



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Minutes - Final

### Council

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

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Monday, April 6, 2020

7:00 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 Brame, Councillor Helliwell, and Councillor Hundleby attended the meeting by conference call.

**Staff:** Laurie Hurst, Chief Administrative Officer  
Bill Brown, Director of Development Services  
Ian Irvine, Director of Financial Services  
Blair McDonald, Director of Community Safety Services  
Rachel Dumas, Manager of Corporate Services  
Alicia Ferguson, Recording Secretary

#### 1. CALL TO ORDER

Mayor Desjardins called the Regular Council meeting to order at 7:00 PM.

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

#### 4. MINUTES

- 1) [20-165](#) Minutes of the Regular Council Meeting, March 2, 2020
- 2) [20-167](#) Minutes of the Special Council Meeting, March 9, 2020
- 3) [20-157](#) Minutes of the Special Council Meeting, March 16, 2020
- 4) [20-158](#) Minutes of the Regular Council Meeting, March 16, 2020
- 5) [20-161](#) Minutes of the Special Council Meeting, March 30, 2020

Moved by Councillor Morrison, seconded by Councillor Hundleby: Moved by Councillor Morrison, seconded by Councillor Hundleby: That the Minutes of the Regular Council Meeting, March 2, 2020, Minutes of the Special Council Meeting, March 9, 2020, Minutes of the Special Council Meeting, March 16, 2020, Minutes of the Regular Council Meeting, March 16, 2020 as amended, and Minutes of the Special Council Meeting, March 30, 2020, be adopted. Carried Unanimously.

## 5. PRESENTATIONS

### 1) [20-163](#) 2020 Property Tax Rate Discussion

Director of Financial Services provided an overview of the proposed tax rate scenarios for 2020, presented a PowerPoint Presentation, and responded to questions from Council.

Council comments included ensuring adequate surplus funds to counter any financial impact of the COVID-19 pandemic while remaining fiscally responsible.

Moved by Councillor Armour, seconded by Councillor Morrison: That Council approve Scenario 2 with a 2% tax increase for the 2020 Municipal Tax increase, as presented in the 2020 Property Tax Rate Discussion Presentation on April 6, 2020. Carried Unanimously.

## 6. ELECTRONIC PUBLIC INPUT ON ANY ITEMS LISTED ON THE AGENDA

**Address Council on any item included on this Agenda, including Staff Reports and Communications (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.**

There was no electronic public input.

## 7. STAFF REPORTS

### ***Community Safety Services***

#### 1) [20-159](#) Bylaw Notice Enforcement Bylaw - Amendment No. 9 - Staff Report - Community Safety Services, Staff Report No. CSS-20-009

Moved by Councillor Brame, seconded by Councillor Armour: That Council gives first, second and third readings, and final adoption of Bylaw Notice Enforcement Bylaw, 2014, No. 2839, Amendment Bylaw [No. 9], 2020, No. 2996 as authorized under section 9 of Ministerial Order No. M083 - Order of the Minister of Public Safety and Solicitor General/ Emergency Program Act. Carried Unanimously.

### ***Development Services***

#### 2) [20-162](#) Proposed Amendment to Development Application Procedures and Fees Bylaw No. 2791, 2012, Staff Report

No. DEV-20-020

Director of Development Services responded to questions from Council. Comments included encouraging applicants to consider alternate electronic options for public consultation in light of Ministerial Order no. 83.

Moved by Councillor Morrison, seconded by Councillor Armour: That Council gives first, second, and third readings, and final adoption of "Development Application Procedures and Fees Bylaw No. 2791, 2012, Amendment Bylaw (No. 4), 2020, No. 2997 and further, adoption of the bylaw as authorized under section 9 of Ministerial Order No. M083 - Order of the Minister of Public Safety and Solicitor General/ Emergency Program Act, attached as Appendix "D" to Staff Report DEV-20-020. Carried Unanimously.

## 8. MAYOR'S AND COUNCILLORS' REPORTS

- 1) [20-148](#) Local Government 2020: Current Issues Conference Report by Councillor Ken Armour

This item was received.

## 9. COMMUNICATIONS

### *For Council's Consideration*

- 1) [20-146](#) Email from Marianne Gagnon, Communications & Program Coordinator, Save Your Skin Foundation, dated February 26, 2020, Re: Proclamation Request - Melanoma Awareness Month

Moved by Councillor Brame, seconded by Councillor Hundleby: That Mayor Desjardins, on behalf of the Township of Esquimalt, proclaim the month of May to be Melanoma Awareness Month for the Save Your Skin Foundation on an annual basis, as outlined in the email from Marianne Gagnon, dated February 26, 2020, Re: Proclamation Request - Melanoma Awareness Month. Carried.

