



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

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

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Monday, March 15, 2021

7:00 PM

Esquimalt Council Chambers

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**Present:** 7 - Mayor Barbara Desjardins  
Councillor Ken Armour  
Councillor Meagan Brame  
Councillor Jacob Helliwell  
Councillor Lynda Hundleby  
Councillor Tim Morrison  
Councillor Jane Vermeulen

Councillor Brame, Councillor Helliwell and Councillor Hundleby attended the meeting by conference call.

**Staff:** Laurie Hurst, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Ian Irvine, Director of Financial Services (via conference call)  
Jeff Miller, Director of Engineering and Public Works (via conference call)  
Scott Hartman, Director of Parks and Recreation (via conference call)  
Chris Jancowski, Fire Chief (via conference call)  
Rachel Dumas, Manager of Corporate Services  
Deborah Liske, Recording Secretary

**1. CALL TO ORDER**

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

Mayor Desjardins recognized and acknowledged the Songhees and Esquimalt Nations on whose traditional territory we live, we learn, and we do our work.

**2. LATE ITEMS**

The following late item was added to the agenda:

- (1) PERTAINING** to Item No. 9 (2): **COMMUNICATIONS** - Email from Collette Thomson, Executive Assistant, Victoria Police Department, dated March 8, 2021, Re: Project 529 Garage Bike Theft Prevention  
\* Email from Kym Thrift, Esquimalt Local Committee of the Greater Victoria Cycling Coalition, dated March 15, 2021, Re: Transition from the Victoria Police Bike Registry to Garage 529

**3. APPROVAL OF THE AGENDA**

Moved by Councillor Brame, seconded by Councillor Armour: That the agenda be approved as amended with the inclusion of the late item. Carried Unanimously.

**4. MINUTES**

- 1) [21-155](#) Minutes of the Regular Council meeting held March 1, 2021

Moved by Councillor Armour, seconded by Councillor Morrison: That the Minutes of the Regular Council meeting held March 1, 2021, be approved as circulated. Carried Unanimously.

**5. ELECTRONIC PUBLIC INPUT ON ANY ITEMS LISTED ON THE AGENDA**

**Address Council on any item included on this Agenda, including Staff Reports and Communications (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.**

There was no electronic public input.

**6. STAFF REPORTS*****Finance***

- 1) [21-129](#) Local Grant Request - Green Teams of Canada, Staff Report No. FIN-21-005

Councillor Armour provided an overview of the request as Chair of the Local Grant Committee.

Moved by Councillor Armour, seconded by Councillor Morrison: That Council direct staff to issue the payment of \$6,000 to Green Teams of Canada for the purpose of funding the Greater Victoria Green Team program expenditures, as attached to Staff Report No. FIN-21-005. Carried Unanimously.

Director of Financial Services left the meeting at 7:04 PM.

***Engineering and Public Works***

- 2) [21-149](#) Temporary Staff Space - Public Works, Staff Report No. EPW-21-007

Director of Engineering and Public Works attended the meeting via conference call at 7:05 PM to provide an overview of the report and respond to questions from Council.

Council comments included (staff response in italics):

- \* Funding allocation. *COVID-19 Safe Restart grant.*
- \* Clarification requested for Public Safety use. *Temporary shelters/storage will need to be used.*
- \* Rent vs. purchase. *Purchase best option.*

Moved by Councillor Brame, seconded by Councillor Morrison: That Council direct staff to purchase a trailer in the amount of \$22,125 for Public Works staff to use as a temporary lunchroom, as set out in Staff Report No. EPW-21-007. Carried Unanimously.

Director of Engineering and Public Works left the meeting at 7:09 PM.

### ***Parks and Recreation***

3) [21-154](#) Anticoagulant Rodenticides - Staff Report No. P&R-21-002

Director of Parks and Recreation attended the meeting via conference call at 7:09 PM to provide an overview of the report and respond to questions from Council.

