



# TOWN OF VIEW ROYAL

**PARKS, RECREATION AND ENVIRONMENT  
ADVISORY COMMITTEE MEETING  
WEDNESDAY, SEPTEMBER 26, 2018 @ 7:00 PM  
VIEW ROYAL MUNICIPAL OFFICE – COUNCIL CHAMBERS**

## **AGENDA**

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1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**  
*(motion to approve)*
3. **MINUTES, RECEIPT & ADOPTION OF**  
*(motion to adopt)*
  - a) Minutes of the Parks, Recreation and Environment Advisory Committee meeting held July 24, 2018 ..... Pg.3-6
4. **CHAIR’S REPORT**
5. **PETITIONS & DELEGATIONS**
6. **BUSINESS ARISING FROM PREVIOUS MINUTES**
  - a) **View Royal Parks and Trails Guide Update**
  - b) **Hedde Trail Discussion – I. Brown**
7. **REPORTS**
  - 7.1 **STAFF REPORTS**
  - 7.2 **COUNCIL REPORTS**  
*(motion to receive)*
    - a) Minutes of the Council meeting held July 3, 2018..... .Pg. 7-14
    - b) Minutes of the Special Council meeting held July 10, 2018..... Pg. 15-16
    - c) Minutes of the Council meeting held July 17, 2018..... Pg. 17-23
8. **CORRESPONDENCE**
9. **NEW BUSINESS**

**10. CLOSED MEETING RESOLUTION**

**11. TERMINATION**

**Next Parks, Recreation and Environment Advisory Committee Meeting – November 27, 2018**



# TOWN OF VIEW ROYAL

## MINUTES OF THE PARKS, RECREATION & ENVIRONMENT ADVISORY COMMITTEE MEETING HELD TUESDAY, JULY 24, 2018 VIEW ROYAL MUNICIPAL OFFICE- COUNCIL CHAMBERS

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**PRESENT:** H. Sharma, Vice Chair  
C. Avis  
R. Bickel  
N. Daisley  
L. McCrank  
A. Mitchell  
Councillor Rogers, Council Liaison

**REGRETS:** I. Brown, Chair  
Councillor Weisgerber, Council Liaison

**ALSO PRESENT:** D. Podmoroff, Parks Supervisor  
J. Davison, Planner  
J. Crockett, Recording Secretary

0 member of the public  
0 members of the press

**1. CALL TO ORDER** – the Vice Chair called the meeting to order at 7:04 p.m.

Councillor Rogers welcomed N. Daisley, the new member, to the Parks, Recreation and Environment Advisory Committee.

**2. APPROVAL OF AGENDA**

MOVED BY: L. McCrank  
SECONDED: A. Mitchell

THAT the agenda be amended to add item 6(d);

AND THAT the agenda be approved as amended.

**CARRIED**

**3. MINUTES, RECEIPT & ADOPTION OF**

- a) Minutes of the Parks, Recreation and Environment Advisory Committee meeting held May 22, 2018

MOVED BY: L. McCrank  
SECONDED: A. Mitchell

THAT the minutes of the Parks, Recreation and Environment Advisory Committee meeting held May 22, 2018 be adopted.

**CARRIED**

**4. CHAIR'S REPORT**

**5. PETITIONS & DELEGATIONS**

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

a) **Bike Skills Park Video**

Councillor Rogers gave a video presentation to the Committee regarding the City of Nanaimo's bike skills park as an example when considering options for View Royal Park.

It was reiterated that the Engineering Department is currently undertaking community consultation with an on-line survey regarding the potential installation of a bike skills area in View Royal Park.

b) **Garry Oak Meadows Park Development Update**

Councillor Rogers noted this item has been removed from the Council Action List.

The Committee discussed the population in this area and the need for both another park in the area and community involvement.

c) **View Royal Parks and Trails Map Update – Planning Department Presentation**

The Planner gave a presentation on View Royal's Parks and Trails Map, noting that staff is seeking feedback on the planned updates to the map. He described some of the improvements included in the updated map, such as:

- larger format for easier legibility;
- cleaner, less cluttered look to the information presented;
- less emphasis on roads;
- more colour variation for identified activities;
- relief and shading added;
- switch to a GIS-based production and data source for easier future updates; and
- supporting information like walking loops, will be moved to the Town's website to declutter the map.

