



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

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

**Committee of the Whole**

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Monday, June 12, 2023

6:00 PM

Esquimalt Council Chambers

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**Present**    7 - Mayor Barbara Desjardins  
                  Councillor Ken Armour  
                  Councillor Darlene Rotchford  
                  Councillor Andrea Boardman  
                  Councillor Duncan Cavens  
                  Councillor Jacob Helliwell  
                  Councillor Tim Morrison

**Staff:** Dan Horan, Chief Administrative Officer  
          Blair McDonald, Director of Community Safety Services  
          Ian Irvine, Director of Financial Services and IT  
          Joel Clary, Director of Engineering & Public Works  
          James Davison, Manager of Development Services  
          Sarah Holloway, Deputy Corporate Officer  
          Jonah Ross, Recording Secretary

**Others:** Chief Constable Manak, Victoria Police Department (VicPD)  
          Inspector Mike Brown, VicPD Esquimalt Division

**1. CALL TO ORDER**

Mayor Desjardins called the Committee of the Whole meeting to order at 6:00 PM.

Councillor Rotchford acknowledged we are on the unceded territory of the Songhees and Esquimalt Nations, and that we thank 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**

- 1) [23-325](#) Late Correspondence
- 1) Item No.6.2) Capital Regional District (CRD) - Ted Robbins, Chief Administrative Officer and Nelson Chan, Chief Financial Officer
  - CRD, Participation by Service and Municipality Chart - delivered by hand at meeting on June 12, 2023.
- 2) Item No.6.4) South Island Climate Action Network (SI-CAN) - Jane Devonshire, Chair
  - Liz McDowell - received June 11, 2023

- 3) Item No.7.2 - Speed Limit Reduction Update, Staff Report No., EPW-23-008
  - Kym Thrift - received June 10, 2023
  - Norah Macey - received June 10, 2023
  - Lynda Hundleby - received June 10, 2023
  - Ed Janicki - received June 10, 2023
  - Rob Thompson - received June 11, 2023
  - John Mullane - received June 11, 2023
  - Darlana Bartle - received June 11, 2023
  - Graham Lilly - received June 11, 2023
  - Krista Vander Griend - received June 11, 2023
  - Greg McCallum - received June 11, 2023
  - James Burns - received June 12, 2023
  - Ilka Olsen - received June 12, 2023
  - Miranda Harvey - received June 12, 2023
  - Terri Layman - received June 12, 2023
  - Dustin Loomes - received June 12, 2023
  - Adrian Mohareb - received June 12, 2023
  - Sue and Dan Bruyere - received June 12, 2023
- 4) Item No.7.3 - Public Safety Building - Next Steps - Staff Report, CSS-23-006
  - Sue and Dan Bruyere - received June 12, 2023

### 3. APPROVAL OF THE AGENDA

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

### 4. ADOPTION OF MINUTES

- 1) [23-311](#) Minutes of the Committee of the Whole meeting held on May 8, 2023

Moved by Councillor Rotchford, seconded by Councillor Boardman: That the minutes of the Committee of the Whole meeting held on May 8, 2023 be adopted as circulated. Carried Unanimously.

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

#### Item No.6.4) South Island Climate Action Network (SI-CAN) - Jane Devonshire, Chair

Francois Brassard, non-resident, spoke in support of Esquimalt joining Victoria and Saanich in mandating the Zero Carbon Step Code.

Janet Ray, non-resident, spoke in support of Esquimalt joining Victoria and Saanich in implementing the Zero Step Carbon Code, and expressed concern for the negative health impacts of greenhouse gases and climate

disruption. Highlighted was the use of fossil fuels causing harm to ourselves and our planet, and the Zero Step Code as a concrete action to optimize climate stability.

Anne Pernick, non-resident, spoke in support of the Zero Carbon Step Code policy as important for improving health and climate-resilience through our built environment. This was highlighted as a climate and health issue, which better positions the community to overcome extreme heat events and wildfires, and prevent health challenges like childhood asthma.

