

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, July 16, 2012, following a Special Council meeting at 7:00 p.m.

PRESENT: Mayor N. Jensen, Chair
Councillor P. Copley
Councillor C. Green
Councillor J. Herbert
Councillor M. Kirby
Councillor K. Murdoch
STAFF: Municipal Administrator, M. Brennan
Municipal Clerk, L. Hilton
Deputy Municipal Clerk, M. Jones
Director of Building and Planning, R. Thomassen
Municipal Treasurer, P. Walker

Mayor Jensen called the meeting to order at 7:03 p.m.

FINANCE SECTION: (Chair – Councillor Herbert)

1. 2012-230 MUNICIPAL TREASURER, July 11, 2012
Re Monthly Financial Reports

Responding to questions from the Committee, the Municipal Treasurer noted that the municipality's contract with the library requires that payment be provided two months in advance in order to ensure sufficient cash flow.

A brief discussion ensued regarding capital projects and the format of the monthly financial reports.

MOVED by Councillor Murdoch
Seconded by Councillor Copley, That the July monthly financial reports be received.

CARRIED

2. 2012-231 DEPUTY TREASURER, June 26, 2012
Re Recommendation to Award the Supply, Installation and Service of a Telephone System and Data Network for Various Municipal Facilities RFP

(Fernando Pimentel, Deputy Treasurer, in attendance for this item.)

Mr. Pimentel responded to questions from the Committee, noting that the RFP is in keeping with the municipality's replacement policy. Given the analysis and interviews during the RFP process, it has been determined that Telus is the best candidate. He further noted that the bid price is less than anticipated and that the new system and network will provide additional features and be more resilient.

MOVED by Councillor Murdoch
Seconded by Councillor Kirby, That it be recommended to Council that the contract for the supply, installation and service of a telephone and data network for various municipal facilities be awarded to Telus, at a cost of \$140,748 before applicable taxes.

CARRIED

3. 2012-232 DEPUTY TREASURER, July 9, 2012
Re Recommendation to Award the Municipal Website Redesign RFP

(Fernando Pimentel, Deputy Treasurer, in attendance for this item.)

Some members of the Committee spoke in support of the analysis and shortlisting process for this RFP, noting that a scoring mechanism and demonstrations provided by the proponents were used in the ranking.

In response to questions from the Committee, Mr. Pimentel summarized the factors that were used to select Upanup Studios as the recommended candidate for the municipal website redesign. Upanup Studios is a local company, which has benefits for implementation and support, and has an innovative mobile solution for the website, said Mr. Pimentel.

MOVED by Councillor Murdoch

Seconded by Councillor Green, That it be recommended to Council that the contract for the Municipal Website redesign be awarded to Upanup Studios, at a cost of \$44,500 before applicable taxes.

CARRIED

PUBLIC WORKS SECTION: (Chair – Councillor Herbert)

3. 2012-143 JANET STRONGITHARM, March 7, 2012
Re Request to Amend Driveway Access Bylaw – 2643 Dalhousie Street

Councillor Herbert, stating a conflict of interest as he resides near the subject property, left the meeting at 7:15 p.m. Mayor Jensen assumed the Chair for this item.

Janet Strongitharm, applicant, explained the circumstances that led to the request to amend the Driveway Access Bylaw. She noted that though it was not their intention to install a footpath that was wider than permitted by the bylaw, they have found it to be more accessible for those with mobility challenges. Permitting wider footpaths would be beneficial for the many residents that face similar challenges, she said.

Dean Strongitharm, Oak Bay resident, commented that most public sidewalks in Oak Bay are narrow and will likely need to be widened in the future. He further noted that replacement sidewalks in the District of Saanich are 5 meters in width and that the Driveway Access Bylaw should be amended to permit a width of 1.22 m for footpaths.

The Director of Building and Planning responded to questions from Council, noting that he is not aware of the exact methods used by other local municipalities to regulate the issues addressed by the Driveway Access Bylaw. He also indicated that permitting wider footpaths across the boulevard could result in increased paving on private property, which is limited by the Zoning Bylaw.

Some members of the Committee spoke in support of considering an amendment to permit wider footpaths, noting the need to address aesthetics and the importance of accessibility issues. Also mentioned was the potential to promote the use of permeable pavers.

