



**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, July 7, 2025

6:30 PM

Esquimalt Municipal Hall

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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 Section 90 (1) (a) and (m) 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 a matter that, under another enactment, is such that the public may be excluded from the meeting.

**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**

1) [25-270](#) Late Correspondence

Attachments: [Summary Sheet](#)  
[Item 6.2](#)

**3. APPROVAL OF AGENDA**

#### 4. ADOPTION OF MINUTES

- 1) [25-260](#) Minutes of the Regular Meeting of Council held June 9, 2025  
*Attachments:* [Minutes - Regular Meeting of Council June 9, 2025](#)
- 2) [25-261](#) Minutes of the Regular Council Meeting held on June 23, 2025  
*Attachments:* [Minutes - Regular Council Meeting June 23, 2025](#)

#### 5. PUBLIC AND STATUTORY HEARINGS

*The Public Hearing is to afford all persons who deem their interest in property affected by the Bylaw an opportunity to be heard or to present written submissions before the Municipal Council on matters contained in the Bylaw.*

*Attendance at Public Hearing:*

*In person attendance is permitted at the Public Hearing and an opportunity for public input will be provided during the hearing.*

*Written Submissions:*

*Written comments may be sent to [council@esquimalt.ca](mailto:council@esquimalt.ca) or delivered to 1229 Esquimalt Rd, Esquimalt, BC, V9A 3P1. Written comments received by noon on the day of the hearing will be included in the revised meeting agenda. All correspondence submitted will form part of the public record.*

*Sign Up to Speak:*

*If you wish to provide comments to Council electronically via telephone during the Public Hearing, please contact Corporate Services for further details at 250-414-7177 prior to 4:30 p.m. on the day of the meeting. You will be invited to speak when it is your turn based on the order that requests were received.*

*Once the Public Hearing has closed there will be no further opportunities to provide public input on this agenda item.*

#### 6. PUBLIC HEARING STAFF REPORTS

***Background Information - Available for Viewing Separately***

- 1) [25-263](#) Notice of Public Hearing - 1340 Sussex Street, 1337 Saunders Street  
*Attachments:* [Notice - 1340 Sussex, 1337 Saunders](#)
- 2) [25-230](#) Official Community Plan Amendment and Rezoning Application – 1340 Sussex Street & 1337 Saunders Street, Staff Report No. DEV-25-029

***Recommendation:***

That Council:

1. Give third reading to Official Community Plan Bylaw, 2018, No. 2922, Amendment Bylaw, 2025, No. 3157; and

2. Give third reading to Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2025, No. 3158

*Attachments:* [Appendix A: Official Community Plan Bylaw, 2018, No. 2922, Amendment Bylaw, 2025, No. 3157](#)  
[Appendix B: Zoning Bylaw, 1992, No. 2050, Amendment Bylaw, 2025, No. 3158](#)  
[Appendix C: Aerial Map](#)  
[Appendix D: Architectural Drawings, Site Plan and Landscape Plan](#)  
[Appendix E: Green Building Checklist](#)  
[Appendix F: Transportation Impact Assessment](#)  
[Appendix G: Construction Impact Assessment and Tree Management Plan](#)  
[Appendix H: Developer's Public Consultation Summary](#)  
[Appendix I: Developer's Community Outreach Summary](#)  
[Appendix J: Public Input](#)  
[Appendix K: Draft Section 219 Covenant](#)  
[Appendix L: Draft Statutory Right of Way](#)  
[Appendix M: Staff's Presentation](#)  
[Appendix N: Applicant's Presentation](#)

- a) **Director of Development Services - Overview of Application**
- b) **Applicant or Authorized Representative - Overview of Application**
- c) **Public Input**
- d) **Adjournment of Hearing**
- e) **Consideration of Staff Recommendation**

7. **PUBLIC INPUT ON AGENDA ITEMS 8, 9, 10, 11, 12, AND 13**  
**Limit 2 minutes per speaker.**

