

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, Oak Bay, B.C., on Monday, September 19, 2011 at 7:30 p.m.

PRESENT: Mayor C. M. Causton, Chairman  
Councillor H. Braithwaite  
Councillor J. D. Herbert  
Councillor N. B. Jensen  
Councillor T. Ney

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

Mayor Causton called the meeting to order at 7:30 p.m.

FINANCE SECTION: (Chairman – Councillor Jensen)

1. 2011-290 MUNICIPAL TREASURER, September 2, 2011  
Re Penalties on Property Taxes

As requested by Council at its July 18, 2011 meeting, the Municipal Treasurer provided a report with respect to reviewing alternatives to the current penalty structure for late property tax payments. Ms. Walker noted that historically it has been the wish of Council that at least the four core municipalities follow the same penalty rules in relation to the collection of taxes. Ms. Walker pointed out that nine of the municipalities currently follow the 10% penalty rule.

Following discussion, it was agreed that there was value in being consistent with the other municipalities with respect to the general tax collection scheme.

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That it be recommended to Council that the District of Oak Bay continue to follow the general tax collection scheme.

CARRIED

LAND USE SECTION: (Acting Chairman – Mayor Causton)

2. 2011-291 DIRECTOR OF BUILDING AND PLANNING, September 12, 2011  
Re Development Variance Permit Application – 2130 Crescent Road

The Director of Building and Planning gave a brief overview of the variances being requested, noting that the existing basement level results in the need for the variances.

MOVED by Councillor Jensen  
Seconded by Councillor Braithwaite, That a resolution authorizing the Director of Building and Planning to issue a development variance permit with respect to 2130 Crescent Road, as outlined in correspondence item no. 2011-291, be prepared and brought forward to Council for consideration.

CARRIED

3. 2011-292 DIRECTOR OF BUILDING AND PLANNING, September 6, 2011  
Re Uplands Building Permit Application – 3160 Ripon Road

As requested, the Director of Building and Planning explained that the homeowners wish to construct a new dwelling in the same location as the existing house, noting there are no variances being sought.

MOVED by Councillor Herbert

Seconded by Councillor Ney, That it be recommended to Council that the plans to construct a single family residential dwelling at 3160 Ripon Road be approved as to siting and architectural design.

CARRIED

4. 2011-293 DIRECTOR OF BUILDING AND PLANNING, September 6, 2011  
Re Request for Design Approval – 1832 Beach Drive

The Director of Building and Planning said that, as design approval was a requirement of the subdivision of the land in question, the Advisory Design Panel reviewed the design plans on two separate occasions. The Panel concluded that it could not recommend approval as not all the changes suggested by the Panel were implemented.

As requested, Tim Rodier, Designer, outlined the Advisory Design Panel's concerns and reviewed the rationale for not incorporating all the suggested changes into the design. He noted that although three of the five recommended changes to the design were incorporated, he did not add verticality to the three front windows in the study, and break up the band in the front of them, as requested. With respect to the stucco finish, Mr. Rodier said that the Panel did not mention this as an issue until the second meeting.

Responding to questions, Mr. Thomassen commented that the Panel felt there was a disconnect between the left and right side of the house and therefore suggested that the study windows be elongated, which, in turn would have broken up the band as well. He noted that the Panel was split on the appropriateness of the stucco finish.

Mr. Rodier responded to various questions from members of the Committee with respect to lot coverage and paved area, which, he noted, are all within the allowable limits.

Responding to a question from the Committee, it was noted that a protected Sequoia tree was damaged by a contractor during demolition of the old house and had to be removed.

Members of the Committee discussed the design, and while acknowledging that some changes requested by the Advisory Design Panel had not been implemented, it was the view of the Committee that the overall design was acceptable.

MOVED by Councillor Herbert

Seconded by Councillor Jensen, That it be recommended to Council that the proposed siting and architectural design of the new residential dwelling at 1832 Beach Drive be approved.

CARRIED

TRAFFIC AND PEDESTRIAN SAFETY: (Acting Chairman – Mayor Causton)

5. 2011-294 CAPITAL REGIONAL DISTRICT, June 15, 2011  
Re Pedestrian and Cycling Master Plan

Marg Evans, Senior Manager, Regional and Strategic Planning, and Susan Hallatt, Research Planner, Regional Planning, Capital Regional District, provided a PowerPoint presentation outlining the Capital Regional District's pedestrian and cycling master plan vision that would see an environmentally sustainable integrated transportation plan for the region.

Following the overview, discussion ensued with members of the Committee commenting on various aspects of the plan and questions from the Committee being answered by Ms. Evans and Ms. Hallatt. In regards to what the Capital Regional District is seeking at this point, they said it hopes to reconstitute the technical advisory committee, which included Oak Bay staff, to extend the involvement in the plan at the municipal level and break the plan down into action sized steps.

The point was raised that the Community Initiatives Committee will be reviewing the alternative transportation plan it commissioned at its next meeting prior to it being presented to Council, and members of the Committee queried how it could tie into the Capital Regional District's plan. In response, Ms. Hallatt noted that if different and preferred cycling routes are identified, they could be incorporated into the Capital Regional District's plan, which, she noted, is a living document.

Members of the Committee acknowledged that at some point the question of how to implement the plan and fund that implementation will be raised and Ms. Hallatt said funding and implementation would have to be developed as a region and could perhaps coincide with Provincial or Federal funding becoming available.

Ms. Hallatt acknowledged the great contribution made by Oak Bay Engineering staff and citizens towards the Plan.

Attention was also drawn to the importance of securing further funding to complete the E&N Trail, which offers an east to west connection.

In closing, Ms. Evans noted the mutual benefit of Capital Regional staff working with Oak Bay on a regional plan.

