

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, November 28, 2011 at 7:30 p.m.

PRESENT: Mayor C. M. Causton, Chairman  
Councillor H. Braithwaite  
Councillor P. Copley  
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.

ADOPTION OF MINUTES:

*Council – November 14, 2011*

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That the minutes of the Council meeting held on Monday, November 14, 2011, be adopted.

With respect to correspondence item no. 2011-351 from the Greater Victoria Public Library, Councillor Copley requested that the word *collection* be replaced with the word *use*, and there was agreement to make the change.

The question was then called.

CARRIED

*Special Council – November 21, 2011*

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That the minutes of the Special Council meeting held on Monday, November 21, 2011, be adopted.

CARRIED

*Special Council – November 23, 2011*

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That the minutes of the Special Council meeting held on Wednesday, November 23, 2011, be adopted.

CARRIED

PRESENTATIONS:

*Introduction of New Police Department Member*

*(Chief Constable Fisher, Oak Bay Police Department, in attendance for this item).*

The Chief Constable introduced Cst. Julie Chanin as a new member to the Oak Bay Police Department, saying Cst. Chanin had most recently been working, as the first female officer, in Port McNeil. Chief Fisher offered a brief synopsis of Cst. Chanin's career and welcomed her to Oak Bay.

Cst. Chanin said a few words regarding her new position and previous experiences.

COMMUNICATIONS:

1. 2011-364 OAK BAY POLICE BOARD SECRETARY, November 23, 2011  
Re 2012 Police Board Provisional Budget

*(Chief Constable Fisher, Oak Bay Police Department, in attendance for this item).*

The Chief Constable provided an overview of the Police Department's 2012 provisional budget, noting a 2.36 percent increase over the 2011 budget. Chief Fisher highlighted some of the items included in the budget, as outlined in the memorandum from the Police Board Secretary dated November 23, 2011 (correspondence item no. 2011-364), drawing particular attention to a new collective agreement being signed and a new part-time clerical position request, which contribute to the budget increase.

Discussion ensued with questions from members of Council being answered by Chief Fisher with respect to various aspects of the Police Department 2012 provisional budget.

Responding to a comment from a member of Council regarding the Department's efforts to reduce its carbon footprint, the Chief Constable noted the community will see an increased bicycle patrol presence, and that environmental issues are recognized by the both Department and the Board.

MOVED by Councillor Braithwaite

Seconded by Councillor Herbert, That the 2012 Oak Bay Police Board provisional budget be incorporated into an amended five year financial plan for the Municipality and referred to Estimates Committee.

CARRIED

2. 2011-365 CHIEF CONSTABLE, November 21, 2011  
Re Proposed Contract with District of Saanich for Police Department Services Agreement

*(Chief Constable Fisher, Oak Bay Police Department, in attendance for this item).*

The Chief Constable drew attention to the revised agreement for contracting certain police services to the Saanich Police Department, noting a few amendments to the current contract as described in his memorandum dated November 21, 2011 (correspondence item no. 2011-365).

The Chief Constable answered questions from Council regarding the services provided, and expressed his support for renewing the services agreement with the District of Saanich, noting it has proven to be a successful partnership.

MOVED by Councillor Braithwaite

Seconded by Councillor Jensen, That the Mayor and Municipal Clerk be authorized to execute the District of Oak Bay/District of Saanich Police Services Agreement, substantially in the form attached to the memorandum from the Chief Constable dated November 21, 2011, and printed for the purposes of the November 28, 2011 Council meeting.

CARRIED

NEW BUSINESS:

Members of Council took this opportunity to express their appreciation and thanks to Councillor Braithwaite and Mayor Causton for their exceptional service and commitment to the community of Oak Bay over their years in office.

Councillor Braithwaite drew attention to the several situations she has experienced during her time as a member of Council, and expressed her heartfelt thank you to individual members of staff, Council, and volunteers for their continued support, hard work, and dedication to this great community.

Councillor Braithwaite went on to express her admiration and appreciation to Mayor Causton for his leadership, unending energy, and his dedication to Council, the community and to the region over the past 24 years.

Councillor Braithwaite also noted her appreciation for Councillor Allan Cassidy who passed away in July 2011, saying he was a true asset with a level head and unique and helpful way of looking at issues before Council. He has been greatly missed by all, she said.

In closing, Councillor Braithwaite said it was difficult to say her goodbyes as she will miss every part of working as a Councillor for the District of Oak Bay, from the meetings to the people, and she wished everyone well.

Mayor Causton thanked Councillor Braithwaite for her kind words, saying she will be very much missed as well.

Mayor Causton welcomed everyone in attendance and acknowledged two of the new members of Council sitting in the audience, Cairine Green and Kevin Murdoch, adding that the three new Council members will be a great asset to the community.

Mayor Causton started by thanking staff for the excellent job they do, and the support and dedication they provide that helps Council do a better job for the Municipality.

