

MINUTES of a regular meeting 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, Oak Bay, B.C., on Monday, March 26, 2012 at 7:30 p.m.

PRESENT: Mayor N. Jensen, Chair
Councillor P. Copley
Councillor C. Green
Councillor J. Herbert
Councillor M. Kirby
Councillor K. Murdoch
Councillor T. Ney

STAFF: Municipal Administrator, M. Brennan
Municipal Clerk, L. Hilton
Director of Building and Planning, R. Thomassen
Municipal Treasurer, P. Walker
Director of Engineering Services, D. Marshall

Presentation from Heritage Foundation Chair

Bronwyn Taylor, Chair of the Oak Bay Heritage Foundation, was pleased to present a copy of Oak Bay's Centennial book, *Oak Bay: In Photographs*, to the three new members of Oak Bay Municipal Council.

Mayor Jensen called the meeting to order at 7:32 p.m.

ADOPTION OF MINUTES:

Council – March 12, 2012

MOVED by Councillor Herbert
Seconded by Councillor Copley, That the minutes of the Council meeting held on Monday, March 12, 2012, be adopted.

Councillor Copley clarified that there are no budget implications for Oak Bay in respect to the Congress of Humanities conference to be held at the University of Victoria, although the event is a good opportunity for the input of ideas by local government.

Councillor Copley also drew attention to the direction to bring forward a motion to express Oak Bay Council's objection to the composition of the Expert Panel Review of Business Taxation, noting that it was just one example of where she thinks Council will want to become involved, on behalf of the community and beyond, to take a stand on important issues outside of Council's legal jurisdiction.

The question was then called.

CARRIED

Committee of the Whole – March 19, 2012

MOVED by Councillor Herbert
Seconded by Councillor Copley, That the minutes of Committee of the Whole meeting held on Monday, March 19, 2012, and the recommendations contained therein, be adopted.

CARRIED

1. 2012-116 OAK BAY TOURISM, March 22, 2012
Re 2011 Year End Report and 2012 Budget and Business Plan

Derek Vair, Chair, Oak Bay Tourism Committee was in attendance to answer questions from Council regarding the revised 2012 Tourism Committee budget and business plan.

MOVED by Councillor Herbert

Seconded by Councillor Copley, That the Oak Bay Tourism Committee's 2012 budget and business plan be approved.

Mayor Jensen drew attention to the great work of the Tourism Committee, noting the upcoming initiative to pull together members of the Tourism Committee with various members of Oak Bay volunteer bodies and the business community to collaborate on ways to pool resources and knowledge to optimize capacity to bring tourists to Oak Bay. That group, he noted would meet at the end of April.

The question was then called.

CARRIED

2. 2012-117 DEPUTY TREASURER, March 20, 2012
Re Tender Award Recommendations – Public Works Vehicles

MOVED by Councillor Herbert

Seconded by Councillor Jensen, That the following tenders be awarded as recommended in the memorandum from the Deputy Treasurer dated March 20, 2012 (correspondence item number 2012-117):

PW09-2012, Cab and Chassis Truck with Flat Deck, Harbour International Trucks Ltd., \$90,971.62;

PW10-2012, Cab and Chassis Truck with Aerial Device, Altec Industries Ltd., \$149,693.36;

PW11-2012, Zero Turning Radius Mower, Prairie Coast Equipment, \$10,111.42;

PW12-2012, Cab and Chassis Truck with Dump Box, Metro Motors Ltd., \$50,989.98; and

PW13-2012, Pickup Trucks (2), Metro Motors Ltd., \$48,632.43.

CARRIED

3. 2012-118 MUNICIPAL TREASURER, March 21, 2012
Re Heritage Commission Budget

Patricia Wilson, Chair of the Oak Bay Heritage Commission, was in attendance to answer questions from Council regarding the Commission's proposed budget.

There was discussion regarding the mandate of the Commission to produce a new heritage strategic plan, and Ms. Wilson answered questions from Council in that regard, noting that the Commission has included an estimated cost to engage a consultant to assist with the project in the proposed budget. The end of 2012, said Ms. Wilson, is targeted for completion of the plan.

MOVED by Councillor Ney

Seconded by Councillor Green, That the proposed Heritage Commission budget be referred to Council's Estimates Committee for consideration.

