



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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

## Minutes - Draft

### Council

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Monday, February 6, 2023

7:00 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 Darlene Rotchford

**Regrets:** 1 - Councillor Tim Morrison

Councillor Armour attended the Regular Council meeting via conference call.

**Staff:** Dan Horan, Chief Administrative Officer (via conference call)  
Ian Irvine, Director of Financial Services & IT  
Bill Brown, Director of Development Services  
Steve Knoke, Director of Parks and Recreation Services  
Rick Daykin, Manager of Parks and Facilities  
Deb Hopkins, Manager of Corporate Services/Corporate Officer  
Alex Tang, Planner  
Mikaila Montgomery, Planner  
Sarah Holloway, Deputy Corporate Officer/Recording Secretary

**Others:** Chief Constable Manak, Victoria Police Department (VicPD)  
Deputy Chief Constable Watson, VicPD  
Steve Hurcombe, Controller, Victoria & Esquimalt Police Board  
Inspector Mike Brown, VicPD Esquimalt Division

**Regrets:** Doug Crowder, Finance Committee Chair, Victoria & Esquimalt Police Board

#### 1. CALL TO ORDER

Mayor Desjardins called the Regular Council meeting to order at 7:16 PM.

#### 2. INTRODUCTION OF LATE ITEMS

- 1) [23-088](#) Late Correspondence
  - a) Item No.7.3 - Early Budget Approval for Shoreline Development Demonstration Site - Esquimalt Gorge Park, Staff Report No. P&R - 23-003  
- Kym Thrift- received February 6, 2023

- b) Item No.9.1 - Victoria and Esquimalt Police Board - 2023 VicPD Provisional Budget  
- Raine Sommerville - received February 6, 2023

### 3. APPROVAL OF AGENDA

Moved by Councillor Rotchford, seconded by Councillor Helliwell: That the agenda be approved with item 9.1 "Victoria and Esquimalt Police Board – 2023 VicPD Provisional Budget" moved up to item 5; the agenda be renumbered accordingly; and with the inclusion of the late items. Carried Unanimously.

### 4. ADOPTION OF MINUTES

- 1) [23-061](#) Minutes of the Special Meeting of Council held on January 16, 2023

Moved by Councillor Rotchford, seconded by Councillor Cavens: That the Minutes of the Special Meeting of Council held on January 16, 2023 be approved as circulated. Carried Unanimously.

- 2) [23-062](#) Minutes of the Special Joint Meeting of the Township of Esquimalt Council, the City of Victoria Council and the Victoria & Esquimalt Police Board held on January 17, 2023

Moved by Councillor Rotchford, seconded by Councillor Cavens: That the Special Joint Meeting of the Township of Esquimalt Council, the City of Victoria Council and the Victoria & Esquimalt Police Board held on January 17, 2023 be approved with the removal of Councillor Helliwell's attendance. Carried Unanimously.

### 5. COMMUNICATIONS

#### *For Council's Consideration*

- 1) [23-087](#) Victoria and Esquimalt Police Board - 2023 VicPD Provisional Budget

Steve Hurcombe, Controller, Police Board presented the 2023 provisional budget, outlined the budget process and strategic approach, highlighted the efforts in transparency, reviewed the feedback from Esquimalt Council, stated the provincial public safety priorities, and described the consultation process for the Strategic Plan.

Chief Constable Manak, VicPd, presented on organizational pressures, outlined initiatives for a healthy and inclusive workplace, seeking of partnerships, a recruiting strategy, a Green Fleet Plan and a Body Worn Camera pilot project.

Steve Hurcombe continued the presentation on the provisional budget increase of 9.55%. Outlined was the significant cost drivers for the 2023 budget, including the additional resources requested for 4 civilian positions and 3 police officers. The budget process challenges mentioned were the framework agreement dispute, the uncertainty after its expiration and capacity challenges.

The following responses were provided to questions from Council:

- VicPD has restructured and introduced civilian constables to free up officers to work on core duties.
- An in house psychologist will be implemented to support officers with occupational stress injuries.
- The Police Board determines the needs in order to maintain public safety. The budget put forward is the budget that they believe provides the minimal resources required.
- VicPD receives full staff cost back for the officers who participate in special initiatives. It allows the officers to broaden their experiences, but if needed and short staffed they are pulled back to handle the front lines.
- The requested 3 officers in the budget are not for new positions but to provide a resource to assist with the gap from the 24 officers that are off on leave due to WorkSafe claims.
- Traffic enforcement issues are important to the Esquimalt community. The complaints received do not always match with the data once investigated. VicPD continues to work with the Township's Engineering department on traffic issues.
- The police board has requested the province assist with recouping the costs of police officers off on WorkSafe claims, but the province does not have the funds to supplement policing in BC.

Council comments included:

- The organizational pressures and cost factors that VicPD is facing is recognized.
- Esquimalt's allocation of the budget is greater than needed and Esquimalt is subsidizing the City of Victoria.

