



THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH
Minutes of the REGULAR COUNCIL Meeting

February 12, 2024, 6:30 p.m.
Council Chambers

Present: Mayor Windsor, Councillor Graham, Councillor Newton, Councillor Paltiel, Councillor Riddell, Councillor Thompson

Absent: Councillor King

Staff Present: Christine Culham, Chief Administrative Officer; Emilie Gorman, Director of Corporate Services/Corporate Officer; Troy Ziegler, Director of Financial and Information Technology Services/ Chief Financial Officer; Jarret Matanowitsch, Director of Planning and Building Services; Dale Puskas, Director of Engineering; Fernando Pimentel, Manager of Finance; Yvan Sylvestre, Manager of Infrastructure; Tony Bousquet, Manager of Information Technology; Kerri Clark, Manager of Development Services; Ivo Van der Kamp, Planner; Pamela Martin, Deputy Corporate Officer

1. CALL TO ORDER

The meeting was called to order at 7:01 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 SʔAUTW (Tsawout) First Nations.

3. APPROVAL OF AGENDA

3.1 Agenda of the February 12, 2024 Regular Council Meeting

MOVED AND SECONDED

That the agenda of the February 12, 2024 Regular Council meeting be approved as amended by adding late correspondence to item #8.3.1.

CARRIED UNANIMOUSLY

4. ADOPTION OF MINUTES

4.1 Minutes from the January 22, 2024 Special (Open) Council Meeting

MOVED AND SECONDED

That the minutes from the January 22, 2024 Special (Open) Council meeting be adopted as circulated.

CARRIED UNANIMOUSLY

4.2 Minutes from the January 22, 2024 Regular Council Meeting

MOVED AND SECONDED

That the minutes from the January 22, 2024 Regular Council meeting be adopted as circulated.

CARRIED UNANIMOUSLY

4.3 Minutes from the February 5, 2024 Special (Open) Council Meeting

MOVED AND SECONDED

That the minutes from the February 5, 2024 Special (Open) Council meeting be adopted as circulated.

CARRIED UNANIMOUSLY

7. PUBLIC QUESTIONS

There were no public questions.

8. PRESENTATIONS/PETITIONS AND DELEGATIONS

8.1 CRD Regional Water Service Development Cost Charge

The Director of Engineering provided an introduction of the report and presenters. Patrick Stephens, Project Manager from the Capital Regional District (CRD) provided an introduction of the presentation and project. Laura Bernier, Community Consultant from Urban Systems provided a presentation on the proposed Regional Water Supply Development Cost Charge program.

The presenters responded to questions from Council.

Councillor Graham left the meeting at 7:36 pm.

MOVED AND SECONDED

1. *That the District of Central Saanich ask the Regional Water Supply Commission to provide an independent third party review pertaining to the study assumptions and core items, ahead of any capital expenditure; and*
2. *That the District request that the Capital Regional District consider bulk water rate supports for agricultural land users and Development Cost Charge waivers for affordable and rental housing.*

It was requested that the motions be severed.

That the District of Central Saanich ask the Regional Water Supply Commission to provide an independent third party review pertaining to the study assumptions and core items, ahead of any capital expenditure.

Opposed (1): Mayor Windsor

CARRIED (4 to 1)

That the District request that the Capital Regional District consider bulk water rate supports for agricultural land users and Development Cost Charge waivers for affordable and rental housing.

CARRIED UNANIMOUSLY

8.2 South Island Farmer's Institute

Sol Kinnis from South Island Farmers Institute provided a presentation requesting financial support for the 2024 Farmer to Farmer Conference along with representation by a Council member.

MOVED AND SECONDED

That the South Vancouver Island Farmers Institute be given \$1,000 in support of their 2024 Farmer to Farmer conference.

CARRIED UNANIMOUSLY

8.3 Opportunities to be Heard

8.3.1 6983 Hagan Road – Applications Development Permit

The Planner provided an introduction of the application.

The Mayor invited the public to speak; there were no speakers.

8.3.2 7214 Veyaness Road – Application for Development Permit

The Planner provided an introduction of the application.

The Mayor invited the public to speak; there were no speakers.

8.3.3 7476 East Saanich Road – Application for Development Permit

The Planner provided an introduction of the application and responded to questions from Council.

The Director of Planning and Building Services responded to questions from Council.

The Mayor invited the public to speak; there were no speakers.

