



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Draft

### Council

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

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Monday, May 4, 2026

6:30 PM

Esquimalt Municipal Hall

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

**Present:** 5 - Mayor Barbara Desjardins  
Councillor Ken Armour  
Councillor Meagan Brame  
Councillor Duncan Cavens  
Councillor Jacob Helliwell

**Regrets:** 2 - Councillor Andrea Boardman  
Councillor Tim Morrison

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  
Charles Davie, Manager of Engineering  
Kristi Bilodeau, Manager of Financial Services  
Alex Tang, Planner  
Jonah Ross, Recording Secretary

#### 1. CALL TO ORDER - WURTELE ROOM

Mayor Desjardins called the Regular Council meeting to order at 6:30 PM.

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

Moved by Councillor Cavens, seconded by Councillor Helliwell: That pursuant to Section 90 (1) (i) of the Community Charter, the meeting be closed to the general public to discuss the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose. Carried Unanimously.

##### II. CLOSED MEETING

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

Moved by Councillor Cavens, seconded by Councillor Helliwell: That the Regular Council meeting be reconvened at 7:00 PM. Carried Unanimously.

Mayor Desjardins acknowledged with respect that we are within the Lekwungen territories, the home of the Songhees Nation and the Xwsepsem Nation. Mayor Desjardins noted that she had the honour of attending the incredible opening celebration of the Xwsepsem Health Centre last week. The Health Centre exemplifies a hub and spoke model of community healthcare; it will provide access to a variety of service providers, a community kitchen, and a traditional healing room, something that is often missed in healthcare. The Nation's work to achieve this project is recognized.

Following the passing of the Councillor Lillian Szpak, Mayor Desjardins offered condolences on behalf of Council and the Township to Lillian's family and friends, and the City of Langford and its community. Lillian was an incredible advocate for the City during her 24 years on Council and was a force to be reckoned with while at the CRD. Her loss will be felt deeply.

## 2. INTRODUCTION OF LATE ITEMS

### 1) [26-186](#) Late Correspondence

#### 1) Item 6.2 - Esquimalt Road Active Transportation and Underground Improvements - Phase 2 Update; Staff Report No. EPW-26-002

- Zak Zawaduk- received April 29, 2026
- Krista Vander Griend - received May 1, 2026
- Leona Doucet - received May 1, 2026
- Kody Thomson - received May 4, 2026

#### 2) Item 6.3 - Development Variance Permit Application - 942 Wollaston Street, Staff Report No. DEV-26-009

- Franz Greenwood - received April 30, 2026
- Residents of Wollaston Street - received May 4, 2026
- Lindsay Scott-Moncrieff - received May 4, 2026
- Michelle Mares & Jennifer Yarnell - received May 4, 2026

## 3. APPROVAL OF AGENDA

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

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#### 4. BYLAWS FOR ADOPTION OR FIRST AND SECOND READING THAT ARE SUBJECT TO A PUBLIC HEARING

##### *For Adoption*

- 1) [26-177](#) Adoption of Financial Plan and Tax Rates Bylaw Nos 3180 & 3181, Staff Report No. ADM-26-021

Moved by Councillor Armour, seconded by Councillor Helliwell: That Council adopt:

1. Financial Plan Bylaw, 2026, No. 3180
2. Tax Rates Bylaw, 2026, No. 3181. Carried Unanimously.

- 2) [26-178](#) Adoption of Automated Vote Counting System Authorization and Procedures Bylaw, 2022, No. 3069, Amendment Bylaw, 2026, No. 3184, Staff Report No. ADM-026-022

Moved by Councillor Cavens, seconded by Councillor Armour: That Council adopt Automated Vote Counting System Authorization and Procedures Bylaw, 2022, No. 3069, Amendment Bylaw, 2026, No. 3184. Carried Unanimously.

#### 5. PUBLIC INPUT ON AGENDA ITEMS 6 AND 7

##### 1) Item 6.2 - Esquimalt Road Active Transportation and Underground Improvements - Phase 2 Update; Staff Report No. EPW-26-002

Joan Marchand, resident, expressed concern regarding the impacts of disconnected cycling infrastructure on traffic congestion, and spoke against the proposed Constance Avenue crosswalk enhancements, given the proximity to existing and planned crosswalks at Admirals Road and Nelson Street. Joan also suggested converting an existing crosswalk to a traffic light between Admirals Road and Lampson Street to help facilitate safe left turns onto Esquimalt Road.

##### 2) Item 6.3 - Development Variance Permit Application - 942 Wollaston Street, Staff Report No. DEV-26-009

Aoife Gallagher, resident, spoke against the application as the reduced setback could impact adjacent property values and redevelopment potential, while also introducing privacy and security concerns for neighbours. As well, the decision to pursue a variance after construction has commenced is of concern.

