



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

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

Monday, May 26, 2025

7:00 PM

Esquimalt Municipal Hall

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

Staff: Dan Horan, Chief Administrative Officer
Deb Hopkins, Director of Corporate Services/Corporate
Officer
Bill Brown, Director of Development Services
Joel Clary, Director of Engineering & Public Works
Alex Tang, Planner
Sarah Holloway, Manager of Corporate Services/Deputy
Corporate Officer

1. CALL TO ORDER

Mayor Desjardins called the Council meeting to order at 7:36 PM.

2. INTRODUCTION OF LATE ITEMS

1) Item 6.1 - Rezoning Application - 909 McNaughton Avenue, Staff Report
No. DEV-25-020

• Michael Galvon and Terry Ann Duncan - received May 25, 2025

1) [25-193](#) Late Correspondence

3. APPROVAL OF AGENDA

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

4. ADOPTION OF MINUTES

1) [25-154](#) Minutes of the Special Council Meeting held on April 14,
2025

2) [25-171](#) Minutes of the Special Council meeting held on April 28,
2025

- 3) [25-170](#) Minutes of the Regular Council meeting held on April 28, 2025
- 4) [25-186](#) Minutes of the Regular Council Meeting held May 5, 2025
- 5) [25-177](#) Minutes of the Special Council Meeting held on May 12, 2025

Moved by Councillor Helliwell, seconded by Councillor Boardman: That the minutes of the Special Council Meeting held on April 14, 2025, the Special Council meeting held on April 28, 2025, the Regular Council meeting held on April 28, 2025, the Regular Council Meeting held May 5, 2025, and the Special Council Meeting held on May 12, 2025 be adopted as circulated. Carried Unanimously.

5. PUBLIC AND STATUTORY HEARINGS

Once the Public Hearing has closed there will be no further opportunities to provide public input on this agenda item.

- 1) [25-187](#) Notice of Public Hearing - 909 McNaughton Avenue

6. PUBLIC HEARING STAFF REPORTS

- 1) [25-162](#) Rezoning Application - 909 McNaughton Avenue, Staff Report No. DEV-25-020

a) Director of Development Services - Overview of Application

Alex Tang, Planner introduced the application and responded to questions from Council.

The application is a request for an additional permitted use of a Group Children's Day Care Centre on a property that is zoned RD-1 [Two Family Residential]. This change is required to accommodate a proposed 24-children day care centre.

b) Applicant or Authorized Representative - Overview of Application

Luz Mary Calderon applicant/owner and Juan Carlos, owner presented and responded to questions from Council.

Moved by Councillor Cavens, seconded by Councillor Morrison: That the written submissions be received as circulated. Carried Unanimously.

c) Public Input

Barb Barb Lovick, resident, expressed desire for a daycare in the community but felt that the property was too small and that there is a limited amount of parking in the neighbourhood which has been exasperated by nearby construction.

Scott Osbourne, resident, informed Council that he was a nudist while on his property that neighbours the proposed daycare. The resident expressed concerns over safety as there are no sidewalks in the area, there is an increase in drivers cutting through the side streets, and there is a lack of street parking for drop off and pick ups by parents.

Mayor Desjardins invited members of the public to speak for a second, third and final time. There were no further speakers.

d) Adjournment of Hearing

Mayor Desjardins declared the Public Hearing for Bylaw No. 3161 closed.

e) Consideration of Staff Recommendation

Council comments included the following:

- More daycare facilities are needed in the Township.
- The issues of parking and lack of sidewalks should be addressed by the Township separate from the application.
- Island Health are the experts and will determine if they believe that the location and facility are an appropriate space for children.
- It is better to have a daycare in a residential zone than a commercial zone.
- Most parents will cycle to drop off and pick up their children.

Moved by Councillor Cavens, seconded by Councillor Brame: That Council give third reading and adopt Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2025, No. 3161. Carried Unanimously.

7. PUBLIC INPUT ON AGENDA ITEMS 8, 9 AND 10

Item 9(1) May 12, 2025 Committee of the Whole Resolutions to be Ratified - Community Dock Consultation, Staff Report No. P&R-25-003

Jack Meredith, President of the Gorge Swim Fest Society, expressed approval of the recommendation on the network of docks, as the dock at Bamfield has been successful, but would prefer to have a series of modest docks that would serve several neighbourhoods.

