



**CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT**  
**Minutes - Draft**  
**Special Meeting of Council**

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

---

Monday, February 9, 2026

6:00 PM

Esquimalt Municipal Hall

---

**Special Joint Meeting of Council and the Advisory Planning  
Commission.**

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

Ally Dewji, Advisory Planning Commission  
Sean Pol Macuisdin, Advisory Planning Commission  
TJ Schur, Advisory Planning Commission  
Mark Seebaran, Advisory Planning Commission  
Nathaniel Sukhdeo, Advisory Planning Commission  
Kelsey Tyerman, Advisory Planning Commission  
Zak Zawaduk, Advisory Planning Commission

**Staff:** Dan Horan, Chief Administrative Officer  
Deb Hopkins, Director of Corporate Services/Corporate  
Officer  
Bill Brown, Director of Development Services  
James Davison, Manager of Development Services  
Victoria McKean, Committee Coordinator/Recording  
Secretary

**1. CALL TO ORDER**

Councillor Helliwell, Chair, called the meeting to order at 6:00 PM.

**2. INTRODUCTION OF LATE ITEMS**

There were no late items.

**3. APPROVAL OF AGENDA**

Moved by Mayor Desjardins, seconded by Councillor Brame: That the agenda be approved as circulated. Carried Unanimously.

**4. SPECIAL MEETING MATTERS**

- 1) [26-047](#) Special Joint Meeting of Council with the Advisory Planning Commission, Staff Report No. DEV-26-004

Discussion between Council and the Advisory Planning Commission (APC) centred around the need for clarity between the APC and Design Review Committee, role clarity of the Council Liaison and Staff Liaison, broader scope of work for the APC , and better communication and flow of information between APC and Council.

Commission and Council comments included the following:

- Members of the APC requested more clarity on the distinction between the APC and the Design Review Committee, the role of Council and Staff Liaisons, and how the APC can provide meaningful recommendations to Council and function effectively;
- It was suggested that the Establishing Bylaw be reviewed to provide more clarity on the APC's mandate and the distinction between the APC and the Design Review Committee;
- Improved communication between the APC and Council was requested, specifically in the form of Staff Liaison Updates at APC meetings;
- A broader scope of work is possible under the Establishing Bylaw, but the APC is very limited in what it considers and provides recommendations on and Council was encouraged to refer items broader in scope than land use applications to the Commission.

Moved by Councillor Cavens, seconded by Councillor Brame: That staff look at options to change the Advisory Planning Commission structure and Establishing Bylaw to reflect concerns raised by the Advisory Planning Commission and Council and provide recommendations for review by the Advisory Planning Commission, then Council. Carried Unanimously.

**6. ADJOURNMENT**

Moved by Councillor Brame, seconded by Mayor Desjardins: That the meeting be adjourned at 6:59 PM. Carried Unanimously.

---

MAYOR BARBARA DESJARDINS

THIS 23RD DAY OF FEBRUARY, 2026

---

DEB HOPKINS,  
CORPORATE OFFICER  
CERTIFIED CORRECT