



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Final

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

### Environment, Parks and Recreation Advisory Committee

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Wednesday, April 23, 2025

6:30 PM

Esquimalt Council Chambers

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**Present**    6 -    Member Jesse Baltutis  
                         Member Elyse Norgaard Kituri  
                         Member Kyler Nurmsoo  
                         Member Jamie Proctor  
                         Chair Shona Redman  
                         Member Ryan Badowski

**Regrets**    2 -    Member Lee Mauro  
                         Vice Chair Nathanael Jones

**Council Liaisons:**    Councillor Duncan Cavens  
                                 Councillor Tim Morrison

**Staff Present:**        Steve Knoke, Director of Parks and Recreation  
                                 Jeff Byron, Manager of Recreation  
                                 Dan Henderson, Manager of Facilities  
                                 Alex Tang, Planner  
                                 Jonah Ross, Recording Secretary

#### 1.    **CALL TO ORDER**

Chair Redman called the Environment, Parks and Recreation Advisory Committee meeting to order at 6:31 PM.

Chair Redman recognized and acknowledged the Songhees and Xwsepsem Nations on whose traditional territory we live, we learn, and we do our work.

#### 2.    **LATE ITEMS**

There were no late items.

#### 3.    **APPROVAL OF THE AGENDA**

Moved by Member Norgaard Kituri, seconded by Member Proctor: That the agenda be approved as circulated. Carried Unanimously.

#### 4.    **MINUTES**

- 1)    [25-124](#)    Minutes of the Environment, Parks, and Recreation Advisory Committee meeting held on January 22, 2025

Moved by Member Proctor, seconded by Member Baltutis: That the minutes of the Environment, Parks and Recreation Advisory Committee meeting held on January 22, 2025 be adopted as circulated. Carried Unanimously.

## 5. STAFF REPORTS

### 1) [25-137](#) Surfrider Foundation Presentation

Katie Keats, Shoreline Cleanup Program Manager, and Lilly Woodward, Regional Manager, presented a PowerPoint, provided updates on the Surfrider Foundation's programs and initiatives, and responded to Committee questions.

The presenters provided the following responses to Committee questions:

- The Surfrider Foundation hopes to build relationships with the Township to address issues or opportunities for further regulation as they arise.
- Surfrider's initiatives and policy are driven by the community, and work is done at the grassroots level.
- With the Township's new dock project still at the planning phase, the Surfrider Foundation is seeking Committee and Council support for the dock to be polystyrene-free, in alignment with the Foam Free Waters initiative.

Moved by Member Baltutis, seconded by Member Nurmsoo: That the Environment, Parks and Recreation Advisory Committee recommends that Council continue building its partnership with the Surfrider Foundation to collaboratively address environmental threats to our coast and waterways, in particular on the Community Dock project. Carried Unanimously.

### 2) [25-134](#) Park Development - Rezoning Applications and Park Space

Planner Alex Tang presented a PowerPoint, and the Director of Parks and Recreation noted this as an opportunity for the Committee to provide feedback.

Committee comments included:

- Information on this initiative is appreciated, and further opportunities to receive updates and provide feedback are of interest.
- As the Township continues to navigate evolving provincial housing and land-use legislation, the Committee values opportunities to gain insight on how parkland, and other initiatives are impacted.

Moved by Member Nurmsoo, seconded by Member Baltutis: That the Environment, Parks and Recreation Advisory Committee recommends to Council that ongoing opportunities for dialogue on future

opportunities for park space development through rezoning applications be provided to the Committee. Carried Unanimously.

**3) [25-126](#) 2026 Fees and Charges Bylaw Review, Staff Report No. EPRAC-25-003**

The Director of Parks and Recreation presented a PowerPoint, and responded to questions from the Committee.

Committee comments included:

- Fee increases are being felt by consumers across all areas of life, and communicating reasoning for increases to the public is beneficial.
- Receiving updates on the Recreation Strategic Plan at future meetings would be beneficial.

Moved by Member Proctor, seconded by Member Nurmsoo: That the Environment, Parks and Recreation Advisory Committee endorse the proposed updates to fees and charges outlined in Appendix B of Staff Report No. EPRAC-25-003 with an effective January 1st 2026, including:

- Various increases 4-10% to drop-in fees and admissions.
  - 0-10% increase to rental rates
  - The addition and changes of the highlighted rates identified.
- Carried Unanimously.

**4) [25-135](#) Natural Asset Management**

The Director of Parks and Recreation presented a PowerPoint, and responded to questions from the Committee.

Committee comments included:

- Considering opportunities for collaboration or training with First Nations to identify culturally significant natural assets would be beneficial.

**5) [25-136](#) Director's Report - Verbal Update from Staff**

The Director of Parks and Recreation provided a verbal update to the Committee, including the following:

- Parks & Recreation has received an award from the Lifesaving Society of BC, recognizing the Township's leadership in providing the highest number of Bronze-level aquatics courses for a community of our size.
- A request for proposal contract has been awarded for a Greenhouse Gas Reduction Study; the Committee will have the opportunity to engage with the contractor at a later stage in the process.
- Recent 5K Run and Earth Day events were successful, and saw high turnouts.
- Grant funding has been received for a pool basin assessment, which will

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help determine the asset's maintenance needs.

**7. ADJOURNMENT**

Moved by Member Baltutis, seconded by Member Norgaard Kituri: That the meeting be adjourned at 7:44 PM. Carried Unanimously.

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SHONA REDMAN, CHAIR  
ENVIRONMENT, PARKS AND  
RECREATION ADVISORY COMMITTEE  
THIS 25TH DAY OF JUNE, 2025

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JONAH ROSS  
RECORDING SECRETARY  
CERTIFIED CORRECT