The Committee discussed the updates to the Parks and Trails Map including mapping software; interactive on-line features and apps for devices; potential to provide QR (Quick Response) codes on the map to direct people to additional online information and mapping; and a desire to keep the walking loops on the main map if it does not impact readability.

d) **Standardized Park Signage**

The Committee discussed standardized park signage for View Royal parks. Some of the suggestions for wayfinding parks and trails signage included standardized legends; provision of QR codes; and inclusion of on-leash and off-leash dog areas. It was noted that it may be beneficial to seek community feedback on a pilot project through an on-line survey.

MOVED BY: H. Sharma

SECONDED: A. Mitchell

PREAC-06-18 THAT the Committee recommend to Council that a temporary park sign be developed for and installed in Portage Park that is generally in the style of – with the exception being that the elevation profile information is not to be provided – the West Shore Parks and Recreation sign profiled on page 7 of the May 22, 2018 Parks, Recreation and Environment Advisory Committee meeting agenda;

AND THAT the sign include contour shading;

AND THAT an on-line survey be developed and made available on the Town's website seeking feedback on the temporary park sign;

AND FURTHER THAT that the sign include an email address for more information and the Town's website address where the on-line survey will be available.

**CARRIED**

**7. REPORT**

**7.1 STAFF REPORTS**

The Park Supervisor gave an update on the new playground installation at Centennial Park, which includes concrete pads for picnic tables and benches.

Feedback has been positive on the new playground equipment installed at View Royal Park.

**7.2 COUNCIL REPORTS**

a) Minutes of the Council meeting May 1, 2018

MOVED BY: C. Avis  
SECONDED: A. Mitchell

THAT the minutes of the Council meeting held May 1, 2018 be received.

**CARRIED**

b) Minutes of the Council meeting May 8, 2018

MOVED BY: C. Avis  
SECONDED: A. Mitchell

THAT the minutes of the Council meeting held May 8, 2018 be received.

**CARRIED**

c) Minutes of the Council meeting June 5, 2018

MOVED BY: C. Avis  
SECONDED: A. Mitchell

THAT the minutes of the Council meeting held June 5, 2018 be received.

**CARRIED**

d) Minutes of the Council meeting June 19, 2018

MOVED BY: C. Avis  
SECONDED: A. Mitchell

THAT the minutes of the Council meeting held June 19, 2018 be received.

**CARRIED**

**8. CORRESPONDENCE**

**9. NEW BUSINESS**

**10. CLOSED MEETING RESOLUTION**

**11. TERMINATION**

MOVED BY: C. Avis  
SECONDED: A. Mitchell

THAT this meeting now terminate at 8:39 p.m.

**CARRIED**

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CHAIR

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RECORDING SECRETARY



# TOWN OF VIEW ROYAL

## MINUTES OF A COUNCIL MEETING HELD ON TUESDAY, JULY 3, 2018 VIEW ROYAL MUNICIPAL OFFICE - COUNCIL CHAMBERS

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**PRESENT WERE:** Mayor Screech  
Councillor Mattson  
Councillor Weisgerber

**REGRETS:** Councillor Kowalewich  
Councillor Rogers

**PRESENT ALSO:** K. Anema, Chief Administrative Officer  
S. Jones, Director of Corporate Administration/Corporate Officer  
D. Christenson, Director of Finance  
L. Chase, Director of Development Services  
P. Hurst, Director of Protective Services  
J. Chow, Senior Planner  
J. Davison, Planner  
E. Bolster, Deputy Corporate Officer

24 members of the public  
0 members of the press

1. **CALL TO ORDER** – Mayor Screech called the meeting to order at 7:37 p.m.

2. **APPROVAL OF AGENDA**

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT the agenda be amended to include items 8.1(a)(4)(a) and 10(h) and remove items 10(f and g);

AND THAT the agenda be approved as amended.

**CARRIED**

3. **MINUTES, RECEIPT & ADOPTION OF**

a) Minutes of the Public Hearing for Bylaw No. 1000 held June 19, 2018

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

THAT the minutes of the Public Hearing for Bylaw No. 1000 held June 19, 2018 be adopted as presented.