CARRIED

4. 2012-119 COUNCILLOR COPLEY, March 22, 2012
Re Official Community Plan Review Planning Working Group Report

Mayor Jensen introduced the report from the Official Community Plan Working Group, extending appreciation for the excellent work done by the Working Group towards developing a process and timeline for reviewing the Official Community Plan.

Mayor Jensen drew attention to the many local and global changes that have occurred since the current Official Community Plan was adopted, noting the new Plan would be a living document used to guide Council's decisions over many years to come.

Councillor Copley, Chair of the Working Group, also extended her appreciation for the volunteers who participated, applauding the qualifications and commitment of Oak Bay residents, along with the Municipal Administrator and Councillors Ney and Green.

The report, said Councillor Copley, provides a proposed strategy to review the Official Community Plan, noting its renewal would set Oak Bay on course for future generations.

Drawing attention to the upcoming budget deliberations and the financial implications of the proposed review of the Plan, and acknowledging that further discussion on the process should occur at a Committee of the Whole meeting, it was suggested that the report be endorsed in principle by Council and referred to Committee of the Whole.

MOVED by Councillor Copley

Seconded by Councillor Ney, That the report from the Official Community Plan Review Planning Working Group and the recommendations contained therein be endorsed in principle and referred to Committee of the Whole for further discussion.

Councillor Ney thanked Councillor Copley for her exemplary leadership on the Working Group that, she said, brought the best out of all of the team members.

The question was then called.

CARRIED

MOVED by Councillor Copley

Seconded by Councillor Ney, That staff be directed to draft terms of reference for an Official Community Plan review advisory committee and further, to draft the documentation for issuing a request for expressions of interest from potential consultants.

Attention was drawn to the need for Council to be actively involved in the entire review process, in respect to which it was noted that the terms of reference and other documentation would be placed before Council for consideration of approval.

The question was then called.

CARRIED

5. 2012-120 COMMUNITY INITIATIVES COMMITTEE, March 22, 2012
Re Minutes of the Meeting

Councillor Herbert introduced the minutes from the Community Initiatives meeting, providing updates on the various undertakings of the Committee.

In particular, Councillor Herbert noted that a proposal to host a future Association of Vancouver Island and Coastal Communities convention is being prepared, drawing attention to the enthusiastic support of the Oak Bay Beach Hotel owners in this regard. Support was also expressed by members of Council in recognition of the excellent opportunity to showcase Oak Bay as a tourist destination.

Councillor Herbert also advised that he was looking for direction with respect to proposed gifts for neighbouring communities that would be celebrating milestone anniversaries.

MOVED by Councillor Herbert

Seconded by Councillor Ney, That approval be given for the gifts proposed by the Community Initiatives Committee for the City of Victoria and the Township of Esquimalt in celebration of their 150th and 100th Anniversaries respectively, at an estimated cost of \$500 each.

CARRIED

6. 2012-121 CITY OF VICTORIA , February 29, 2012
Re Request for financial assistance for 2012 Canada Day Celebrations

MOVED by Councillor Herbert

Seconded by Councillor Green, That the request for financial assistance in the amount of \$1,500 towards the City of Victoria's 2012 Canada Day Celebration be referred to Estimates Committee.

CARRIED

NEW BUSINESS/REPORTS FROM OTHER COMMITTEES:

RESOLUTIONS:

Development Variance Permit – 3290 Upper Terrace Road

MOVED by Councillor Green

Seconded by Councillor Copley, That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 3290 Upper Terrace Road (Lot 2, Section 31, Victoria District, Plan 4111), varying the following provisions of Bylaw No. 3531, *Zoning Bylaw, 1986*, as amended:

<u>Zoning Bylaw Section</u>	<u>Required</u>	<u>Requested</u>	<u>Variance</u>
6.2.4. (2) (c) & Schedule 'C' Minimum interior side lot line setbacks	4.57 m	1.52 m	3.05 m
6.2.4. (2) (e) & Schedule 'C' Minimum total of side lot line setbacks	12.19 m	5.17 m	7.02 m

to accommodate the construction of an addition as shown on the plans appended to Committee of the Whole agenda item 2012-115, being a memorandum from the Director of Building and Planning dated March 13, 2012.

MOVED by Councillor Green

Seconded by Councillor Copley, That the motion in respect to the development variance permit for 3290 Upper Terrace Road be tabled to allow notice to be given in accordance with the *Local Government Act*.

