



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

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

Monday, February 24, 2025

6:00 PM

Esquimalt Council Chambers

**THE REGULAR MEETING OF COUNCIL RECONVENES AT 7:00 PM
WITH MEMBERS OF THE PUBLIC IN ATTENDANCE**

Present: 6 - Mayor Barbara Desjardins

Councillor Ken Armour

Councillor Andrea Boardman

Councillor Duncan Cavens

Councillor Jacob Helliwell

Councillor Tim Morrison

Staff:

Dan Horan, Chief Administrative Officer

Deb Hopkins, Director of Corporate Services/Corporate
Officer

Joel Clary, Director of Engineering & Public Works

Ian Irvine, Director of Financial Services & IT

Steve Knoke, Director of Parks & Recreation

Sarah Holloway, Manager of Corporate Services/Deputy
Corporate Officer

1. CALL TO ORDER

Mayor Desjardins called the Regular Council meeting to order at 6:00 PM.

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

Moved by Councillor Helliwell, seconded by Councillor Cavens: That pursuant to Section 90(1) (k) of the Community Charter, the meeting be closed to the general public to have negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

II. CLOSED MEETING

**III. RECONVENE THE REGULAR MEETING OF COUNCIL AT
7:00 PM WITH MEMBERS OF THE PUBLIC IN ATTENDANCE**

Mayor Desjardins reconvened the Regular Council meeting to order at 7:00 PM.

Councillor Helliwell acknowledged that we are gathered on Lekwungen territory and that Council is committed to building strong and enduring relationships with our neighbouring First Nations governments, the Kosapsum Nation and Songhees Nation.

2. INTRODUCTION OF LATE ITEMS

1) [25-068](#) Late Correspondence

1) Item 6.2 - Long Term Capital Program, Staff Memorandum FIN-25-004

- Anne Wallen - received February 22, 2025
- Matt Bass - received February 23, 2025
- Josh Katz-Rosene - received February 23, 2025
- Mark Eraut - received February 24, 2025
- Stuart Hill - received February 24, 2025
- Chris Van Sickle - received February 24, 2025

3. APPROVAL OF AGENDA

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

4. ADOPTION OF MINUTES

1) [25-057](#) Minutes of the Regular meeting of Council held on January 27, 2025

2) [25-063](#) Minutes of the Regular Council meeting held on February 3, 2025

Moved by Councillor Armour, seconded by Councillor Cavens: That the minutes of the Regular Council meeting held on January 27, 2025, and the Regular Council meeting held on February 3, 2025 be adopted as circulated. Carried Unanimously.

5. PUBLIC INPUT ON AGENDA ITEMS 6, 7, 8 AND 9

Item 6.2 Long Term Capital Program, Staff Memorandum FIN-25-004

Mark Eraut, representing Panago Pizza on Esquimalt Road, spoke on the impacts of taxation on businesses and requested that the Active Transportation infrastructure plans be delayed until after the development of the Town Centre and when the Township's density has been fulfilled.

Paul McKinnon, resident, spoke in support of the capital budget request and the investment needed for the Township's infrastructure; questioned how

Council will be prioritizing the active transportation plan bike lanes versus sewer and waterworks; and voiced concern that by not investing in the Capital Plan now that there will be repercussions later.

Norah Macey, resident, spoke in support of protected bike lanes as it provides a safe way to travel; it frees up road space for those that need it most; and car free transportation will be embraced by the younger generation as they will grow up with it.

Item 8.2 Email dated February 14, 2025 from Lonnis McElroy Re Request to proclaim April 15, 2025 as Religious Neutrality Day

James Myers, resident, suggested that the intent of the proposal in the email may have been well meant but in light of the political activities in the United States at the moment against immigration and the rights of LGBTQ+ that Council's approach to this item will speak volumes to how we define ourselves as a community.

Item 6. 2 Long Term Capital Program, Staff Memorandum FIN-25-004

Kym Thrift, resident, spoke in support of the Active Transportation Plan as there is a clear demand and need to move forward with Council's mandate and we are in climate emergency.

Matt Bass, resident, expressed that a key item to successfully managing infrastructure is to have a defined assessment of the infrastructures in order to provide an accurate budget.

Carly Youlton, resident and Esquimalt business owner, spoke in opposition to the Active Transportation Plan's bike lane project, as putting structures on top of roads where the pipelines below are crumbling is not a responsible choice. The resident also spoke to the strain that businesses face with the municipal tax increase coupled with businesses being inaccessible due to bike lanes taking over needed street parking.

Jamie Proctor, resident, urged Council to support the protected bike lanes on Esquimalt Road to ensure cycling safety and recommended that they not be diverted as Esquimalt Road is a key corridor and the preferred route of cyclists.

Michelle Prive, representing Vamp Salon on Esquimalt Road, spoke in opposition to the bike lanes as Esquimalt Road is one of two main roads that clients use to come directly from other parts of the city into the Township, and the removal of parking to make way for the bike lanes will have a negative impact on businesses that are still struggling after COVID.

