



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

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

**Committee of the Whole**

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Monday, October 21, 2024

6:00 PM

Esquimalt Council Chambers

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**Present** 5 - Mayor Barbara Desjardins  
Councillor Andrea Boardman  
Councillor Duncan Cavens  
Councillor Jacob Helliwell  
Councillor Tim Morrison

Councillor Ken Armour attended via conference call.

**Staff:** Dan Horan, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Joel Clary, Director of Engineering & Public Works  
Sarah Holloway, Deputy Corporate Officer  
Victoria McKean, Recording Secretary

**Others:** Deputy Chief Laidman, Victoria Police Department (VicPD)

**1. CALL TO ORDER**

Chair Cavens called the meeting to order at 6:00 PM and acknowledged the Songhees and Kosapsum Nations on whose traditional territory we live, we learn, and we do our work.

**2. INTRODUCTION OF LATE ITEMS**

1) [24-478](#) Late Correspondence

Item 71. - Boulevard Alteration Permit - 442 Grafton Street, Staff Report No. EPW-24-024.

- Meagan Brame - received October 17, 2024

**3. APPROVAL OF THE AGENDA**

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

**4. ADOPTION OF MINUTES**

1) [24-416](#) Minutes of the Committee of the Whole Meeting held July 15, 2024

- 2) [24-457](#) Minutes of the Special Committee of the Whole meeting held on September 23, 2024

Moved by Mayor Desjardins, seconded by Councillor Boardman: That the minutes of the Committee of the Whole Meeting held on July 15, 2024 and the Special Committee of the Whole Meeting held on September 23, 2024 be adopted. Carried Unanimously.

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

Meagan Brame, resident, expressed support for the Boulevard Variance Application for 442 Grafton Street, noting that river rock is an effective material as it consumes less water and is less likely to be a fire hazard and other neighbours are also in support of the application.

#### 6. PRESENTATIONS AND DELEGATIONS

- 1) [24-451](#) Victoria Police Department - 2024 Second Quarter Report, Inspector Michael Brown

Deputy Chief Jason Laidman, on behalf of Inspector Michael Brown, provided an overview of the Victoria Police Department 2024 Q2 Report, including trends in calls for service, youth violence, efforts to prevent and facilitate the recovery of workplace injuries, and trends in the perception of crime in Esquimalt and answered questions from the Committee.

The Committee requested that they be updated on the work by the Community Resource Officers at Rainbow Kitchen.

#### 7. STAFF REPORTS

- 1) [24-470](#) Boulevard Alteration Permit - 442 Grafton Street, Staff Report No. EPW-24-025

Joel Clary, Director of Engineering and Public Works, introduced the report and responded to questions from the Committee.

Moved by Mayor Desjardins, seconded by Councillor Morrison: That the Committee of the Whole recommends to Council to approve a Boulevard Alteration Permit for 442 Grafton Street to permit river rocks in the boulevard, as described in Staff Report EPW-24-025. Carried Unanimously.

- 2) [24-469](#) Boulevard Alteration Permit Review, Staff Report No. EPW-24-024

Joel Clary, Director of Engineering and Public Works, introduced the report and responded to questions from the Committee.

Committee comments include the following:

- The guidelines should stipulate that the products used in the boulevard be

natural and not invasive as it would be concerning to see a proliferation of plastic along the boulevard.

- The guidelines should stipulate that the Township reserves the right to remove problematic installations.
- Boulevards should not be altered so dramatically as to impede people walking dogs or people who struggle to walk on hard surfaces.

Moved by Mayor Desjardins, seconded by Councillor Boardman: Moved by seconded by: That the Committee of the Whole recommends that Council direct staff to remove the Boulevard Alteration Permit process from the Township's Guide to Boulevard Modifications and the Boulevard Maintenance Bylaw No. 2860 to allow acceptable boulevard modifications to be completed by residents without Boulevard Alteration Permits, as described in Staff Report EPW-24-024. Carried Unanimously.

**3) [24-466](#) Review Options for the Official Community Plan, Staff Report No. DEV-24-052**

Bill Brown, Director of Development Services, introduced the report and responded to questions from the Committee.

Committee comments included the following:

- The OCP amendments should easily allow for the inclusion of commercial in developments;
- The community should have an opportunity to discuss their preference on building height;
- An impact assessment for various aspects of potential changes to the OCP proposed in the staff report as Option 4 is needed;
- There should be an assessment of past review processes to ensure future reviews are effective and efficient;
- There is interest in exploring the proposed Esquimalt Road study as a priority;
- Further information on, or a plan associated with parks should be included in the OCP;
- Zoning that supports mixed use retail-residential is supportable;
- There is a need to ensure that green development practices are being kept current;
- Changes to the OCP regarding Development Cost Charges is of interest.

Moved by Councillor Helliwell seconded by Councillor Morrison: That the Committee of the Whole recommends to Council that staff be directed to initiate Official Community Plan Review Options 1, 2, and 3 (as outlined in staff report DEV-24-052) in 2025, and provide an impact assessment of Option 4. Carried Unanimously.

## **8. PUBLIC COMMENT PERIOD**

There was no public comment.

**9. ADJOURNMENT**

Moved by Councillor Boardman, seconded by Councillor Helliwell: that the Committee of the Whole Meeting be adjourned at 8:10 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS DAY OF , 2024

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SARAH HOLLOWAY,  
DEPUTY CORPORATE OFFICER  
CERTIFIED CORRECT