



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

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

Special Committee of the Whole

Monday, January 26, 2026

5:45 PM

Esquimalt Council Chambers

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
Joel Clary, Director of Engineering & Public Works
Terése Finegan, Acting Director of HR/Manager of Economic Development
Matt Furlot, Fire Chief
Ian Irvine, Director of Financial Services & IT
Judy Kitts, Director of Strategic Initiatives
Steve Knoke, Director of Parks & Recreation
Mark Jeckway, Senior Manager of Human Resources
Jonah Ross, Recording Secretary

1. CALL TO ORDER

Mayor Desjardins called the Special Committee of the Whole meeting to order at 5:45 PM.

Councillor Cavens acknowledged that we are on the traditional territory of the Songhees Nation and X^wsepsəm Nation. We thank them for caring for this land and look forward to working with them in partnership as we continue to build this great township together.

Mayor Desjardins introduced Mark Jeckway, Senior Manager of Human Resources.

Mark comes to us from BC Transit, where he was the Director of Safety, Security and Emergency Management. Before that he had a number of interesting and challenging roles focused on safety, labour relations, human resources, and project and process management.

Some of these roles include Senior Human Resources Consultant, Labour Relations and Advisory Services, at University of Victoria, Manager of Occupational Health, Safety and Wellness and Manager of Operational Services- Water Utility at the City of Calgary, and Human Resources Officer with the Department of National Defence at CFB Esquimalt. Mark is a graduate of the University of Victoria with a Bachelor of Social Sciences. Please join us in welcoming Mark.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF THE AGENDA

Moved by Councillor Cavens, seconded by Councillor Morrison: That the agenda be approved as circulated. Carried Unanimously.

4. PERIOD STAFF REPORTS

- 1) [26-040](#) CAO - 2025 Third Period Report, Staff Report No. ADM-26-007

The CAO presented a PowerPoint on the updated Council Priorities Plan from the Third Period of 2025 and staff responded to questions from the Committee of the Whole.

- 2) [26-029](#) Corporate Services - 2025 Third Period Report, Staff Report No. ADM-26-005

The Director of Corporate Services introduced the report and responded to questions from the Committee of the Whole.

The Committee commented that the chart providing data from previous years gives insight into trends over time, and that standardizing this across departments would be helpful.

- 3) [26-030](#) Development Services 2025 Third Period Report, Staff Report No. DEV-26-003

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

In response to a Committee question, staff noted that a status update on the heritage alteration permit at Rosemead House will be provided once available.

- 4) [26-028](#) Engineering & Public Works Departments - 2025 Third

Period Report, Staff Report No. EPW-26-001

The Director of Engineering and Public Works introduced the staff report and responded to questions from the Committee of the Whole.

Committee comments included:

- Progress made on replacement of purple street lights is appreciated.
- Inclusion of previous years' data on Public Works calls for service is requested to assist with discussion, and provide context for staffing requests.
- With the Capital Regional District considering thermal processing in long-term planning for Heartland Landfill, Engineering staff's work advancing Integrated Resource Management is recognized and appreciated.

- 5) [26-021](#) Financial Services and IT Departments - 2026 Third Period Report, Staff Report FIN-26-002

The Director of Financial Services and IT introduced the report and responded to questions from the Committee of the Whole.

- 6) [26-027](#) Fire Department & Emergency Management Program - 2025 Third Period Report, Staff Report No. FIRE-26-001

The Fire Chief introduced the report and responded to questions from the Committee of the Whole.

- 7) [26-020](#) Human Resources & Community Relations – 2025 Third Period Report

The Acting Director of Human Resources and Community Relations introduced the staff report and responded to questions from the Committee of the Whole.

- 8) [26-024](#) Parks and Recreation Department Third 2025 Period Report, Staff Report No. P&R-26-002

The Director of Parks and Recreation introduced the report and responded to questions from Committee of the Whole.

Committee comments included:

- More detailed data is requested to compare membership purchases across age groups, and between residents and non-residents.
- Further information regarding seniors' recreation programs is requested.

- 9) [26-033](#) Strategic Initiatives, 2025 3rd Period Report, Staff Report No. SI-26-002

The Director of Strategic Initiatives introduced the report and responded to questions from Committee of the Whole.

In response to a question from the Committee of the Whole, staff noted that

the increase in reported dog attacks on humans is being monitored, and an update can be provided in subsequent period reports.

Moved by Councillor Cavens, seconded by Councillor Boardman: That the Committee of the Whole receive the 2025 third period reports for information. Carried Unanimously.

5. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Cavens: That the Special Committee of the Whole be adjourned at 7:03 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS

THIS TH DAY OF , 2026

DEB HOPKINS,
CORPORATE OFFICER
CERTIFIED CORRECT