Suzette Goldsworthy, resident, spoke against the application due to privacy impacts on neighbours and the scale of the variance requested, which are difficult to address with the building already under construction.

1) Item 6.2 - Esquimalt Road Active Transportation and Underground Improvements - Phase 2 Update; Staff Report No. EPW-26-002

David Schwab, resident, spoke in favour of expanding cycling infrastructure to provide a direct route for all cyclists to travel safely on Esquimalt Road, and noted that research indicates businesses are likely to overestimate car-use among customers.

Doug Scott, resident, noted that removal of parking for bike lanes on Esquimalt Road has negatively impacted their business.

Ian Wade, resident, spoke in favour of bike lane infrastructure upgrades, as cyclists face heightened risks of collision with vehicles where lanes are disconnected by parking spots. In addition, elephant feet should be considered for crosswalks to enhance safety for cyclists crossing the road.

Teddy Camfferman, resident, spoke in favour of concrete barrier bike lane designs, as even experienced cyclists can feel unsafe without them, and everyone should feel safe on the road.

Michael Wade, resident, expressed support for the proposed improvements, as they will improve safety for cyclists with children, and suggested the addition of a traffic light at Fraser Street and Esquimalt Road, as safely turning left onto Esquimalt Road at this intersection is challenging during rush hour.

Meredith James, resident, spoke in favour of the Phase 2 improvements, noting that the vision put forward brings connectivity that will promote active transportation; a fully connected network will improve uptake, and reduce congestion as more people feel safe choosing alternative modes.

**6. STAFF REPORTS**

1) [26-166](#) 2025 Audited Financial Statements, Staff Report FIN-26-011

The Manager of Financial Services introduced the report and responded to questions from Council. KPMG auditors Lenora Lee and Winnie Tam gave a presentation and responded to questions from Council.

Moved by Councillor Armour, seconded by Councillor Helliwell: That Council accept the 2025 audited financial statement for the year ended December 31, 2025, as attached to Staff Report No. FIN-26-01. Carried Unanimously.

- 2) [26-172](#) Esquimalt Road Active Transportation and Underground Improvements - Phase 2 Update; Staff Report No. EPW-26-002

The Director of Engineering & Public works introduced the report and responded to questions from Council.

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

- a. Receive the Esquimalt Road Active Transportation and Underground Improvements - Phase 2 What We Heard Report for information;
- b. Direct staff to continue with detailed design followed by construction tendering for:
  - i. Protected bike lanes on Esquimalt Road between Lampson Street and Fraser Street;
  - ii. Protected bike lanes on Esquimalt Road between Admirals Road and Canteen Road;
  - iii. Crosswalk and lighting upgrades on Esquimalt Road at:
    1. Fernhill Road;
    2. 1188 Esquimalt Road (The Renaissance);
    3. Fraser Street;
    4. Constance Avenue;
    5. Sturdee Street;
    6. St Paul Street;
  - iv. New signalized intersection at the Esquimalt Road and Nelson Street intersection;
  - v. New bus stop on south side of Esquimalt Road east of Constance Avenue; and
  - vi. Underground utility renewals and pavement restoration; as described in Staff Report EPW-26-002.

Council comments included the following:

- Option 1 includes important safety improvements between Joffre Street and Fraser Street, and brings active transportation infrastructure to new developments between Admirals Road and Canteen Road.

Moved by Councillor Cavens, seconded by Councillor Armour: That the main motion be amended to add the following: "c. Direct staff to, where possible and feasible, prioritize parking for small retail businesses over traffic flow, especially in front of retail locations on Esquimalt Road between Admirals and Constance."

Council comments on the amendment included the following:

- Staff have indicated that Council can provide direction for the preferred prioritization of parking and traffic flow; direction could be provided to

prioritize parking in front of retail businesses to help address concerns heard from businesses.

- Determining the appropriate balance between parking and traffic flow is a challenge.
- Prioritizing parking over traffic flow would worsen congestion on streets with bike lanes.
- Small businesses need parking for residents who arrive by car.
- Congestion will persist either way; prioritizing parking could be an interim step to address concerns from businesses.
- CFB Esquimalt will need to be engaged in discussions to identify additional strategies for managing traffic flow, given their own anticipated growth.

The question was called on the amendment, and Carried Unanimously.

