



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

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

Monday, July 22, 2024

6:30 PM

Esquimalt Council Chambers

**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 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

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

That pursuant to Section 90 (1) (k) and (2) (b) of the Community Charter, the meeting be closed to the general public for 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 WITH
MEMBERS OF THE PUBLIC IN ATTENDANCE**

2. INTRODUCTION OF LATE ITEMS

1) [24-336](#) Late Correspondence

Attachments: [Late Correspondence - Summary Sheet](#)
[Late Correspondence - Item 7.2\) Business Licence and
Regulation Bylaw Review](#)

3. APPROVAL OF AGENDA
4. BYLAWS FOR ADOPTION OR FIRST AND SECOND READING THAT ARE SUBJECT TO A PUBLIC HEARING

For Adoption

- 1) [24-330](#) Adoption of Parks and Recreation Regulation Bylaw, 2007, No. 2665, Amendment Bylaw, 2024, No. 3140, Staff Memo No. ADM-24-048

Attachments: [Parks and Recreation Regulation Bylaw 2007 No 2665 Amendment Bylaw 2024 No 3140](#)

5. PUBLIC INPUT ON AGENDA ITEMS 6, 7, 8, 9 AND 10
Limit 2 minutes per speaker.

6. STAFF REPORTS

- 1) [24-313](#) Community Volunteer Recognition, Staff Report No. ADM-24-041

Recommendation:

That Council:

1. Approve the volunteer groups identified in Staff Report ADM-24-041 for invitation to the annual volunteer recognition event;
2. Direct Council Liaisons to formally recognize the community volunteer groups that they are appointed to annually on behalf of Mayor and Council; and,
3. Approve the changes to PER-07 Community Volunteer Attraction and Policy.

Attachments: [PER-07 Community Volunteer Attraction and Recognition DRAFT July 2024 Invitees - Volunteer Recognition - 22 23 & Attendees - Volunteer Recruitment 2024](#)

- 2) [24-328](#) Updates to Council Policies, Staff Report No. ADM-24-046

Attachments: [PER-02 Employee Recognition Policy with changes July 2024 PER-06 Code of Conduct for Patrons and Visitors - suggested changes - June 2024](#)

- 3) [24-329](#) Amendments to Travel and Expense Reimbursement Policy, Staff Report No. ADM-24-047

Attachments: [ADMIN-11 Travel Allowances-Mun Staff Council Appointees Volunteers Approved Conference+and+Seminar+Expenses with recommended changes July 2024 FIN-07 Travel and Expense Reimbursement Policy July 2024](#)

- 4) [24-332](#) Council Priorities Refresh - Fall 2024, Staff Report No. ADM-24-049

Recommendation:

That Council receive Report No. ADM-24-049 for information and direct staff to prepare a Special Committee of the Whole session in September to initiate the 2024 Council

Priorities Refresh process.

Attachments: [Attachment 1 - Council Priorities Plans 2023-2026, effective May 2024.pdf](#)
[Attachment 2 - Summary of Council Priorities Process 2022-2024.pdf](#)
[Attachment 3 - Council Priorities Plan - New Initiative Proposal.pdf](#)
[Attachment 4 - Council Priorities Plan - New Initiative Impact Assessment.pdf](#)

7. BYLAW READINGS NOT SUBJECT TO A PUBLIC HEARING

- 1) [24-325](#) Housing Agreement Bylaw No. 3143 - 1034 Dunsmuir, Staff Report No. DEV-24-041

Recommendation:

That Council give first, second and third readings to Housing Agreement (1034 Dunsmuir Road) Bylaw, 2024, No. 3143.

Attachments: [Appendix A: Housing Agreement Bylaw, 2024, No. 3143](#)
[Appendix B: Architectural and site plans](#)

- 2) [24-315](#) Business Licence and Regulation Bylaw Review, Staff Report ADM-24-34

Recommendation:

That Council gives three readings to “Business Licence and Regulation Bylaw, 2024, No. 3144”.

Attachments: [Bylaw 2810 - Business Licence and Regulation Business Licence and Regulation Bylaw 2024 No. 3144. Track Changes](#)
[Business Licence and Regulation Bylaw 2024 No. 3144](#)

8. REPORTS / MINUTES FROM COMMITTEES

- 1) [24-334](#) Recommendations from the Committee of the Whole Meeting of July 15, 2024

Attachments: [Recommendations - July 15, 2024 Committee of the Whole](#)

9. COMMUNICATIONS

For Council's Consideration

- 1) [24-335](#) Email from Ministry of Municipal Affairs dated July 19, 2024 Re: Invitation to Meet with the Health Authorities of British Columbia During UBCM Convention

Attachments: [Email - Invitation to Meet with the Health Authorities of BC During UBCM Convention](#)

10. RISE AND REPORT (FROM IN CAMERA)

- 1) [24-333](#) Rise and Report from the In Camera meeting of July 8, 2024

Attachments: [Rise & Report - EPRAC Youth Representative](#)

11. 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.

12. ADJOURNMENT