**CARRIED**

b) Minutes of the Public Hearing for Bylaw No. 1001 held June 19, 2018

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

THAT the minutes of the Public Hearing for Bylaw No. 1001 held June 19, 2018 be adopted as presented.

**CARRIED**

c) Minutes of the Public Hearing for Bylaw No. 1002 held June 19, 2018

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

THAT the minutes of the Public Hearing for Bylaw No. 1002 held June 19, 2018 be adopted as presented.

**CARRIED**

d) Minutes of the Council meeting held June 19, 2018

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

THAT the minutes of the Council meeting held June 19, 2018 be adopted as presented.

**CARRIED**

#### **4. MAYOR'S REPORT**

The Mayor thanked Councillor Mattson, Volunteer View Royal, and staff for organizing the Canada Day celebrations held at Craigflower Manor on July 1, 2018.

#### **5. PETITIONS & DELEGATIONS**

a) **D. Gislason, Director of Economic Development, and B. Williams, Director of Engagement, South Island Prosperity Project, Re: Update on Activities Over the Last Twelve Months**

B. Williams and D. Gislason gave a presentation to Council on the South Island Prosperity Project's top ten accomplishments from the past year.

#### **6. PUBLIC PARTICIPATION PERIOD**

#### **7. BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **8. REPORTS**

##### **8.1 STAFF REPORTS**

a) **Development Variance Permit No. 2018/02 – 275 Plowright Road**

1. Report dated June 21, 2018 from the Senior Planner

The Senior Planner gave a summary of the report to Council.

Council and staff discussed the retaining wall, siting of the fence, and visibility of the proposed potting shed.

2. Comments from the Applicant



E. Thompson, 275 Plowright Road, described work completed to date at the property, specifically landscaping. He stated that the rockwall and fence are required for safety purposes due to the elevation difference between his property and 277 Plowright Road.

T. Thompson, 275 Plowright Road, noted that the proposed potting shed would provide privacy for both the applicant and the owner(s) of 277 Plowright Road as it would block views into 277 Plowright Road from the house at 275 Plowright Road.

3. Comments from the Public

- a) R. Booth, 277 Plowright Road, stated his concern regarding the siting of the retaining wall and fence on 275 Plowright Road. He stated that due to the difference in elevation between his property and 275 Plowright Road, the proposed potting shed would result in the loss of privacy for his property.

4. Correspondence

- a) Email dated July 2, 2018 from A. ten Cate, 274 Plowright Road, Re: Development Variance Permit – 275 Plowright Road

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT the email dated July 2, 2018 from A. ten Cate, 274 Plowright Road, Re: Development Variance Permit – 275 Plowright Road be received.

**CARRIED**

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

C-94-18 THAT Development Variance Permit No. 2018/02 be approved as per the plans attached to the June 21, 2018 report from the Senior Planner titled "Development Variance Permit No. 2018/02 – 275 Plowright Road";

AND THAT Development Variance Permit No. 2018/02 include the following variances:

1. Siting of a proposed deck extension from the principal building to the rear lot line in section 6.1.4 of Zoning Bylaw No. 900, 2014 from 7.5m to 0.0m;
2. Separation of an existing accessory building adjacent to the proposed deck extension from the principal building in section 4.6.3 of Zoning Bylaw No. 900, 2014 from 3.0m to 0.1m; and
3. Height of a fence in section 4.8.1 of Zoning Bylaw No. 900, 2014 from 2.0m to 2.6m, provided that the fence be sited on the property.

**CARRIED**

**b) Environmental Development Permit with Variances No. 2017/10 – 4 Governor's Point**

1. Report dated June 27, 2018 from the Planner

The Planner gave a summary of the report to Council.

Council and staff discussed retaining wall height, impacts should the variances not be approved, neighbourhood consultation; and landscaping.

2. Comments from the Applicant

N. MacNaughton, 9 Governor's Point, spoke to Council on behalf of the applicant. He stated that Governor's Point strata members supported the height of the retaining wall and that it will be durable and stop embankment slumping.

