



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Final

### Committee of the Whole

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

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Monday, December 9, 2024

6:00 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 Tim Morrison

Mayor Desjardins attended the meeting via conference call.

**Staff:**            Dan Horan, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Joel Clary, Director of Engineering & Public Works  
Ian Irvine, Director of Financial Services & IT  
Vicki Gannon, Director of HR and Community Relations  
Steve Knoke, Director of Parks and Rec. Services  
Matt Furlot, Fire Chief  
Deb Hopkins, Director of Corporate Services/Corporate  
Officer  
Victoria McKean, Recording Secretary

#### 1.    **CALL TO ORDER**

Chair Boardman called the meeting to order at 6:00 PM. Councillor Cavens acknowledged the Lekwungen speaking peoples on whose traditional territory this township building stands and recognized the First Nations governments of both the Kosapsum Nation and Songhees Nation.

#### 2.    **INTRODUCTION OF LATE ITEMS**

1.    [24-543](#)    Late Correspondence

1) Item 6.1 - Delegation - Lavinia Rojas and Andrea Miller Re: Fireworks  
- Lavinia Rojas, received December 9, 2024.

#### 3.    **APPROVAL OF THE AGENDA**

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

#### 4.    **ADOPTION OF MINUTES**

- 1) [24-530](#) Minutes of the Committee of the Whole meeting held on November 18, 2024.

Moved by Councillor Helliwell, seconded by Councillor Cavens: That the minutes of the Committee of the Whole meeting held on November 18, 2024 be adopted as circulated. Carried Unanimously.

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

There was no public input.

**6. PRESENTATIONS AND DELEGATIONS**

***Delegations***

- 1) [24-501](#) Delegation - Lavinia Rojas and Andrea Miller Re: Fireworks

Lavinia Rojas and Andrea Miller addressed the Committee regarding a regional approach to a fireworks ban, highlighting concerns over safety and impact on the environment and wildlife and encouraged Council to advocate for a provincial-wide fireworks ban.

**7. STAFF REPORTS**

- 1) [24-536](#) 2022-2026 Council Priorities Mid-Term Refresh, Staff Memorandum No. ADM-24-081

Dan Horan, Chief Administrative Officer, provided a PowerPoint presentation to the Committee. Staff responded to questions from the Committee.

Committee comments included the following:

- Affordable housing is fundamental to our community and we have been taking steps towards long-term solutions. However, residents have short-term concerns and may be impacted by development in Esquimalt if it is not in line with the community's needs. The proposed timelines of these initiatives may not address short-term concerns related to affordable housing.
- It is important to anticipate and prepare for impact to infrastructure demands that arise from densification, development and population growth.
- Would welcome any initial feedback on why developers are going to other municipalities with affordable housing proposals, and what can be done to attract these proposals.
- Some municipalities require a percent of units within a development to be affordable, but it is important to recognize that this may have an impact on developers and the projects they put forward.

- There are different definitions of affordable; what is affordable for some may not be affordable for all.
- Having land suitable for development is critical to building affordable housing. Perhaps some of the funds proposed for some of these initiatives would be better used elsewhere. Esquimalt has taken steps towards providing affordable housing, and perhaps incorporating affordable housing into the Official Community Plan and other policies would be a stronger approach.
- With respect to the affordable housing initiative, some Committee members expressed a desire to see an impact assessment with a smaller scope and expedited timeline that would not require additional funds to complete.
- Impact assessments are useful but take time to develop. Perhaps something like a policy brief would be more efficient and cost-effective. A brief document highlighting the challenges to and options for affordable housing in Esquimalt would be helpful.
- With respect to the Official Community Plan Initiative Impact Assessment, the review of the OCP is overdue and must occur to reflect changes in our community, it would be beneficial to see if this project timeline could be expedited since this is such an important item.
- Completion of the Esquimalt Road Urban Design Study before the Official Community Plan review may be beneficial as this study could inform the OCP and other initiatives.
- There was broad discussion about the cost of several of the Initiative Impact Assessments, including the Affordable Housing, Parkland Placement, Acquisition, and Management projects, within the context of the upcoming budget process.
- The outcomes of the Parkland Placement, Acquisition, and Management Impact Assessment are clear and there is value in this initiative as it's important to know where the community is underserved for park space in relation to current and future development and density. It's an important project for assessing what amenities are needed in the community.

Moved by Councillor Helliwell, seconded by Councillor Morrison: That the Committee recommend to Council that the Improved Budget Documentation project, with the scope, schedule and cost outlined in the Initiative Impact Assessment presented on December 9, 2024, be incorporated into the Council Priorities Plan under Good Governance and Organizational Excellence. Carried unanimously.

Moved by Councillor Cavens, seconded by Councillor Armour: That the Committee recommend to Council that staff be directed to prepare a revised Initiative Impact Assessment on Affordable Housing with an expedited schedule for Council's consideration, advising on what the implications are for reducing the scope, schedule, and cost of the project. Not voted on due to a proposed amendment.

Moved by Mayor Desjardins, seconded by Councillor Armour: That the motion on the floor be amended to direct staff to include challenges of and options for affordable housing. Defeated.

Councillors Armour, Boardman, Cavens, Helliwell, and Morrison opposed.

The question on the main motion was called: Carried.  
Mayor Desjardins opposed.

Moved by Councillor Cavens, seconded by Councillor Morrison: That the Committee recommend to Council that the Esquimalt Together Against Graffiti project with the scope, schedule and cost outlined in the Initiative Impact Assessment presented on December 9, 2024, be incorporated into the Council Priorities Plan, and that the status be set to "proposed/not yet funded" until Council completes the 2025 budget process. Carried Unanimously.

Moved by Councillor Helliwell, seconded by Councillor Armour: That the Committee recommend to Council that the Ground-Oriented Small Developments project with the scope, schedule, and cost outlined in the Initiative Impact Assessment presented on December 9, 2024, be incorporated into the Council Priorities Plan as a future project. Carried Unanimously.

Moved by Councillor Cavens, seconded by Mayor Desjardins that: That the Committee recommend to Council that the Official Community Plan - Major Review project with the scope, schedule and cost outlined in the Initiative Impact Assessment presented on December 9, 2024, be incorporated into the Council Priorities Plan, and that the status be set to "proposed/not yet funded" until Council completes the 2025 budget process. Carried Unanimously.

Moved by Councillor Armour, seconded by Councillor Morrison: That the Committee recommend to Council that the Parkland Placement,

Acquisition, and Management project with scope, schedule and cost outlined in the Initiative Impact Assessment presented on December 9, 2024, be incorporated into the Council Priorities Plan, and that the status be set to “proposed/not yet funded” until Council completes the 2025 budget process. Carried Unanimously.

Moved by Councillor Helliwell, seconded by Councillor Armour: That the Committee recommend to Council that the Deer Fencing initiative remain on the Future Projects list for consideration by Council at a future date. Carried Unanimously.

Moved by Councillor Helliwell, seconded by Councillor Morrison: That the Council Priorities Plan be endorsed inclusive of the amendments made based on the discussions of the impact assessments as presented on December 9, 2024. Carried Unanimously.

**8. PUBLIC COMMENT PERIOD**

There was no public comment.

**9. ADJOURNMENT**

Moved by Councillor Cavens, seconded by Councillor Armour: That the meeting be adjourned at 8:55 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS 20TH DAY OF JANUARY, 2025

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DEB HOPKINS,  
CORPORATE OFFICER  
CERTIFIED CORRECT