



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Minutes - Draft

Committee of the Whole

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

Monday, February 13, 2023

6:00 PM

Esquimalt Council Chambers

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

Councillor Rotchford attended the Regular Council meeting via conference call.

Staff: Vicki Gannon, Acting Chief Administrative Officer/Director of Corporate Services & Human Resources
Ian Irvine, Director of Financial Services & IT
Steve Knoke, Director of Parks and Recreation Services
Deb Hopkins, Manager of Corporate Services
Sarah Holloway, Deputy Corporate Officer
Deborah Liske, Recording Secretary

1. CALL TO ORDER

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

Councillor Helliwell acknowledged with respect the Lekwungen-speaking peoples on whose traditional territory the Township stands and the Songhees and Esquimalt peoples whose historical relationships with the land continue to this day.

2. INTRODUCTION OF LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

Moved by Councillor Morrison, seconded by Councillor Helliwell: That the agenda be approved as circulated. Carried Unanimously.

4. ADOPTION OF MINUTES

- 1) [23-093](#) Minutes of the Committee of the Whole meeting held on January 16, 2023

- 2) [23-094](#) Minutes of the Special Committee of the Whole meeting held on January 23, 2023

Moved by Councillor Cavens, seconded by Councillor Morrison: That the minutes of the Committee of the Whole meeting held on January 16, 2023 be approved with the following change: under item 8 replace hallucinogenic with carcinogenic and the Special Committee of the Whole meeting held January 23, 2023 be approved as circulated. Carried Unanimously.

5. PUBLIC INPUT ON ITEMS 6 AND 7

There was no public input.

6. PRESENTATIONS AND DELEGATIONS

Presentations

- 1) [23-060](#) Vancouver Island South Film and Media Commission - Kathleen Gilbert, Film Commissioner

Kathleen Gilbert, Film Commissioner, Vancouver Island South Film and Media Commission, presented a Powerpoint presentation regarding revenue generation, green action plan, and employment opportunities for the South Island and responded to questions from the Committee of the Whole.

In response to questions from the Committee, the following information was given:

- Charging for film permits by the Township was encouraged.
- Esquimalt-based resources accessed by filming activity include second hand clothing and furniture stores, and equipment and crew parking at the Archie Browning Sports Centre.
- Statistics on esquimalt residents employed by the film industry could be provided.

Delegations

- 2) [23-097](#) Delegation - Maria Hendrix - Demolition Dust

Maria Hendrix addressed Committee of the Whole requesting revisions and strengthening of the Maintenance of Property and Nuisance Regulation Bylaw, 2014, No. 2826 to address toxic wood demolition dust that has had negative health impacts on nieghbours. The delegation commented that it is the responsibility of the municipality to impose conditions in demolition permits for controlling and minimizing dust impacts and that a complaint driven bylaw is inadequate to address and mitigate demolition dust.

Mayor Desjardins advised the delegation that the Director of Development Services is preparing a development protocol and that this presentation will be provided for information.

7. STAFF REPORTS

Administration

- 1) [23-092](#) Development of Council Code of Conduct, Staff Report No. ADM-23-005

The Manager of Corporate Services presented the report and responded to questions from the Committee of the Whole.

Committee of the Whole comments included:

- Brief policy is preferred and can evolve over time and can be changed to a bylaw in future, or include additional provisions as required.
- A bylaw is more enforceable with more legal weight and breaches should be handled seriously.
- Important to establish expected conduct, approach to handling breaches, and create a tool for future Councils without being overly prescriptive.
- Ensure the policy is developed to preserve the voice of the minority at the Council table.
- Imperative to include a section on dispute resolution.
- Explore options to increase possible sanctions against repeat breaches.
- Policy should be reviewed in one to two years.

Moved by Councillor Cavens, seconded by Councillor Helliwell: That the Committee of the Whole recommend to Council that staff be directed to prepare a brief Council Code of Conduct policy for consideration at an upcoming Council meeting. Carried Unanimously.

Finance

- 2) [23-101](#) Financial Plan Policies and Objectives Review

The Director of Financial Services presented the report with a PowerPoint presentation and responded to questions from Committee of the Whole.

Committee of the Whole discussion included:

- Reductions in Class 6 tax rate requires that other class rates offset the lower rate, such as residential homeowners who are already experiencing significant tax burden.
- Tax rates between classes need to be fair and balanced.
- Reducing Class 6 ratio could help businesses remain sustainable; the Esquimalt Chamber of Commerce supported Class 6 rate reduction four years ago.
- Continue to move towards the policy target of 2.5 to 1 for the ratio for business to residential rates.
- Ultimate ratio is to encourage business to come to your community.
- Acknowledgement of low inventory of viable commercial space and that the economic development roadmap has not yet been initiated intended to help

- grow and sustain businesses in Esquimalt.
- Need to invite input from the Chamber of Commerce.
- Now is not the time to change the policy.
- Change policy language respecting "Growth and Revitalization" to more accurately reflect business investment goals in the community.
- Important to consider introduction of Development Cost Charges (DCCs).

Parks and Recreation

3) [23-065](#) Aquatic Staffing Update, Staff Report No. P&R 23-004

The Director of Parks and Recreation presented the report with a PowerPoint presentation and responded to questions from Committee of the Whole.

Committee of the Whole comments included:

- Conduct training during times with least impact on pool users.
- Include closure figures in Period Reports.
- Gratitude expressed for aquatic and recreation staff.
- Consideration of eliminating the use of step wages for staff remuneration.
- Utilize communications, newsletter, and social media to continue to advise the public of facility hours and closures.

8. PUBLIC COMMENT PERIOD

Emmy Labonte, resident, spoke to the impacts and negative health effects that exposure to demolition dust has had on herself, her family and neighbours and it is an emergency that needs to be addressed.

Maria Hendrix, resident, would like the issue of demolition dust to be implemented by bylaw as developers will not respect a policy. The resident reported having to seek legal advice on crane over-swing issues which would have been unnecessary if an effective bylaw was in place. The resident emphasized that it is the duty of the Township and Council to look after citizens' health and a bylaw is needed for the Township to work with developers when issues arise instead residents individually engaging with the developers.

9. ADJOURNMENT

Moved by Councillor Helliwell, seconded by Councillor Cavens: That the Committee of the Whole meeting be adjourned at 8:04 PM. Carried Unanimously.

MAYOR BARBARA DESJARDINS
THIS DAY OF , 2023

SARAH HOLLOWAY,
DEPUTY CORPORATE OFFICER
CERTIFIED CORRECT