



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

## Agenda - Final

### Council

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

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Monday, February 1, 2021

7:00 PM

Esquimalt Council Chambers

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*Ministerial Order No. M192 – June 17, 2020*

*Division 2 – Open meetings – municipalities 3. (2) A council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the Public Health Act.*

*Ministerial Order No. M116 – April 21, 2020*

*If you would like to provide written comments to Council, please submit your correspondence via email to [corporate.services@esquimalt.ca](mailto:corporate.services@esquimalt.ca) by 12:00 p.m. (noon) on the day of the meeting.*

*If you would like to provide comments to Council electronically via telephone during the meeting, please contact the Corporate Officer for further details and scheduling at 250-414-7135 by 4:30 p.m. on the day of the meeting.*

1. **CALL TO ORDER**
2. **LATE ITEMS**
3. **APPROVAL OF THE AGENDA**
4. **MINUTES**

- 1) [21-080](#) Minutes of the Special Council meeting held January 25, 2021  
*Attachments:* [Minutes of the Special Council meeting, January 25, 2021](#)
- 2) [21-081](#) Minutes of the Regular Council meeting held January 25, 2021  
*Attachments:* [Minutes of the Regular Council meeting, January 25, 2021](#)

5. **ELECTRONIC PUBLIC INPUT ON ANY ITEMS LISTED ON THE AGENDA**  
**Address Council on any item included on this Agenda, including Staff Reports and Communications (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.**
6. **STAFF REPORTS**

***Administration***

- 1) [21-060](#) Council Policy ADMIN-76 (Imaging of Municipal Records), Staff Report No. ADM-21-04

**Recommendation:**

That Council approve Council Policy ADMIN-76: Imaging of Municipal Records, as attached to Staff Report No. ADM-21-004.

*Attachments:* [Attachment No.1: Council Policy ADMIN-76 Imaging of Municipal Records](#)

**Finance**

- 2) [21-058](#) 2021 Local Grants Allocation, Staff Report No. FIN-21-003

**Recommendation:**

That Council consider the allocation of local grants in the amount of \$128,500 as set out in the schedule as attached to Staff Report No. FIN-21-003.

*Attachments:* [Attachment No. 1: 2021 Local Grant Worksheet](#)  
[Attachment No. 2: ADMIN-29 Local Grants - Esquimalt High School](#)  
[Attachment No. 3: ADMIN-32 \(Local Grants\)](#)  
[Attachment No. 4: ADMIN-52 \(Local Grant Brodeur\)](#)

**Engineering and Public Works**

- 3) [21-077](#) Early Budget Approval for IRM, Staff Report No. EPW-21-005

**Recommendation:**

That Council not give early budget approval to the study to investigate the implementation of Integrated Resource Management but review this supplementary request of \$100,000 within the framework of the budget review process.

**Development Services**

- 4) [21-059](#) Parking Bylaw Amendment - Electric Vehicle (EV) Ready New Construction, Staff Report No. DEV-21-077

**Recommendation:**

That Council resolves that Parking Bylaw, 1992, No 2011, Amendment Bylaw No. 3014, 2021, attached as Appendix A to Staff Report No. DEV-21-007, which would introduce requirements for parking stalls in new residential construction to have a minimum number of energized electric vehicle outlets, be given 1st, 2nd and 3rd readings.

*Attachments:* [Appendix A - Parking Amendment Bylaw No. 3014](#)

- 5) [21-071](#) Official Community Plan Amendment Application Consultation List Distribution – 819, 821, and 823 Esquimalt Road, Staff Report No. DEV-21-008

**Recommendation:**

That Council, having considered Sections 475 and 476 of the *Local Government Act*, authorize staff to circulate the Official Community Plan and Zoning amendment application, Proposed Development Concept Plan, attached as Appendix B to Staff Report DEV-21-008, detailing a proposal requiring a change to Official Community

Plan, Schedule B - Proposed Land Use Designations, for the parcels identified as 819 Esquimalt Road [PID 009-205-292; Lot 20, Section 11, Esquimalt District, Plan VIP265], 821 Esquimalt Road [PID 009-205-276; Lot 19, Section 11, Esquimalt District, Plan VIP265], and 823 Esquimalt Road [PID 006-854-940; Lot 18, Section 11, Esquimalt District, Plan VIP265], from 'Neighbourhood Commercial Mixed-Use' to 'High Density Residential', for Council to consider approval of the concurrent rezoning application for the subject property to permit the use of the parcel as one-hundred and four (104) seniors oriented multi-family residential units, to those persons, organizations, and authorities identified in Appendix A of Staff Report DEV-21-008.