Council comments continued on the main motion as amended:

- The proposed plan is consistent with the Active Transportation Network Plan, which has been circulating and receiving feedback for a number of years.
- Infrastructure improvements will bring connectivity to Fraser Street and Memorial Park.
- The report provides detailed analysis regarding the impacts on traffic, and feasibility of navigating challenges which are anticipated.
- Businesses in the Plaza should be engaged to understand their cycling infrastructure needs, and given notice of changes to come.
- The use of flashing beacons has been an effective solution for safe crossings which are less disruptive than full traffic lights.

Main Motion as Amended:

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

- a. Receive the Esquimalt Road Active Transportation and Underground Improvements - Phase 2 What We Heard Report for information;
- b. Direct staff to continue with detailed design followed by construction tendering for:
  - i. Protected bike lanes on Esquimalt Road between Lampson Street and Fraser Street;
  - ii. Protected bike lanes on Esquimalt Road between Admirals Road and Canteen Road;
  - iii. Crosswalk and lighting upgrades on Esquimalt Road at:
    1. Fernhill Road;
    2. 1188 Esquimalt Road (The Renaissance);
    3. Fraser Street;
    4. Constance Avenue;
    5. Sturdee Street;

6. St Paul Street;
- iv. New signalized intersection at the Esquimalt Road and Nelson Street intersection;
  - v. New bus stop on south side of Esquimalt Road east of Constance Avenue; and
  - vi. Underground utility renewals and pavement restoration; as described in Staff Report EPW-26-002; and
- c. Direct staff to, where possible and feasible, prioritize parking for small retail businesses over traffic or flow, especially in front of retail locations on Esquimalt Road between Admirals and Constance. Carried Unanimously.

**3) [26-087](#) Development Variance Permit Application - 942 Wollaston Street, Staff Report No. DEV-26-009**

Kirsten Dafoe, Planner, gave a presentation and responded to questions from Council.

Alexander Robinson, the applicant, gave a presentation and responded to questions from Council.

Council comments included the following:

- The Advisory Planning Commission expressed support for the application due to the provision of rental housing.
- Neighbour concerns regarding the proposed conversion of the shed to a dwelling after construction are heard.
- The proposal would add density more gently than a fourplex.
- Changing the structure's use after construction makes it difficult to address concerns regarding its proximity to the property line.
- A review of Small-Scale Multi-Family Housing is in progress, which makes it challenging to assess whether this fits Council's vision for infill housing at this point.
- The building is already constructed and would provide new housing, but it remains a challenge to balance this with the impacts on neighbours.

Moved by Councillor Brame, seconded by Councillor Armour: That Council approve the Development Variance Permit application DVP00180 at 942 Wollaston Street to authorize the proposed building siting for the conversion of an accessory building to a principal building containing one dwelling unit, with the variance outlined in Staff Report No. DEV-26-009. Defeated with Mayor Desjardins, and Councillors Armour, Cavens, and Helliwell Opposed.

The Regular Council meeting recessed at 8:23 PM and reconvened at 8:25 PM with all members of Council present.

- 4) [26-173](#) Esquimalt Recreation Centre Roof Replacement Tender Award, Staff Report No. P&R-26-006

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

In response to a question from Council, the CAO noted that a review of the threshold for contract awards requiring Council approval may be warranted as project costs continue to rise.

Moved by Councillor Armour, seconded by Councillor Cavens: That Council award the contract for the Esquimalt Recreation Centre Roof Replacement Project to Thorpe Industries BC Ltd. in the amount of \$412,437.80, excluding GST. Carried Unanimously.

## 7. COMMUNICATIONS

### *For Council's Consideration*

- 1) [26-179](#) Letter from the Island Corridor Foundation dated April 27, 2026 Re: E&N Reconciliation Corridor Initiative

Mayor Desjardins introduced the correspondence.

Council comments included the following:

- This is an opportunity to work with our neighbours to advance transportation and reconciliation in the Township and the region.
- Putting this initiative forward for the next Council's consideration is supportable.
- The Township is bisected by the rail corridor, and this initiative has been advanced by our neighbours, the Songhees and Xwsepsem Nations.

Moved by Councillor Cavens, seconded by Councillor Brame: That the E&N Reconciliation Corridor Initiative be included for consideration in next term's Council's Strategic Priorities Discussion. Carried Unanimously.

## 8. PUBLIC COMMENT PERIOD

Councillor Helliwell provided an overview of Buccaneer Days events starting later this week, and information regarding ticket sales.

## 9. ADJOURNMENT

Moved by Councillor Armour, seconded by Councillor Helliwell: That the Regular Council meeting be adjourned at 9:05 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS

THIS 25TH DAY OF MAY, 2026

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DEB HOPKINS,  
CORPORATE OFFICER  
CERTIFIED CORRECT