



**CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT**

Municipal Hall  
1229 Esquimalt Road  
Esquimalt, B.C. V9A 3P1

**Minutes - Final**

**Committee of the Whole**

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Monday, November 18, 2024

6:00 PM

Esquimalt Council Chambers

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**Present** 6 - Mayor Barbara Desjardins  
Councillor Ken Armour  
Councillor Andrea Boardman  
Councillor Duncan Cavens  
Councillor Jacob Helliwell  
Councillor Tim Morrison

Mayor Desjardins and Councillor Cavens attended via conference call.

**Staff:** Dan Horan, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Joel Clary, Director of Engineering & Public Works  
Ian Irvine, Director of Financial Services & IT  
Vicki Gannon, Director of HR and Community Relations  
Terese Finegan, Manager of Economic Development  
Kristi Bilodeau, Manager of Financial Services  
Sarah Holloway, Deputy Corporate Officer  
Victoria McKean, Recording Secretary

**Others:** Chief Del Manak, Victoria Police Department (VicPD)  
Inspector Mike Brown, Victoria Police Department (VicPD)

**1. CALL TO ORDER**

Acting Mayor Boardman called the meeting to order at 6:00 PM and recognized and acknowledged the Songhees Nation and Kosapsum Nation on whose traditional territory we live, we learn, and we do our work.

**2. INTRODUCTION OF LATE ITEMS**

1) [24-517](#) Late Correspondence

- 1) Item 6.2 - Mark Eraut - Representative of Town Centre Businesses  
Re: Phase 2 of Bike Lane Engagement Process
- Heather Spinney - received November 15, 2024
  - Sue Adams - received November 16, 2024
  - Mirjana Rousseau - received November 17, 2025
  - Kristina Egyed - received November 18, 2024
  - Torren Eraut - received November 18, 2024

2) Item 7.3 - Economic Development Place Brand and Marketing Plan, Staff Report No. ADM-24-073

- Kristina Egyed - received November 17, 2024

### 3. APPROVAL OF THE AGENDA

Moved by Councillor Morrison, seconded by Councillor Helliwell: That the agenda be approved as circulated with the inclusion of the late items. Carried Unanimously.

### 4. ADOPTION OF MINUTES

1) [24-508](#) Minutes of the Committee of the Whole meeting held on October 21, 2024.

Moved by Councillor Armour, seconded by Councillor Helliwell: That the minutes of the Committee of the Whole meeting held on October 21, 2024 be adopted. Carried Unanimously.

### 5. PUBLIC INPUT ON ITEMS 6 AND 7

#### Item 6.2) Delegation: Phase 2 Bike Lane Engagement Process

Kristina Egyed, Esquimalt business representative, expressed that there needs to be greater consultation and engagement, that the 4th quarter and early 1st quarter are not ideal engagement times for businesses, and more open houses and more time is needed for thorough assessment of data and asked whether Council has considered alternate approaches or other traffic calming measures to create a village-like feel.

Matty Lott, Esquimalt business representative, said that the consultation process has not been enough; that they are not aware of the meetings or input opportunities in advance; have been at their location for approximately 15 years and do not see much bike traffic along Esquimalt road and does not want to lose parking along Esquimalt Road. They said they would like to see data on bike traffic and information related to current safety concerns.

Carly Olton, Esquimalt resident and business representative, expressed that businesses don't feel valued, seen, or heard, and they feel that their tax dollars are being wasted on amenities that are not useful. They informed Council that they are in opposition of the proposed bike lanes, to consider alternatives and listen to feedback.

Marty Clough, Esquimalt business representative, mentioned that they are not opposed to bike lanes and recognize the importance of safe bike lanes, but what is missing are alternate options so that bike lanes can offer safety without impacting Esquimalt businesses. They advised that their business requires parking, and losing parking would have an impact on their business.

Ian Boorman, Esquimalt property owner, informed Council that there are approximately 7,500 parking spaces in downtown Victoria and that Esquimalt will have basically none in its town centre should bike lanes be installed, and highlighted that most bike traffic turns off at Russell Road and does not continue further into Esquimalt.

Anna Mickey, Esquimalt resident, expressed that they never had issues with traffic but since the bike lanes have been installed they have nearly been injured by cyclists multiple times.

Sam Bryant, Esquimalt business representative, expressed that they already experience a lack of parking outside of their business and that the bike lanes would further reduce needed parking. Many of their clients are elderly or have accessibility concerns and require access by car.

David Shaw, Esquimalt business representative, expressed that their business has 1 hr turnover parking that is often occupied by construction workers, and they need parking for their large bi-monthly deliveries.

Michelle, Esquimalt business representative, said that parking is already a concern for their clients who come from all over the region by car, and that parking by construction trades has resulted in parking congestion.

## 6. PRESENTATIONS AND DELEGATIONS

### *Presentations*

- 1) [24-502](#) Victoria Police Department - 2024 Third Quarter Report, Chief Constable Del Manak

Inspector Mike Brown presented the 2024 Third Quarter Report and responded to questions from the Committee.

Committee members thanked VicPD for their collaboration with Rainbow Kitchen, highlighting the effective proactive community policing.

### *Delegations*

- 2) [24-493](#) Mark Eraut - Representative of Town Centre Businesses  
Re: Phase 2 Bike Lane Engagement Process

Mark Eraut, Representative of Town Centre Businesses, 1249 Esquimalt Road, addressed the Committee regarding Phase 2 of Bike Lane Engagement Process, provided late presentation materials and encouraged the Committee to re-evaluate the proposed project.

## 7. STAFF REPORTS

- 1) [24-468](#) 2024 Climate Action Report, Staff Report No. DEV-24-053

Bill Brown, Director of Development Services, and Karen Hay, Planner, presented a PowerPoint and responded to questions from the Committee.

