



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Final

### Committee of the Whole

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

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Monday, February 10, 2025

6:00 PM

Esquimalt Council Chambers

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**Present**    6 - Mayor Barbara Desjardins  
Councillor Ken Armour  
Councillor Andrea Boardman  
Councillor Duncan Cavens  
Councillor Jacob Helliwell  
Councillor Tim Morrison

Councillor Armour joined the meeting via conference call.

**Staff:**            Dan Horan, Chief Administrative Officer  
Ian Irvine, Director of Financial Services & IT  
Joel Clary, Director of Engineering and Public Works  
Terese Finegan, Manager of Economic Development  
Sarah Holloway, Manager of Corporate Services/Deputy  
Corporate Officer  
Victoria McKean, Recording Secretary

**Others:**            Chief Del Manak, Victoria Police  
Deputy Chief of Administration, Jason Laidman, Victoria Police  
Inspector Mike Brown, Victoria Police  
Donna Phillips, Director of Financial Services, Victoria Police  
Cheryl Major, Director of Community Engagement, Victoria Police  
Micayla Hayes, Chair, Victoria and Esquimalt Police Board  
Elizabeth Cull, Vice Chair, Victoria and Esquimalt Police Board  
Sean Dhillon, Victoria and Esquimalt Police Board  
Paul Faoro, Victoria and Esquimalt Police Board  
Tim Kituri, Victoria and Esquimalt Police Board  
Holly Courtright, Victoria and Esquimalt Police Board  
Dale Yakimchuk, Victoria and Esquimalt Police Board

#### 1. CALL TO ORDER

Acting Mayor Helliwell called the meeting to order at 6:00 PM.

Councillor Boardman acknowledged with respect the Lekwungen-speaking peoples on whose traditional territory the Township stands and the Songhes and Kosapsum peoples whose historical relationships with the land continue to this day.

**2. INTRODUCTION OF LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

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

**4. ADOPTION OF MINUTES**

- 1) [25-059](#) Minutes of the Committee of the Whole meeting held on January 20, 2025.
- 2) [25-056](#) Minutes of the Special Committee of the Whole meeting held on January 27, 2025

Moved by Mayor Desjardins, seconded by Councillor Morrison: That the minutes of the Committee of the Whole meeting held on January 20, 2025 and the Special Committee of the Whole meeting held on January 27, 2025 be adopted as circulated. Carried Unanimously.

**5. PUBLIC INPUT ON ITEMS 6 AND 7**

There was no public input.

**6. PRESENTATIONS AND DELEGATIONS**

- 1) [25-054](#) WITS Programs Foundation - Andy Telfer, Executive Director

Andy Telfer, Executive Director of the WITS Foundation, provided a presentation on the WITS Foundation programs and responded to questions from the Committee.

- 2) [25-058](#) Victoria Police Department (VicPD) 2025 Provisional Budget

Elizabeth Cull, Finance Chair of the Victoria and Esquimalt Police Board, presented the Victoria Police 2025 Provisional Budget to the Committee of the Whole. Members of the Victoria and Esquimalt Police Board, including Elizabeth Cull, Chief Del Manak, and Donna Phillips, responded to questions from the Committee.

Committee comments included the following:

- Considering it sometime makes more sense for Victoria or Esquimalt to pay solely for the services that they want, the additional 4 officers could be paid for entirely by Victoria.
- Budget is a challenging concept right now in Esquimalt, value for money must be examined.
- Previous discussions involved reducing Esquimalt's police complement by three officers, the potential of reducing Esquimalt's police complement is of

interest to explore.

- How a different type of police service might serve Esquimalt is of interest to explore.

## 7. STAFF REPORTS

- 1) [25-050](#) Affordable Housing - Council Discussion & Determination of Next Steps, Staff Memo No. DEV-25-005

The Director of Development Services and the Chief Administrative Officer responded to questions from the Committee.

