Commission Minutes***
 - Note - Director of Corporate Services - PR&C Comm Minutes, July 3, 2019
 - PR&C Commission Minutes July 3, 2019

MOVED and seconded: That the minutes of the meeting of the Oak Bay Parks Recreation and Culture Commission held July 3, 2019 and the recommendations contained therein, be approved.

CARRIED

2. **Strategic Energy Management Plan Update**

- Report - (Strategic Energy Management Plan Update) by the Director of Parks, Recreation and Culture, July 15, 2019
- Strategic Energy Management Plan (July 5, 2019)
- Presentation - Energy Conservation in Oak Bay

K. Olson presented the Strategic Energy Management Plan Update (SEMP). Discussion ensued as follows:

- Desire to request BC Hydro reinstate incentives;
- Occupancy sensor pilot in Henderson Recreation parking lot;
- Increased public education;
- Develop a target for community greenhouse gas (ghg) reductions;
- Need to look at fleet ghg reductions;
- Increase in electric vehicles will require additional plug-ins in the community; and
- SEMP alignment with asset management plan.

There were no comments from the public.

MOVED and seconded: That it be recommended to Council that the 2019 Strategic Energy Management Plan be adopted.

CARRIED

LAND USE APPLICATIONS:

4. **Uplands Siting and Design (ADP00112) - 3190 Norfolk Road**

- Report - (ADP/3190 Norfolk) by the Manager of Planning dated July 9, 2019
- Plans (3190 Norfolk) dated July 3, 2019
- 3190 Norfolk Road Arborist Memo dated June 21, 2019

The Manager of Planning provided an overview of the Uplands siting and design application to construct a new accessory building at 3190 Norfolk Road.

There were no comments from the public.

MOVED and seconded: That it be recommended to Council that the proposal to construct a new accessory building at 3190 Norfolk Road, as outlined in the July 9, 2019 report for ADP0012 be approved as to Uplands Siting and Design.

CARRIED

3. **Heritage Revitalization Agreement (HRA00005) / Heritage Register Addition (HAD00010) - 1416 St. David Street**

- Report - (HRA/HAD/HAP 1416 St David) by the Manager of Planning dated July 10, 2019
- Plans (1416 St David) dated June 17, 2019
- 1416 / 1418 St David Street Heritage Revitalization Agreement Authorization Bylaw, 2019, No. 4730
- 1416 / 1418 St David Street Heritage Designation Bylaw, 2019, No. 4731
- 1416 St David St Draft Heritage Alteration Permit HAP00018
- 1416 St David St Statement of Significance
- 1416 St David St Conservation Plan dated July 10, 2019
- Construction Impact Assessment & Tree Preservation Plan, dated April 24, 2018
- 1416 St David St District Arborist Memo dated May 15, 2019
- Heritage Commission Minutes, October 9, 2018
- Correspondence - (1416 St David) for the July 15, 2019 Committee of the Whole

The Manager of Planning provided an overview of the application for a heritage revitalization agreement for 1416 St. David Street.

The owner and applicant, C. Bowman and R. Collins, representing the applicant, appeared before Council to speak to the application and noted the following:

- The house required major upgrades;
- The HRA would allow for three units;
- There are other multi-family dwellings in the neighbourhood;
- Proposed exterior changes to the west, north, east and south elevations;
- Many of the windows are not original in style and were altered by renovations in the 60s;
- Proposed increase in tree canopy from 20 – 36%;
- Reduction in hard surface in the front of the house;
- Removal of garage in the back with reduce hardscape and return greenspace and permeable surface;
- Parking stalls reduced from 6 to 4;
- Metal roof to be replaced with a new metal roof; and
- 22 neighbours were consulted.

Council discussed the following:

- Private sanitary sewer pipe that runs from 1436 St. David to Brighton;
- Subject property will need to connect to this pipe; and
- Suggested exploration of development of a neighbourhood consultation process.

There were no comments from the public.

