



# **CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

## **Agenda - Final**

### **Council**

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

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Monday, October 6, 2025

6:00 PM

Esquimalt Council Chambers

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### **THE REGULAR MEETING OF COUNCIL RECONVENES AT 7:00 PM WITH MEMBERS OF THE PUBLIC IN ATTENDANCE**

*In person attendance is permitted.*

*Members of the public are encouraged to submit their comments to Council by emailing [council@esquimalt.ca](mailto:council@esquimalt.ca) or mailing or delivering comments to 1229 Esquimalt Rd, Esquimalt, BC, V9A 3P1 before 12:00 p.m. (noon) on the day of the meeting.*

*To provide Public Input or Comments to Council at a meeting by telephone, please contact Corporate Services for details at 250-414-7177 before 4:30 p.m. on the day of the meeting.*

*The Regular Meeting of Council will be streamed on the following link:  
<https://esquimalt.ca.legistar.com/Calendar.aspx>.*

#### **1. CALL TO ORDER - WURTELE ROOM**

##### **I. RESOLUTION TO CLOSE THE MEETING PURSUANT TO SECTION 90 OF THE COMMUNITY CHARTER**

That pursuant to Sections 90(1) (a), (j) and (k), and (2) (b) of the Community Charter, the meeting be closed to the general public to discuss personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

##### **II. CLOSED MEETING**

##### **III. RECONVENE THE REGULAR MEETING OF COUNCIL AT 7:00 PM IN COUNCIL CHAMBERS WITH MEMBERS OF THE PUBLIC IN ATTENDANCE**

**2. INTRODUCTION OF LATE ITEMS****3. APPROVAL OF AGENDA****4. PRESENTATION OF AWARDS OR HONOURS FROM COUNCIL**

The Volunteer Spirit Award presented to Billie Field

**5. PUBLIC INPUT ON AGENDA ITEMS 6, 7, AND 8**

Limit 2 minutes per speaker.

**6. STAFF REPORTS**

- 1) [25-347](#) Temporary Use Permit - 533 Admirals, Staff Report No. DEV-25-047

***Recommendation:***

That Council approve the Temporary Use Permit for 533 Admirals Road to allow the temporary use of Commercial Parking as outlined in Staff Report DEV-25-047

*Attachments:* [APPENDIX A: TUP00016](#)  
[APPENDIX B: Aerial Map](#)  
[APPENDIX C: Applicant Letter](#)  
[APPENDIX D: Site Plan](#)  
[APPENDIX E: Applicant Presentation](#)

- 2) [25-348](#) Covenant Modification – 622 Admirals, Staff Report No. DEV-25-048

***Recommendation:***

That Council direct Staff to modify the existing S.219 Covenant CA3608095 to permit health care or medically related ground floor commercial space within the 180m2 of first floor space as described within Staff Report No. DEV-25-048.

*Attachments:* [APPENDIX A: Aerial Map](#)  
[APPENDIX B: Applicant Letter](#)  
[APPENDIX C: Architectural Drawings](#)  
[APPENDIX D: S.219 Covenant \(CA3608095\)](#)  
[APPENDIX E: Staff Presentation](#)  
[APPENDIX F: Applicant Presentation](#)

**7. BYLAW READINGS NOT SUBJECT TO A PUBLIC HEARING**

- 1) [25-349](#) 2026 Permissive Tax Exemptions, Staff Report No. FIN-25-009

***Recommendation:***

That Council give first, second and third reading to Permissive Tax Exemption Bylaw (Non-Profit Organizations), 2025, No. 3169.

**Attachments:** [Permissive Tax Exemption \(Non-Profit Organizations\) Bylaw, 2025, NO. 3169](#)  
[2026 PTE Application](#)  
[2026 Permissive Tax Exemptions Ad](#)  
[Council Policy FIN-16 Permissive Tax Exemptions](#)

- 2) [25-360](#) Council Procedure Bylaw Amendments, Staff Report No. ADM-25-044

**Recommendation:**

That Council give first, second, and third readings to Council Procedure Bylaw, 2022, No. 3081, Amendment Bylaw, 2025, No. 3170.

**Attachments:** [Attachment 1 Draft Council Procedure Bylaw, 2022, No. 3081, Amendment Bylaw, 2025, No. 3170.pdf](#)  
[Attachment 2 Bylaw 3081 - Council Procedure Bylaw Consolidation track changes.pdf](#)  
[Attachment 3 Public Notice - Intent to Amend Council Procedure Bylaw.pdf](#)

- 3) [25-333](#) Zoning Bylaw Amendment – Removal of Temporary Use Permit Section, Staff Report No. DEV-25-046

**Recommendation:**

That Council gives three readings and adopts Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2025, No. 3174.

**Attachments:** [Appendix A: Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2025, No. 3174](#)

- 4) [25-354](#) Freedom of Information Bylaw, Staff Report No. ADM-25-051

**Recommendation:**

That Council give three readings to Freedom of Information Bylaw, 2025, No. 3177.

**Attachments:** [3177 - Freedom of Information Bylaw 2025 - Draft.pdf](#)  
[2795 Freedom of Information Bylaw, 2012.pdf](#)

## 8. REPORTS / MINUTES FROM COMMITTEES

- 1) [25-361](#) Proposed Amendments to the Capital West Accessibility Advisory Committee Terms of Reference, Staff Report No. ADM-25-052

**Recommendation:**

That Council approve the amendments to the Capital West Accessibility Advisory Committee Terms of Reference *by adding “7) Roundtable Discussion” to Section 5.4 and renumbering the subsequent order of business, and adding Section 5.5 outlining provisions for the roundtable discussion and renumbering the remainder of the section, as outlined in Staff Report No. ADM-25-052.*

*Attachments:* [Attachment 1 Amendment to CWAAC Terms of Reference Track Changes.pdf](#)  
[Attachment 2 Memo to CWAAC - Amendment to Terms of Reference.pdf](#)

**9. PUBLIC COMMENT PERIOD**

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

**10. ADJOURNMENT**