



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

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

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Monday, January 26, 2026

7:00 PM

Esquimalt Municipal Hall

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**Present:** 6 - Mayor Barbara Desjardins  
Councillor Andrea Boardman  
Councillor Meagan Brame  
Councillor Duncan Cavens  
Councillor Jacob Helliwell  
Councillor Tim Morrison

**Regrets:** 1 - Councillor Ken Armour

Councillor Brame attended the meeting via conference call.

**Staff:** Dan Horan, Chief Administrative Officer  
Deb Hopkins, Director of Corporate Services/Corporate  
Officer  
Bill Brown, Director of Development Services  
Kirsten Dafoe, Planner  
Jakub Lisowski, Planner  
Jonah Ross, Recording Secretary

**1. CALL TO ORDER**

Mayor Desjardins called the Regular Council meeting to order at 7:07 PM.

**2. INTRODUCTION OF LATE ITEMS**

1) [26-045](#) Late Correspondence

1) Item 6.1 - Development Variance Permit Application - 950 Lampson  
Place, Staff Report No. DEV-25-054

- Keith Holden - received January 18, 2026
- Erin Baud - received January 24, 2026
- Lori Flanagan - received January 26, 2026

2) Item 6.2 - Deer Fencing Policy Development, Staff Report No.  
DEV-26-001

- Marvin Eng - received January 26, 2026

**3. APPROVAL OF AGENDA**

Moved by Councillor Morrison, seconded by Councillor Cavens: That  
the agenda be approved as circulated with the inclusion of the late

items. Carried Unanimously.

#### 4. **ADOPTION OF MINUTES**

- 1) [26-035](#) Minutes of the Regular Council meeting held on January 12, 2026
- 2) [26-031](#) Minutes of the Special Council meeting held on January 13, 2026

Moved by Councillor Cavens, seconded by Councillor Boardman: That the minutes of the Regular Council meeting held on January 12, 2026, and the Special Council meeting held January 13, 2026 be adopted as circulated. Carried Unanimously.

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

Item 6.2 Deer Fencing Policy Development, Staff Report No. DEV-26-001

Doug Scott, resident, expressed support for allowing deer fencing in the Township to provide options to protect gardens in the community.

Item 6.1 Development Variance Permit Application - 950 Lampson Place, Staff Report No. DEV-25-054

Wayne Melvin, resident, expressed opposition due to concerns regarding previous modifications to structures on the property, and the potential for further units to be added to the property in the future.

#### 6. **STAFF REPORTS**

- 1) [25-383](#) Development Variance Permit Application – 950 Lampson Place, Staff Report No. DEV-25-054

The Director of Development Services introduced the staff report, and Kirsten Dafoe, Planner, presented a PowerPoint. Staff and Dr. Omar Ahmad, the applicant, responded to questions from Council.

Council provided the following comments:

- The applicant provided background regarding the site history and safety which sufficiently addressed concerns raised by neighbours.
- Parking provisions on-site are sufficient.
- The application is for an existing structure, and involves no change to existing form and character.
- The structure's proximity to the property line is of concern given that conversion of the accessory building to a dwelling is likely to increase activity and noise close to neighbours.

Moved by Councillor Cavens, seconded by Councillor Brame: That Council approve the Development Variance Permit application DVP00175 to authorize the proposed building siting at 950 Lampson Place with the variances outlined in Staff Report No. DEV-25-054.

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Carried with Mayor Desjardins and Councillor Morrison opposed.

2) [26-011](#) Deer Fencing Policy Development, Staff Report No. DEV-26-001

Jakub Lisowski, Planner, introduced the staff report and responded to questions from Council.

Moved by Councillor Cavens, seconded by Councillor Morrison: That Council direct staff to prepare a report and Zoning Bylaw amendment bylaw to regulate deer fencing for Council's consideration based on feedback received and that Staff Report No. DEV-26-001 be received for information.

Council comments included the following:

- Deer fences have already been constructed in the Township without complaints.
- Deer are a source of frustration for community members; allowing deer fences would provide an additional tool for residents to protect their gardens, with positive impacts on food security and aesthetics.

Moved by Councillor Cavens, seconded by Councillor Boardman: That the main motion be amended to include direct staff to use the District of Saanich Zoning Bylaw as a model, with changes to allow deer fencing and deer fencing extensions in front yards, subject to legal and staff review.

Council comments continued:

- The District of Saanich's policy is effective, but should be adjusted to also allow installation in front yards.
- Existing deer fences seen in the Township would conform to this approach.

The amendment to the Main Motion was put and Carried Unanimously.

Main Motion as Amended:

Moved by Councillor Cavens, seconded by Councillor Morrison: That Council direct staff to prepare a report and Zoning Bylaw amendment bylaw to regulate deer fencing for Council's consideration and, subject to staff and legal review, use the District of Saanich Zoning Bylaw as a model, with changes to allow deer fencing and deer fencing extensions in front yards, and that Staff Report No. DEV-26-001 be received for information. Carried Unanimously.

3) [26-023](#) 2026 General Local Election – Appointment of the Chief Election Officer and Deputy Chief Election Officer, Staff Report No. ADM-26-002

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

Moved by Councillor Helliwell, seconded by Councillor Boardman: That Council appoint Sarah Holloway, Manager of Corporate Services, as Chief Election Officer and Victoria McKean, Committee Coordinator as Deputy Chief Election Officer to conduct the 2026 General Local Elections. Carried Unanimously.

## 7. REPORTS / MINUTES FROM COMMITTEES

- 1) [26-039](#) January 19, 2026 Committee of the Whole Resolutions to be Ratified

Moved by Councillor Cavens, seconded by Councillor Brame: That the resolutions from the January 19, 2026 Committee of the Whole be ratified:

1. Community Health Needs Assessment and Health Care Playbook Discussion, Staff Report No. DEV-25-055

That Council direct staff to provide administrative support for the creation of a select committee to support improving Esquimalt primary care, co-chaired by Mayor Desjardins and Councillor Boardman, with the scope of work and composition to come back for Council consideration.

That Council direct staff to include a section on accessibility and universal building design in the green building checklist for Council consideration.

2. High Level Council Discussion Regarding Development Cost Charges and Amenity Cost Charges, Staff Report No. DEV-26-002

That Council direct staff to prepare an impact assessment outlining detailed project scope, costs, processes, timelines, staff resources, and risks associated with proceeding with Development Cost Charges (DCCs) and Amenity Cost Charges (ACCs) bylaws. Carried Unanimously.

## 8. RISE AND REPORT (FROM IN CAMERA)

- 1) [26-025](#) Rise and Report from the In Camera meeting of Council held on January 12, 2026

At the In Camera meeting held on January 12, 2026, Council passed the following resolution:

1. Capital West Accessibility Advisory Committee Recruitment, Staff Report No. ADM26-004

That Council appoint Madison Sutcliffe as Esquimalt's representative to the Capital West Accessibility Advisory Committee for a term commencing immediately upon appointment and concluding December 31, 2027.

**9. PUBLIC COMMENT PERIOD**

There was no public input.

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

Moved by Councillor Boardman, seconded by Councillor Cavens: That pursuant to Sections 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.

**11. ADJOURNMENT**

Moved by Councillor Cavens, seconded by Councillor Brame: That the the Regular Council meeting be adjourned at 7:46 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS

THIS TH DAY OF , 2026

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DEB HOPKINS,  
CORPORATE OFFICER  
CERTIFIED CORRECT