



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

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

Monday, October 28, 2024

6:00 PM

Esquimalt Council Chambers

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

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

Deb Hopkins, Director of Corporate Services/Corporate
Officer

Joel Clary, Director of Engineering & Public Works

Sarah Holloway, Deputy Corporate Officer/Recording
Secretary

1. CALL TO ORDER

Mayor Desjardins called the Regular meeting of Council to order at 6:00 PM.

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

Moved by Councillor Cavens, seconded by Councillor Armour: That pursuant to Section 90(1) (a) and (c) 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, labour relations or other employee relations.

II. CLOSED MEETING

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

Mayor Desjardins reconvened the Regular meeting of Council at 7:00 PM.

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

2. INTRODUCTION OF LATE ITEMS

- 1) [24-485](#) Late Correspondence

3. APPROVAL OF AGENDA

Moved by Councillor Morrison, seconded by Councillor Helliwell: That the agenda be approved as circulated with the inclusion of the late items and that the email from Darlene Rotchford, dated October 25, 2024, be added to the agenda under Communications - For Council's Information, as item number 10. 2. Carried Unanimously.

4. PRESENTATION OF AWARDS OR HONOURS FROM COUNCIL

The Volunteer Spirit Award presented to Morlene Tomlinson

The Township of Esquimalt's Volunteer Spirit Award honours residents who have made exceptional contributions to our community.

Morlene Tomlinson has truly gone above and beyond, volunteering for the past ten years with the Township Community Arts Council.

Morlene firmly believed that Esquimalt needed more arts & culture opportunities. With that vision in mind, she took the lead as a Founding Member and President, bringing together a dedicated group to establish the Township Community Arts Council also known as TCAC.

Morlene personally led numerous TCAC events and supported others as they took on leadership roles for various initiatives.

Her passion for the arts, along with her patience and tenacity, were evident in large-scale events like Sculpture Splash, where she worked with groups of artists to bring her vision to life.

Committed to reaching all residents, Morlene ensured a variety of event locations for TCAC events, including Memorial Park, Macaulay Point Park, Highrock Park, and Gorge Park, among others.

The Memorial Park Music Fest became a community favourite under her guidance, as she provided local musical talent and the opportunity to shine and showcase their voices.

Through her collaboration with Aragon Properties, Morlene realized her vision of establishing a local art gallery, with Esquimalt Town Square serving as the ideal location. The gallery's exhibitions have been enjoyed by the community and highlight the talents of local artists.

Morlene has highlighted indigenous artists in the Town Square Gallery, through the Welcome Pole and through the artwork on the Memorial Park sea-can.

She has demonstrated her commitment to bringing the arts to the Township by writing numerous grant proposals to the Township, the BC Arts Council, and other organizations, ensuring these events remain free of charge.

She has been the visionary, driving force, and backbone of the Community Arts Council for the past ten years, bringing immense joy and enrichment to our community.

Dee-Ann Lemire graciously requested that the Mayor and Council consider Morlene Tomlinson for Esquimalt's Volunteer Spirit Award, and we fully agree that she embodies true community spirit and dedication.

On behalf of the Mayor, Council, and the Township of Esquimalt, we are proud to present the Volunteer Spirit Award to Morlene Tomlinson in recognition of her extraordinary dedication to our community and to community arts. Your commitment has enriched both the beauty and culture of the Township, and we are deeply grateful for all that you have done for our community.

5. ADOPTION OF MINUTES

- 1) [24-479](#) Minutes of the Regular Meeting of Council held on October 7, 2024

Moved by Councillor Cavens, seconded by Councillor Armour: That the minutes of the Regular Council meeting held on October 7, 2024 be adopted as circulated. Carried Unanimously.

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

For Adoption

- 1) [24-472](#) Adoption of Permissive Tax Exemption Bylaw (Non-Profit Organizations), 2024, No. 3147 and Permissive Tax Exemption Bylaw (Places of Worship), 2024, No. 3148, Staff Report FIN-24-018

Moved by Councillor Helliwell, seconded by Councillor Boardman:

That Permissive Tax Exemption Bylaw (Non-Profit Organizations), 2024, No. 3147 be adopted.

That Permissive Tax Exemption Bylaw (Places of Worship), 2024, No. 3148 be adopted. Carried Unanimously.

- 2) [24-467](#) Adoption of Officers Bylaw, 2011, No. 2777, Amendment Bylaw, 2024, No. 3149, Staff Memo ADM-24-068

Moved by Councillor Helliwell, seconded by Councillor Boardman: That Officers Bylaw, 2011, No. 2777, Amendment Bylaw, 2024, No. 3149 be adopted. Carried Unanimously.

7. PUBLIC INPUT ON AGENDA ITEMS 8, 9 & 10

Item 8.1) Esquimalt Road Active Transportation and Underground Improvements - Phase 1 Update, Staff Report No. EPW-24-026

Mark Eraut, representing the Town Centre businesses expressed that there should be no rush on making a decision for phase 1 as there is no data on the usage and how businesses will be impacted.

Eric Rotgans, resident, spoke in support of the bike lanes as there is a need for improved crossings, where Esquimalt Road meets the City of Victoria border, it will lower vehicle road congestion and increase pedestrian and cyclist safety. The resident mentioned a CBC news report on how commercial business can increase due to cyclists not having to find parking to shop.

Chris Van Sickle, resident, spoke in support of the bike lanes as it will improve vehicle congestion on the roads, make room for cyclists, allow for climate change goals to be reached, and improve safety for cyclists.

Josh Levin, resident, spoke in support of the bike lanes as cycling is a great way to increase physical activity, which is a benefit to the community's health, and being inactive is a huge cost to the healthcare system.

