



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

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

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Monday, January 27, 2025

7:00 PM

Esquimalt Council Chambers

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*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**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

**4. ADOPTION OF MINUTES**

- 1) [25-043](#) Minutes of the Regular Council meeting held on January 13, 2025

*Attachments:* [Minutes - Regular Council meeting January 13, 2025](#)

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

***For Adoption***

- 1) [25-030](#) Adoption of Amendments to Fire Protection and Control Bylaw, 2011, No. 2783, Staff Report No. ADM-25-008

*Attachments:* [Fire Protection and Control Bylaw 2011 No. 2783 Amendment Bylaw 2025 No. 3151.pdf](#)

**6. PUBLIC INPUT ON AGENDA ITEMS 7, 8 AND 9**

**Limit 2 minutes per speaker.**

**7. STAFF REPORTS**

- 1) [25-013](#) Request for Property Tax Write Off - Folio 307-0582.000, Staff Report FIN-25-001

***Recommendation:***

That Council: (i) approves the write off of uncollectible property taxes, penalties and interest for folio 307-0582.000 and (ii) directs staff to apply to the Minister under Section 781 of the Local Government Act to write off said account receivable.

- 2) [25-026](#) Fleming Street No Parking, Staff Report No. EPW-25-002

**Recommendation:**

That Council approve the implementation of Traffic Order 1356 for “No Parking” on the south side of Fleming Street commencing on the northeast corner of 868 Fleming Street and extending west to the terminus of Fleming Street, as set out in EPW-25-002.

*Attachments:* [Attachment 1 - Traffic Order 1356](#)

- 3) [25-020](#) Housing Target Progress Report Form - Six (6) Months, Staff Report No. DEV-25-004

**Recommendation:**

That Council, pursuant to Section 4 (3) (a) of the *Housing Supply Act*, receive the Six-Month Housing Target Progress Report attached as Appendix “A” to staff report DEV-25-004;

That Council authorize the Chief Administrative Officer or his delegate to, as soon as practicable, publish the report on the Township of Esquimalt’s website; and

That Council authorize the Chief Administrative Officer or his delegate to, as soon as practicable, submit the report to the Minister of Housing and Municipal Affairs.

*Attachments:* [Appendix "A" BC Housing Targets Progress Report Form 2024 12 18 FINAL - Council January 27 2025](#)

- 4) [25-021](#) OCP Amendment Consultation List – 1209 Lyall St - Staff Report No. DEV-25-003

**Recommendation:**

That Council, having considered Sections 475 and 476 of the *Local Government Act*, authorize staff to circulate the Official Community Plan Amendment concept plan detailing the proposed development at 1209 Lyall Street as outlined in Staff Report No. DEV-25-003.

*Attachments:* [Appendix A: Official Community Plan Consultation List](#)  
[Appendix B: Proposed Development Concept Plan](#)

- 5) [25-015](#) 2025 By-Election - Appointment of Chief Election Officer and Deputy Chief Election Officers, Staff Report No. ADM-25-003

**Recommendation:**

That for the 2025 By-Election, Council:

1. Appoint Deb Hopkins, Corporate Officer, as the Chief Election Officer; and Sarah Holloway, Deputy Corporate Officer, and Victoria McKean, Committee Coordinator, as Deputy Chief Election Officers; and
2. Approve funding of up to \$86,500 in the 2025 budget.

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

- 1) [25-018](#) Amendments to Fees and Charges (Miscellaneous) Bylaw, Staff Report No. DEV-25-002

***Recommendation:***

That Council give first, second, and third readings to “Fees and Charges (Miscellaneous) Bylaw, 2019, No. 2961, Amendment Bylaw, 2025, No. 3150” attached as Appendix “A” to Staff Report DEV-25-002

*Attachments:* [Appendix "A" Fees and Charges \(Miscellaneous\) Bylaw, 2019, No. 2961, Amendment Bylaw, 2025, No. 3150.pdf](#)  
[Appendix "B" Fees and Charges \(Miscellaneous\) Bylaw 2019 Consolidation - track changes .pdf](#)

**9. REPORTS / MINUTES FROM COMMITTEES**

- 1) [25-049](#) Resolutions from the January 20, 2025 Committee of the Whole meeting for Ratification

*Attachments:* [2025 01 20 COTW Resolutions to be Ratified](#)

- 2) [25-046](#) Minutes from the Local Grant Committee meeting held on September 9, 2024.

*Attachments:* [Minutes from the Local Grant Committee meeting held on September 9, 2024.](#)

**10. 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.**

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

That pursuant to Section 90 (1) (a) and (c) 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; and, labour relations or other employee relations.

**12. ADJOURNMENT**