9. CORRESPONDENCE (Action Required or Recommended)

9.1 Corr Butchard Gardens re Urgent Request for Federal Tourism Support - February 6, 2024

MOVED AND SECONDED

That a letter of support be written for the Pacific NorthWest Economic Region's grant proposal under PacifiCan's Tourism Growth Program.

CARRIED UNANIMOUSLY

10. REPORTS OF COMMITTEES/MAYOR'S REPORT

10.3 Council Members Reports - External Bodies

Councillors Paltiel and Newton provided an overview of external/community meetings attended since the last Regular Council meeting.

11. STAFF REPORTS

11.1 Traffic Safety Grant Funding Opportunities

Report from the Director of Engineering.

MOVED AND SECONDED

1. *Delegate authority to Chief Financial Officer/Director of Finance and Information Technology to make submissions on grant funding and cost-share opportunities where awarded funding would not result in additional long-term operational cost obligations and where financial risks are low.*
2. *Direct staff to report to Council on applications quarterly or when successful applications are awarded.*
3. *Approve staff applications to the ICBC – Road Improvement Program and Vision Zero in Road Safety Grant Program.*

CARRIED UNANIMOUSLY

11.2 Award of Tender No. 24-001 – Vehicle - Tractor/Mower

Report from the Director of Financial and Information Technology Services/ Chief Financial Officer.

The Director of Engineering responded to questions from Council.

MOVED AND SECONDED

That Tender No. 24-001 be awarded to the lowest bidder meeting specifications, Vanderwal Equipment, at a cost of \$250,216.00 plus applicable taxes.

CARRIED UNANIMOUSLY

11.3 Award of Tender No. 23-011 – Brentwood Bay Sanitary Sewer Project – Contract A Linear Infrastructure

The Director of Financial and Information Technology Services/ Chief Financial Officer provided an introduction of the report.

The Director of Engineering responded to questions from Council.

MOVED AND SECONDED

That Tender No. 23-011, plus change orders not exceeding 5% of the total, be awarded to the lowest bidder, Hazelwood Construction Ltd., at a cost of \$8,831,631.32 exclusive of GST.

CARRIED UNANIMOUSLY

11.4 Q4 Traffic Safety Committee Update

The Director of Engineering provided an introduction of the report and responded to questions from Council.

The Director of Planning and Building Services responded to questions from Council.

For information.

11.5 Centennial Park Multi-Sport Box – Development Variance Permit (Height)

Report from the Director of Planning and Building Services.

MOVED AND SECONDED

That staff schedule an Opportunity to be Heard on Development Variance Permit 3090-20-1/24 to vary the building height for the proposed Centennial Park Multi-Sport Box at 1785 Hovey Road at a future Council meeting.

CARRIED UNANIMOUSLY

11.6 Short-Term Rental Accommodations and Alignment with Provincial Legislation

The Manager of Development Services provided an introduction of the report.

MOVED AND SECONDED

That consideration of the Short-Term Rental Accommodations and Alignment with Provincial Legislation report be deferred to Q2 2026.

CARRIED UNANIMOUSLY

11.7 Opportunity to be Heard

The Director of Planning and Building Services provided an introduction of the report and responded to questions from Council.

MOVED AND SECONDED

Staff prepare a Public Input Policy for Development Applications.

CARRIED UNANIMOUSLY

12. BYLAWS

12.1 Other than Development Application Bylaws

- 12.1.1 Heat Pump Financing Program Local Area Service Bylaw Amendment No. 10
Report from the Director of Planning and Building Services.

MOVED AND SECONDED

That Central Saanich Financing for Heating System Retrofits Local Area Service Bylaw Amendment No.10, 2171, 2024, be introduced and given first and second reading.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That Bylaw 2171 be read a third time.

CARRIED UNANIMOUSLY

12.2 Development Application Bylaws

- 12.2.1 6983 Hagan Road – Applications for Rezoning and Development Permit (Infill)
The Planner provided an introduction of the report.

The applicant, Rachael Sansom, provided a presentation on the application.

MOVED AND SECONDED

That Land Use Bylaw Amendment Bylaw No. 2162 (6983 Hagan Road) be introduced and given First Reading.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That Rezoning Application 3360-20-7/23 and Development Permit Application 3060-20-7/23 for 6983 Hagan Road be referred to the Advisory Planning Commission for comment.