Meredith James, resident, spoke in support as the addition of bike lanes will enable more people to use active transportation, there are both physical and climate benefits, and it will allow for cyclists to move around the community safely. The resident also mentioned that they appreciated that staff consulted with emergency services prior to project development.

Craig Miller, resident, spoke in support and pointed out that mobility scooters also use the bike lanes as the sidewalks can be hard to navigate, so the issue is not merely between bikes and cars. The resident also mentioned the missed opportunity to have businesses set up along the E&N railway to take

advantage of the cycling traffic.

Cody Thompson, a resident who works on the base, is excited to be in the most bikable posting location in Canada, and expressed that many coworkers avoid the Colwood crawl and Victoria traffic by cycling to work and are looking forward to seeing the bike lanes continued further along Esquimalt Road.

8. STAFF REPORTS

- 1) [24-475](#) Esquimalt Road Active Transportation and Underground Improvements - Phase 1 Update, Staff Report No. EPW-24-026

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

Council comments included:

- The bike lane improvements are wanted by the residents, will benefit the climate, and improve the safety of the area, so is therefore supportable.
- The area addressed by phase 1 is in the most active part of Esquimalt with a lot of commercial activity, has the highest risk to safety of cyclists, and the bike lanes should prevent deaths and serious accidents.
- Most of the commercial space in phase 1 have traditional parking lots and will not be affected by the bike lane installations.
- The quick build design of the bike lanes will allow some flexibility should there be a need to add spaces in front of new commercial developments for delivery vehicles.
- There are concerns with the width of sidewalks along this corridor as there should be enough width for wheelchairs and mobility scooters. Pedestrians should be able to feel more comfortable as they play a part in active transportation.
- The medians should be retained as they provide traffic calming and beautify the road.

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

- a. Receive for information the What We Heard Report related to the Esquimalt Road Active Transportation and Underground Improvements - Phase 1 project, attached to Staff Report EPW-24-026;
- b. Direct staff to continue with detailed design followed by construction tendering;
- c. Direct staff to submit a grant application for a BC Active Transportation Infrastructure Grant for up to \$500,000;
- d. Confirm the project is a municipal priority and is intended to be complete within the required grant timeline;

e. Confirm the project is at the stage where construction can begin immediately once provincial funding has been announced and local weather conditions allows ("shovel ready"); and

f. Confirm the Township's share of funding up to \$2,950,000 is committed in the 2024 - 2028 Financial Plan. Carried Unanimously.

9. REPORTS / MINUTES FROM COMMITTEES

- 1) [24-480](#) Recommendations from the October 21, 2024 Committee of the Whole for Ratification

Moved by Councillor Armour, seconded by Councillor Cavens: That Council ratify the recommendations from the October 21, 2024 Committee of the Whole meeting:

1. Boulevard Alteration Permit - 442 Grafton Street, Staff Report No. EPW-24-025

That the Committee of the Whole recommends to Council to approve a Boulevard Alteration Permit for 442 Grafton Street to permit river rocks in the boulevard, as described in Staff Report EPW-24-025.

2. Boulevard Alteration Permit Review, Staff Report No. EPW-24-024

That the Committee of the Whole recommends that Council direct staff to remove the Boulevard Alteration Permit process from the Township's Guide to Boulevard Modifications and the Boulevard Maintenance Bylaw No. 2860 to allow acceptable boulevard modifications to be completed by residents without Boulevard Alteration Permits, as described in Staff Report EPW-24-024.

3. Review Options for the Official Community Plan, Staff Report No. DEV-24-052

That the Committee of the Whole recommends to Council that staff be directed to initiate Official Community Plan Review Options 1, 2, and 3 (as outlined in staff report DEV-24-052) in 2025, and provide an impact assessment of Option 4. Carried Unanimously.

- 2) [24-460](#) Minutes of the Local Grant Committee Meeting held on September 9, 2024.

The minutes were received for information.

- 3) [24-471](#) Minutes of the APC Design Review Committee meeting held April 10, 2024.

The minutes were received for information.

10. COMMUNICATIONS

For Council's Consideration

- 1) [24-464](#) Email dated October 3, 2024 from Troy Townsin Re: A Million Acts of Love Grant Fundraising

Councillor Boardman addressed the correspondence by stating that the words and actions by Felix are very inspiring and she will be more intentional with her own actions.

Moved by Councillor Morrison, seconded by Councillor Cavens: That Council direct staff to promote the “A Million Acts of Love” fundraising campaign on social media. Carried Unanimously.

For Council's Information

- 2) [24-489](#) Email from Darlene Rotchford dated October 25, 2024 resigning the position of Councillor of the Township of Esquimalt effective October 25, 2024.

The correspondence was received for information.

11. PUBLIC COMMENT PERIOD

Mark Eraut, representing the Town Centre businesses, advocated for enhanced engagement between the Township and the businesses that will be most effected in the Phase 2 Active Transportation Improvements to Esquimalt Road. The representative explained that the effected businesses have non-resident customers that will be impacted and are not aware of the proposed bike lanes.

The Mayor made assurances that staff and Council are listening to the concerns and understand the need to engage with the businesses.

Carly Youlton, business owner on Esquimalt Road, expressed concern over the consultation and engagement of phase 1, the lack of response received regarding the petition that was submitted pertaining to the plans for Esquimalt Road in phase 2, and the need to preserve on-street parking for business clientele.

The Mayor clarified that the petition is part of the package of information that remains with Council for their consideration of phase 2.

Mary Helmer-Smith, resident, encouraged Council and residents to look at the academic reports on how bike lanes can improve businesses.

12. ADJOURNMENT

Moved by Councillor Armour, seconded by Councillor Boardman: That the Regular meeting of Council be adjourned at 8:05 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS

THIS DAY OF , 2024

DEB HOPKINS,
CORPORATE OFFICER
CERTIFIED CORRECT