



**THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH**

**Minutes of the REGULAR COUNCIL Meeting**

**July 25, 2022, 7:00 p.m.**

**Council Chambers**

Present: Mayor Windsor, Councillor Graham, Councillor Jensen, Councillor King, Councillor Paltiel, Councillor Thompson

Absent: Councillor Newton

Staff Present: Christine Culham, Chief Administrative Officer; Emilie Gorman, Director of Corporate Services/Corporate Officer; Troy Ziegler, Director of Financial Services; Jarret Matanowitsch, Director of Planning and Building Services; Nadine Dillabaugh, Manager of Human Resources and Organizational Development; Andrea Pickard, Planner; Pamela Martin, Deputy Corporate Officer

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**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**2. ACKNOWLEDGEMENT**

The Mayor respectfully acknowledged that the land on which we gather is the traditional territory of the WSÁNEĆ people which includes WJOLELP (Tsartlip) and S7ÁUTW (Tsawout) First Nations.

**3. APPROVAL OF AGENDA**

**3.1 Agenda of the July 25, 2022 Regular Council Meeting**

*MOVED AND SECONDED*

*That the agenda of the July 25, 2022 Regular Council meeting be approved as amended by adding:*

- 1. Item #15.18 - ArtSea re Grants Available for Arts and Culture - July 21, 2022*

**CARRIED UNANIMOUSLY**

#### **4. ADOPTION OF MINUTES**

##### **4.1 Minutes from the July 11, 2022 Regular Council Meeting**

*MOVED AND SECONDED*

*That the minutes from the July 11, 2022 Regular Council meeting be adopted as circulated.*

**CARRIED UNANIMOUSLY**

#### **5. BUSINESS ARISING FROM THE MINUTES (including motions and resolutions)**

No items.

#### **7. PUBLIC QUESTIONS**

No items.

#### **10. REPORTS OF COMMITTEES/MAYOR'S REPORT**

##### **10.4 Council Members Reports - External Bodies**

Mayor Windsor made a statement regarding the recent passing of Assistant Fire Chief (Ret.) Forrest Owens and offered our thoughts and condolences to his family, friends, colleagues, and community on behalf of Council, the Fire Department, municipal staff, and the community.

Mayor Windsor, and Councillors Thompson and Paltiel provided an overview of external/community meetings attended since the last Regular Council meeting.

*Councillor Jensen joined the meeting at 7:08 pm.*

*MOVED AND SECONDED*

*That District staff explore the creation of a scholarship for local high school students that are graduating and are interested in becoming a first responder, in memory of Forrest Owens.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That staff be asked to report back on further options for the CRD Climate action service withdrawal process.*

**CARRIED UNANIMOUSLY**

#### **11. STAFF REPORTS**

##### **11.1 BC Employer Training Grant Application**

The Manager of Human Resources and Organizational Development provided a presentation on the report and responded to questions from Council.

MOVED AND SECONDED

*That the Chief Administrative Officer is given the delegated authority to apply for grants under the Provincial Employer Training Grant program to support the skills development of current and new employees.*

**CARRIED UNANIMOUSLY**

11.2 MODO Car Share Partnership Update

The Director of Financial Services provided a presentation on the report and responded to questions from Council.

MOVED AND SECONDED

*That the new MODO partnership and usage model be endorsed.*

**CARRIED UNANIMOUSLY**

11.3 6765 Veyaness Road – Temporary Use Permit Renewal (3100-20-2/22)

The Planner provided a presentation on the report and responded to questions from Council. The applicant, Megan Turpin, responded to questions from Council.

MOVED AND SECONDED

1. *That with regard to the renewal of Temporary Use Permit #3100-21-1/19 to allow cannabis retail at 6765 Veyaness Road, an Opportunity for Public Input be scheduled for a future Council meeting.*
2. *That following the receipt of Public Input, Council approve the renewal of Temporary Use Permit #3100-21-1/19 at 6765 Veyaness Road for an additional three year period.*

**CARRIED UNANIMOUSLY**

11.4 OCP Review Project – What We Heard & Next Steps

The Director of Planning and Building Services provided a presentation on the report and responded to questions from Council.