3. Comments from the Public

4. Correspondence

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

C-95-18 THAT Environment Development Permit No. 2017/10 be approved;

AND THAT Environment Development Permit No. 2017/10 include the following variances to Zoning Bylaw No. 900, 2014:

- variance to the height of a retaining wall from 1.2m to 2.3m – Zoning Bylaw section 4.8.9;
- variance to a retaining wall constructed within 15m of the natural boundary to the sea – Zoning Bylaw section 3.8.2.a;

AND THAT the English Ivy at the base of the wall be removed;

AND THAT the plantings at the base of the wall be native to the region.

AND FURTHER THAT the applicant provide plantings to staff's satisfaction.

**CARRIED**

**c) Telephone Service Replacement Contract**

1. Report dated June 22, 2018 from the Director of Finance

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

C-96-18 THAT the Town of View Royal contract with Shaw Business for the provision of its SmartVoice telephone service for a value of \$106,150 (exclusive of applicable taxes) based on a 60-month term, plus any additional costs based on changes in units at the same unit price.

**CARRIED**

**8.2 COMMITTEE OF THE WHOLE RESOLUTIONS**

**8.3 OTHER REPORTS**

a) Minutes of the West Shore Parks and Recreation Society Annual General meeting held June 22, 2017

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT The minutes of the West Shore Parks and Recreation Society Annual General meeting held June 22, 2017 be received.

**CARRIED**

b) Draft minutes of the West Shore Parks and Recreation Society Annual General meeting held June 14, 2018

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT the draft minutes of the West Shore Parks and Recreation Society Annual General meeting held June 14, 2018 be received.

**CARRIED**

## **9. CORRESPONDENCE**

### **9.1 FOR ACTION**

a) Email dated June 26, 2018 from C. Peters, Re: Presentation to UBCM

MOVED BY: Councillor Weisgerber  
SECONDED: Mayor Screech

THAT the email dated June 26, 2018 from C. Peters, Re: Presentation to UBCM be received.

**CARRIED**

**Councillor Mattson opposed**

b) Email dated June 15, 2018 from J. Burrough, Re: Helmcken On Ramp onto Highway No.1

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

C-97-18 THAT a letter be sent to Mr. Burrough noting that the Town has raised similar concerns to his regarding the impacts of non-required use of the TransCanada Highway/Helmcken Road interchange ramp system by in-bound commuters with the Ministry of Transportation and Infrastructure, the agency responsible for this interchange, and encouraging the author write to the Ministry of Transportation and Infrastructure directly with his concerns.

**CARRIED**

### **9.2 FOR INFORMATION**

a) Letter dated June 19, 2018 from K. Gilbert, Film Commissioner, Vancouver Island South Film and Media Commission, Re: Support of the Vancouver Island South Film and Media Commission

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT letter dated June 19, 2018 from K. Gilbert, Film Commissioner, Vancouver Island South Film and Media Commission, Re: Support of the Vancouver Island South Film and Media Commission be received for information.

**CARRIED**

- b) Letter dated June 28, 2018 from R. Humble, Chief Administrative Officer, Town of Sidney, Re: CRD Bylaw No. 4255 – Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 5, 2018

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT the letter dated June 28, 2018 from R. Humble, Chief Administrative Officer, Town of Sidney, Re: CRD Bylaw No. 4255 – Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 5, 2018 be received for information.

**CARRIED**

## 10. BYLAWS

**a) Official Community Plan No. 811, 2011, Amendment Bylaw No. 996, 2018**

A Bylaw to Amend the Town of View Royal Official Community Plan with Respect to the Land Use Designation of Remainder Lot A, Section 98, Esquimalt District, Plan EPP55112 (Tuzo Court)

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT Official Community Plan No. 811, 2011, Amendment Bylaw No. 996, 2018 be adopted.

**CARRIED**

**b) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 997, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to the Rezoning of Remainder Lot A, Section 98, Esquimalt District, Plan EPP55112 (Tuzo Court)

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 997, 2018 be adopted.

**CARRIED**

**c) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1000, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to the Amendments to the P-4: Regional Institutional Zone and Associated Regulations

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1000, 2018 be adopted.