In response to questions from the Committee, the Administrator noted that the Engineering Department can provide a report with respect to amending the Driveway Access Bylaw for further consideration.

MOVED by Councillor Murdock

Seconded by Councillor Kirby, That, in response to the request from Janet Strongitharm to amend the Driveway Access Bylaw, staff be requested to provide a report outlining the benefits and impacts of an amendment to allow wider footpaths across the public boulevard.

A member of the Committee suggested that consideration should be given to addressing the issue of wider footpaths and sidewalks in the context of the Complete Streets Policy.

The question was then called.

CARRIED

Councillor Herbert returned to the meeting at 7:23 p.m.

LAND USE SECTION: (Chair – Councillor Copley)

5. 2012-233 DIRECTOR OF BUILDING AND PLANNING, July 3, 2012
Re Uplands Building Permit Application – 2788 Dunlevy Street

The Director of Building and Planning provided a brief overview of the application and the report of the Advisory Design Panel.

Mark Dangerfield, contractor, was in attendance to respond to any questions.

MOVED by Councillor Kirby

Seconded by Councillor Green, That it be recommended to Council that the proposed plans for the construction of a gable roof onto the existing carport in the rear of the property located at 2788 Dunlevy be approved as to architectural design.

CARRIED

6. 2012-234 DIRECTOR OF BUILDING AND PLANNING, July 3, 2012
Re Uplands Building Permit Application – 2460 Cardigan Road

The Director of Building and Planning reviewed the application, noting the revisions made to the submission to address earlier comments by the Advisory Design Panel.

A discussion ensued with respect to the issue of smaller dwellings in the Uplands being replaced by larger dwellings, impacting the “park-like” setting of the area.

In response to comments and questions from the Committee, the Administrator and Mr. Thomassen reviewed the options available for regulating development in the Uplands and noted that a staff report on the lot coverage regulations for the Uplands will be forthcoming to a future meeting.

Some members of Council noted that consideration should be given to amending the format of the Municipal Arborist’s report to clarify the number and size of the trees being removed and the number of trees being replaced.

Mr. Thomassen provided an update on which trees were to be retained and which were to be removed. He noted that the permit would not be issued until tree protection is in place and that the current proposal has been amended to enhance protection of tree root zones.

MOVED by Councillor Herbert

Seconded by Councillor Murdock, That it be recommended to Council that the proposed plans for the construction of a new residential dwelling at 2460 Cardigan Road be approved as to siting and architectural design.

CARRIED

7. 2012-235 DIRECTOR OF BUILDING AND PLANNING, June 15, 2012
Re Uplands Building Permit Application / Development Variance Permit Application – 3275 Beach Drive

The Director of Building and Planning advised that the revised report was provided to address the results of the survey which was submitted after the initial report had been finalized; this was done to allow the application to be considered at tonight's meeting.

Ed Life, applicant, was in attendance to respond to any questions.

MOVED by Councillor Murdoch

Seconded by Councillor Green, That it be recommended to Council that the proposed plans for the garage addition at 3275 Beach Drive be approved as to siting and architectural design, subject to the issuance of a development variance permit, and further that a resolution authorizing the issuance of a development variance permit as outlined in correspondence item no. 2012-235, be prepared and brought forward to the next meeting of Council for consideration.

CARRIED

8. 2012-236 DIRECTOR OF BUILDING AND PLANNING, July 9, 2012
Re Development Variance Permit Application – 1766 Armstrong Avenue

The Director of Building and Planning provided a brief overview of the variances being requested.

Susan Sourial, applicant, was in attendance to respond to any questions.

MOVED by Councillor Kirby

Seconded by Councillor Herbert, That a resolution authorizing the Director of Building and Planning to issue a development variance permit with respect to 1766 Armstrong Avenue, as outlined in correspondence item no. 2012-236, be brought forward to Council for consideration.

CARRIED

ADJOURNMENT:

MOVED by Councillor Herbert

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

CARRIED

The meeting adjourned at 7:41 p.m.

Certified Correct:

Municipal Clerk

Chair, Finance and Public Works Sections

Chair, Parks & Recreation Section

Chair, Land Use Section

Chair, Active Transportation and
Community Section