



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

**April 13, 2026, 6:00 p.m.**  
**Council Chambers**

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

Staff Present: Christine Culham, Chief Administrative Officer; Emilie Gorman, Director of  
Corporate Services/Corporate Officer; Kristin Tryon, Director of Financial and  
Information Technology Services/Chief Financial Officer; Jarret Matanowitsch,  
Director of Planning and Building Services; Dale Puskas, Director of  
Engineering; Stacey Lee, Fire Chief; Ian Lawson, Chief Constable; Paul Douglas,  
Deputy Chief Constable; Fernando Pimentel, Deputy Director of Strategic  
Capital Planning; Lisa Banfield, Emergency Program Manager; Britt Burnham,  
Manager of Community Engagement; Cindy Wass-Thomas, Project  
Coordinator; Pamela Martin, Deputy Corporate Officer

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**1. CALL TO ORDER**

The meeting was called to order at 6:00 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 STÁUTW (Tsawout) First Nations.

**3. APPROVAL OF AGENDA**

3.1 Agenda of the April 13, 2026 Regular Council Meeting

*MOVED AND SECONDED*

*That the agenda of the April 13, 2026 Regular Council meeting be approved as amended by adding a new reason to close to item #19.1.*

**CARRIED UNANIMOUSLY**

**4. CLOSED MEETING**

4.1 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:*

- *(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; and*
- *(g) litigation or potential litigation affecting the municipality.*

**CARRIED UNANIMOUSLY**

The meeting was closed to the public at 6:02 p.m.

The meeting recessed back to open at 7:04 p.m.

**5. CONSENT AGENDA**

Councillor Graham requested that item #5.1 be pulled from the consent agenda.

Councillor King requested that all consent agenda items be pulled from the consent agenda.

The consent agenda items have been moved to become the following items:

- #5.1 to be considered as item #15.1.1;
- #5.2 to be considered as item #14.3;
- #5.3 to be considered as item #15.2.3; and
- #5.4 to be considered as item #15.1.2.

**6. ADOPTION OF MINUTES**

6.1 Minutes from the April 8, 2026 Special (Open) Council Meeting

*MOVED AND SECONDED*

*That the minutes from the April 8, 2026 Special (Open) Council meeting be adopted as circulated.*

**CARRIED UNANIMOUSLY**

6.2 Minutes from the March 30, 2026 Special (Open) Council Meeting

*MOVED AND SECONDED*

*That the minutes from the March 30, 2026 Special (Open) Council meeting be adopted as circulated.*

**CARRIED UNANIMOUSLY**

6.3 Minutes from the March 23, 2026 Regular Council Meeting

*MOVED AND SECONDED*

*That the minutes from the March 23, 2026 Regular Council meeting be adopted as circulated.*  
**CARRIED UNANIMOUSLY**

**9. PUBLIC QUESTIONS OR FEEDBACK**

Cindy Barton (Peninsula Pickleball Community Club): Spoke regarding correspondence on the agenda, expressing concern about their club's summer court booking request being denied.

Kathleen Zimmerman (Brentwood Bay): Asked for an update on the status and anticipated timing of the District's Agricultural Plan.

Dan Ireland (Meadowbank Road): Spoke regarding correspondence submitted by Ireland Farms, clarifying the letter was not intended as notice of claim. Questioned how the District proposes to prevent and resolve ongoing flooding of ALR farmland in Maber Flats.

Mary Ann Leeson (Maber Flats): Asked how additional water associated with wetland management in the Maber Flats area will be managed and noted that the wetland is not absorbing excess water.

**13. REPORTS OF COMMITTEES/MAYOR'S REPORT**

13.1 COTW (Committee of the Whole)

13.1.1 Motion from the March 30, 2026 COTW

*MOVED AND SECONDED*

*That the Police Board review what would be required to post records of Police Board meetings, following what Council currently does, and report back to Council at a future date.*

**CARRIED UNANIMOUSLY**

13.1.2 Motions from the April 8, 2026 COTW

The Chief Constable responded to questions from Council.

*MOVED AND SECONDED*

*That Council does not approve the \$82,000 increase in the E-Comm dispatch budget services and therefore the Police Board must find the equivalent savings.*

**Amendment:**

*MOVED AND SECONDED*

*That the motion be amended as follows:*

*That Council does not approve the ~~\$82,000~~ \$42,000 increase **for services in 2026** in the E-Comm dispatch budget services and therefore the Police Board must find the equivalent savings.*

Opposed (3): Mayor Windsor, Councillor Graham, and Councillor Paltiel  
**CARRIED (4 to 3)**

**Motion as Amended:**

*That Council does not approve the \$42,000 increase for services in 2026 in the E-Comm dispatch budget services and therefore the Police Board must find the equivalent savings.*

Opposed (4): Mayor Windsor, Councillor Graham, Councillor Paltiel, and Councillor Riddell

**DEFEATED (3 to 4)**

*MOVED AND SECONDED*

*That Council request that the Police Board coordinate a presentation from E-Comm to Council and the Police Board.*

**CARRIED UNANIMOUSLY**

13.2 All Other Committees of Council

13.2.1 Peninsula and Area Agricultural Commission

13.2.1.1 Minutes from the March 12, 2026 PAAC Meeting  
*For information.*

13.2.1.1.1 Motion: Temporary use Permits for Farms  
*MOVED AND SECONDED*  
*That Central Saanich look into the wording of the bylaw for Temporary Use permit for farms and what constitutes farm accommodations, to not include trailers and RVs that do not meet standards of buildings.*  
**CARRIED UNANIMOUSLY**

**14. STAFF REPORTS**

14.1 Election 2026 – Appointment of Elections Officer

The Chief Administrative Officer provided an introduction of the report and responded to questions from Council.