**CARRIED**

**d) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1001, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to Amendments to the CD-6: Comprehensive Development (Casino) Zone

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

THAT Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1001, 2018 be adopted.

**CARRIED**

**e) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1002, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to Rezoning 242-244 Island Highway to RM-3: Mixed Residential

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

THAT Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1002, 2018 be adopted.

**CARRIED**

**f) Official Community Plan No. 811, 2011, Amendment Bylaw No. 1003, 2018**

A Bylaw to Amend the Town of View Royal Official Community Plan with Respect to the Land Use Designations of Lot A, Section 98, Esquimalt District, Plan EPP55974  
*\*removed from agenda*

**g) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1004, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to Rezoning Lot A, Section 98, Esquimalt District, Plan EPP55974 to P-3: Parks and Recreation and CD-19: Subzone B Mixed Residential Residential Attached  
*\*removed from agenda*

**h) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1005, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to General Regulations Pertaining to Liveaboard Vessels

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

C-98-18 THAT Section 4 of Bylaw No. 1005, 2018 be amended to add “liveaboard” before the word “vessels” and “except as permitted by a lease or license issued by a Federal or Provincial authority having jurisdiction” following the already proposed wording for l.)

AND THAT Section 4 of Bylaw No. 1005, 2018 be amended to add “liveaboard” before the word “vessels” and “except as permitted by a lease or license issued by a Federal or Provincial authority having jurisdiction” following the already proposed wording for m.)

**CARRIED**

MOVED BY: Councillor Weisgerber  
SEC ONDED: Councillor Mattson

THAT Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1005, 2018 be given third reading as amended.

**CARRIED**

**11. NEW BUSINESS**

**12. QUESTION PERIOD**

**13. MOTIOINS & NOTICES OF MOTION**

**14. CLOSED MEETING RESOLUTION**

**15. RISING REPORT**

**16. TERMINATION**

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT this meeting now terminate.  
Time: 8:41 p.m.

**CARRIED**

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MAYOR

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CORPORATE OFFICER



# TOWN OF VIEW ROYAL

## MINUTES OF A SPECIAL COUNCIL MEETING HELD ON TUESDAY, JULY 10, 2018 VIEW ROYAL MUNICIPAL OFFICE - COUNCIL CHAMBERS

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**PRESENT WERE:** Mayor Screech  
Councillor Kowalewich  
Councillor Mattson  
Councillor Rogers  
Councillor Weisgerber

**REGRETS:**

**PRESENT ALSO:** K. Anema, Chief Administrative Officer  
S. Jones, Director of Corporate Administration  
J. Rosenberg, Director of Engineering  
J. Chow, Senior Planner  
E. Bolster, Deputy Corporate Officer

7 members of the public  
0 members of the press

1. **CALL TO ORDER** – Mayor Screech called the meeting to order at 7:00 p.m.

2. **APPROVAL OF AGENDA**

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT agenda be approved as presented.

**CARRIED**

3. **MINUTES, RECEIPT & ADOPTION OF**

4. **MAYOR'S REPORT**

5. **PETITIONS & DELEGATIONS**

6. **PUBLIC PARTICIPATION PERIOD**

7. **BUSINESS ARISING FROM PREVIOUS MINUTES**

8. **REPORTS**

8.1 **STAFF REPORTS**

8.2 **COMMITTEE REPORTS**

8.3 **OTHER REPORTS**

9. **CORRESPONDENCE**

9.1 **FOR ACTION**

9.2 **FOR INFORMATION**

10. **BYLAWS**

**a) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1005, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to General Regulations Pertaining to Liveaboard Vessels

MOVED BY: Councillor Mattson

SECONDED: Councillor Rogers

THAT Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1005, 2018 be adopted.

**CARRIED**

**b) Municipal Ticket Information Bylaw No. 643, 2007, Amendment Bylaw No. 1006, 2018**

A Bylaw to Amend the Municipal Ticket Information Bylaw with Respect to Fines Pertaining to Liveaboard Vessels

MOVED BY: Councillor Weisgerber

SECONDED: Councillor Mattson

THAT Municipal Ticket Information Bylaw No. 643, 2007, Amendment Bylaw No. 1006, 2018 be given first, second and third reading.