CARRIED

Confirmation of Citizen Volunteer Appointments

MOVED by Councillor Copley

Seconded by Councillor Green, That the following citizen volunteer appointments be confirmed for the 2012 Council year:

Active Transportation Advisory Committee

- Charlie Etchell
- Lesley Ewing
- Chris Harvey
- Carol Hubberstey
- Neil Jackson
- Darius Kanga
- David Leach
- Greg Miller
- Kris Nichols
- Gerald Smeltzer
- Tobin Stokes

Advisory Design Panel:

- James Aalders
- Nigel Banks
- Duane Ensing
- Adam Fawkes
- Patricia Wilson

Allan Cassidy Recognition of Renovation & Building

Achievement Awards Panel:

- James Aalders
- Frances Chapman
- Cassie Kangas
- Kris Nichols
- Tim Taddy
- Bronwyn Taylor

Board of Variance:

- Spencer Manning
- Caroline Monahan
- James Murtagh

Community Initiatives Committee

- Audrey McFarlane
- Scott Piercy

Environmental Advisory Committee

- Meegan Armstrong
- Angela Buckingham
- Ron Carter
- Caitlin Currey
- Taylor Davis
- Chris Garrett
- Brian Holl
- Patricia Lane
- Heather Sinnott
- Andrew Stinson
- Noreen Taylor
- Tess van Straaten
- Anita Wolfe

Heritage Commission:

- Ben Clinton-Baker
- Richard Collier
- Gwen Ewan
- Joan Heagle
- Valerie Murray
- Margaret Palmer
- Carl Peterson
- Cora Smith
- Bronwyn Taylor
- Monica Walter
- Patricia Wilson

Heritage Foundation:

- Ben Clinton-Baker
- Marion Cumming
- Gwen Ewan
- Joan Heagle
- Valerie Murray
- Jane Neilsen
- Margaret Palmer
- Jean Sparks (Volunteer Archivist)
- Bronwyn Taylor
- Patricia Wilson

Oak Bay Tourism Committee:

- Ken Agate
- Hazel Braithwaite
- Tom Croft
- Rena Kendall-Craden
- Alf Lyon
- Dave McMillan
- Michael Prescott

Oak Bay Tourism Committee (cont'd):

- Patrick Tier
- Derek Vair
- Egle Vair
- Shawna Walker

Parks and Recreation Commission:

- Liz Hawes
- Drew Henderson
- Monty Holding
- Victor Lotto
- Rick Marshall
- Sandi Piercy
- Brian Sharp
- Chris Smith
- Brian Yellin

Police Board:

- Wendy Brown
- John Mochrie
- Sandra Waddington
- David Winkler

Wall of Fame Committee:

- Alexandra Devon
- Liz Hawes
- Sandi Piercy

Working Group – Community Engagement

- Jill Croft
- Tom Croft
- Lara Lauzon
- Elise Wickson
- Michael Wilmut

Working Group – Official Community Plan

- Linda Allen
- Jack Basey
- Patrick Frey

CARRIED

Confirmation of Appointment to Allan Cassidy Recognition of Renovations & Building Achievement Awards Panel

MOVED by Councillor Green

Seconded by Councillor Ney, That Councillor Pam Copley be appointed to the Allan Cassidy Recognition of Renovation & Building Achievement Awards Panel.

CARRIED

Mayor's Attendance at the BC Mayors' Caucus Conference – May 16-18, 2012

MOVED by Councillor Green

Seconded by Councillor Murdoch, That Council approve payment of the registration fee of \$224.00 and related travel expenses for Mayor Nils Jensen to attend the *BC Mayors' Caucus Conference* that will be held in Penticton, BC, May 16 - 18, 2012.

CARRIED

Expert Panel Review of Business Taxation

MOVED by Councillor Copley

Seconded by Councillor Green, That a letter be sent to the BC Premier, with copies to the Minister responsible for Community, Sports and Cultural Development, and UBCM, which indicates the District of Oak Bay's objection to the composition of the "Expert Panel" in that there are no panel member representatives from local government municipalities.

There was discussion regarding the resolution and there was consensus that the letter also be copied to each UBCM member municipality.

CARRIED

ADJOURNMENT:

MOVED by Councillor Ney

Seconded by Councillor Kirby, That the Council meeting be adjourned.

CARRIED

The meeting adjourned at 8:36 p.m.

Certified Correct:

Municipal Clerk

Mayor