## 6. PRESENTATIONS AND DELEGATIONS

### *Presentations*

- 1) [23-315](#) Victoria Police Department - 2023 First Quarterly Report, Chief Constable Manak

Chief Constable Del Manak presented a PowerPoint and provided an overview of the Victoria Police Department 2023 Q1 Community Safety Report Card which included updates regarding crime prevention, calls for service levels, community engagement, and road safety in the Township.

Chief Manak and Inspector Mike Brown responded to questions from the Committee of the Whole.

Committee comments included:

- Population growth in the Township does not seem to have resulted in increased crime.
- Traffic calming measures are in response to data-driven hot spots, and perceived hot spots and concerns identified by community members.
- Significant efforts that have gone into upgrading Capital Region Emergency Service Telecommunications (C.R.E.S.T.) systems and improving coverage were acknowledged.

- 2) [23-316](#) Capital Regional District (CRD) - Ted Robbins, Chief Administrative Officer and Nelson Chan, Chief Financial Officer

Colin Plant, CRD Board Chair, introduced the CRD executive team in attendance.

Ted Robbins, CRD CAO presented a PowerPoint and provided an overview of the CRD's priorities, services, financials, and major projects. Nelson Chan, CRD CFO, spoke to the CRD's financials and delivery of services, and discussed the budgetary differences between regional and municipal budgeting. Kevin Lorette, CRD General Manager of Planning and Protective Services, stated that the CRD is actively monitoring the provincial budget and guidelines for grant funding, and looking to position itself to act when

new programs are announced.

The Committee of the Whole noted that the CRD's work on regional parks, updating signage, and managing trails are appreciated.

- 3) [23-314](#) Council Discussion with Advisory Planning Commission Design Review Committee Chair, Graeme Verhulst, to provide feedback on:
- The role of the Committee;
  - Assisting Council to achieve its Strategic Priorities and Objectives;
  - Suggesting future enhancements and adding further value; and
  - Effective communication between Council and its Committees and how to maintain ongoing communication.

Graeme Verhulst, Chair of the Advisory Planning Commission (APC) Design Review Committee (DRC), provided an overview of the Commission term, feedback from members and responded to questions from Committee of the Whole.

DRC feedback included:

- Council should provide more information regarding the outcomes of projects which they review, as well as incoming/upcoming projects.
- A second opportunity to provide feedback to Council be made available annually.
- Council should continue consulting with them on policy matters, as they have with recent updates to the DADU policy.
- The DRC is interested in opportunities to reduce barriers and increase efficiency in the design review process.
- Council should use the Committee's expertise in responding to challenges in housing and climate change, for example by providing training opportunities for assessing development proposals from a climate change impact and resilience perspective.

- 4) [23-317](#) South Island Climate Action Network (SI-CAN) - Jane Devonshire, Chair

Jane Devonshire, on behalf of Esquimalt Climate Organizers (ECO) and the South Island Climate Action Network (SI-CAN), provided an overview of the Zero Step Carbon Code. Also outlined were the top residential carbon pollution sources, potential for gas to leak between extraction and combustion, greenhouse gas emissions by heating type, zero-carbon electric equipment and energy systems, and the varied policy approaches available. Consideration was requested to align the Township's policy with the City of

Victoria and the District of Saanich on the implementation of the level 4 Zero Carbon Step Code.

The Committee of the Whole recessed at 7:24 PM and reconvened at 7:29 PM with all members of the Committee present.

## 7. STAFF REPORTS

- 1) [23-308](#) Subdivision and Development Bylaw Update, Staff Report No. EPW-23-007

The Director of Engineering introduced the report and responded to questions from the Committee of the Whole.

The Committee of the Whole commented that under-grounding of power lines on Esquimalt Road between Admirals Road and Dominion Road would be esthetically pleasing for the commercial center and requested staff return with a report on options for discussion.