**CARRIED**

**11. NEW BUSINESS**

**12. RISING REPORT**

**13. QUESTION PERIOD**

**14. MOTIONS & NOTICES OF MOTION**

**15. CLOSED MEETING RESOLUTION**

**16. TERMINATION**

MOVED BY: Councillor Weisgerber

SECONDED: Councillor Kowalewich

THAT this meeting terminate.  
Time: 7:02 p.m.

**CARRIED**

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MAYOR

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CORPORATE OFFICER





# TOWN OF VIEW ROYAL

## MINUTES OF A COUNCIL MEETING HELD ON TUESDAY, JULY 17, 2018 VIEW ROYAL MUNICIPAL OFFICE - COUNCIL CHAMBERS

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**PRESENT WERE:** Mayor Screech  
Councillor Kowalewich  
Councillor Mattson  
Councillor Rogers  
Councillor Weisgerber

**REGRETS:**

**PRESENT ALSO:** K. Anema, Chief Administrative Officer  
S. Jones, Director of Corporate Administration/Corporate Officer  
D. Christenson, Director of Finance  
P. Hurst, Director of Protective Services  
J. Chow, Senior Planner  
K. Bowbyes, Deputy Director of Engineering  
E. Bolster, Deputy Corporate Officer

5 members of the public  
0 members of the press

1. **CALL TO ORDER** – Mayor Screech called the meeting to order at 7:00 p.m.

2. **APPROVAL OF AGENDA**

MOVED BY: Councillor Rogers  
SECONDED: Councillor Kowalewich

THAT the agenda be amended to include items 8.1(h) and 9.1(c) and remove item 10(d);  
AND THAT the agenda be approved as amended.

**CARRIED**

3. **MINUTES, RECEIPT & ADOPTION OF**

a) Minutes of the Public Hearing for Bylaw No. 1003 and 1004 held July 3, 2018

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Rogers

THAT the minutes of the Public Hearing for Bylaw No. 1003 and 1004 held July 3, 2018 be adopted as presented.

**CARRIED**

b) Minutes of the Public Hearing for Bylaw No. 1005 held July 3, 2018

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Rogers

THAT the minutes of the Public Hearing for Bylaw No. 1005 held July 3, 2018 be adopted as presented.

**CARRIED**

c) Minutes of the Council meeting held July 3, 2018

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Rogers

THAT the minutes of the Council meeting held July 3, 2018 be adopted as presented.

**CARRIED**

**4. MAYOR'S REPORT**

**5. PETITIONS & DELEGATIONS**

**6. PUBLIC PARTICIPATION PERIOD**

**7. BUSINESS ARISING FROM PREVIOUS MINUTES**

**8. REPORTS**

**8.1 STAFF REPORTS**

**a) Soil Permit Application No. 2018/01 – 7 Erskine Lane**

1. Report dated July 12, 2018 from the Senior Planner

The Senior Planner gave a summary of the report to Council.

Council, staff and the applicant's consultant, J. Bartley of Island Engineering, discussed Provincial reporting procedures and timing, extent of contamination; and temporary stockpiling of soil.

MOVED BY: Councillor Rogers  
SECONDED: Councillor Weisgerber

C-99-18 THAT Soil Permit No. 2018/01 be approved in accordance with the reports and plans attached to the July 12, 2018 report from the Senior Planner titled "Soil Permit Application No. 2018/01 – 7 Erskine Lane";

AND THAT Soil Permit No. 2018/01 include the following conditions:

1. Compliance with the requirements of Soil Deposit/Removal Bylaw No. 869, 2013;
2. There shall be no washing and crushing of contaminated soils.
3. Issuance of a tree permit with a tree protection plan is required prior to beginning work around the protected root zones of trees.
4. The soil permit expires one year from the date of issuance.
5. At expiry of the soil permit, if a development permit or building permit has not been issued:
  - a) the remediated areas be vegetated or ground covered to discourage non-invasive plant species in disturbed areas; and
  - b) certification of slope stability and no net increase in offsite drainage by a Professional Engineer, Geoscientist, or Certified Hydrologist as appropriate.