Mayor Causton reflected on the many issues and experiences he had while serving first as a Councillor then as Mayor for a total of 24 years. He noted that during his time with Oak Bay he has seen great strides in such endeavours as emergency planning, noting Oak Bay has recently been identified internationally as having one of the top resilient community plans, along with the Chinese Cemetery restoration project.

Mayor Causton noted the challenges in 1997 when the Province cut municipal grants, which was a loss of approximately \$1 million in revenue for Oak Bay.

Mayor Causton touched on some of the many improvements to the community he has been involved with over the years, including the establishment of more coffee shops.

Starting with the work of the Millennium Committee, he said, the community has seen an increased focus on events that celebrate Oak Bay and the region, and he gave examples such as the Scented Garden, the Centennial Trail, the development of Queens' Park, the Time Capsule, the Welcome to Oak Bay signs, and the Centennial Clock in the Village. He also noted other big construction projects in the community such as Carlton House, the Penny Farthing Pub, the Oak Bay Recreation Centre, the Monterey Centre, the Library, Windsor Park Pavilion, among others.

He urged future Councils to remember the small things that often make the biggest difference, such as the restoration of the lighted Oak Bay sign on the Avenue or the drinking fountains throughout the municipality.

He commented on the need for Council to keep an eye on taxes, the business of recreation, and the budget, noting that Council will also be kept busy with such issues as the sewer twinning in the Uplands, the need to update the Monterey Centre, secondary suites, and possibly re-examining the Official Community Plan.

In closing, Mayor Causton expressed his appreciation to members of Council for their continuous commitment to the community, and he wished everyone luck, saying serving on Council is an amazing opportunity in a world that is challenging.

TABLED:

***Development Variance Permit – 1619 Wilmot Place***

MOVED by Councillor Jensen

Seconded by Councillor Herbert, That the following motion be lifted from the table:

*That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 1619 Wilmot Place (Lot 11, Section 69, Victoria District, Plan 922), varying the following provisions of Bylaw No. 3531, Zoning Bylaw, 1986, as amended:*

<u>Zoning Bylaw Section</u>	<u>Required/ Permitted</u>	<u>Requested</u>	<u>Variance</u>
6.5.4 (3) (a) + Schedule 'B' Maximum building height	6.83 m	7.0 m	0.17 m
6.5.4.(3) (b) + Schedule 'B' Maximum occupiable height	4.27 m	4.55 m	0.28 m
6.5.4 (6) (a) Maximum gross floor area above .8 metres below grade	240 m <sup>2</sup>	246.3 m <sup>2</sup>	6.3 m <sup>2</sup>

*to accommodate the construction of a dormer above the front entry as shown on the plans appended to Committee of the Whole agenda item 2011-347, being a memorandum from the Director of Building and Planning dated November 2, 2011.*

CARRIED

With no members of the public wishing to speak to the application, the question on the main motion was then called.

CARRIED

***Development Variance Permit – 3235 Exeter Road***

MOVED by Councillor Copley

Seconded by Councillor Jensen, That the following motion be lifted from the table:

*That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 3235 Exeter Road (Lot 6, Block C, Section 31, Victoria District, Plan 3599), varying the following provisions of Bylaw No. 3531, Zoning Bylaw, 1986, as amended:*

<u>Zoning Bylaw Section</u>	<u>Required/ Permitted</u>	<u>Requested</u>	<u>Variance</u>
6.2.4 (2) (c) + Schedule 'C' <i>Minimum interior side lot line setback</i>	4.27 m	3.1 m	1.17 m
6.2.4.(2) (e) + Schedule 'C' <i>Minimum of total side lot line setbacks</i>	10.97 m	6.7 m	4.27 m

*to accommodate the extension of the existing deck as shown on the plans appended to Committee of the Whole agenda item 2011-348, being a memorandum from the Director of Building and Planning dated November 1, 2011.*

CARRIED

With no members of the public wishing to speak to the application, the question on the main motion was then called.

CARRIED

**BYLAWS:**

***For Adoption***

MOVED by Councillor Herbert

Seconded by Councillor Braithwaite, That Bylaw No. 4551 *Mayor and Councillors Annual Indemnity Bylaw, 2012*, be adopted.

CARRIED

***For First, Second and Third Reading***

MOVED by Councillor Braithwaite

Seconded by Councillor Copley, That Bylaw No. 4550, *Heritage Commission Establishment Bylaw, 2011*, be introduced and read a first time.

CARRIED

MOVED by Councillor Braithwaite  
Seconded by Councillor Jensen, Bylaw No. 4550, *Heritage Commission Establishment Bylaw, 2011*, be read a second time.

CARRIED

MOVED by Councillor Braithwaite  
Seconded by Councillor Jensen, That Bylaw No. 4550, *Heritage Commission Establishment Bylaw, 2011*, be read a third time.

CARRIED

ADJOURNMENT:

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That the open portion of the meeting of Council be adjourned and that a closed session be convened to discuss labour relations or other employee relations.

CARRIED

The meeting adjourned at 8:48 p.m.

Certified Correct:

---

Municipal Clerk

---

Mayor