



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

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

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Monday, May 6, 2024

6:15 PM

Esquimalt Council Chambers

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**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 Tim Morrison  
Councillor Darlene Rotchford

**Regrets:** 1 - Councillor Jacob Helliwell

**Staff:** Dan Horan, Chief Administrative Officer  
Deb Hopkins, Director of Corporate Services/Corporate Officer  
Bill Brown, Director of Development Services  
Ian Irvine, Director of Financial Services & IT  
Sarah Holloway, Deputy Corporate Officer/Recording Secretary

**1. CALL TO ORDER**

Mayor Desjardins called the Regular Council meeting to order at 6:15 PM.

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

Moved by Councillor Rotchford, seconded by Councillor Cavens: That pursuant to Section 90 (1) (l) and (m) of the Community Charter, the meeting be closed to the general public to hold discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report]; and, to discuss a matter that, under another enactment, is such that the public may be excluded from the meeting. Carried Unanimously.

**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 Armour asked that we be mindful of the potential implications that our decisions have over indigenous peoples and to consider the common interests that we have with neighbouring First Nations governments who are also making decisions and passing laws that support this sustainable region.

## **2. INTRODUCTION OF LATE ITEMS**

### **1) [24-235](#) Late Correspondence**

Item 10.2 - Letter dated March 14, 2024 from the Mayor of the District of Saanich Re: School District 61 Police School Liaison Officers

- Mayor Alto, City of Victoria - received May 3, 2024
- Bart Van Tine - received May 3, 2024

## **3. APPROVAL OF AGENDA**

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

## **4. ADOPTION OF MINUTES**

### **1) [24-227](#) Minutes of the Regular Council meeting held on April 22, 2024**

Moved by Councillor Boardman, seconded by Councillor Armour: That the minutes of the Regular Council meeting held on April 22, 2024 be adopted as circulated. Carried Unanimously.

## **5. BYLAWS FOR ADOPTION**

### ***For Adoption***

### **1) [24-219](#) Adoption of Financial Plan and Tax Rates Bylaw Nos. 3137 & 3138, Staff Report No. 24-025**

Moved by Councillor Armour, seconded by Councillor Rotchford:

1. That Financial Plan Bylaw, 2024, No. 3137 be adopted.
2. That Tax Rates Bylaw, 2024, No. 3138 be adopted. Carried Unanimously.

### **2) [24-213](#) Adoption of Maintenance of Property and Nuisance Regulation Bylaw Amendments, Staff Report No. ADM-24-024**

Moved by Councillor Cavens, seconded by Councillor Rotchford: That Maintenance of Property and Nuisance Regulation Bylaw, 2014, No. 2826, Amendment Bylaw, 2024, No. 3133 be adopted. Carried Unanimously.

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

There was no public input.

**7. STAFF REPORTS**

**1) [24-226](#) 2023 Financial Statements, Staff Report FIN-24-011**

The Director of Financial Services and IT introduced the report to Council.

Council commented that staff were to be commended on the report and meeting all of the required accounting standards.

Moved by Councillor Armour, seconded by Councillor Rotchford: That Council approve the Township's audited financial statements for the fiscal year ended December 31, 2023, as attached to Staff Report FIN-24-011. Carried Unanimously.

**2) [24-204](#) Building Retrofit Study – FCM GMF Grant Application, Staff Report No.DEV-24-029**

The Director of Development Services introduced the report and responded to questions from Council.

Moved by Councillor Cavens, seconded by Councillor Rotchford: That Council resolves to endorse a municipal application to the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) for a Greenhouse Gas Reduction Pathway Feasibility Study Grant application with a goal to "identify a sequence of GHG reduction measures to reduce GHG emissions for community buildings by at least 50% within 10 years and by at least 80% (i.e. near net-zero GHG emissions) within 20 years" from 2023 (the base year), "while managing capital costs and reducing operating costs".

That Council has committed to spending \$50,000.00 towards a building retrofit study to reduce the GHG emissions from the Township's corporate buildings as part of its GHG Reduction Roadmap.

And that Council acknowledges that the Township is eligible to only submit one application for the GMF Community Building Retrofit Feasibility (CBF) Study grant offer. Carried Unanimously.

**3) [24-212](#) Request to Rescind Resolution of Internal Appointment, Staff Report No. ADM-24-021**

The Director of Corporate Services introduced the report to Council.

Moved by Councillor Cavens, seconded by Councillor Boardman: That Council rescind, effective May 6, 2024, the following appointments from Debra Hopkins, Director of Corporate Services/Corporate Officer:

- Deputy Business Licence Officer; and,
- Alternate Secretary for the Board of Variance. Carried Unanimously.

- 4) [24-211](#) Municipal Consent for CRD Bylaw No. 4588 - Regional Parks Loan Authorization Bylaw No. 1, 2024 - Staff Report No. ADM-24-022

Mayor Desjardins provided background information on the decision making process at the Capital Regional District Board and spoke in support of the request for the widening and lighting of the Galloping Goose and Lochside regional trails and the renewal of infrastructure of the Selkirk, Brett Avenue and Swan Lake trestles. The project is of value due to the increase in commuter and recreational users; the trails serve as corridors to the western communities; it will ensure the safety of all users; and, allow for a better experience when riding at night.