*Attachments:* [Appendix A - OCP Amendment Circulation List](#)  
[Appendix B - OCP RZN Proposed Development Concept Plan](#)  
[Appendix C - Subject Property Airphoto, OCP and Zoning](#)

- 6) [21-039](#) Development Permit Application - 1158 Craigflower Road, Staff Report No. DEV-21-004

***Recommendation:***

That Council resolves that Development Permit No. DP000148, attached as Appendix A to Staff Report DEV-21-004, consistent with the architectural plan and landscape plan by Zebra Design, both stamped "Received October 9, 2020", be approved, and staff be directed to issue the permit (subject to receipt of the required landscape security) and register the notice on the title of the property located at 1158 Craigflower Road [PID 031-193-293, Lot B Section 2 Esquimalt District Plan EPP95842].

*Attachments:* [Appendix A - DP000148](#)  
[Appendix B - Aerial Map and CD No. 119 Zone 1158](#)  
[Appendix C - Architectural Drawings, Landscape Plan, and Surveyor's Site Plan](#)  
[Appendix D - Green Building Checklist](#)  
[Appendix E - Applicant's Comments for Development Permit Area Guidelines](#)

- 7) [21-040](#) Development Permit Application - 1160 Craigflower Road, Staff Report No. DEV-21-005

***Recommendation:***

That Council resolves that Development Permit No. DP000149, attached as Appendix A to Staff Report No. DEV-21-005, consistent with the architectural plan and landscape plan by Zebra Design, both stamped "Received October 9, 2020", be approved, and staff be directed to issue the permit (subject to receipt of the required landscape security) and register the notice on the title of the property located at 1160 Craigflower Road [PID 031-193-285, Lot A Section 2 Esquimalt District Plan EPP95842].

*Attachments:* [Appendix A - DP000149](#)  
[Appendix B - Aerial Map and CD No. 119 Zone](#)  
[Appendix C - Architectural Drawings, Landscape Plan, and Surveyor's Site Plan](#)  
[Appendix D - Green Building Checklist](#)  
[Appendix E - Applicant's Comments for Development Permit Area Guidelines](#)

## **7. BYLAWS**

- 1) [21-063](#) Council Procedure Bylaw No. 2715, 2009, Amendment Bylaw [No. 6], 2021, No. 3015 - For Adoption

*Attachments:* [Bylaw No. 3015 - Council Procedure Bylaw Amendment \[No 6\] 2021](#)

## **8. REPORTS FROM COMMITTEES**

- 1) [21-082](#) Draft Minutes of the Local Grant Committee meeting held January 20, 2021

*Attachments:* [Draft Minutes of the Local Grant Committee meeting, January 20, 2021](#)

## **9. COMMUNICATIONS**

### ***For Council's Consideration***

- 1) [21-066](#) Emails from Katrina Dwulit, Market Manager, Esquimalt Farmers Market, dated January 18 & 19, 2021, Re: Request for Space for 2021 Market Season & Emails of Support

*Attachments:* [Attachment No. 1: Email - EFM Request for Space in 2021](#)  
[Attachment No. 2: Letters of Support](#)

- 2) [21-078](#) Email from Tim Petropoulos, President, Victoria & Vancouver Island Greek Community Society, dated January 25, 2021, Re: Support for 200th Anniversary of Greek Independence Initiative

*Attachments:* [Email - Support for Anniversary of Greek Independence Initiative](#)

## **10. RISE AND REPORT**

## **11. ELECTRONIC PUBLIC COMMENT PERIOD**

**Address Council on any topic that impacts Esquimalt (excluding items which are or have been the subject of a Public Hearing). Limit 2 minutes per speaker.**

## **12. ADJOURNMENT**