



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

**April 14, 2025, 7:00 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; Jarret Matanowitsch, Director of Planning and Building Services; Dale Puskas, Director of Engineering; Britt Burnham, Manager of Community Services; Pamela Martin, Deputy Corporate Officer; Julie Bull, Community Planner; Davin Contois, Planner

---

**1. CALL TO ORDER**

The meeting was called to order at 7:16 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 STÁUTW (Tsayout) First Nations.

**3. APPROVAL OF AGENDA**

3.1 Agenda of the April 14, 2025 Regular Council Meeting

*MOVED AND SECONDED*

*That the agenda of the April 14, 2025 Regular Council meeting be approved as amended by:*

- *adding late correspondence to items #8,1,1 and #15.6; and*
- *re-ordering the agenda to have items #11.1 and #12.1.1 be considered following item #8.1.1.*

**CARRIED UNANIMOUSLY**

**4. ADOPTION OF MINUTES**

4.1 Minutes from the February 24, 2025 Regular Council Meeting

*MOVED AND SECONDED*

*That the minutes from the February 24, 2025 Regular Council meeting be adopted as circulated.*

**CARRIED UNANIMOUSLY**

4.2 Minutes from the March 24, 2025 Regular Council Meeting

*MOVED AND SECONDED*

*That the minutes from the March 24, 2025 Regular Council meeting be adopted as circulated.*

**CARRIED UNANIMOUSLY**

4.3 Minutes from the March 31, 2025 Special (Open) Council Meeting

*MOVED AND SECONDED*

*That the minutes from the March 31, 2025 Special (Open) Council meeting be adopted as circulated.*

**CARRIED UNANIMOUSLY**

4.4 Minutes from the April 7, 2025 Special (Open) Council Meeting

*MOVED AND SECONDED*

*That the minutes from the April 7, 2025 Special (Open) Council meeting be adopted as circulated.*

**CARRIED UNANIMOUSLY**

**7. PUBLIC QUESTIONS**

Arn van Iersel (Turgoose Road): Asked a question regarding having public engagement and what is allowed on a non-conforming lot in regards to item #9.1.

**8. PRESENTATIONS/PETITIONS AND DELEGATIONS**

8.1 Opportunity to be Heard

8.1.1 952 Paconla Place - Development Variance Permit

The Planner provided an introduction of the application.

The Mayor opened the floor to the public; there were no speakers.

*MOVED AND SECONDED*

*That Development Variance Permit No. 3090-20-04/24 for the conversion of a garage to an accessory dwelling unit at 952 Paconla Place be authorized for issuance.*

**CARRIED UNANIMOUSLY**

## 11. STAFF REPORTS

### 11.1 8165 Derrinberg Road – Temporary Use Permit

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

The applicants, Kevin and Shawna Walker, provided an introduction of their application and responded to questions from Council.

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

*Councillor Paltiel withdrew from the meeting at 8:02 p.m.*

#### *MOVED AND SECONDED*

1. *That the Temporary Use Permit application to temporarily permit two dwelling units in the form of trailers/RVs at 8165 Derrinberg Road be referred to the Advisory Planning Commission.*
2. *That a fourth bullet be added to the proposed staff motion, following the Advisory Planning Commission referral.*
  - *4. That staff receive legal advice to ensure that any obvious liability issues to the District are resolved.*

#### **Amendment:**

#### *MOVED AND SECONDED*

*That the motion be amended by adding a new bullet point:*

5. *That the Temporary Use Permit be restricted to one-year, with an application for an Accessory Dwelling Unit to be brought forward prior to the end of that one-year.*

Opposed (3): Mayor Windsor, Councillor Graham, and Councillor Thompson

**DEFEATED (2 to 3)**

#### **On the main motion:**

**CARRIED UNANIMOUSLY**

## 12. BYLAWS

### 12.1 Other than Development Application Bylaws

#### 12.1.1 Light Industrial Zoning Bylaw Update

The Director of Planning and Building Services provided a presentation on the report.