Moved by Councillor Morrison, seconded by Councillor Armour:

- 1) That the COTW recommend to Council that staff be directed to update the Subdivision and Development Bylaw to:

- add a requirement for sidewalks to be installed on both sides of every street;
- add a requirement for protected bike lanes to be installed on Major Roads; and
- not require undergrounding of the mainline of overhead utilities; as described in Staff Report No. EPW-23-007.

- 2) That the COTW recommend to Council that staff report back with an impact assessment report on undergrounding the mainline of overhead utilities along Esquimalt Road beginning at Admirals Road and ending at Dominion Road. Carried Unanimously.

- 2) [23-310](#) Speed Limit Reduction Update, Staff Report No. EPW-23-008

The Director of Public Works and Engineering introduced the report, and responded to questions from the Committee of the Whole.

Moved by Councillor Boardman, seconded by Councillor Morrison: That the COTW recommend to Council that staff be directed to:

- reduce speed limits on Major Roads to 40km/hr, and all other roads to 30km/hr, with the following exceptions:
  - i. Colville Road between Admirals Road and Tillicum Road to be 40km/hr;
  - ii. Tillicum Road between Transfer Street and Colville Road to be 40km/hr;
  - iii. Admirals Road between Esquimalt Road and Lyall Street to be 30km/hr;
  - iv. Lampson Street between Esquimalt Road and Lyall Street to be 30km/hr;
- install new speed limit signs by prioritizing:
  - i. Gateway signs and signs on Major Roads in year 1;

- ii. Signs in school and playground zones, and where issues are identified on Residential Collectors in year 2;
  - iii. Signs where issues are identified on Local Roads in year 3 and beyond;
    - proceed with traffic calming improvements utilizing the \$50,000 budget for 2023; and
    - update the Township Guide to Traffic Calming;
- as described in Staff Report No. EPW-23-008. Carried Unanimously.
- 3) [23-299](#) Public Safety Building - Next Steps - Staff Report ,  
CSS-23-006

The Director of Community Safety Services introduced the report and together with Alec Page from Core Project Management, the Chief Administrative Officer, and the Director of Financial Services and IT, responded to questions from the Committee of the Whole.

Moved by Councillor Morrison, seconded by Councillor Rotchford: That the Committee of the Whole extend the time of adjournment from 9:30 PM until 10:30 PM. Carried Unanimously.

The Committee of the Whole comments included:

- Making a decision that ensures the ability to house and meet the operational needs of the Township's police force is challenging due to the ongoing discussions on the future of the policing framework.
- Concerns were raised that it may be challenging to effectively gauge public interest through a referendum or AAP given historically low voter turnout rates.
- Exploring less formal alternatives for gauging public opinion on the project's future is of interest.
- The ability to provide additional office space for municipal staff in the future was questioned.
- Alternative development options on the north end of the parcel should be considered.
- The current VicPD operational space at the Municipal Hall is satisfactory but may not be ideal in the long term.
- Approving the recommendation at the Committee of the Whole will allow feedback prior to ratification at the Council meeting on June 19, 2023.

Moved by Councillor Rotchford, seconded by Councillor Armour: That the COTW recommend to Council that staff be directed to do the following:

- a) Begin development of a new concept for the Public Safety Building, including Fire Rescue Services as well as an Emergency Operations Centre (EOC), programable space and CRD office space, using current programming and designs where possible to accelerate the design and implementation process;
- b) Initiate a new project to explore options for development of the north end of the Park Place lot for Council consideration; and,

c) Initiate a new project to develop options for the future location of Police services within the Township. Carried.

In Favour: 5 - Councillor Armour, Councillor Rotchford, Councillor Boardman, Councillor Cavens, and Councillor Helliwell

Opposed: 2 - Mayor Desjardins, and Councillor Morrison

**8. PUBLIC COMMENT PERIOD**

There was no public comment.

**9. ADJOURNMENT**

Moved by Councillor Rotchford, seconded by Councillor Boardman: That the Committee of the Whole meeting be adjourned at 9:57 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS 6TH DAY OF JULY, 2023

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SARAH HOLLOWAY,  
CORPORATE OFFICER  
CERTIFIED CORRECT