



**CORPORATION OF THE
TOWNSHIP OF ESQUIMALT**
Minutes - Draft

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

Committee of the Whole

Monday, January 19, 2026

6:00 PM

Esquimalt Council Chambers

Present 7 - Mayor Barbara Desjardins
Councillor Ken Armour
Councillor Andrea Boardman
Councillor Meagan Brame
Councillor Duncan Cavens
Councillor Jacob Helliwell
Councillor Tim Morrison

Councillor Brame attended the meeting via conference call.

Staff: Dan Horan, Chief Administrative Officer
Bill Brown, Director of Development Services
Sarah Holloway, Manager of Corporate Services/ Deputy
Corporate Officer
Victoria McKean, Committee Coordinator/Recording
Secretary

1. CALL TO ORDER

Councillor Helliwell, Chair, called the meeting to order at 6:01 PM.

Councillor Armour encouraged Council to be mindful of the potential implications that their decisions have on Indigenous peoples and to consider the common interests shared with neighbouring First Nations governments who are also making decisions and passing laws that support a sustainable region.

2. INTRODUCTION OF LATE ITEMS

1) [26-034](#) Late Correspondence

1) Item 6.1 - Community Health Needs Assessment and Health Care
Playbook Discussion
- Westland Consulting Group - received January 15, 2026

2) Item 6.2 - High Level Council Discussion Regarding Development and
Amenity Cost Charges
- Housing, Infrastructure and Communities Canada - received January 16,
2026

- Clifford Childs - received January 18, 2026

3. APPROVAL OF THE AGENDA

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

4. ADOPTION OF MINUTES

- 1) [26-016](#) Minutes of the Committee of the Whole meeting held on December 8, 2025

Moved by Mayor Desjardins, seconded by Councillor Cavens: That the minutes of the Committee of the Whole meeting held on December 8, 2025 be adopted as circulated. Carried Unanimously.

5. PUBLIC INPUT ON ITEM 6

There was no public input.

6. STAFF REPORTS

- 1) [26-008](#) Community Health Needs Assessment and Health Care Playbook Discussion, Staff Report No. DEV-25-055

Dr. Eileen Pepler, Pepler Group, presented a PowerPoint and responded to questions from Committee of the Whole. Mark Holland, Community Healthcare Systems, presented a PowerPoint on the Playbook and responded to questions from Committee of the Whole.

Councillor Brame left the meeting due to technical difficulties at 6:32 PM.

Councillor Brame returned to the meeting at 6:34 PM.

Committee of the Whole comments included the following:

- Connecting with schools, school counselors and Parent Advisory Councils may increase the number of respondents with school-age children;
- Adding an accessibility section to the green building checklist is of interest;
- A committee to evaluate the recommendations listed on the Community Health Needs Assessment and determine short- and long-term priorities would be a benefit;
- Health care has the potential to be an economic development generator, and the scope of understanding should be expanded to include medical supply stores and other paramedical services;
- The Niagara Region's community well-being dashboard may be a good example to take inspiration from;
- Notwithstanding that there are health care needs in Esquimalt, concerns remain regarding engaging in a scope of work that is outside a municipality's mandate;
- The budget process is currently underway, and Council has been

presented with a 13% property tax increase to evaluate and make decisions on. Council has a desire to reduce this tax burden, and some of the recommendations that may arise out of this project could result in expenditures;

- There is a sense of downloading by the province, but there can be benefits to the community and the potential for reduced costs in other areas if our community is healthier and has better access to health care services;
- Concerns were expressed about potential costs within the context of the budget process, but work undertaken in this area may positively inform the Official Community Plan and allow Council to advocate for their citizens to the Province;
- An impact assessment would allow budget impacts, staff time required, and other important information to be presented without committing Council to any particular course of action;
- The shortage of doctors in our community is not limited to what Esquimalt can provide as this is an issue that impacts communities regionally, provincially, and nationally and a regional approach may be the most effective way forward.