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

### ***For Adoption***

- 1) [23-063](#) Officers Bylaw, 2011, No. 2777, Amendment Bylaw, 2023, No. 3093 - For Adoption

Moved by Councillor Helliwell, seconded by Councillor Rotchford: That Council adopt Officers Bylaw, 2011, No. 2777, Amendment Bylaw, 2023, No. 3093. Carried Unanimously.

**7. PUBLIC INPUT ON AGENDA ITEMS 7, 8 AND 9**Victoria and Esquimalt Police Board - 2023 VicPD Provisional Budget

Maggie Thompson, resident, applauded the presentation from the Chief Constable and requested further information on the pay structure of the civilian positions that were previously assigned to police officers.

Mayor Desjardins directed her questions to the Chief Constable for response after the meeting.

Development Permit Application - 602, 608 and 612 Nelson Street, Staff Report No. DEV-23-012

Patricia Farmer, resident, questioned why the sections in items 4. Storm Water Absorption and Treatment, 5. Water Conservation and 10. Materials and Waste, were not checked on the Green Building checklist.

**8. STAFF REPORTS*****Finance***

- 1) [23-041](#) Local Grant - Esquimalt High School Athletics, Staff Report FIN-23-002

Mike Thompson, Athletic Director at Esquimalt High School presented to Council with students on the importance of keeping kids active, fit, and involved with athletics in the community.

Council commented that they are in full support of involving kids and young women in athletics.

Moved by Councillor Rotchford, seconded by Councillor Helliwell: That Council direct staff to issue a payment in the amount of \$2,750 to Esquimalt High School to support its athletic program expenditures as outlined in the application attached to Staff Report FIN-23-002. Carried Unanimously.

- 2) [23-086](#) 2023 Budget Overview

The Director of Finance and IT presented a PowerPoint on the 2023 budget outlining the financial plan timelines and requirements, revenues and expenditures, other funding sources, and the budget challenges.

The following responses were given to questions from Council:

- The annualized inflation for Victoria was 6.9%
- The presentation reflects an increase of 8.89% in non discretionary items only and does not represent the proposed property tax increase.
- The non market change for major industry decreased due to transitions between different leases expiring or beginning.

Council recessed at 8:49 PM and reconvened at 8:51 PM with all members of Council present.

### ***Parks and Recreation***

- 3) [23-059](#) Early Budget Approval for Shoreline Development Demonstration Site - Esquimalt Gorge Park, Staff Report No. P&R - 23-003

The Manager of Parks and Facilities presented to Council on the intent to create habitat along the shoreline at Gorge Park in order to demonstrate to residents how best to create a foreshore that will manage coastal squeeze and sea level rise.

The following responses were given to questions from Council:

- Funding has been received from the Capital Regional District, Pacific Salmon Foundation and the Stewardship Centre for British Columbia.
- An application has been submitted for a grant from UBCM through the Community Emergency Preparedness Fund and a response should be received by February 13, 2023.
- If the request for a grant is not authorized, the scope of the project would be downsized.
- There is a short window for construction to occur in order to not disrupt fisheries, and this is the best time of year to complete this project which is why the project is requesting early budget approval.

Council made the following comments:

- This is a small project and there is no advantage in delaying a year.
- This is a wonderful project for Esquimalt that will allow recreational entry into the water and is therefore supportable.

Moved by Councillor Cavens, seconded by Councillor Boardman: That Council authorize the Green Shores Demonstration site project located in Esquimalt Gorge Park to proceed and that the budget of \$80,000 for the Esquimalt Gorge Park Green Shores Demonstration site project be approved prior to adoption of the 2023 - 2027 Financial Plan Bylaw to allow the pre-construction work to advance. Carried Unanimously.

### ***Development Services***

- 4) [23-051](#) Development Permit - 553 Paradise Avenue, Staff Report No. DEV-23-011

Mikaila Montgomery, Planner presented a PowerPoint and responded to questions from Council.

The application is to construct a Detached Accessory Dwelling Unit on the subject property.

Council commented that they would prefer to see Development Permits like this proceed to Council packaged together with the rezoning application to reduce the processing timeline.

Moved by Councillor Helliwell, seconded by Councillor Rotchford: That Council approve Development Permit DP000209 attached as Appendix A to Staff Report No. DEV-23-011 for a Detached Accessory Dwelling Unit (DADU) at 553 Paradise Street [PID 009-172-971; Lot 3, Block G, Section 11, Esquimalt District Plan VIP292] and that staff be directed to issue the permit and register the notice on the title for the property. Carried Unanimously.

- 5) [23-052](#) Development Permit Application – 602, 608 and 612 Nelson Street, Staff Report No. DEV-23-012

Alex Tang, Planner presented a PowerPoint and responded to questions from Council.

The application is for a 109-unit multiple-family residential building with 185 m<sup>2</sup> of commercial space on the First Storey.