CARRIED UNANIMOUSLY

- 12.2.2 7214 Veyaness Road – Applications for Rezoning and Development Permit (Infill)

The Planner provided an introduction of the report and responded to questions from Council.

The applicant, Rachael Sansom, provided a presentation on the application and responded to questions from Council.

MOVED AND SECONDED

That Land Use Bylaw Amendment Bylaw No. 2144 (7214 Veyaness Road) be introduced and given First Reading.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That Rezoning Application 3360-20-11/23 and Development Permit with Variances Application 3060-20-5/23 for 7214 Veyaness Road be referred to the Advisory Planning Commission for comment, including on the Lot C variance request in relation to lot width.

CARRIED UNANIMOUSLY

12.2.3 7476 East Saanich Road – Applications for Rezoning and Development Permit (Infill)

The Planner provided an introduction of the report.

The applicants, Evan Whitehead and Tara Cumming, provided a presentation on the application and responded to questions from Council.

MOVED AND SECONDED

That That Land Use Bylaw Amendment Bylaw No. 2148 (7476 East Saanich Road) be introduced and given First Reading.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That referral of Rezoning Application 3360-20-6/23 and Development Permit Application 3060-20-6/23 for 7476 East Saanich Road to the Advisory Planning Commission be waived.

Opposed (2): Councillor Newton, and Councillor Riddell

CARRIED (3 to 2)

MOVED AND SECONDED

1. *That Land Use Bylaw Amendment Bylaw No. 2148 (7476 East Saanich Road) be given Second Reading.*
2. *That Land Use Bylaw Amendment Bylaw No. 2148 (7476 East Saanich Road) be given Third Reading.*
3. *That prior to adoption of Land Use Bylaw Amendment Bylaw No. 2148 (7476 East Saanich Road), a contribution be made to the General Amenity Fund of \$5,500 and to the Affordable or Supportive Housing Amenity Fund of \$2,000, for a total of \$7,500.*

CARRIED UNANIMOUSLY

- 12.2.4 938 Verdier Avenue - Applications for Rezoning and Development Permit (Infill)
Public Hearing held February 12, 2024. Consideration of adoption of the bylaw pending contribution to the General Amenity Fund and Affordable or Supportive Housing Amenity Fund and registration of covenant.

The Director of Engineering responded to questions from Council.

MOVED AND SECONDED

That Land Use Bylaw Amendment Bylaw No. 2079 (938 Verdier Avenue) be given third reading.

CARRIED UNANIMOUSLY

13. UNFINISHED BUSINESS

13.1 Development Approval Process and Efficiencies

The Manager of Development Services provided an overview on the January 22, 2024 RCM report and responded to questions from Council.

MOVED AND SECONDED

That Delegation of Authority Bylaw Amendment No. 2, 2167 be introduced and given first and second reading second.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That Bylaw No. 2167 be given third reading.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That Public Notice Bylaw No. 2169 be introduced and given first and second reading.

Opposed (1): Councillor Newton

CARRIED (4 to 1)

MOVED AND SECONDED

That Bylaw No. 2169 be given third reading.

Opposed (1): Councillor Newton

CARRIED (4 to 1)

MOVED AND SECONDED

That Development Applications Procedure Bylaw Amendment No. 2, 2170 be introduced and given first and second reading.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That Bylaw No. 2170 be given third reading.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That Council's Policy 01.PLAN Development Applications Process be adopted as amended.

CARRIED UNANIMOUSLY

13.2 Priority Application Policy

The Director of Planning and Building Services provided an overview on the January 22, 2024 RCM report and responded to questions from Council.

The Chief Administrative Officer responded to questions from Council.

MOVED AND SECONDED

That consideration of the Priority Application Policy be deferred until June of 2025.

Opposed (1): Councillor Riddell

CARRIED (4 to 1)

13.3 Provincial Housing Legislation – Zoning Amendments

The Director of Planning and Building Services provided an overview on the January 22, 2024 RCM report and responded to questions from Council.

MOVED AND SECONDED

That Council support the approach for a new zoning framework outlined in the report received January 22, 2024, including that the framework address all residential zones within the Urban Containment Boundary.

CARRIED UNANIMOUSLY

13.4 Notice of Motion - Submitted by Councillors Newton and Riddell on January 14, 2024

Notice of motion regarding electric kick scooter pilot project.

Introduced at the January 22, 2024 RCM.

