



**CORPORATION OF THE  
TOWNSHIP OF ESQUIMALT**  
**Agenda - Final-revised**  
**Council**

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

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Monday, June 24, 2024

7:00 PM

Esquimalt Council Chambers

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*In person attendance is permitted.*

*Members of the public are encouraged to submit their support or opposition in writing by emailing comments to [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 inclusion on the Speakers' List 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**

**2. INTRODUCTION OF LATE ITEMS**

- 1) [24-306](#) Late Correspondence

*Attachments:* [Late Correspondence - Summary Sheet.pdf](#)  
[Late Correspondence - Item 8.3.pdf](#)

**3. APPROVAL OF AGENDA**

**4. ADOPTION OF MINUTES**

- 1) [24-282](#) Minutes of the Regular Council meeting held on May 27, 2024

*Attachments:* [Minutes - Regular Council meeting May 27, 2024](#)

- 2) [24-300](#) Minutes of the Regular meeting of Council held on June 3, 2024

*Attachments:* [Minutes - Regular meeting of Council June 3, 2024](#)

- 3) [24-301](#) Minutes of the Special Council meeting held on June 17, 2024.

*Attachments:* [Minutes - Special Council meeting June 17, 2024](#)

**5. BYLAWS FOR ADOPTION OR FIRST AND SECOND READING THAT ARE SUBJECT TO A PUBLIC HEARING**

***For Adoption***

- 1) [24-289](#) Adoption of Zoning Bylaw, 1992, No. 2050, Amendment Bylaw,

2023, No. 3121 – 1232-1234 Juno Street Staff Report No.  
ADM-24-038

*Attachments:* [3121 - Zoning Bylaw 1992 2050 Amendment Bylaw 2023 No. 3121 \(1234 Juno St\).pdf](#)

## 6. PUBLIC INPUT ON AGENDA ITEMS

Limit 2 minutes per speaker.

## 7. STAFF REPORTS

1) [24-288](#) 2023 Annual Report, Staff Report ADM-24-037

***Recommendation:***

That Council adopt the 2023 Annual Report as attached to Staff Report No. ADM-24-037.

*Attachments:* [2023 Annual Report \(draft\)](#)

2) [24-296](#) Public Works Yard Fuel Tank - Contract Award, Staff Report No. EPW-24-013

***Recommendation:***

That Council award a contract to Western Oil Services in the amount of \$321,584, excluding GST, for decommissioning the existing underground fuel system and installation of a new above ground fuel system at the Public Works Yard.

3) [24-279](#) 2023 Statement of Financial Information, Staff Report FIN-24-013

***Recommendation:***

That Council approve the 2023 Statement of Financial Information as attached to Staff Report FIN-24-013.

*Attachments:* [2023 Statement of Financial Information DRAFT](#)

4) [24-281](#) Reserve Fund Policy, Staff Report FIN-24-014

***Recommendation:***

That Council approve Council Policy FIN-22 Reserve Funds as attached to Staff Report FIN-24-014.

*Attachments:* [Council Policy FIN-22 Reserve Funds.pdf](#)

## 8. BYLAW READINGS NOT SUBJECT TO A PUBLIC HEARING

1) [24-280](#) Repeal Bylaw - Commercial Vehicle Licensing Bylaw, Staff Report FIN-24-015

***Recommendation:***

That Council provide first, second and third reading to Bylaw to Repeal Bylaw, 2002, No. 2494, No. 3141

*Attachments:* [Repeal Bylaw No.3141.pdf](#)  
[2494 - Commercial Vehicle Licencing Bylaw, 2002.pdf](#)

2) [24-294](#) Parks and Recreation 2025 Fees and Charges Rate Review, Staff

Report No. P&R-24-005

**Recommendation:**

That Council:

- a) approve the proposed revisions to the Parks and Recreation fees and charges effective January 1, 2025, as outlined in Staff Report No. P&R-24-005; and
- b) give first, second, and third readings to Parks and Recreation Regulation Bylaw, 2007, No. 2665, Amendment Bylaw, 2024, No. 3140.

*Attachments:* [Appendix A](#)  
[2023-07 - Bylaw 2665 - Parks and Rec Reg-Consolidated](#)  
[Appendix B Bylaw 2665 Fees and Charges Proposed Changes](#)  
[Appendix C 2025 Parks and Recreation Regulation Bylaw 2007](#)  
[No 2665 Amendment Bylaw 2024 No 3140](#)  
[Appendix D -2025 LIFE Recommendations](#)

- 3) [24-298](#) Repeal and Reading/Adoption of Small-Scale Multi-Family Housing (SSMFH) Zoning Amendment Bylaw, Staff Report No. DEV-24-038

*Attachments:* [Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2024, No. 3142 with Schedule A.2](#)

## 9. REPORTS FROM MEMBERS OF COUNCIL

- 1) [24-290](#) Association of Vancouver Island and Coast Communities (AVICC) Conference April 12-14, 2024 - Report from Councillors Cavens Boardman, Helliwell, Morrison and Rotchford

*Attachments:* [2024 AVICC Councillor Report](#)

## 10. REPORTS / MINUTES FROM COMMITTEES

- 1) [24-303](#) Draft Minutes of the Design Review Committee held on June 12, 2024

*Attachments:* [Draft Minutes - Design Review Committee June 12, 2024](#)

## 11. COMMUNICATIONS

### *For Council's Consideration*

- 1) [24-286](#) Email dated June 4, 2024 from the Canadian Autoinflammatory Network Re: Request to Light Up Orange to Shine a Light on Autoinflammatory Diseases.

*Attachments:* [Email Request - Canadian Auto Inflammatory Network](#)

- 2) [24-291](#) Email dated June 5, 2024 from BC Hydro Re: 2024 UBCM Meeting Request

*Attachments:* [FW BC Hydro - 2024 UBCM Meeting Request Form Redacted.pdf](#)

- 3) [24-297](#) Letter dated June 11, 2024 from the Deputy Mayor, City of

## Kamloops Re: Support for Downloading Costs on Municipalities

*Attachments:* [Letter - Kamloops](#)

**12. NOTICE OF MOTION**

- 1) [24-272](#) Notice of Motion - Election Signs

*Attachments:* [Notice of Motion - Election Signs](#)

**13. RISE AND REPORT (FROM IN CAMERA)**

- 1) [24-283](#) Rise and Report from the In Camera meeting of June 3, 2024

*Attachments:* [Rise and Report - DRC AIBC Representative](#)

**14. 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.**

**15. ADJOURNMENT**