Moved by Councillor Cavens, seconded by Mayor Desjardins: That Committee of the Whole recommend that Council direct staff to provide administrative support for the creation of a select committee to support improving Esquimalt primary care, co-chaired by Mayor Desjardins and Councillor Boardman, with the scope of work and composition to come back for Council consideration. Carried Unanimously.

Moved by Mayor Desjardins, seconded by Councillor Cavens: That staff include a section on accessibility and universal building design in the green building checklist for Council consideration. Carried Unanimously.

2) [26-007](#) High Level Council Discussion Regarding Development and Amenity Cost Charges, Staff Report No. DEV-26-002

The meeting went into recess at 7:50 PM.

The meeting was reconvened at 7:56 PM.

The Director of Development Services and the Chief Administrative Officer responded to questions from Committee of the Whole.

Committee of the Whole comments included the following:

- More information of the applicability of Development Cost Charges to small-scale, multi-unit housing was requested;
- Development Cost Charges and Amenity Cost Charges have not been considered since 2011, a time when the Township was not experiencing the

level of growth and development seen in recent years. Council should have the opportunity to examine this again as there is a perception held by some members of the public that we are missing out from potential revenue by not having Development or Amenity Cost Charges;

- Concern was expressed about the impact this project may have on Development Services, but an impact assessment would be a positive first step to gain information and inform the next steps for the Township;
- The Township should be operating within the same development environment as other communities in the Capital Regional District and, while the Township alone cannot influence housing on a provincial or national scale, focus our scope on the local level and examine relevant comparators. The intent is not to deter development or to create a high cost environment, but to adequately collect similar contributions as the rest of the Capital Regional District;
- Amenity Cost Charges and/or Development Cost Charges may provide alternate sources of revenue and may ease the property tax rate, but the revenue generated would need to be significant to have an impact on the tax rate. If these revenues are not significant, it may not be worth pursuing;
- Opposition for Development Cost Charges was expressed, as it was felt that developers may pass the additional cost along to the resident, partially or in full and from an equity perspective, existing homeowners have done well financially through ownership of property, but those who have been shut out of the market may face even greater barriers and may bear an inequitable cost as compared to existing homeowners. It was expressed that Development Cost Charges may further increase the wealth inequity between existing homeowners and those who are not currently homeowners;
- Regrets for not pursuing Amenity Cost Charges and/or Development Cost Charges sooner was expressed, as the influx of development was not foreseen in 2011 when this was last considered. While the Township did not benefit from having Amenity Cost Charges and/or Development Cost Charges in place prior to the recent development boom, the Township may still benefit in the future during subsequent development and growth;
- Statistics about the implementation of Amenity Cost Charges and Development Cost Charges in Oak Bay were referenced, specifically the impact they have had offsetting capital costs;
- Understanding for both sides was expressed, and including an estimate of impact to staff work plans and an equivalent estimate of "ad hoc" development cost charges obtained through negotiations with developers was requested to be included in the impact assessment, should one be requested by Council;
- Amenity Cost Charges and Development Cost Charges may provide the Township with tools to leverage housing initiatives that are a priority for the Township, such as affordable housing, while still allowing developers to

compete favourably within the housing market;

- An impact assessment is important to pursue, regardless of Council's final decision on Amenity Cost Charges and Development Cost Charges.

Moved by Mayor Desjardins, seconded by Councillor Cavens: That the Committee of the Whole recommends that Council direct staff to prepare an impact assessment outlining detailed project scope, costs, processes, timelines, staff resources, and risks associated with proceeding with Development Cost Charges (DCCs) and Amenity Cost Charges (ACCs) bylaws. Carried with Councillor Armour opposed.

7. PUBLIC COMMENT PERIOD

There was no public comment.

8. ADJOURNMENT

Moved by Mayor Desjardins, seconded by Councillor Cavens: That the meeting be adjourned at 8:35 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS 9TH DAY OF FEBRUARY, 2026

SARAH HOLLOWAY,
DEPUTY CORPORATE OFFICER
CERTIFIED CORRECT