MOVED AND SECONDED

1. *That a Special Committee of the Whole Meeting be convened in September 2022 to receive and discuss a 2<sup>nd</sup> Draft OCP; and*
2. *That the proposed general revisions, process and timeline for OCP consideration, outlined in this report, be endorsed.*

**CARRIED UNANIMOUSLY**

**12. BYLAWS**

12.1 Other Than Development Application Bylaws

12.1.1 Oil to Electric Heat Pump Financing Program Local Area Service Bylaw Amendment No.2

The Director of Planning and Building Services provided a presentation on the report and responded to questions from Council.

*MOVED AND SECONDED*

*That Central Saanich Financing for Heating System Retrofits Local Area Service Bylaw Amendment No. 2, 2124, 2022, be introduced and given first and second reading.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That Bylaw 2124 be read a third time.*

**CARRIED UNANIMOUSLY**

12.2 Development Application Bylaws

12.2.1 7103 Brentwood Drive – Rezoning and Development Permit

The Planner provided a presentation on the report and responded to questions from Council.

*MOVED AND SECONDED*

*That Land Use Bylaw Amendment Bylaw No. 2122 (7103 Brentwood Drive) be introduced and given First Reading.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That the development proposal for 7103 Brentwood Drive be referred to the Advisory Planning Commission for comment on:*

- 1. consideration of whether the building should include a basement;*
- 2. whether the application should be for a duplex or triplex instead of separate buildings;*
- 3. whether the distance between buildings should be staggered, so they don't look identical; and*
- 4. the roof decks, in relation to overlook, privacy concerns, and using the railings for access to the roof and solar panels.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

- 1. That Land Use Bylaw Amendment Bylaw No. 2122 (7103 Brentwood Drive) be given Second Reading and forwarded to public hearing.*
- 2. That with regard to Development Permit 3060-20-5/22 for 7103 Brentwood Drive, which includes variance, staff schedule and Opportunity to be Heard.*

3. *That prior to final adoption of Bylaw No. 2122 a payment of \$22,500 (3 x 7,500) as a Community Amenity Contribution be provided.*

**CARRIED UNANIMOUSLY**

12.2.2 1932 Mt. Newton Cross Road - Rezoning Application

[Land Use Bylaw Amendment Bylaw No. 2111, 2022]

*MOVED AND SECONDED*

*That Land Use Bylaw Amendment Bylaw No. 2111, 2022 (1932 Mt Newton Cross Road) be given Third Reading.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That Land Use Bylaw Amendment Bylaw No. 2111, 2022 (1932 Mt Newton Cross Road) be adopted.*

**CARRIED UNANIMOUSLY**

**13. UNFINISHED BUSINESS**

13.1 Notice of Motion - Submitted by Councillors King and Jensen on June 29, 2022

Notice of motion regarding a Modo special project.

*Introduced at the July 11, 2022 RCM.*

*MOVED AND SECONDED*

*WHEREAS a 'special project' led by an experienced community leader in collaboration with Central Saanich staff could resolve a missing component of the "made in Central Saanich Modo model";*

*WHEREAS Modo head office provides an excellent high-level service model. However, this alone does not provide the required nuanced knowledge and ideas needed to reach the Central Saanich community, including neighbourhood groups, and awareness of the various opportunities on the horizon in Central Saanich; and*

*WHEREAS combining Central Saanich staff, Modo and a project leader will provide the best chance of success by connecting Modo head office to the local level.*

*THEREFORE BE IT RESOLVED that Council establish a one-year Modo Project Team of Central Saanich staff and Carl Jensen to identify, operationalize and evaluate performance measures for focusing efforts on community support while reporting to Council on a quarterly or as-needed basis.*

*BE IT FURTHER RESOLVED that; Council appoint Carl Jensen as the special project team lead.*

Opposed (1): Councillor Paltiel

**CARRIED (5 to 1)**

13.2 Notice of Motion - Submitted by Councillors King and Thompson on June 29, 2022

Notice of motion regarding an e-bike facility.