8. STAFF REPORTS

- 1) [25-131](#) Development Variance Permit Application - 1215 Colville Road, Staff Report No. DEV-25-013

Alex Tang, Planner presented a PowerPoint and responded to questions from Council.

Barb Smith, applicant, presented a PowerPoint and responded to questions from Council.

Council comments included the following:

- The application's design is thoughtful and considerate of the neighbours.
- More housing should be built to allow for aging in place.
- Amending the definition of the Director of Development's delegated authority to include applications such as this should be considered.

Moved by Councillor Morrison, seconded by Councillor Boardman: That Council approve DVP00154 including variances to decrease the side setback by 0.6 metres and the rear setback by 1.8 metres for the Principal Building located at 1215 Colville Road as outlined in staff report DEV-25-13. Carried Unanimously.

2) [25-185](#) Bylaw Level of Service Review, Staff Memo No. CSS-25-003

The Director of Engineering and Public Works introduced the report, Kevin Ramsay and James Ridge from Innova Strategy Group presented a PowerPoint, and together responded to questions from Council.

Moved by Councillor Armour, seconded by Councillor Morrison: That Council:

- a) receive the Bylaw Level of Service Review completed by Innova Strategy Group for information;
- b) direct staff to:
 - i. continue collecting on outstanding fines;
 - ii. proceed with modernization of bylaw software, pending the Director of Strategic Initiatives;
 - iii. initiate after hours bylaw enforcement utilizing existing staff, as resources allow;
 - iv. report back to Council in 2026 on performance of after hours enforcement through operational updates;
 - v. bring forward budget requests related to the Parking Action Plan as part of annual budget deliberations;
 - vi. undertake a public communications strategy to make the public aware that unpaid parking fines will be collected as described in Staff Report CSS-25-003.

Council comments included the following:

- A re-evaluation of the Township's permit parking zones should occur.
- A contracted external company should be used to address after hours parking enforcement.

Moved by Councillor Brame, seconded by Councillor Boardman: That item iii. "initiate after hours bylaw enforcement utilizing existing staff, as resources allow" be separated from the motion to discuss individually. Carried with

Mayor Desjardins and Councillor Armour Opposed.

The Chief Administrative Officer informed Council that the proposed after hours enforcement using staff is a temporary measure to allow for the development of a long term plan but in the meantime will address parking behaviours during the summer and event heavy months. Once a Director of Strategic Initiatives has been hired they will be directed to evaluate the performance of the program, within the year, in order to propose a long term plan.

Council inquired about sharing services with adjacent municipalities.

The Chief Administrative Officer suggested, due to time and budget constraints the sharing of services could be added for review in the long term plan.

Council commented that the use of staff overtime to address this issue is not supportable.

Moved by Councillor Armour, seconded by Councillor Morrison: That Council initiate after hours bylaw enforcement utilizing existing staff, as resources allow. Carried with Councillor Brame Opposed.

MAIN MOTION:

Moved by Councillor Armour, seconded by Councillor Morrison: That Council:

- a) receive the Bylaw Level of Service Review completed by Innova Strategy Group for information;
 - b) direct staff to:
 - i. continue collecting on outstanding fines;
 - ii. proceed with modernization of bylaw software, pending the Director of Strategic Initiatives;
 - iii. initiate after hours bylaw enforcement utilizing existing staff, as resources allow;
 - iv. report back to Council in 2026 on performance of after hours enforcement through operational updates;
 - v. bring forward budget requests related to the Parking Action Plan as part of annual budget deliberations;
 - vi. undertake a public communications strategy to make the public aware that unpaid parking fines will be collected.
- as described in Staff Report CSS-25-003. Carried Unanimously.

- 3)** [25-175](#) West Bay – Limited Time Parking Zone – Two-Hour Parking Only, Staff Report No. EPW-25-007

The Manager of Engineering introduced the report and responded to

questions from Council.

Council commented that consideration should be made in delegating the authority to issue Traffic Orders to the Director of Engineering and Public Works.