*MOVED AND SECONDED*

*That staff strike "not exceeding 75 m<sup>2</sup> gross floor area" from section 1 (c)(16) of the proposed bylaw.*

Opposed (1): Mayor Windsor

**CARRIED (4 to 1)**

*MOVED AND SECONDED*

*That the District provide public notification of consideration of 1st reading of Zoning Amendment Bylaw No. 2223 to amend the I1 – Light Industrial Zoning Regulations and Zoning Amendment Bylaw No. 2233 to amend the CD-1 Zoning (Gateway Park).*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That staff review uses and identify any part of the Zoning Bylaw update that might not be appropriate for the Keating Industrial Area or Gateway Park.*

**CARRIED UNANIMOUSLY**

## **9. CORRESPONDENCE (Action Required or Recommended)**

- 9.1 Corr Tsawout First Nation re Request for Support to Utilize Parking Space for Oil Spill Emergency Response Equipment Storage - March 26, 2025

The Director of Engineering responded to questions from Council.

*MOVED AND SECONDED*

*That the correspondence be referred to staff to work with the Tsawout First Nation and the adjacent neighbourhood on the feasibility of the proposal.*

**CARRIED UNANIMOUSLY**

- 9.2 Corr North and South Saanich Agricultural Society re Saanich Fair Letter of Support - April 8, 2025

*Councillor Thompson withdrew from the meeting at 8:35 p.m. due to a pecuniary conflict of interest, as his wife is a Director on the North and South Saanich Agricultural Society.*

*MOVED AND SECONDED*

*That the District write a letter of support for the North & South Saanich Agricultural Society for their grant application.*

**CARRIED UNANIMOUSLY**

*Councillor Thompson returned to the meeting at 8:36 p.m.*

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

- 10.1 COTW (Committee of the Whole)

### 10.1.1 Motions from the April 14, 2025 Committee of the Whole

*Councillor Thompson withdrew from the meeting at 8:36 p.m.*

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

*MOVED AND SECONDED*

*That staff contemplate the impact of the project scope of exploring increased density (multi-unit housing), at the intersection of East Saanich Road and south of Saanich Cross Road, from that intersection to the Trans Canada Highway.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

- 1. That staff be directed to proceed with the workplan to update the Central Saanich Zoning Bylaw; and*
- 2. That the Zoning Bylaw report and presentation be referred to the Advisory Planning Commission for information and early input.*

**CARRIED UNANIMOUSLY**

*Councillor Thompson returned to the meeting at 8:38 p.m.*

*MOVED AND SECONDED*

*That staff engage, as part of the Zoning Bylaw update project, on small-scale zoning to encourage small-scale commercial throughout the District, in the commercial nodes.*

**Amendment:**

*MOVED AND SECONDED*

*That the motion be amended as follows*

*That staff engage, as part of the Zoning Bylaw update project, on small-scale zoning to encourage small-scale commercial throughout the District, in the commercial **and residential nodes within the urban containment boundary.***

**CARRIED UNANIMOUSLY**

**Motion as Amended:**

*That staff engage, as part of the Zoning Bylaw update project, on small-scale zoning to encourage small-scale commercial throughout the District, in the commercial and residential nodes within the urban containment boundary.*

**CARRIED UNANIMOUSLY**

## 10.2 All Other Committees of Council

### 10.2.1 Saanich Peninsula Accessibility Advisory Committee

10.2.1.1 Minutes from the March 27, 2025 SPAAC Meeting  
*For information.*

10.2.1.1.1 Motion: On-Street Accessible Parking Standard Update  
**MOVED AND SECONDED**  
*That when the District is updating parking or bylaw fees, that the fines for inappropriate use of accessible parking spots are made consistent across all three municipalities and to be at minimum, the amount defined by the Province, or higher.*  
**CARRIED UNANIMOUSLY**

10.2.1.1.2 Motion: National Accessibility Awareness Week 2025  
**MOVED AND SECONDED**  
*That the District invest more in promoting National Accessibility Awareness Week by using more channels to engage more people, such as through Social Media, the Peninsula News Review, and Sea Side Magazine.*  
**CARRIED UNANIMOUSLY**

**MOVED AND SECONDED**  
*That the District annually recognize and promote National Accessibility Awareness Week.*  
**CARRIED UNANIMOUSLY**

10.2.2 Peninsula and Area Agricultural Committee

10.2.2.1 Minutes from the November 14, 2024 PAAC Meeting  
*For information.*

10.2.2.2 Minutes from the January 9, 2025 PAAC Meeting  
*For information.*

10.2.2.3 Minutes from the February 13, 2025 PAAC Meeting  
*For information.*

**11. STAFF REPORTS**

11.2 What We Heard 2025 Draft Financial Plan  
Report from the Director of Corporate Services/Corporate Officer.

*For information.*

- 11.3 HEL,HILEÇ Signage  
Report from the Director of Corporate Services/Corporate Officer.  
*For information.*
- 11.4 Award of Tender No. 25-001 – Brentwood Bay Sanitary Sewer Project Contract B - Pumpstations  
*Councillor Riddell withdrew from the meeting at 8:49 p.m. due to a non-pecuniary conflict of interest, in relation to one of the applicants.*

The Director of Engineering responded to questions from Council.