AND FURTHER THAT Soil Permit No. 2018/01 be issued upon:

- receipt of a \$4,000 security deposit; and
- approval from the Ministry of Environment and Climate Change in regard to the Environmental Management Act and Contaminated Sites Regulations.

**CARRIED**

**b) Grants-in-Aid Request – Greater Victoria Crossing Guards Association**

1. Report dated July 11, 2018 from the Director of Finance

Ms. A. Smith, President/Director, Greater Victoria Crossing Guards Association, described the background to this fledgling Association, noting that Beacon Community Services previously administered the school crossing guard program until June 2018. Greater Victoria Crossing Guards Association has now formed and is looking to municipalities to fund crossing guards for the 2018/2019 school year.

Council, staff and Ms. Smith discussed funding requirements and alternate funding sources.

MOVED BY: Councillor Rogers  
SECONDED: Councillor Mattson

C-100-18 THAT a grant-in-aid be approved to the Greater Victoria Crossing Guards Association for the period of September to December 2018 for a total of \$12,400;

AND THAT a grant-in-aid be approved to Greater Victoria Crossing Guards Association for the period of January to June 2019 for a total of \$18,600;

AND FURTHER THAT a letter be sent to the Greater Victoria Crossing Guards Association indicating that the Town expects that there will be a thorough discussion of this program in the future including the inclusion of other agencies and School District No. 61 in funding the program.

**CARRIED**

**c) Colwood Official Community Plan Referral**

1. Report dated July 12, 2018 from the Director of Development Services

MOVED BY: Councillor Mattson  
SECONDED: Councillor Rogers

C-101-18 THAT correspondence be sent to the City of Colwood indicating an objection to:

- Figure 11 Cycling Network map as it shows a buffered bike lane into View Royal on Wilfert Road which is inconsistent with Town of View Royal policy; and
- Figure 13 Road Network as it shows Wilfert Road being a Collector Road which is inconsistent with Town of View Royal policy.

**CARRIED**

**d) Centennial Park Playground Replacement Equipment**

1. Report dated July 12, 2018 from the Director of Engineering

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Rogers

THAT the report dated July 12, 2018 from the Director of Engineering titled "Centennial Park Playground Replacement Equipment" be received for information.

**CARRIED**

**e) Council Remuneration**

1. Report dated July 2018 from Dugal Smith & Associates

The Chief Administrative Officer gave a summary of the report to Council.

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Rogers

C-102-18 THAT Council remuneration be increased by 4% for 2019 and 14% to moderate the cost impacts of the 2019 tax change.

**CARRIED**  
**Councillor Mattson opposed**

**f) Annual Report for Year Ended December 31, 2017**

1. Report dated July 11, 2018 from the Executive Assistant

MOVED BY: Councillor Rogers  
SECONDED: Councillor Weisgerber

C-103-18 THAT the Annual Report for the year ended December 31, 2017 be approved.

**CARRIED**

**g) Certified Wood Burning Appliances**

1. Report dated July 12, 2018 from the Director of Protective Services

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Rogers

THAT the report dated July 12, 2018 from the Director of Protective Services titled "Certified Wood Burning Appliances" be received for information.

**CARRIED**

**h) West Shore Parks and Recreation 2018 Revised Budget**

1. Report dated July 17, 2018 from the Chief Administrative Officer

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Rogers

C-104-18 THAT the West Shore Parks and Recreation Society 2018 Revised Budget be approved as attached to the July 17, 2018 report from the Chief Administrative Officer.

**CARRIED**  
**Councillor Mattson opposed**

**8.2 COMMITTEE OF THE WHOLE RESOLUTIONS**

MOVED BY: Councillor Rogers  
SECONDED: Councillor Weisgerber

C-105-18 THAT "Option 2 – Guided/semi-guided walk of the Chilco Trails" be the celebration event held in recognition of the completion of the Chilco Trails Network on Sunday, September 9, 2018 from 10:00 a.m. – 12:00 p.m.

