



**CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT**

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

**Minutes - Final**

**Committee of the Whole**

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Monday, December 12, 2022

6:00 PM

Esquimalt Council Chambers

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

**Staff:** Dan Horan, Chief Administrative Officer  
          Bill Brown, Director of Development Services  
          Joel Clary, Director of Engineering & Public Works  
          Steve Knoke, Director of Parks and Recreation Services  
          Deb Hopkins, Manager of Corporate Services/Corporate Officer  
          Sarah Holloway, Deputy Corporate Officer/Recording Secretary

**1. CALL TO ORDER**

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

Councillor Rotchford acknowledged that we are on the unceded territory of the Songhees and Esquimalt Nations, and thanked them for caring for this land and look forward to working with them in partnership as we continue to build this great township together.

**2. INTRODUCTION OF LATE ITEMS**

1)     [22-600](#)   Late Correspondence

Item No.7.2 - Approach to Lowering Speed Limits

- John Neale, received December 9, 2022

- Ryan Jabs, received December 9, 2022

**3. APPROVAL OF THE AGENDA**

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

**4. ADOPTION OF MINUTES**

1)     [22-596](#)   Minutes of the Committee of the Whole meeting held on November 14, 2022

- 2) [22-597](#) Minutes of the Special Committee of the Whole meeting held on December 2, 2022
- 3) [22-598](#) Minutes of the Special Committee of the Whole meeting held on December 3, 2022

Moved by Councillor Helliwell, seconded by Councillor Armour: That the minutes of the Committee of the Whole meeting held November 14, 2022; the Special Committee of the Whole meeting held December 2, 2022; and the Special Committee of the Whole meeting held December 3, 2022 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) [22-270](#) Ian Robertson, CEO and Christine Willow, Chair - Greater Victoria Harbour Authority (GVHA) Presentation

Ian Robertson, CEO and Christine Willow, Chair of the Greater Victoria Harbour Authority (GVHA) gave a PowerPoint presentation which provided an overview of the GVHA guiding principles, property holdings, and key objectives of the 2023 business plan.

Committee of the Whole comments included:

- The GVHA Economic Impact Study provided significant information for Esquimalt.
- The air quality monitoring stations are appreciated in assisting the Township in meeting its climate action targets.

In response to questions, Christine Willow informed COTW that at the upcoming GVHA strategic planning session they will be addressing how to leverage their working harbour properties to diversify their revenue stream so they are not dependent solely on the cruise industry; and, Ian Robertson confirmed that a letter of support from the Township to the federal government regarding the funding of shore power would be beneficial.

- 2) [22-527](#) Dr Spencer Cleave, Chair and Leslie Keenan, Executive Director - Westshore Primary Care Society & South Island Division of Family Practice - Family Physician Recruitment and Retention

The presenters were indisposed at the designated time, so COTW proceeded to the next agenda item.

## 7. STAFF REPORTS

### *Administration*

- 1) [22-590](#) Council Committee and Commission Review, Staff Report No. ADM-22-035

The Corporate Officer introduced the report and with the Chief Administrative Officer responded to questions from the Committee of the Whole.

Committee of the Whole comments included:

- Lowering of the number of committee members is not necessary.
- The format for the Advisory Planning Commission and the Design Review Committee should remain.
- Changing the recruitment timeline and committee appointment term is supportable.
- There are efficiencies in having the Environment, Parks and Recreation Advisory Committees be combined.
- Referrals from Council should be sent to the committees more often.
- Staff should consider taking draft reports to committees for comments prior to presenting at Council.
- Recruitment for the current vacancies on the Advisory Planning Commission and the Environment, Parks and Recreation Advisory Committee should be initiated as soon as possible.
- Consider options for future use of task forces for priority projects or goals.

Moved by Councillor Helliwell, seconded by Councillor Rotchford: That the Committee of the Whole recommend to Council that staff be directed to undertake the following identified actions from Staff Report No. ADM-22-035 respecting the Township's Committees, Commissions, and Boards:

- Retain the Advisory Planning Commission and Design Review Committee in their current form;
- Maintain the merged Environment, Parks, and Recreation Advisory Committee;
- Prepare amendments to the applicable establishing bylaws and policies to change the term of appointments for all bodies to January 1 through December 31 and that the volunteer recruitment period be moved to the fall annually; and
- Initiate recruitment for the two current vacancies inclusive of the requested changes for the Advisory Planning Commission and the Environment, Parks and Recreation Advisory Committee. Carried Unanimously.

*The Committee of the Whole by consensus allowed for the presenters to address the Committee at this time.*

- 2) [22-527](#) Dr Spencer Cleave, Chair and Leslie Keenan, Executive Director - Westshore Primary Care Society & South Island Division of Family Practice - Family Physician Recruitment and Retention

Leslie Keenan, Executive Director of South Island Division of Family Practice and Dr. Spencer Cleave, Chair Westshore Primary Care Society presented on family physician recruitment and retention and outlined that it is no longer sustainable for physicians to operate a private business to support primary care. The society is working with property developers and municipalities to allocate mixed use space for the use of community-based primary health care clinics that it would establish and operate with primary care practitioners.

### **Engineering and Public Works**

- 2) [22-589](#) Approach To Lowering Speed Limits, Staff Report No. EPW-22-018

The Director of Engineering and Public Works presented the report and responded to questions from the Committee of the Whole.

Committee of the Whole comments included:

- A public awareness campaign and an implementation plan involving the police would be beneficial.
- The differing speed limits across the region cause confusion to motorists.
- Advocacy should be done with the province on delivering a better way for municipalities to implement speed reduction without the onerous costs.
- The community has been requesting that road safety and speed be addressed by Council.

Moved by Councillor Cavens, seconded by Councillor Morrison: That the Committee of the Whole recommend to Council that staff, after gathering additional public feedback on the proposed actions, be directed to:

- reduce speed limits on Major Roads to 40km/hr, and all other roads to 30km/hr, with the following exceptions:
  - i. Colville Road between Admirals Road and Tillicum Road to be 40km/hr;
  - ii. Tillicum Road between Transfer Street and Colville Road to be 40km/hr;
  - iii. Admirals Road between Esquimalt Road and Lyall Street to be 30km/hr;
  - iv. Lampson Street between Esquimalt Road and Lyall Street to be 30km/hr;
- install new speed limit signs by prioritizing:
  - i. Gateway signs and signs on Major Roads in year 1;
  - ii. Signs in school and playground zones, and where issues are identified on Residential Collectors in year 2;
  - iii. Signs where issues are identified on Local Roads in year 3 and beyond;
- bring forward a budget request for 2023 budget deliberations for an annual traffic calming budget of \$50,000; and
- update the Township Guide to Traffic Calming.

2. That the Committee of the Whole recommend to Council that the Mayor write a letter to the province advocating that municipalities be allowed to

change speed limits as outlined in the pilot project, that the cost of new speed limit signage be mentioned and that the Capital Regional District and regional municipalities be copied on the letter. Carried with Councillor Rotchford Opposed.

In Favour: 6 - Mayor Desjardins, Councillor Armour, Councillor Boardman, Councillor Cavens, Councillor Helliwell, and Councillor Morrison

Opposed: 1 - Councillor Rotchford

**8. PUBLIC COMMENT PERIOD**

There was no public comment.

**9. ADJOURNMENT**

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

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MAYOR BARBARA DESJARDINS  
THIS 16TH DAY OF JANUARY, 2023

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DEBRA HOPKINS, CORPORATE OFFICER  
CERTIFIED CORRECT