Moved by Councillor Armour, seconded by Councillor Rotchford: That Council consent to the CRD adopting Bylaw No. 4588, "Regional Parks Loan Authorization Bylaw No. 1, 2024". Carried Unanimously.

## 8. **BYLAW READINGS NOT SUBJECT TO A PUBLIC HEARING**

- 1) [24-193](#) Public Notice Bylaw and Amended Council Procedure Bylaw, Staff Report No. ADM-24-019

The Deputy Corporate Officer introduced the report and responded to questions from Council.

Council comments included the following:

- Public notice information displayed on monitors in the recreation centre and municipal hall is of interest.
- The modernization of our procedures for public notice and of those within the Council Procedure Bylaw are welcomed.

Moved by Councillor Cavens, seconded by Councillor Rotchford: That Council:

1. Endorse utilizing the Township's email subscription notice and official municipal website as reliable, suitable, and accessible means of alternate public notification methods;
2. Give three readings to Council Procedure Bylaw, 2022, No. 3081, Amendment Bylaw, 2024, No. 3135; and
3. Give three readings to Public Notice Bylaw, 2024, No. 3136; as per Staff Report No. ADMIN-24-019. Carried Unanimously.

## 9. REPORTS / MINUTES FROM COMMITTEES

- 1) [24-222](#) Capital West Accessibility Advisory Committee Engagement Survey Summaries, Staff Report No. ADM-24-026

The Director of Corporate Services introduced the report to Council.

The report was received for information.

- 2) [24-223](#) Adopted Minutes of the Capital West Accessibility Advisory committee held on November 22, 2023 - For Information

The minutes were received for information.

- 3) [24-229](#) Draft Minutes of the Advisory Planning Commission meeting held April 16, 2024

The minutes were received for information.

Council requested that the minutes be amended prior to adoption to include the staff liaison that was present at the Advisory Planning Commission meeting.

## 10. COMMUNICATIONS

### *For Council's Consideration*

- 1) [24-220](#) Email dated April 16, 2024 from the London Abused Women's Centre Re: Light Up Request for the 15th Annual Shine the Light on Woman Abuse Campaign

Moved by Councillor Armour, seconded by Councillor Morrison: That Council direct staff to light up the Archie Browning Sports Centre and Waterpark purple on November 1 and 25, 2024 in support of the Shine the Light on Woman Abuse campaign in recognition of women and girls impacted by men's violence against women. Carried Unanimously.

- 2) [24-221](#) Letter dated March 14, 2024 from the Mayor of the District of Saanich Re: School District 61 Police School Liaison Officers

The Mayor introduced the letter and stated that Council has always been in support of the police liaison role in schools but a reinforcement of the support through a motion would make it official.

Council comments included:

- The school board should allow the police to take care of public safety within the schools.
- Gang recruitment and drug abuse are serious matters that should be

addressed within the schools with the assistance of police liaison officers.

- The concerns raised from the BIPOC community and those with negative experiences are valid and should be acknowledged.
- The Mobile Youth Service Team (MYST) is in support of the police liaisons remaining in schools as they assist with their mandate of helping prevent youth from exploitation.
- The Township supports a community policing model.
- The police liaison program in Esquimalt has been valuable.
- Voicing Council's concerns with School Board #61 can create a bridge to begin dialogue.

Moved by Councillor Morrison, seconded by Councillor Rotchford: That Council request the Mayor to write to the Chair of the Board of Education for School District 61 requesting reconsideration of the reinstatement of the Police School Liaison Officers and that the letter be copied to the appropriate Provincial bodies, other School District 61 school hosting municipalities and the Esquimalt and Songhees Nations. Carried Unanimously.

## **11. PUBLIC COMMENT PERIOD**

David Hildan, non resident, spoke on how the efforts by Canada to work on having net zero emissions is futile when other countries are not doing the same.

Katie Swanson, non resident, expressed concern over the concept of 15 minute cities being a cover for data collection.

Kathy Bligh, non resident, expressed concern over government surveillance being a part of the 15 minute cities concept.

Carly Youlton, resident, expressed concerns with the loss of public street parking along Esquimalt Road for businesses, employees and visitors, due to the installation of protected bike lanes and informed Council of a petition that is being circulated requesting that the installation be stopped.

Sandy Rozon, resident, expressed appreciation for the Parks and Recreation staff for their assistance with Buccaneer days.

## **12. ADJOURNMENT**

Moved by Councillor Rotchford, seconded by Councillor Cavens: That the Regular Council meeting be adjourned at 7:36 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS

THIS 27TH DAY OF MAY, 2024

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DEB HOPKINS,  
CORPORATE OFFICER  
CERTIFIED CORRECT