The Director of Engineering and Chief Administrative Officer responded to questions from Council.

MOVED AND SECONDED

That the meeting be extended past 10:00 p.m.

CARRIED UNANIMOUSLY

MOVED AND SECONDED

That consideration of the Notice of Motion regarding the electric kick scooter pilot project be deferred until staff report back to Council at the next meeting.

CARRIED UNANIMOUSLY

13.5 Notice of Motion - Submitted by Councillor King on January 17, 2024

Notice of motion regarding the business license for Sea Dog Farms.

Introduced at the January 22, 2024 RCM.

MOVED AND SECONDED

WHEREAS under the previous business license bylaw, the District of Central Saanich levied a fee on Sea Dog Farm that has gone unpaid due to a disagreement about whether the previous bylaw exempted farms, and

WHEREAS the District is withholding the 2024 Licence renewal to Sea Dog Farm due to the prior year's outstanding fees of \$120, and

WHEREAS the District has recently amended the business license bylaw to specifically exempt business license fees for farm operations, but this exemption was not made retroactive and has not resolved the previous outstanding charge, and

WHEREAS this current dispute is unproductive and calls for the council to exercise its ability to annul the fee so that parties can move on, thus making the remedy consistent with its current policy of exempting business license fees for farms.

THEREFORE BE IT RESOLVED that the outstanding business license fee be annulled and that there be no further withholding of licenses to Sea Dog regarding this matter.

CARRIED UNANIMOUSLY

13.6 Notice of Motion - Submitted by Councillor King on January 12, 2024

Notice of motion regarding heavy duty vehicle climate emissions.

Approved at the January 22, 2024 RCM. For reconsideration to follow UBCM standards for resolutions for inclusion in the 2024 AVICC Resolutions Book.

MOVED AND SECONDED

WHEREAS many local governments in BC have set Green House Gas (GHG) emission reduction targets;

AND WHEREAS like other local governments, the District of Central Saanich has made progress in reducing emissions, yet has findings to indicate that heavy-duty truck emissions have increased,

while there are few available local government legislative or financial powers to change this trajectory:

THEREFORE BE IT RESOLVED that AVICC and UBCM call on the Province to use its financial and legislative powers to take further action to reduce the emissions from the heavy-duty trucks, which may include requiring a higher mixture of biodiesel, electrification, or further incentives to decarbonize heavy-duty vehicle fleets.

CARRIED UNANIMOUSLY

15. CORRESPONDENCE (Receive for General Information)

- 15.1 Corr Willows, D re CSCA Climate Action Taskforce - July 10, 2023
For information.
- 15.2 Corr Laposa-Wilde, J re Important Bat Habitat at 1934 Cultra Avenue - December 21, 2023
For information.
- 15.3 Corr Hansen, T re Free and Discounted Transit Passes - Jan 18, 2024
For information.
- 15.4 Corr Mayor Williams, re Funding for Pacific Centre Family Services - Jan 19, 2024 -
For information.
- 15.5 Corr Apouchtine, A re Senior Accessibility - January 19, 2024
For information.
- 15.6 Corr Smith, G re Legislative Reform Initiative Update - January 19, 2024
For information.
- 15.7 Corr Lacap, E re Active Transportation Plan - January 22, 2024
For information.
- 15.8 Corr Woodlinger, K re 4Way Stop at Marchand and Wallace Dr - January 23, 2024
For information.
- 15.9 Corr Mayor Anderson re Support for Bill-34 - Jan 26, 2024
For information.
- 15.10 Corr Mayor Dahl re Letter to Minister Farnworth on the Community Safety Act - Jan 31, 2024
For information.
- 15.11 Corr Canning, K re Social media censorship - Feb 7, 2024
For information.

16. CLOSED MEETING

16.1 Motion to Close

MOVED AND SECONDED

That Council convene a closed meeting pursuant to the following subsections of the Community Charter:

90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (a) 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;*
- (c) labour relations or other employee relations;*
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*
- (g) litigation or potential litigation affecting the municipality;*
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and*
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

CARRIED UNANIMOUSLY

The meeting was closed to the public at 10:10 p.m.

The meeting recessed back to open at 10:32 p.m.

17. ADJOURNMENT

On motion, the meeting adjourned at 10:33 p.m.

Mayor Windsor

Emilie Gorman, Director of Corporate
Services/Corporate Officer