MOVED by Councillor Braithwaite

Seconded by Councillor Herbert, That correspondence item no. 2011-294 be received.

CARRIED

6. 2011-295 SU RUSSELL, July 4, 2011  
Re Increased Truck Traffic – Hampshire Road

The Director of Engineering Services commented that over the years the Municipality has received complaints regarding large delivery trucks using routes in residential areas. Mr. Marshall advised that the Municipality does not restrict vehicle type traffic on any street, and that although consideration may be given to regulating this, an extensive study would be required to determine potential truck routes in Oak Bay.

Su Russell, resident of Oak Bay, said that further to her letter, she wished emphasize that the Official Community Plan refers to 'local' roads as serving houses on a street. Ms. Russell added that some of her neighbours have expressed some of the same concerns regarding the width of Hampshire Road, combined with cyclists, vehicle parking on both sides, large trucks, and an increase in traffic volume. Much of the increased traffic, said Ms. Russell, seems to be at night.

Following discussion, it was observed that commercial trucks are likely using Hampshire Road to access Oak Bay Avenue businesses, and it was suggested that staff conduct a traffic count that would indicate the time and the number of multi-axle vehicles traveling this route.

It was suggested that this issue, along with other traffic issues, could be addressed in the Official Community Plan review that will be undertaken.

At the request of Ms. Russell regarding asking the stores to have their delivery trucks use alternate routes, Mayor Causton said he would speak with the manager of Fairways Market regarding the store's delivery schedule, although the view was expressed that changing routes may shift the problem to other streets.

MOVED by Councillor Braithwaite

Seconded by Councillor Herbert, That it be recommended to Council that staff undertake traffic counts, including the time of day and the number of multi-axle vehicles, along Hampshire Road, between Oak Bay Avenue and Cranmore Road, with the results to be brought forward to a future Committee of the Whole meeting.

CARRIED

- 7. 2011-296 DIRECTOR OF ENGINEERING SERVICES, September 15, 2011
  - EXCERPT FROM COMMITTEE OF THE WHOLE MINUTES, April 18, 2011
  - 2011-296-1 JEAN L. HALEY, April 25, 2011
  - 2011-296-2 RANDY MCEWEN, May 6, 2011
  - 2011-296-3 HARVEY J. TANNER, June 3, 2011
  - 2011-296-4 R. D. FRAM, September 18, 2011
  - 2011-151 DIRECTOR OF ENGINEERING SERVICES, April 14, 2011
  - 2011-151-1 DERICK WOODS, [Undated]
- Re Traffic on Prospect Place and San Carlos Place

Drawing attention to his memorandum, the Director of Engineering Services noted that as requested at the April 11, 2011 Committee of the Whole meeting, staff has conducted new vehicle speed counts along the straight portion of Prospect Place and found that there was no significant speeding at this location and that the average daily traffic volumes are consistent and well below many other local roads.

MOVED by Councillor Braithwaite

Seconded by Councillor Herbert, That correspondence item no. 2011-296 to 2011-296-4, 2011-151 and 2011-151-1 be received.

Derick Woods, resident of Oak Bay, commented that it is not acceptable to have traffic from collector roads travel onto local roads to access another collector road. Mr. Woods stated that Prospect Place is a narrow, local road and is heavily used by buses, trucks and pedestrians, adding that in the eight years he has lived there traffic volume has increased. He suggested that

traffic should be kept on main roads where it belongs (i.e. Newport Avenue to Windsor Road to Beach Drive).

After some discussion, members of the Committee concluded that the volume of traffic on Prospect Place was not high, and that diverting traffic onto other roads in order to reduce traffic on Prospect Place was not supportable.

The question was then called.

CARRIED

PUBLIC WORKS SECTION: (Chairman – Councillor Herbert)

8. 2011-297 BRENDA AND RON DIRKS AND J. BEKKER, [Undated]  
Re Request for Residential Only Parking – 2600 Block Currie Road

MOVED by Councillor Braithwaite

Seconded by Councillor Jensen, That it be recommended to Council that staff be directed to undertake a parking count during peak hours in the vicinity of the 2600 block of Currie Road, and report back to a future meeting of the Committee of the Whole.

CARRIED

9. 2011-298 DIRECTOR OF ENGINEERING SERVICES, September 15, 2011  
-- EXCERPT FROM COMMITTEE OF THE WHOLE MINUTES, August 8, 2011  
2011-255A DIRECTOR OF ENGINEERING SERVICES, August 3, 2011  
Re Audible Pedestrian Signal at Oak Bay Avenue and Elgin Road

Mayor Causton advised that prior to the meeting it was brought to his attention that although a request to install an audible pedestrian signal at Oak Bay Avenue and Elgin Road was received by staff of the Carlton House of Oak Bay, the owner of the facility had since advised that there is not a need for such a device at this location at this time, and the item was withdrawn by the applicant.

MOVED by Councillor Braithwaite

Seconded by Councillor Ney, That the staff recommendation not to install an audible pedestrian signal at Oak Bay Avenue and Elgin Road be endorsed.

It was pointed out that there are various programmable options for audible pedestrian signal devices that could be explored should this request be reconsidered at a future date.

The question was then called.

CARRIED

ADJOURNMENT:

MOVED by Councillor Braithwaite

Seconded by Councillor Jensen, That the meeting of Committee of the Whole be adjourned.

CARRIED

The meeting adjourned at 9:29 p.m.

Certified Correct:

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Municipal Clerk

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Chairman, Finance Section

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Acting Chairman, Land Use Section

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Acting Chairman, Traffic &  
Pedestrian Safety Section

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Chairman, Public Works Use Section