Committee comments included the following:

- Concern was expressed regarding Council paying for school projects/programs as they fall under Provincial jurisdiction.
- Exploration on the threat of storm surge should be included.
- Staff should find a way to tie actions back to anticipated reductions to inform the Township's ambitious climate action plans.
- More feedback and proposed actions on whether the Township is on track to meeting climate action targets should be provided.

Moved by Councillor Cavens, seconded by Councillor Armour: That the Committee of the Whole recommend that Council:

- Receive the 2024 Climate Action Report (Attachment 1) for information and discussion;
- Consider Attachment 2 - 'Next Climate Actions 2025-2026 for inclusion in the Climate Action Plan; and
- Receive the 2024 Esquimalt, Local Government Climate Action Program (LGCAP) survey (Attachment 3) as revised, for information.

Moved by Mayor Desjardins, Seconded Cavens that the main motion be amended to include direction to staff to explore the local effects of sea level rise and storm surges in the West Bay area. Carried Unanimously.

MAIN MOTION AS AMENDED: Moved by Councillor Cavens, seconded by Councillor Armor: That the Committee of the Whole recommend that Council:

- Receive the 2024 Climate Action Report (Attachment 1) for information and discussion.
- Consider Attachment 2 - 'Next Climate Actions 2025-2026 for inclusion in the Climate Action Plan.
- Receive the 2024 Esquimalt, Local Government Climate Action Program (LGCAP) survey (Attachment 3) as revised, for information.
- Direct staff to explore the local effects of sea level rise and storm surges in the West Bay Area. Carried Unanimously.

- 2) [24-496](#) Review of Local Grant Funding and Policy Options, Staff

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Report No. ADM-24-074

Terese Finegan, Manager of Economic Development, introduced the report and responded to questions from the Committee.

Committee comments included the following:

- Local events should be prioritized over social programs.
- The data inputs provided are appreciated.
- Staff involvement in the local grant funding process would make funding decisions more efficient, informed and objective.
- Staff should be involved at an advisory level so that there is no blurring of responsibilities when it comes to decision-making and governance.
- Local events are of importance, but the economic benefit that regional or non-local events have must be recognized.

Moved by Councillor Cavens, seconded by Councillor Armour: That the Committee of the Whole recommends to Council that it consider the proposed Local Grant Guidelines as attached to Staff Report ADM-24-074 which will inform the changes to FIN-20. Carried Unanimously.

- 3) [24-492](#) Economic Development Place Brand and Marketing Plan, Staff Report No. ADM-24-073

Terese Finegan, Manager of Economic Development, presented a PowerPoint and responded to questions from the Committee.

Committee comments included the following:

- The design changes and implementation are appreciated.
- The proposed design is modern and encapsulates the future prospects of Esquimalt.

Moved by Mayor Desjardins, seconded by Councillor Armour: That the Committee of the Whole recommends to Council that the Economic Development Place Brand and Marketing Plan be endorsed as presented. Carried Unanimously.

- 4) [24-495](#) Infrastructure Asset Management and Long Term Financial Sustainability Analysis, Staff Report FIN-24-020

Ian Irvine, Director of Financial Services and IT, introduced the staff report and consultant, Christopher Paine. Director Irvine and the consultant responded to questions from the Committee.

Committee comments included the following:

- There should be strong language in the bylaw to emphasize the validity of the bylaw and the integrity of the Capital Project Reserve Fund.

- The report and options should be part of the budget process in order to make informed decisions.
- This is an important and difficult topic that needs to be addressed by the current Council and not pushed to future Councils for a decision.

Moved by Councillor Armour, seconded by Councillor Helliwell: That the Committee of the Whole recommend that Council postpone the Infrastructure Asset Management and Long-Term Financial Sustainability Analysis for consideration during the 2025 Budget Process. Carried Unanimously.

**5) [24-509](#) VicPD 2025 Provisional Budget Discussion, Staff Memorandum No. 24-076**

Dan Horan, Chief Administrative Officer, introduced the memorandum and invited Committee members to provide questions to be shared with VicPD and the Police Board for an upcoming presentation.

The Committee provided the following questions:

- How many positions currently approved for VicPD remain unfilled? Could these be reallocated to Board prioritization of new requests?
- Where is VicPD at with the budget process with the City of Victoria?
- Has VicPD followed up with the City of Victoria regarding funding of the Late Night Task Force?
- More information regarding the cost of the Vancouver Island Major Crimes Unit (VIMCU) and whether it is reflected in the proposed budget is requested.
- How is VicPD planning for future changes with regard to VIMCU?
- If there is a possibility of school liaisons returning, how will these positions be funded and where will they be allocated from?
- More information with respect to proposed changes to how protest response is funded is requested.
- More information regarding what service level would be right for Esquimalt if the Township decides to split off from VicPD is requested.
- More information regarding the status of positions or activities that were part of the 2023 unapproved budget that seem to be proceeding, such as the in-house psychologist, is requested.

Moved by Councillor Morrison, seconded by Councillor Helliwell: That the Committee of the Whole recommend that Council direct staff to invite representatives of VicPD and the Victoria and Esquimalt Police Board to attend a future Council meeting before the end of 2024. Carried Unanimously.

## **8. PUBLIC COMMENT PERIOD**

Mike Eraut, Esquimalt business owner, provided feedback to the Committee on the engagement process for bike lanes and encouraged the Committee to

direct staff to update engagement information that they feel is not accurate.

**9. ADJOURNMENT**

Moved by Councillor Armour, seconded by Councillor Helliwell: That the meeting be adjourned at 8:53 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS 9TH DAY OF DECEMBER, 2024

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SARAH HOLLOWAY,  
DEPUTY CORPORATE OFFICER  
CERTIFIED CORRECT