



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

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

Monday, November 17, 2025

5:45 PM

Esquimalt Municipal Hall

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

Present: 6 - Councillor Ken Armour
Councillor Andrea Boardman
Councillor Meagan Brame
Councillor Duncan Cavens
Councillor Jacob Helliwell
Councillor Tim Morrison

Regrets: 1 - Mayor Barbara Desjardins

Councillor Cavens 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
James Davison, Manager of Development Services
Jakub Lisowski, Planner
Jonah Ross, Recording Secretary

1. CALL TO ORDER - WURTELE ROOM

Councillor Helliwell called the Regular Council meeting to order at 5:45 PM.

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

Moved by Councillor Brame, seconded by Councillor Boardman:
That pursuant to Section 90 (1) (a) and (d) of the Community Charter, the meeting be closed to the general public to discuss personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and the security of the property of the municipality.
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 Brame, seconded by Councillor Morrison: That the Regular meeting of Council be reconvened at 7:03 PM. Carried Unanimously.

Councillor Morrison acknowledged the Songhees and Xwsepsəm Nations on whose territory we live, we learn, and we do our work.

2. INTRODUCTION OF LATE ITEMS

1) [25-425](#) Late Correspondence

1. Item 8.1 - Rezoning Application - 903 Admirals Rd, Staff Report No. DEV-25-051

- Terri Crawford - received November 10, 2025
- Valencia Dsouza - received November 11, 2025
- Michael Rice - received November 13, 2025
- Phil Turner - received November 13, 2025
- Andrew Holenchuk - received November 13, 2025
- Jeff McConnell - received November 13, 2025
- Tom Campbell - received November 13, 2025
- Stephen Hussey - received November 14, 2025
- John Antill - received November 15, 2025
- Lynn Brunsdon - received November 15, 2025
- Jodi Roach - received November 16, 2025
- Greg Rabski - received November 16, 2025
- Rov and Arjin Dosanjh - received November 16, 2025

3. APPROVAL OF AGENDA

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

4. ADOPTION OF MINUTES

1) [25-421](#) Minutes of the Regular Council meeting held on October 27, 2025

Moved by Councillor Boardman, seconded by Councillor Brame: That the minutes of the Regular Council meeting held on October 27, 2025 be adopted as circulated. Carried Unanimously.

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

First and Second Reading Subject to a Public Hearing

- 1) [25-415](#) Official Community Plan Project - rescind 2nd Reading of Bylaw and read anew as amended, Staff Memorandum No. DEV-25-059

The Director of Development Services introduced the report.

Council commented that the revised language captured Council's intent, and is appreciated.

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

1. Rescind 2nd reading of the "Official Community Plan Bylaw, 2018, No. 2922, AMENDMENT BYLAW, 2025, No. 3176";

2. Amend Section 4.7 by striking out the section in its entirety and replacing with the following:

"Policies identifying a certain number of storeys should be considered as guidelines and not regulations for height. Council may consider development proposals that exceed these guideline heights (without amendment of the OCP) where, in its judgment, the proposal advances other objectives and policies of this OCP, as reflected through a zoning amendment, and Council is satisfied that one or more opportunities for public engagement have been provided."; and

3. Give second reading to OFFICIAL COMMUNITY PLAN BYLAW, 2018, No. 2922, AMENDMENT BYLAW, 2025, No. 3176, as amended. Carried Unanimously.

6. PUBLIC INPUT ON AGENDA ITEMS 7, 8, AND 9

Item 8.1) Rezoning Application - 903 Admirals Rd, Staff Report No. DEV-25-051

Hugh Ferguson, resident, spoke in favour of the application as the location is appropriate and there are other townhouses nearby.

Robert MacIsaac, resident, supported the application as it will provide additional housing and is consistent with the neighbourhood's aesthetic.

Jim Morrison, resident, expressed general support for the application, but noted that tree removal and rock blasting may have impacts on neighbours which need to be mitigated.

Dr. Cam Harris, non-resident, spoke in support of the application as it effectively provides housing through infill without changing the characteristics

of the neighbourhood, and brings additional housing units.