8. **STAFF REPORTS**

- 1) [25-248](#) Esquimalt Road Phase 1 and Craigflower Road Crosswalk Upgrades – Construction Contract Award, Staff Report No.EPW-25-009

***Recommendation:***

That Council:

- 1. Award a construction contract (ENG #25-02), optional and provisional work and future change orders within the approved budget, to Hazelwood Construction Ltd. in the amount of \$2,933,745.17, for Esquimalt Road Active Transportation and Underground Improvements Phase 1 and for Craigflower Road Crosswalk

- Upgrades, as described in Staff Report EPW-25-009; and
2. Approve the reallocation of \$150,000 from the Esquimalt Road Phase 1 project to the Craigflower Crosswalk Upgrade project with funding to come from the Infrastructure Reserve Fund.

*Attachments:* [Attachment 1 – Esquimalt Road Active Transportation and Underground Improvements](#)  
[Attachment 2 - Craigflower Road Crosswalk Upgrades](#)

- 2) [25-249](#) Bus Stop Level of Service and Procurement of Used Curbster, Staff Report No. EPW-25-012

**Recommendation:**

That Council approve the purchase of a used curbster and necessary repairs in the amount of \$35,000, as described in Staff Report EPW-25-012.

*Attachments:* [Attachment 1 - City of Victoria Garbage Enclosure and Curbster](#)

- 3) [25-239](#) Official Community Plan (OCP) Recalibration 2025 - Circulation Approval, Staff Report No. DEV-25-031

**Recommendation:**

That Council, having considered Sections 475 and 476 of the *Local Government Act*, authorize staff to circulate the Project Sign-off for the Official Community Plan recalibration to those agencies and organizations identified in staff report DEV-25-031.

*Attachments:* [Appendix A - June 16, 2025, Committee of the Whole Meeting Report \(DEV-25-023\)](#)  
[Appendix B - Project Sign-off Document](#)  
[Appendix C - Official Community Plan Consultation List](#)

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

- 1) [25-246](#) Proposed Amendments to the Parking Bylaw - Second Reading As Amended - Third Reading, Staff Memorandum No. DEV-25-033

*Attachments:* [Appendix "A" UDI Esquimalt OffStreet Parking Bylaw Letter 09JUN25](#)  
[Appendix B - Parking Bylaw 2025 No. 3089 Second Reading as amended with proposed amendments highlighted accepted changes](#)  
[Appendix C - Parking Bylaw 2025 No. 3089 Second Reading incorporating amendments](#)

- 2) [25-243](#) Designating a Servicing Officer, Staff Report No. EPW-25-010

**Recommendation:**

That Council give first, second and third readings to Officers Bylaw, 2025, No. 3154, as described in Staff Report EPW-25-010.

*Attachments:* [Attachment 1 - 3154 - Officers Bylaw 2011 No. 2777 Amendment Bylaw 2025 No. 3154](#)  
[Attachment 2 - Bylaw 2777 - Officers Bylaw Consolidation.pdf](#)

## 10. REPORTS FROM MEMBERS OF COUNCIL

- 1) [25-240](#) Federation of Canadian Municipalities (FCM) Conference – May 29 to June 1, 2025

*Attachments:* [FCM Report to Council](#)

## 11. REPORTS / MINUTES FROM COMMITTEES

- 1) [25-252](#) Minutes of the Environment, Parks, and Recreation Advisory Committee meeting held on April 23, 2025

*Attachments:* [Minutes of the Environment, Parks, and Recreation Advisory Committee meeting held on April 23, 2025](#)

- 2) [25-253](#) Minutes of the Advisory Planning Commission meeting held on May 20, 2025

*Attachments:* [Minutes of the Advisory Planning Commission meeting held on May 20, 2025](#)

## 12. COMMUNICATIONS

### *For Council's Information*

- 1) [25-251](#) Capital Regional District Arts & Culture - 2024 Impact Report

*Attachments:* [CRD Arts & Culture - 2024 Impact Report](#)

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

- 1) [25-265](#) Rise and Report from the In Camera meeting of June 23, 2025

*Attachments:* [EPRAC Youth Appointments](#)

## 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