



**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, May 6, 2024

6:15 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 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**

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

That pursuant to Section 90 (1) (l) and (m) of the Community Charter, the meeting be closed to the general public to hold discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report]; and, to discuss 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 WITH  
MEMBERS OF THE PUBLIC IN ATTENDANCE**

**2. INTRODUCTION OF LATE ITEMS**

**1) [24-235](#) Late Correspondence**

*Attachments:* [Late Correspondence - Summary Sheet](#)  
[Late Correspondence - Item 10.2](#)

**3. APPROVAL OF AGENDA****4. ADOPTION OF MINUTES**

- 1) [24-227](#) Minutes of the Regular Council meeting held on April 22, 2024

*Attachments:* [Minutes - Regular Council meeting April 22, 2024](#)

**5. BYLAWS FOR ADOPTION*****For Adoption***

- 1) [24-219](#) Adoption of Financial Plan and Tax Rates Bylaw Nos. 3137 & 3138, Staff Report No. 24-025

*Attachments:* [Financial Plan Bylaw, 2024, No. 3137](#)

[Tax Rates Bylaw, 2024, No. 3138](#)

- 2) [24-213](#) Adoption of Maintenance of Property and Nuisance Regulation Bylaw Amendments, Staff Report No. ADM-24-024

*Attachments:* [Attachment 1: 3133 - Maintenance of Property and Nuisance Regulation Bylaw, 2014, No. 2826, Amendment Bylaw, 2024, No. 3133.pdf](#)

**6. PUBLIC INPUT ON AGENDA ITEMS 7, 8, 9, AND 10**

**Limit 2 minutes per speaker.**

**7. STAFF REPORTS**

- 1) [24-226](#) 2023 Financial Statements, Staff Report FIN-24-011

***Recommendation:***

That Council approve the Township's audited financial statements for the fiscal year ended December 31, 2023, as attached to Staff Report FIN-24-011.

*Attachments:* [2023FS\(FINAL DRAFT\)](#)

- 2) [24-204](#) Building Retrofit Study – FCM GMF Grant Application, Staff Report No.DEV-24-029

***Recommendation:***

That Council resolves to endorse a municipal application to the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) for a Greenhouse Gas Reduction Pathway Feasibility Study Grant application with a goal to “identify a sequence of GHG reduction measures to reduce GHG emissions for community buildings by at least 50% within 10 years and by at least 80% (i.e. near net-zero GHG emissions) within 20 years” from 2023 (the base year), “while managing capital costs and reducing operating costs”.

That Council has committed to spending \$50,000.00 towards a building retrofit study to reduce the GHG emissions from the Township's corporate buildings as part of its GHG Reduction Roadmap.

And that Council acknowledges that the Township is eligible to only submit one application for the GMF Community Building Retrofit Feasibility (CBF) Study grant offer.

*Attachments:* [Esquimalt Greenhouse Gas Roadmap New Initiative - COTW Jan 22, 2022](#)  
[cbr-ghg-reduction-pathway-feasibility-study-guidance](#)

- 3) [24-212](#) Request to Rescind Resolution of Internal Appointment, Staff Report No. ADM-24-021

*Attachments:* [Attachment 1: 2831 - Board of Variance.pdf](#)  
[Attachment 2: Consolidated Bylaw 2810 - Business Licence and Regulation.pdf](#)

- 4) [24-211](#) Municipal Consent for CRD Bylaw No. 4588 - Regional Parks Loan Authorization Bylaw No. 1, 2024 - Staff Report No. ADM-24-022

*Attachments:* [Letter - Corporate Officer - CRD Bylaw No.4588](#)  
[CRD Staff Report:: Bylaw No. 4588 Loan Authorization \(March 6, 2024\)](#)  
[CRD Staff Report: Regional Trails Project – Funding Options \(July 19, 2023\)](#)

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

- 1) [24-193](#) Public Notice Bylaw and Amended Council Procedure Bylaw, Staff Report No. ADM-24-019

### ***Recommendation:***

That Council:

1. Endorse utilizing the Township's email subscription notice and official municipal website as reliable, suitable, and accessible means of alternate public notification methods;
2. Give three readings to Council Procedure Bylaw, 2022, No. 3081, Amendment Bylaw, 2024, No. 3135; and
3. Give three readings to Public Notice Bylaw, 2024, No. 3136; as per Staff Report No. ADMIN-24-019.

*Attachments:* [Attachment A - Public Notice Survey Flyer](#)  
[Attachment B - Public Notice Survey Responses Report](#)  
[Attachment C - Council Procedure Bylaw, 2022, No. 3081 with proposed changes in red](#)  
[Attachment D - Council Procedure Bylaw, 2022, No. 3081, Amendment Bylaw, 2024, No. 3135](#)  
[Attachment E - Public Notice Bylaw, 2024, No. 3136](#)

## 9. REPORTS / MINUTES FROM COMMITTEES

- 1) [24-222](#) Capital West Accessibility Advisory Committee Engagement Survey Summaries, Staff Report No. ADM-24-026

*Attachments:* [Attachment 1 2024 04 24 - Survey Results and Engagement Summary \(REVISED\).pdf](#)  
[Attachment 2 2024 04 24 - Survey Results and Engagement Summary \(REVISED\).pdf](#)

- 2) [24-223](#) Adopted Minutes of the Capital West Accessibility Advisory committee held on November 22, 2023 - For Information

*Attachments:* [Capital West Accessibility Advisory Committee Minutes - November 22, 2023](#)

- 3) [24-229](#) Draft Minutes of the Advisory Planning Commission meeting held April 16, 2024

*Attachments:* [Draft Minutes - Advisory Planning Commission meeting - April 16, 2024](#)

## 10. COMMUNICATIONS

### *For Council's Consideration*

- 1) [24-220](#) Email dated April 16, 2024 from the London Abused Women's Centre Re: Light Up Request for the 15th Annual Shine the Light on Woman Abuse Campaign

*Attachments:* [Email - Light Up Request for Shine the Light on Woman Abuse Campaign](#)

- 2) [24-221](#) Letter dated March 14, 2024 from the Mayor of the District of Saanich Re: School District 61 Police School Liaison Officers

*Attachments:* [Letter - SD61 Police School Liaison](#)

## 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