Greg Rapski, resident, spoke in support of the application as the height and townhouse style is appropriate for the neighbourhood, and aligned with the parcel's designation in the Official Community Plan (OCP). The location is well-suited for density given its proximity to transit routes, active transportation infrastructure, major employers, schools, and recreation facilities. The design is livable, and the green spaces and parking are appealing.

Andrew Holenchuk, resident, expressed support for the proposal due to its provision of family oriented three-bedroom units which will be more affordable for families than comparable single-family homes, and its proximity to CFB Esquimalt, transit, and shopping. The project will fit in with neighbouring townhouses, and is aligned with the Townhouse Residential OCP designation. The applicant's efforts to retain and replace trees are also appreciated.

7. STAFF REPORTS

- 1) [25-410](#) Development Permit Extension Request - 1205 Carlisle Avenue, Staff Report No. DEV-25-058

The Manager of Development Services introduced the report and responded to questions from Council.

The applicant, Ryan Stannard of Boardwalk REIT, responded to questions from Council.

Council commented that the applicant's commitment to a maintenance schedule for the parcel is appreciated as a measure to address concerns raised by community members.

Moved by Councillor Brame, seconded by Councillor Morrison: That Council extend the expiry date for Development Permit No. DP000210 from December 18, 2025, to December 18, 2026. Carried Unanimously.

- 2) [25-406](#) 2025 Climate Action Annual Report, Staff Report No. DEV-25-056

Jakub Lizowski, Planner, presented a PowerPoint and responded to questions from Council.

Council comments included the following:

- Reaching targets can be a challenge, but progress is being made.
- Trends suggest that the Township is progressing in the right direction.

Moved by Councillor Morrison, seconded by Councillor Brame: That

Council receive the 2024 Climate Action Annual Report as outlined in Attachment 1 and the 2024 Esquimalt Local Government Climate Action Program (LGCAP) survey as described in Attachment 2 of Staff Report DEV-25-056 for information. Carried Unanimously.

8. BYLAW READINGS NOT SUBJECT TO A PUBLIC HEARING

- 1) [25-399](#) Rezoning Application - 903 Admirals Rd, Staff Report No. DEV-25-051

The Manager of Development Services presented a PowerPoint and responded to questions from Council.

Rachel Sansom, Don Skinner, and Keegan Durovich, applicant representatives, presented a PowerPoint and responded to questions from Council.

Council comments included the following:

- Parking provisions and inclusion of two-car garages will help mitigate parking challenges.
- Townhouse design is appropriate for the neighbourhood, and brings density along a main corridor.
- Provision of units available for ownership, which will be more affordable than standalone single-family homes, is appreciated.
- This type of infill housing is needed in the Township, and will fit in with other townhouses in the neighbourhood.
- While the proposal includes the removal of large trees, impacts are mitigated through the planting of new trees.
- Increasing density in cases where development requires tree removal is supportable.

Moved by Councillor Brame, seconded by Councillor Morrison: That Council give first, second, and third readings, and adopt Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2025, No. 3178. Carried Unanimously.

9. RISE AND REPORT (FROM IN CAMERA)

- 1) [25-417](#) Rise and Report from the In Camera meeting of Council held on November 3, 2025

At the In Camera meeting held on November 3, 2025, Council passed the following resolutions:

1. That Council re-appoint Doran Musgrove to the Advisory Planning Commission Design Review Committee as a representative of the Architectural Institute of British Columbia for a two-year term from January 1, 2026 to December 31, 2027.
2. That Council appoint Paul de Greeff, Landscape Architect to the Advisory

Planning Commission Design Review Committee as a representative of the BC Society of Landscape Architects for a two-year term from January 1, 2026 to December 31, 2027.

10. PUBLIC COMMENT PERIOD

There was no public input.

11. ADJOURNMENT

Moved by Councillor Brame, seconded by Councillor Morrison: That the the Regular Council meeting be adjourned at 8:09 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS

THIS TH DAY , 2025

DEB HOPKINS,
CORPORATE OFFICER
CERTIFIED CORRECT