*Introduced at the July 11, 2022 RCM.*

*MOVED AND SECONDED*

*WHEREAS the Climate Leadership plan states that the community needs to shift more significantly to active transportation modes to reach the District's greenhouse gas reduction targets for transportation;*

*WHEREAS the District's Active Transportation Plan (ATP) and Electric Vehicle and Electric Bike Strategy state that electric bicycles (e-bikes) present an opportunity to increase the rate of cycling among Central Saanich residents significantly; however, barriers exist related to theft, availability of charging and lack of secure bike parking; and*

*WHEREAS the ATP states that public buildings such as Municipal Hall and the Cultural Centre / Library should be outfitted with a dedicated e-bike charging area to address these barriers.*

*THEREFORE BE IT RESOLVED that the District install a secure bike/e-bike facility at the Municipal Hall to support residents, District staff and local business staff that wish to bike to Saanichton and/or leave their bike and take transit from Saanichton to other regional destinations, and that the District also explore ways to increase e-bike parking infrastructure in other locations.*

Opposed (1): Mayor Windsor

**CARRIED (5 to 1)**

13.3 Advisory Planning Commission (APC)

The Mayor provided information on his meeting with the APC Chair.

*MOVED AND SECONDED*

*That the Chair of the Advisory Planning Commission be invited to attend a Council meeting in November 2022 and in Spring 2023.*

**CARRIED UNANIMOUSLY**

13.4 Council Correspondence Policy – Possible Amendments

The Director of Corporate Services/Corporate Officer provided a presentation on the report and responded to questions from Council.

*MOVED AND SECONDED*

*That the amended Council Correspondence Policy be approved.*

Opposed (3): Mayor Windsor, Councillor Paltiel, Councillor Graham

**DEFEATED (3 to 3)**

**14. NEW BUSINESS (Including Motions and Resolutions)**

- 14.1 August 2022 Meeting Calendar  
*For information.*

**15. CORRESPONDENCE (Receive for General Information)**

- 15.1 E-Comm 911 re E-Comm Insider - June 30, 2022  
*For information.*
- 15.2 Town of View Royal re South Island Prosperity Partnership - July 4, 2022  
*For information.*
- 15.3 Municipal World re July 2022 Issue - July 8, 2022  
*For information.*
- 15.4 FCM Communique re Voice Newsletter - July 11, 2022  
*For information.*
- 15.5 Municipal World Insider re Shifting Perspective of Community Service - July 13, 2022  
*For information.*
- 15.6 MW Shares re Municipal World Podcast - July 13, 2022  
*For information.*
- 15.7 UBCM re The Compass - July 13, 2022  
*For information.*
- 15.8 South Island Prosperity Partnership re Insights - July 14, 2022  
*For information.*
- 15.9 Vancouver Island Economic Alliance re Summit Registration - July 14, 2022  
*For information.*
- 15.10 Corr Tse, M re Invitation to Workshop on Peninsula Innovation and Adaptation Gateway Strategy - July 15, 2022  
*For information.*
- 15.11 Resource Breakfast Series re Invitation to Attend Annual Series September 2022 - July 12, 2022  
*For information.*
- 15.12 FCM Connect re GMF New Website - July 19, 2022  
*For information.*

15.13 Municipal World Insider re 2022 Women of Influencer - July 20, 2022  
*For information.*

15.14 MW Shares re Municipal World Podcast - July 20, 2022  
*For information.*

15.15 UBCM re The Compass - July 20, 2022  
*For information.*

15.16 Vancouver Island Economic Alliance re Summit Early Bird Savings - July 20, 2022  
*For information.*

15.17 CRD re First Nations Relations Communications Framework - July 21, 2022  
*For information.*

15.18 Late: ArtSea re Grants Available for Arts and Culture - July 21, 2022  
*For information.*

**17. ADJOURNMENT**

On motion, the meeting adjourned at 9:01 p.m.

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Mayor Windsor

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Emilie Gorman, Director of Corporate  
Services/Corporate Officer