Moved by Councillor Armour, seconded by Councillor Vermeulen: That Council endorse the following resolution as submitted by Rodenticide Free BC and further supported by the Parks and Recreation Advisory Committee:

- 1) Eliminate the use of anticoagulant rodenticides on all Township of Esquimalt owned properties with immediate effect;
- 2) Direct staff to communicate to residents and businesses including information on the harmful impacts of anticoagulant rodenticides and the availability of ecologically sustainable alternatives;
- 3) Request the Mayor write, on behalf of Council, to the Provincial Minister of Environment requesting that the Province of British Columbia introduce a Province wide ban of the use of anticoagulant rodenticides, to increase protection for wildlife species; and,
- 4) To incorporate humane practices regarding pest control in all Township of Esquimalt properties.

Moved by Councillor Armour, seconded by Councillor Vermeulen: That the Main Motion be amended to include that the letter to the Provincial Minister of Environment also request that the Province of British Columbia actively develop and promote ecologically sustainable alternatives for rodent control as recommended by the Township Parks and Recreation Advisory Committee. Carried Unanimously.

The vote was taken on the Main Motion as amended and was Carried Unanimously.

Director of Parks and Recreation left the meeting at 7:19 PM.

### ***Fire***

4) [21-152](#) Regional Tower Crane Rescue Services Agreement - City of Langford, Staff Report No. FIRE-21-002

Fire Chief attended the meeting via conference call at 7:20 PM to provide an overview of the report and respond to questions from Council.

Council comments included (staff response in italics):

\* Height at which tower crane would be activated. *Many factors, typically 8 - 10 stories or higher, site width, construction method and process.*

\* Response time. *Dependant on staff and transportation availability to location; approximately 12 - 14 minutes.*

\* Esquimalt staff training. *Currently two out of four shifts trained to Foundational Technician level of rope rescue with remaining two shifts to compete training in 2021. Tower crane training would be a goal for 2022 dependant on availability and location. Application for funding / grants would have to be made through the BC Construction Safety Association who manages the funding.*

\* CFB Esquimalt Tower Crane training. *CFB trained to service their mobile cranes and temporary tower crane. Potential in future to utilize relocated CFB crane for training purposes.*

\* Tower crane response agreement with CFB Esquimalt. *No agreement currently in place. Tower crane operators pay a levy not currently received by CFB Esquimalt.*

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council authorize staff to finalize the Regional Tower Crane Rescue Services Agreement with the City of Langford, as attached to Staff Report No. FIRE-21-002. Carried Unanimously.

5) [21-153](#) 2021 Fire Underwriters Survey Report, Staff Report No. FIRE-21-003

Fire Chief provided an overview of the report and responded to questions from Council.

Fire Underwriters Survey Report, Staff Report No. FIRE-21-003 was received for information.

Fire Chief left the meeting at 7:33 PM.

### **Development Services**

6) [21-147](#) 808 Viewfield Road - Proposed Subdivision, Staff Report No. DEV- 21-020

Director of Development Services provided an overview of the report.

Moved by Councillor Morrison, seconded by Councillor Armour: That Council, acting as the Approving Authority pursuant the Strata Property Act, approve the proposed stratification of the occupied warehouse building located at 808 Viewfield Road (Lot A, Section 11 Esquimalt District Plan VIP60198) (PID 023-000-473) as indicated on Schedule B of staff report DEV-21-020, subject to receipt of a sealed letter from a Registered Architect or Code Consultant indicating that the proposed building would comply with the British Columbia Building Code once

subdivided; and,

Furthermore, that Council authorize the Mayor and Chief Administrative Officer to execute the Application to Deposit Plan form and any other documents associated with the registration of the approved subdivision. Carried Unanimously.

Mayor Desjardins declared a conflict of interest and left the meeting at 7:35 PM due to proximity of her new principal dwelling. Councillor Morrison assumed the role of Chair in her absence.