MOVED and seconded: That it be recommended to Council to consider the heritage revitalization agreement and heritage alteration permit for 1416 St. David Street and preserve the heritage home, and

- a) give 1st and 2nd reading to 1416 / 1418 St. David Street Heritage Revitalization Agreement Bylaw No. 4730 to enter into a heritage revitalization agreement as part of the proposal to convert the duplex at 1416 St David Street to a triplex;
- b) give 1st and 2nd reading to 1416 / 1418 St. David Street Heritage Designation Bylaw No. 4731 to designate the existing home as a protected municipal heritage building and place the home on the Oak Bay Community Heritage Register;
- c) direct staff to secure registration of a covenant to ensure maintenance of the existing sanitary sewer utility prior to adoption of Bylaws No. 4730 and 4731;
- d) direct staff to secure a housing agreement that will retain the three residential units as rental units prior to adoption of Bylaws No. 4730 and 4731;
- e) set a public hearing on Bylaws No. 4730 and 4731 to be held at the Oak Bay Municipal Hall on September 12, 2019 at 6:00 pm in Council Chambers and that notice be given in accordance with the *Local Government Act*; and
- f) approve Heritage Alteration Permit HAP00018 subject to adoption of Heritage Revitalization Agreement Bylaw No. 4730 and Heritage Designation Bylaw No. 4731.

CARRIED

REGULATORY ITEM(S):

5. **Regional Context Statement - OCP 00005**

- Report - (RCS/OCP00005) by the Manager of Planning dated July 9, 2019
- Amendments to Regional Context Statement (Comparison)
- Oak Bay Official Community Plan Amendment Bylaw No. 4620.002, 2019 (Regional Context Statement)
- CRD Regional Growth Strategy (January 2018)
- **CRD Regional Context Statement Framework (March 2018)**

The Manager of Planning provided an overview the amendments to the Regional Context Statement (RCS) to achieve consistency with the new Regional Growth Strategy adopted by the Capital Regional District Board in March, 2018. She also outlined the RCS approval process.

Council discussion ensued as follows:

- The need to establish community benchmarks in relation to greenhouse gas reductions and carbon neutrality; and
- Including SD93 (Conseil scolaire francophone de la Colombie-Britannique "CSF") to the list of referrals as they have just entered into a long-term lease with the Sunshine School.

S. Bowker, Oak Bay resident, spoke to the demographic projections noted in Table 1 of the CRD's Regional Growth Strategy noted a project decline in Oak Bay population from 18,000 to 16,000. He questioned whether anyone from the CRD has

approached Oak Bay to discuss these projections and recommended that Oak Bay be labeled a 'special case'. Mr. Bowker also spoke to the addition of the Food Systems objective and noted Oak Bay's history of Victory Gardens during WWI and WWII.

M. Cummings, Oak Bay resident, questioned whether large developments should be considered appropriate growth.

MOVED and seconded: That it be recommended to Council to consider the amended Regional Context Statement as set out in the Oak Bay Official Community Plan and

- a) give 1st and 2nd reading to Bylaw No. 4620.002 to amend the Regional Context Statement;
- b) direct staff to forward Bylaw No. 4620.002 to the Capital Regional District for consideration by the Regional Board; and
- c) direct staff to proceed with formal referral consultative steps as outlined in this report dated June 10, 2019.

CARRIED

6. ***Draft 2018 Annual Report***

- Memorandum (Draft 2018 Annual Report) - by the Chief Administrative Officer, dated July 11, 2019
- Presentation - Draft 2018 Annual Report

The Chief Administrative Officer presented the Draft 2018 Annual Report and noted it was made available for public inspection on June 28, 2019.

S. Bowker, Oak Bay resident, stated he liked the Annual Report and requested, going forward, that all financial information presented, and not just the financial statements, include a comparison of the previous and current year.

Staff was requested to include Statement of Financial Information for Police members in future Annual Reports.

MOVED and seconded: That it be recommended to Council that the 2018 Annual Report be adopted.

CARRIED

ADJOURNMENT:

7. ***Motion to Adjourn***

MOVED and seconded: That the meeting adjourn at 9:45 p.m.

CARRIED

Certified Correct:

Chair

Director of Corporate Services