



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Final

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

### Committee of the Whole

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Monday, April 14, 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

**Staff:**        Dan Horan, Chief Administrative Officer  
Ian Irvine, Director of Financial Services & IT  
Sarah Holloway, Manager of Corporate Services/Deputy  
Corporate Officer  
Victoria McKean, Recording Secretary

#### 1.    **CALL TO ORDER**

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

Councillor Cavens acknowledged that we are gathered on unceded territory of the Songhees and Xwsepsem Nations and thanked them for caring for this land and look forward to working with them in partnership as we continue to build this great township together.

#### 2.    **INTRODUCTION OF LATE ITEMS**

There were no late items.

#### 3.    **APPROVAL OF THE AGENDA**

Moved by Mayor Desjardins, seconded by Councillor Helliwell: That the agenda be approved as circulated. Carried Unanimously.

#### 4.    **ADOPTION OF MINUTES**

1)    [25-119](#) Minutes of the Committee of the Whole meeting held on March 10, 2025.

Moved by Councillor Boardman, seconded by Councillor Cavens: That the minutes of the Committee of the Whole meeting held on March 10, 2025 be adopted as circulated. Carried Unanimously.

#### 5.    **PUBLIC INPUT ON ITEM 6**

There was no public input.

**6. PRESENTATIONS AND DELEGATIONS*****Presentations***

- 1) [25-100](#) Greater Victoria Harbour Authority Annual Update

Mark Mawhinney, Chair of the Greater Victoria Harbour Authority (GVHA) Board of Directors thanked the Township for their support of the GVHA and expressed their appreciation for the partnership that exists between the Township and the GHVA. Robert Lewis-Manning, Chief Executive Officer, provided the GVHA Annual Update and responded to questions from the Committee.

- 2) [25-118](#) Capital Regional District 2025 Financial Plan Overview - Ted Robbins, CAO and Nelson Chan, CFO

Ted Robbins, Capital Regional District Chief Administrative Officer, and Nathan Chan, Chief Financial Officer, presented the CRD 2025 Financial Plan Overview and responded to questions from the Committee. A revised presentation was provided to the Committee as a handout.

Comments from the Committee included the following:

- A discussion on whether a fixed or variable fee model for CRD service provision such as wastewater management would be interesting;
- Information related to the actual cost to each municipality would be beneficial to understand the figures in context;
- A partnership between the CRD and the South Island Prosperity Partnership would be of interest;
- Exploring the Province's best practices guide on Development and Amenity Cost Charges is of interest.

**7. PUBLIC COMMENT PERIOD**

There was no public comment.

**8. ADJOURNMENT**

Moved by Mayor Desjardins, seconded by Councillor Cavens: That the meeting be adjourned at 7:27 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS 12 DAY OF MAY, 2025

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SARAH HOLLOWAY,  
DEPUTY CORPORATE OFFICER  
CERTIFIED CORRECT