6. STAFF REPORTS

- 1) [25-060](#) 2025 Council Appointments - Alternate to GVLRA, Staff Report No. ADM-25-012

Moved by Councillor Boardman, seconded by Councillor Morrison: That Council appoint Councillor Duncan Cavens as the Township of Esquimalt's alternate representative to the Greater Victoria Labour Relations Association effective immediately for the remainder of 2025. Carried Unanimously.

- 2) [25-064](#) Long Term Capital Program, Staff Memorandum FIN-25-004

The Chief Administrative Officer (CAO) introduced the item by outlining that staff are providing an overview of the Capital Program's long term plans, which identify what is being built, rehabilitated, and restored in the next 2-20 years to offer Council an opportunity to weigh in on setting the long term priorities for the maintenance of the Township's assets.

The Director of Engineering & Public Works, the Director of Financial Services & IT and the Director of Parks and Recreation presented the PowerPoint and, with the CAO, responded to questions from Council.

Council comments included the following:

- The Active Transportation Plan refresh would be of value to understand the sidewalk and transportation needs, potential costs, and better inform the infrastructure funding decisions for the next 10 years.
- Deferring infrastructure funding at the cost of increased taxes for the future is not supportable. An increase of 2% in infrastructure funding now will ensure that we do not download the responsibility of tax increases onto our children.
- The need for investing in our infrastructure is supportable but an analysis of debt financing and funding options is required to ensure that we have done our due diligence.
- A utility funding model, similar to other municipalities, would allow for the funds to be put aside and better align the costs with use.
- To meet budget goals the Active Transportation Plan could be amended by extending Phase 1 to the Town Centre Plaza or the Recreation Centre and by reducing the scope of Phase 2.
- Deferring an increase to the Capital Plan reserve funds will not directly reduce this years taxes, but defer the increase in reserves.

7. REPORTS / MINUTES FROM COMMITTEES

- 1) [25-066](#) Resolutions from the February 10, 2025 Committee of the Whole meeting for Ratification

Moved by Councillor Cavens, seconded by Councillor Helliwell: That Council ratify the recommendations from the Committee of the Whole meeting of February 10, 2025:

1. Review of Local Grant Funding and Policy Options, Staff Report ADM-25-002

That the Committee of the Whole recommend that Council refer Staff Report ADM-25-002 (Review of Local Grant Funding and Policy Options) to the Local Grant Committee for further refinement and that the date of the meeting be determined by the Local Grant Committee Chair.

2. Sanitary Sewer Asset Management Plan, Staff Report EPW-25-003

That the Committee of the Whole recommend that Council:

- a) receive the Sanitary Sewer Asset Management Plan for information;
- b) direct staff to request increased funding for infrastructure as part of the annual budget process;
- c) direct staff to implement the plan based on available funding; and
- d) direct staff to update the status of the Sanitary Sewer Asset Management Plan Council Priority Project to complete. Carried Unanimously.

8. COMMUNICATIONS

For Council's Consideration

- 1) [25-061](#) Email from Esquimalt Chamber of Commerce dated February 12, 2025 Re: Board Representative

Council raised concerns that there may be historical or governance limitations which prevented Council from delegating a representative to the Esquimalt Chamber of Commerce in the past.

Moved by Councillor Morrison, seconded by Councillor Cavens: That Council direct staff to provide a report on whether there is anything in Council's governance that would preclude Council from having a representative on the Esquimalt Chamber of Commerce Board. Carried Unanimously.

- 2) [25-062](#) Email dated February 14, 2025 from Lonnis McElroy Re Request to proclaim April 15, 2025 as Religious Neutrality Day

The email correspondence was received for information.

9. NOTICE OF MOTION

- 1) [25-065](#) Request to the BC Minister of Education and Child Care for a Greater Victoria School District 61 Task Force for consideration of SD 61 Board of Education electoral

reform - Councillor Morrison

The Notice of Motion was introduced to Council and will be discussed at the Regular Council meeting held on March 3, 2025.

10. PUBLIC COMMENT PERIOD

Item 8. 2) Email dated February 14, 2025 from Lonnis McElroy Re Request to proclaim April 15, 2025 as Religious Neutrality Day

Sandra Slobodian, resident, requested that if Council considers the proclamation request that a different name be given that disassociates from anything that suggests that the Township be without religious tolerance.

Vic Farley, spoke in opposition to the proclamation request as the phrase is not neutral and was one of the governing principals of the controversial Bill 21 that was enacted by the province of Quebec.

Item 6. 2) Long Term Capital Program, Staff Memorandum FIN-25-004

Matt Bass, resident, mentioned that there are tools available to help assess the risk tolerances of infrastructure maintenance and this could be used for any of the Township's deferred infrastructure programs and possibly improve those services once implemented.

11. ADJOURNMENT

Moved by Councillor Boardman, seconded by Councillor Cavens: That the Regular Council meeting be adjourned at 9:08 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS

THIS DAY OF , 2025

DEB HOPKINS,
CORPORATE OFFICER
CERTIFIED CORRECT