## 7. BYLAWS

- 1) [21-146](#) Housing Agreement (505 Park Place) Bylaw, 2021, No. 3020 - For Adoption

Council comments included (staff response in italics):

\* Seaspn / DND reserved unit. *No rental limitations or restrictions to encourage workforce housing with CFB Esquimalt and Seaspn. All 34 units are reserved units.*

Moved by Councillor Brame, seconded by Councillor Armour: That the Housing Agreement (505 Park Place) Bylaw, 2021, No. 3020, be adopted. Carried Unanimously.

In Favour: 6 - Councillor Armour, Councillor Brame, Councillor Helliwell, Councillor Hundleby, Councillor Morrison, and Councillor Vermeulen

Absent: 1 - Mayor Desjardins

Mayor Desjardins returned to the meeting at 7:38 PM and the Director of Development Services departed the meeting at 7:38 PM.

## 8. REPORTS FROM COMMITTEES

- 1) [21-158](#) Memo - Environmental Advisory Committee Recommendations, Re: Checkout Bag Regulation Bylaw

This item was received.

- 2) [21-159](#) Adopted Minutes of the Advisory Planning Commission, January 19, 2021

This item was received.

- 3) [21-166](#) Draft Minutes of the Parks and Recreation Advisory Committee, February 18, 2021

This item was received.

## 9. COMMUNICATIONS

### *For Council's Consideration*

- 1) [21-145](#) Email from Crystelle Jensen, dated February 26, 2021, Re: National Deafblind Awareness Month

Moved by Councillor Armour, seconded by Councillor Morrison: That the email from Crystelle Jensen, dated February 26, 2021, Re: National Deafblind Awareness Month be received. Carried Unanimously.

- 2) [21-151](#) Email from Collette Thomson, Executive Assistant, Victoria Police Department, dated March 8, 2021, Re: Project 529 Garage Bike Theft Prevention

Moved by Councillor Armour, seconded by Councillor Hundleby: That Council direct staff to prepare a staff report for Council consideration regarding the Township assuming a lead role in implementing Project 529 Garage Bike Theft Prevention Program or an alternate bike registry program. Carried Unanimously.

- 3) [21-165](#) Letter from Mayor Lisa Helps, City of Victoria, dated March 10, 2021, Re: Victoria Police Department Amended Provisional Budget for E-Comm 9-1-1 & Dispatch Services

Moved by Councillor Morrison, seconded by Councillor Armour: That the Letter from Mayor Lisa Helps, City of Victoria, dated March 10, 2021, Re: Victoria Police Department Amended Provisional Budget for E-Comm 9-1-1 & Dispatch Services be received and that Council approve the funding of \$107,500 of the additional funding required for E-Comm 9-1-1 & dispatch services through the Police Financial Stability Reserve Fund as requested by the City of Victoria, contingent on the Victoria and Esquimalt Police Board's approval of the expenditure. Carried.

In Favour: 6 - Mayor Desjardins, Councillor Armour, Councillor Brame, Councillor Helliwell, Councillor Morrison, and Councillor Vermeulen

Opposed: 1 - Councillor Hundleby

- 4) [21-167](#) Email from Kathy Witcher, Executive Director, Urban Development Institute (UDI) Capital Region, dated March 10, 2021, Re: Proposed Soil Relocation Regulations

This item was received.

- 5) [21-168](#) Letter from Heather O'Hara, Executive Director & Vickey Brown, President, Board of Directors, BC Association of Farmers' Markets, dated March 5, 2021, Re: Support for Ongoing Funding for the Farmers' Market Nutrition Coupon Program

Moved by Councillor Armour, seconded by Councillor Morrison: That Council direct staff to prepare a letter of appreciation to the Honourable Adrian Dix, Minister of Health for the establishment, benefits, and ongoing support of the Farmers' Market Nutrition Coupon Program. Carried Unanimously.

**10. RISE AND REPORT**

There was no rise and report.

**11. ELECTRONIC PUBLIC COMMENT PERIOD**

**Address Council on any topic that impacts Esquimalt (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.**

There was no electronic public comment.

**12. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Regular Council meeting be adjourned at 7:57 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS DAY OF \_\_\_\_\_, 2021

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RACHEL DUMAS, CORPORATE OFFICER  
CERTIFIED CORRECT