Moved by Councillor Cavens, seconded by Councillor Brame:

1. That Council approve:

- Traffic Order 1357 - "Two hour limited time parking, Monday to Saturday 7:00 am to 5:00 pm" signage installed on the north side of Lyall Street commencing 9m east of Lyall Street and Gore Street and extending east for 117m;
- Traffic Order 1358 - "Two hour limited time parking, Monday to Saturday 7:00 am to 5:00 pm" signage installed on the south side of Head Street commencing 9m southeast of Head Street and Gore Street and extending southeast for 81m;
- Traffic Order 1359 - "Two hour limited time parking, Monday to Saturday 7:00 am to 5:00 pm" signage installed on the southeast side of Gore Street commencing 23m northeast of Gore Street and Lyall Street and extending northeast for 34m; and,
- Traffic Order 1360 "No Parking" on the northwest side of Gore Street commencing 19m northeast of Gore Street and Lyall Street and extending 73m northeast.

2. That Council rescind:

- Traffic Order 961 for "Parking is Prohibited at all times on the south-westerly side of Head Street from its intersection with Lyall Street to its intersection with Gore Street";
- Traffic Order 164 for "Parking is Prohibited at all times on either side of Gore Street from Head Street to Lyall Street"; and
- Traffic Order 409 for "Parking is Prohibited at all times on the southerly side of Lyall Street from Peters Street to Head Street"

as detailed in Staff Report EPW-25-007. Carried Unanimously.

9. REPORTS / MINUTES FROM COMMITTEES

- 1) [25-176](#) May 12, 2025 Committee of the Whole Resolutions to be Ratified

Moved by Councillor Cavens, seconded by Councillor Brame: That Council receive Staff Report No. P&R-25-003 for information and direct staff to report back to Council with budget considerations to:

- a. create a network of docks and water access infrastructure with Gorge Esquimalt Park West being the initial location;
- b. provide community educational outreach;
- c. conduct a wave activity assessment; and

d. concurrently with the development of an option in Esquimalt Gorge Park West, explore the options for kayak access in West Bay as well as smaller interventions such as swim ladders in appropriate locations. Carried Unanimously.

10. COMMUNICATIONS

For Council's Consideration

- 1) [25-169](#) E-mail dated May 11, 2025 from John Appler, Vancouver Navy Veterans Association Re: Proclamation Request - Robert Hampton Gray Day

Moved by Councillor Armour, seconded by Councillor Morrison: That August 9, 2025 be proclaimed Robert Hampton Gray Day in Esquimalt in recognition of the long history between the community and the RCN and the courage of Lt. Gray on this the 80th. anniversary of his actions and death that led to the awarding of the Victoria Cross Carried Unanimously.

- 2) [25-182](#) Statement from View Royal Mayor Sid Tobias on Bill 15 and Bill 7 "A Threat to Local Democracy and Public Accountability" - dated May 14, 2025

Council comments included the following:

- Concerns were raised regarding the provincial government centralizing local government decision making and the removal of consultation processes from resource projects.
- It was expressed that this is the undoing of 25 years of important consideration of local governments and the implementation of the Community Charter; and that it is damaging to the relationship between local governments and the Province.

Moved by Mayor Desjardins, seconded by Councillor Morrison: That Council direct the Mayor to send a letter to the province voicing concern over the timeline of Bills 14 and 15 and to request the Provincial government to extend the date of consideration to allow for further consultation. Carried Unanimously.

11. PUBLIC COMMENT PERIOD

Doug Scott, resident, requested further information on the repaving of Lyall Street.

12. RESOLUTION TO CLOSE THE MEETING PURSUANT TO SECTION 90 OF THE COMMUNITY CHARTER

Moved by Councillor Brame, seconded by Councillor Cavens: That pursuant to Section 90(1) (a) and (c) of the Community Charter, the meeting be closed to the general public to discuss personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and, labour relations or other employee relations. Carried Unanimously.

13. ADJOURNMENT

Moved by Councillor Cavens, seconded by Councillor Boardman: That the Regular Council meeting be adjourned at 9:33 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS

THIS DAY OF , 2025

DEB HOPKINS,
CORPORATE OFFICER
CERTIFIED CORRECT