In Favour: 6 - Mayor Desjardins, Councillor Armour, Councillor Brame, Councillor Helliwell, Councillor Hundleby, and Councillor Morrison

Opposed: 1 - Councillor Vermeulen

- 2) [20-150](#) Letter from Mayor Fred Haynes, District of Saanich, dated March 11, 2020, Re: Invitation to Collaborate on BC Motor Vehicle Act Pilot Project

Moved by Councillor Brame, seconded by Councillor Morrison: That the Email from Mayor Fred Haynes, District of Saanich, dated March 11, 2020, Re: Invitation to Collaborate on BC Motor Vehicle Act Pilot Project be received. Carried Unanimously.

- 3) [20-151](#) Letter from Colin Plant, Chair, Capital Regional District Board, dated March 13, 2020, Re: Bylaw 4328 - RGS

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### Amendment Referral for Municipal Acceptance

Director of Development Services responded to questions from Council. Comments included discrepancies with the growth projections for Esquimalt and concerns of external organizations relying on the growth projections for planning purposes.

Moved by Councillor Brame, seconded by Councillor Hundleby: That Council receive the letter from Colin Plant, Chair, Capital Regional District Board, dated March 13, 2020, Re: Bylaw 4328 - RGS Amendment Referral for Municipal Acceptance and direct staff to prepare a letter in response, advising that the Township of Esquimalt is not in support of the proposed Regional Growth Strategy Bylaw amendment. Carried Unanimously.

- 4) [20-152](#) Letter from Maja Tait, UBCM President and Bill Karsten, FCM President, received March 16, 2020, Re: UBCM - FCM Small Communities Fund

Moved by Councillor Hundleby, seconded by Councillor Vermeulen: That Council approve an allocation of \$185.83 to the UBCM-FCM Small Communities Fund to support local government elected officials from BC attending the Federation of Canadian Municipalities (FCM) Board and Standing Committee meetings as outlined in the letter from Maja Tait, UBCM President and Bill Karsten, FCM President, received March 16, 2020, Re: UBCM - FCM Small Communities Fund. Defeated.

In Favour: 3 - Councillor Brame, Councillor Hundleby, and Councillor Vermeulen

Opposed: 4 - Mayor Desjardins, Councillor Armour, Councillor Helliwell, and Councillor Morrison

- 5) [20-153](#) Email from Ron Sandor, dated March 19, 2020, Re: Municipal Tax Extension

Moved by Councillor Armour, seconded by Councillor Vermeulen: That the email from Ron Sandor, dated March 19, 2020, Re: Municipal Tax Extension be received. Carried Unanimously.

- 6) [20-154](#) Email from Muriel Protzer, Canadian Federation of Independent Business, Re: Letter from Samantha Howard, Senior Director, BC and Strategic Projects, Canadian Federation of Independent Business - Supporting Small Business in Light of COVID-19

Director of Financial Services responded to questions from Council

Moved by Councillor Morrison, seconded by Councillor Armour: That consideration of the email from Muriel Protzer, Canadian Federation of Independent Business, Re: Letter from Samantha Howard, Senior Director, BC and Strategic Projects, Canadian Federation of Independent Business - Supporting Small Business in Light of COVID-19 be deferred

until further information is received from the Province Government. Carried Unanimously.

- 7) [20-168](#) Letter from Kathy Whitcher, Executive Director, Urban Development Institute (UDI) Capital Region, dated April 1, 2020, Re: Extended Site Hours to Promote Health/Safety for Construction

Moved by Councillor Armour, seconded by Councillor Morrison: That Council direct staff to prepare a letter to Kathy Whitcher, Executive Director, Urban Development Institute (UDI) Capital Region in response to her letter dated April 1, 2020, Re: Extended Site Hours to Promote Health/Safety for Construction advising exemptions are already incorporated within current Township Bylaws. Carried Unanimously.

**10. ELECTRONIC PUBLIC COMMENT PERIOD**

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

There was no electronic public input.

**11. ADJOURNMENT**

Moved by Councillor Vermeulen, seconded by Councillor Brame: That the Regular Council meeting be adjourned at 8:11 PM. Carried Unanimously.

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MAYOR BARBARA DESJARDINS  
THIS 27th DAY OF APRIL, 2020

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RACHEL DUMAS, CORPORATE OFFICER  
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