Committee comments included the following:

- An affordable housing study may not be a good use of funds and would have an impact on staff work plans.
- If an affordable housing study is not pursued, grant money may be used to fund other initiatives, provided that the initiatives align with the intent of the grant money, such as the Development Capacity Assessment.
- The Initiative Impact Assessment does not directly address the housing crisis, or propose efforts to solve the housing problem.
- Council should remain committed to affordable housing.
- Housing is a concern for residents, and exploring, with a broad view, what the Township can do to have short- and long-term impact on affordable housing is of interest.
- This is a small part of a larger budget discussion, and must be examined within the context of the budget as a whole.
- This initiative is the difference between being passive or proactive on affordable housing.
- Affordable housing is important, but the Township must focus resources on our municipally mandated services.
- If this initiative is postponed now, it will not be achieved within this Council term.

Moved by Mayor Desjardins, seconded by Councillor Boardman: That the Committee of the Whole recommend that Council direct staff to defer the Affordable Housing Impact Assessment to a later date and encourage staff to have dialogue with CRD Housing Corporation and continue to pursue any funds or opportunities with developers and federal and provincial grants. DEFEATED with Councillors Boardman, Cavens, Helliwell, and Morrison opposed.

In response to a question from the Committee, the Chief Administrative Officer advised that the Affordable Housing Impact Assessment that was presented at the December 9, 2024 Council Meeting remains

active until Council makes future decisions on the status on the project likely during the supplemental requests in the budget process.

**2)     [25-044](#)   Review of Local Grant Funding and Policy Options, Staff Report ADM-25-002**

The Manager of Economic Development introduced the staff report and responded to questions from the Committee.

Committee comments included the following:

- A change to the wording of the criteria and guidelines to prevent the exclusion of applicants that are not based in Esquimalt but provide benefit to the Township is of interest;
- Reclassifying some categories that are related to economic development, such as the Film Commission, is of interest;
- A new approach to local grant applications that, given the current financial constraints faced by the Township, would not result in a call for applications by the Township with no funding being allocated.
- The proposed changes are appreciated, but more clarity is needed to allow the Local Grant Committee to make funding decisions and distinguish between the different types of applications received.

Moved by Councillor Cavens, seconded by Councillor Morrison: That the Committee of the Whole recommend that Council refer Staff Report ADM-25-002 (Review of Local Grant Funding and Policy Options) to the Local Grant Committee for further refinement and that the date of the meeting be determined by the Local Grant Committee Chair. Carried Unanimously.

**3)     [25-055](#)   Sanitary Sewer Asset Management Plan, Staff Report No. EPW-25-003**

The Director of Engineering and Public Works introduced the consultant from Urban Systems who provided a presentation to the Committee. The consultant and staff responded to questions from the Committee.

Committee comments included the following:

- Infrastructure is not a flashy Council Priority but it is important and its failure can have a large impact.
- Costs will increase further if the gaps in funding are not addressed.
- Infrastructure is invisible but essential to the operation of the community; looking at the budget within the limited availability of funding within our capital reserves, we need to consider whether other less essential projects and initiatives will limit our ability to fund and maintain essential services such as sanitary sewer.
- The Sanitary Sewer Asset Management Plan seems to be a complete vision and a great place to build from.

Moved by Mayor Desjardins, seconded by Councillor Cavens: That the Committee of the Whole recommend that Council:

- a) receive the Sanitary Sewer Asset Management Plan for information;
- b) direct staff to request increased funding for infrastructure as part of the annual budget process;
- c) direct staff to implement the plan based on available funding; and
- d) direct staff to update the status of the Sanitary Sewer Asset Management Plan Council Priority Project to complete. Carried Unanimously.

#### **8. PUBLIC COMMENT PERIOD**

John Rowe, Watershed Society and resident of Victoria, addressed the Committee about infrastructure management and encouraged Council to manage the sanitary and waste sewer systems in tandem, expressing that the population of Esquimalt has increased and infrastructure capacity must reflect this growth.

#### **9. ADJOURNMENT**

Moved by Councillor Cavens, seconded by Mayor Desjardins: That the meeting be adjourned at 9:06 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS 10TH DAY OF MARCH, 2025

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SARAH HOLLOWAY,  
DEPUTY CORPORATE OFFICER  
CERTIFIED CORRECT