



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Draft

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

### Special Committee of the Whole

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Monday, October 19, 2020

5:00 PM

Esquimalt Council Chambers

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**Present**     7 - Mayor Barbara Desjardins  
                    Councillor Ken Armour  
                    Councillor Meagan Brame  
                    Councillor Jacob Helliwell  
                    Councillor Lynda Hundleby  
                    Councillor Tim Morrison  
                    Councillor Jane Vermeulen

Councillor Armour, Councillor Brame, and Councillor Hundleby attended the meeting by conference call.

**Staff:** Laurie Hurst, Chief Administrative Officer  
            Chris Jancowski, Fire Chief  
            Vicki Gannon, Director of Corporate Services and HR  
            Jeff Miller, Director of Engineering and Public Works  
            Bill Brown, Director of Development Services  
            Ian Irvine, Director of Financial Services and IT  
            Blair McDonald, Director of Community Safety Services  
            Scott Hartman, Director of Parks and Recreation Services  
            Rachel Dumas, Manager of Corporate Services  
            Tara Zajac, Manager of Communications

#### 1. **CALL TO ORDER**

Acting Mayor Helliwell called the Special Committee of the Whole meeting to order at 5:01 PM.

Acting Mayor Helliwell acknowledged with respect that we are within the Traditional Territories of the Esquimalt and Songhees First Nations.

#### 2. **LATE ITEMS**

There were no late items.

#### 3. **APPROVAL OF THE AGENDA**

Moved by Mayor Desjardins, seconded by Councillor Brame: That the agenda be approved as circulated. Carried Unanimously.

#### 4. **MINUTES**

There were no minutes presented to adopt.

## 5. STAFF REPORTS

- 1) [20-486](#) Strategic Priorities & Goals 2019-2023
- 2) [20-491](#) Operational Strategies 2019-2023: 2020 Second Period Updated Chart
- 3) [20-482](#) CAO - 2020 Second Period Report, Staff Report No. ADM-20-023
- 4) [20-492](#) Corporate Services and HR Department - 2020 Second Period Report, Staff Report No. ADM-20-022

Director of Corporate Services and Human Resources responded to questions from Council and provided information on the impact of COVID-19 on the department.

- 5) [20-465](#) Community Safety Services - 2020 Second Period Report, Staff Report No. CSS-20-015

Director of Community Safety Services responded to questions from Council and advised the successful candidate for the Emergency Program Manager will start in November.

- 6) [20-480](#) Financial Services and Information Technology Departments - 2020 Second Period Report, Staff Report No. FIN-20-018

Director of Financial Services and Information Technology responded to questions from Council and provided information regarding financial surplus to assist with COVID-19 shortfalls.

- 7) [20-479](#) Engineering and Public Works Departments - 2020 Second Period Report, Staff Report No. EPW-20-020

Director of Engineering and Public Works responded to questions from Council and comments included future consideration of implementing additional bike lane pathways and appreciation for the traffic safety improvements at Admirals Road and Constance Avenue.

- 8) [20-498](#) Development Services Department - 2020 Second Period Report, Staff Report No. DEV-20-068

Director of Development Services responded to questions from Council and provided information regarding the status of various developments within the community.

- 9) [20-496](#) Parks and Recreation Services Departments - 2020 Second Period Report, Staff Report No. P&R-20-005

Director of Parks and Recreation Services responded to questions from Council and comments included appreciation for the facility maintenance recently completed and the balancing of safety and community needs while implementing COVID-19 measures for recreation.

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- 10) [20-494](#) Fire Department - 2020 Second Period Report, Staff  
Report No. FIRE-20-004

Fire Chief responded to questions from Council and comments included communicating to the public that due to COVID -19 protocols the Fire Department Annual Open House has been canceled for this year.

Moved by Councillor Hundleby, seconded by Councillor Brame: That Council receive the 2020 Second Period Reports for information. Carried Unanimously.

**6. ELECTRONIC PUBLIC COMMENT PERIOD**

**Address Council on any topic that impacts Esquimalt (excluding it which are or have been the subject of a Public Hearing). Limit 2 min per speaker.**

There was no electronic public comment.

**7. ADJOURNMENT**

Moved by Councillor Brame, seconded by Councillor Hundleby: That the Special Committee of the Whole meeting be adjourned at 6:07 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS DAY OF , 2020

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RACHEL DUMAS, CORPORATE OFFICER  
CERTIFIED CORRECT