*MOVED AND SECONDED*

*That Tender No. 25-001, including change orders within budget, be awarded to C-1 Contractors Ltd., at a cost of \$4,393,829.00 exclusive of GST.*

**CARRIED UNANIMOUSLY**

*Councillor Riddell returned to the meeting at 8:51 p.m.*

## **12. BYLAWS**

### 12.1 Other than Development Application Bylaws

#### 12.1.2 2025 Fees and Charges Bylaw Amendments

The Interim Director of Finance/Chief Financial Officer provided an introduction of the report.

*MOVED AND SECONDED*

*That Central Saanich Fees and Charges Bylaw 2229 be introduced and read a first time.*

**CARRIED UNANIMOUSLY**

The Director of Corporate Services/Corporate Officer responded to questions from Council.

*MOVED AND SECONDED*

*That Central Saanich Fees and Charges Bylaw 2229 be read a second time, as amended by having an offsite Public Hearing cost be \$5,000.*

Opposed (1): Councillor Newton

**CARRIED (4 to 1)**

*MOVED AND SECONDED*

*That Central Saanich Fees and Charges Bylaw 2229 be read a third time, as amended.*

**CARRIED UNANIMOUSLY**

12.1.3 Parks Bylaw Amendment for Childcare

*MOVED AND SECONDED*

*That Bylaw No. 2155, Central Saanich Parks Management and Control Amendment Bylaw No. 3, No. 2155, 2025, be adopted.*

**CARRIED UNANIMOUSLY**

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

15.1 Corr Hourigan, B re Bylaw Complaint

*For information.*

15.2 Corr Allen, P re Swimming Pool Request - March 19, 2025

*For information.*

15.3 Village of Daajing Giids re Municipal-Owned Cannabis Retail Stores - March 21, 2025

*For information.*

15.4 Corr Lockhard, D and C re Unauthorized Removal of Plants and Ongoing Vehicle Concerns - March 23, 2025

*For information.*

15.5 Corr Dutchak, S re Civic Redevelopment 1903 Mount Newton Cross Road - March 25, 2025

*For information.*

15.6 Corr Rebneris, D re Municipal Hall Redevelopment - March 26, 2025

*For information.*

15.7 Corr Canamera re Request for Temporary Road Closure - March 27, 2025

The Director of Engineering responded to questions from Council.

*For information.*

15.8 Corr Allen, B re Short Term Rentals - March 31, 2025

*For information.*

15.9 Corr Perras, P re Call to Support the Ten - April 2, 2025

*For information.*

15.10 Corr Ministry of Health re Nasal Nalaxone Pilot - April 2, 2025

*For information.*

15.11 Corr Lawson, D re April 7th Special (Open) Council Meeting - April 4, 2025

*For information.*



15.12 Corr District of Sechelt re AVICC Resolution - Mandatory Good Neighbour Agreement - April 4, 2025

*For information.*

15.13 Corr Creviston, J re Road and Driveway Repair - April 4, 2025

*For information.*

15.14 Corr E re Inquiry Regarding Proposed 1903 Mt Newton Cross Road Project - April 7, 2025

*For information.*

15.15 Corr Headwater Projects re Support for Proposed Light Industrial Zoning Bylaw Amendment - April 10, 2025

*For information.*

15.16 LATE Corr van Iersel, A re Request by Tsawout First Nations - April 11, 2025

*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:*

- (c) labour relations or other employee relations; and*
- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;*

*90(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following*

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

**CARRIED UNANIMOUSLY**

The meeting was closed to the public at 8:59 p.m.

The meeting recessed back to open at 9:10 p.m.

**17. ADJOURNMENT**

On motion, the meeting adjourned at 9:10 p.m.

---

Mayor Windsor

---

Emilie Gorman, Director of Corporate  
Services/Corporate Officer

DRAFT