**CARRIED**

**8.3 OTHER REPORTS**

**9. CORRESPONDENCE**

**9.1 FOR ACTION**

- a) Email dated July 9, 2018 from D. Critchley, Re: ACT Stewardship Roundtable 2018

MOVED BY: Councillor Mattson  
SECONDED: Councillor Weisgerber

THAT the email dated July 9, 2018 from D. Critchley, Re: ACT Stewardship Roundtable 2018 be received.

**CARRIED**  
**Councillor Rogers opposed**

- b) Letter dated July 8, 2018 from R. Toews and S. McRae, Shoreline Community Middle School Outdoor Education Big Canoe Program, Re: Shoreline Boat Launch

MOVED BY: Councillor Rogers  
SECONDED: Councillor Weisgerber

C-106-18 THAT the letter dated July 8, 2018 from R. Toews and S. McRae, Shoreline Community Middle School Outdoor Education Big Canoe Program, Re: Shoreline Boat Launch be referred to staff.

**CARRIED**

- c) Letter dated July 16, 2018 from E. Gorman, Manager, Legislative Services, Capital Regional District, Re: CRD Bylaw No. 4255 – Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 5, 2018

MOVED BY: Councillor Rogers  
SECONDED: Councillor Weisgerber

C-107-18 THAT consent be given to the adoption of Capital Regional District's Bylaw No. 4255, Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 5, 2018.

**CARRIED**

**9.2 FOR INFORMATION**

- a) West Shore Indigenous Day Festival report received July 11, 2018 from the M'akola Group of Societies

MOVED BY: Councillor Rogers  
SECONDED: Councillor Mattson

THAT West Shore Indigenous Day Festival report received July 11, 2018 from the M'akola Group of Societies be received for information.

**CARRIED**

- b) Letter dated July 5, 2018 from D. Thompson, Vice-Principal, Spectrum Community School, Re: Grant-in-Aid – 2018 Spectrum Dry Grad

MOVED BY: Councillor Rogers  
SECONDED: Councillor Mattson

THAT the letter dated July 5, 2018 from D. Thompson, Vice-Principal, Spectrum Community School, Re: Grant-in-Aid – 2018 Spectrum Dry Grad be received for information.

**CARRIED**

**10. BYLAWS**

**a) Municipal Ticket Information Bylaw No. 643, 2007, Amendment Bylaw No. 1006, 2018**

A Bylaw to Amend the Municipal Ticket Information Bylaw with Respect to Fines Pertaining to Liveaboard Vessels

MOVED BY: Councillor Weisgerber

SECONDED: Councillor Mattson

THAT Municipal Ticket Information Bylaw No. 643, 2007, Amendment Bylaw No. 1006, 2018 be adopted.

**CARRIED**

**b) Official Community Plan No. 811, 2011, Amendment Bylaw No. 1003, 2018**

A Bylaw to Amend the Town of View Royal Official Community Plan with Respect to the Land Use Designation of Remainder Lot A, Section 98, Esquimalt District, Plan EPP55974

MOVED BY: Councillor Weisgerber

SECONDED: Councillor Kowalewich

THAT Official Community Plan No. 811, 2011, Amendment Bylaw No. 1003, 2018 be given third reading.

**CARRIED**

**c) Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1004, 2018**

A Bylaw to Amend the Town of View Royal Zoning Bylaw with Respect to Rezoning Lot A, Section 98, Esquimalt District, Plan EPP55974 to P-3: Parks and Recreation and CD-19: Subzone B Mixed Residential Residential Attached

MOVED BY: Councillor Weisgerber

SECONDED: Councillor Rogers

THAT Zoning Bylaw No. 900, 2014, Amendment Bylaw No. 1004, 2018 be given third reading.

**CARRIED**

**d) Subdivision and Development Servicing Bylaw No. 985, 2017, Amendment Bylaw No. 1007, 2018**

*\*removed from agenda*

**11. NEW BUSINESS**

**12. QUESTION PERIOD**

**13. MOTIONS & NOTICES OF MOTION**

**14. CLOSED MEETING RESOLUTION**

**15. RISING REPORT**

**16. TERMINATION**

MOVED BY: Councillor Weisgerber  
SECONDED: Councillor Mattson

THAT this meeting now terminate.  
Time: 8:16 p.m.

**CARRIED**

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MAYOR

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CORPORATE OFFICER