Harsimer Rattan, Owner and Developer of Aquila Pacific, the applicant presented and responded to questions from Council. It was noted that since the Green Building Checklist was submitted there has been an addition of a rain garden, a second floor amenity rooftop garden, and the Garry oak tree on the corner will be preserved. The updated elevations now have a wood feel and there is secured bike parking on the third floor.

Council comments included:

- The bike parking inclusion is appreciated but there are some concerns with it being located on the third floor.
- The addition of the rain garden and preservation of the Garry oak tree are appreciated.
- The concrete wall facing the side street is a concern.
- The Design Review Committee appreciated the communal space and provided no comments in regards to the bike storage location.
- In the staff review of the Official Community Plan bike storage should be a consideration as part of the development permit guidelines.

Moved by Councillor Helliwell, seconded by Councillor Rotchford: That Council approves Development Permit No. DP000206, attached as Appendix A to Staff Report DEV-23-012, to be located at 602 Nelson Street [PID 004-930-941 Lot B, Suburban Lot 37, Esquimalt District, Plan 11993], 608 Nelson Street [PID 005-398-991 Lot 2, Suburban Lots 37 and 45, Esquimalt District, Plan 9871 Except Part in Plan 16394], and 612 Nelson Street [PID 005-398-860 Lot 1, Suburban Lot 45, Esquimalt

District, Plan 9871] and staff be directed to issue the permit and register the notice on the title of the property upon receipt of the landscape deposit. Carried Unanimously.

## 9. REPORTS / MINUTES FROM COMMITTEES

- 1) [23-089](#) Recommendation from the Special Committee of the Whole Meeting of January 23, 2023 - Resolution to be Ratified

Moved by Councillor Helliwell, seconded by Councillor Rotchford: That the recommendation from the Special Committee of the Whole meeting of January 23, 2023 be ratified:

1. Parks and Recreation - 2022 Third Period Report, Staff Report No. P&R-23-002

a) That the Committee of the Whole recommend to Council that staff be directed to report back with an update on aquatics staffing. Carried Unanimously.

- 2) [23-067](#) Draft Minutes of the Advisory Planning Commission, June 21, 2022
- 3) [23-068](#) Draft Minutes of the Parks and Recreation Advisory Committee, June 23, 2022
- 4) [23-069](#) Draft Minutes of the Advisory Planning Commission, July 19, 2022
- 5) [23-070](#) Draft Minutes of the APC Design Review Committee, August 10, 2022
- 6) [23-071](#) Draft Minutes of the Advisory Planning Commission, August 16, 2022
- 7) [23-072](#) Adopted Minutes of the APC Design Review Committee, September 14, 2022
- 8) [23-073](#) Adopted Minutes of the Advisory Planning Commission, September 21, 2022
- 9) [23-074](#) Adopted Minutes of the APC Design Review Committee, October 12, 2022
- 10) [23-075](#) Adopted Minutes of the Advisory Planning Commission, October 18, 2022
- 11) [23-076](#) Adopted Minutes of the APC Design Review Committee, December 14, 2022
- 12) [23-077](#) Draft Minutes of the APC Design Review Committee, January 11, 2023
- 13) [23-078](#) Draft Minutes of the Advisory Planning Commission, January 17, 2023

The Draft Minutes of the Advisory Planning Commission, June 21, 2022;

Draft Minutes of the Parks and Recreation Advisory Committee, June 23, 2022; Draft Minutes of the Advisory Planning Commission, July 19, 2022; Draft Minutes of the APC Design Review Committee, August 10, 2022; Draft Minutes of the Advisory Planning Commission, August 16, 2022; Adopted Minutes of the APC Design Review Committee, September 14, 2022; Adopted Minutes of the Advisory Planning Commission, September 21, 2022; Adopted Minutes of the APC Design Review Committee, October 12, 2022; Adopted Minutes of the Advisory Planning Commission, October 18, 2022; Adopted Minutes of the APC Design Review Committee, December 14, 2022; Draft Minutes of the APC Design Review Committee, January 11, 2023; and the Draft Minutes of the Advisory Planning Commission, January 17, 2023 were received as circulated.

#### **10. PUBLIC COMMENT PERIOD**

Maggie Thompson, resident, informed Council that the Esquimalt Climate Organizers are planning to make several presentations to Council this year and that there is a rally at the Parliament Building lawns noon on February 25, 2023, organized by the Sierra Club and the Ancient Forest Alliance.

A resident, commented on the DADU process and described the challenges of starting a DADU application. It was expressed that it was an expensive process for an already existing grandfathered garage. The resident requested Council support as they felt that they endured an undue hardship because of the rezoning process.

Linda O'Keefe, resident, expressed that the sidewalks at Bullen Park and the one at the southern end of Gorge Park are wonderful.

#### **11. ADJOURNMENT**

Moved by Councillor Rotchford, seconded by Councillor Helliwell: That the Regular Council meeting be adjourned at 9:28 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS DAY OF , 2023

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DEBRA HOPKINS, CORPORATE OFFICER  
CERTIFIED CORRECT