*MOVED AND SECONDED*

*That staff seek a third-party contractor to be hired to run the 2026 local general election and once selected that individual names be brought forward to be appointed by Council as the Chief Elections Officer.*

Opposed (6): Mayor Windsor, Councillor Graham, Councillor Newton, Councillor Paltiel, Councillor Riddell, and Councillor Thompson

**DEFEATED (1 to 6)**

*MOVED AND SECONDED*

*That for the Local General Election 2026, the following be appointed as Elections Officer:*

- *Chief Election Officer – Emilie Gorman*
- *Deputy Chief Election Officer – Pamela Martin*

**CARRIED UNANIMOUSLY**

14.2 Employee Elections and Political Conduct Policy

The Director of Corporate Services/Corporate Officer provided an introduction of the report.

*MOVED AND SECONDED*

1. *That Council adopt Policy No. 24-ADMIN, Elections Conduct Policy.*
2. *That Council refers the Policy No. 24-ADMIN to the Central Saanich Police Board for their consideration of similar policy for their administration.*

**CARRIED UNANIMOUSLY**

14.3 FireSmart Community Funding Grant

(Reordered from item #5.2)

The Fire Chief, Chief Administrative Officer, and Emergency Program Manager responded to questions from Council.

*MOVED AND SECONDED*

*That Council provide a resolution supporting the District of Central Saanich submitting a joint application to UBCM under the Community Resilience Investment Program, FireSmart Community Funding & Supports stream, with the District of Central Saanich acting as the primary applicant and the District of North Saanich as the sub-applicant, and that the District of Central Saanich be authorized to receive and administer the grant funding on behalf of both municipalities.*

**CARRIED UNANIMOUSLY**

**15. BYLAWS**

15.1 Other than Development Application Bylaws

15.1.1 Bylaw No. 2261 for Speed Regulation

(Reordered from item #5.1)

The Director of Engineering responded to questions from Council.

*MOVED AND SECONDED*

*That Central Saanich Speed Reduction Bylaw No. 2261, 2026 be adopted.*

Opposed (2): Councillor Graham, and Councillor King

**CARRIED (5 to 2)**

15.1.2 Parcel Tax Roll Bylaw 2026

(Reordered from item #5.4)

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

*MOVED AND SECONDED*

*That Bylaw No. 2264, Parcel Tax Roll, 2026, be introduced and read a first and second time.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That Bylaw No. 2264 be read a third time.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That the Parcel Tax Review Panel be convened.*

**CARRIED UNANIMOUSLY**

**15. BYLAWS**

15.2 Development Application Bylaws

15.2.1 1903 Mt. Newton Cross Road – OCP And Zoning Bylaw Amendment (4th Report)

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

*MOVED AND SECONDED (on March 23, 2026)*

*That Zoning Amendment Bylaw No. 2252 (1903 Mt. Newton Cross Road) be given Third Reading.*

*MOVED AND SECONDED*

*That consideration of the motion be deferred until the April 27 meeting.*

Opposed (1): Mayor Windsor

**CARRIED (6 to 1)**

15.2.2 1882 Hovey Road – OCP and Zoning Bylaw Amendment (4th Report)

*MOVED AND SECONDED*

*That OCP Amendment Bylaw No. 2255 (1882 Hovey Road) be adopted.*

Opposed (2): Councillor King, and Councillor Thompson

**CARRIED (5 to 2)**

*MOVED AND SECONDED*

*That Zoning Amendment Bylaw No. 2254 (1882 Hovey Road) be adopted.*

Opposed (1): Councillor King  
**CARRIED (6 to 1)**

5.3 6922 Saanich Cross Road – Bylaw Amendment

(Reordered from item #5.3)

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

*MOVED AND SECONDED*

*That Zoning Bylaw Amendment Bylaw No. 2216, 2024 (6922 Saanich Cross Road) be adopted.*

**CARRIED UNANIMOUSLY**

*MOVED AND SECONDED*

*That Development Permit application 3060-20-22/21 (6922 Saanich Cross Road), which includes variances for lot frontage and setbacks, be authorized for issuance.*

**CARRIED UNANIMOUSLY**

**16. UNFINISHED BUSINESS**

16.1 Notice of Motion Submitted by Councillor King - January 22, 2026

Notice of motion regarding expanding public participation mechanisms.

*Introduced at the March 9, 2026 RCM. Deferred consideration at the March 23, 2026 RCM.*

The Chief Administrative Officer responded to questions from Council.

*MOVED AND SECONDED (on March 23, 2026)*

*WHEREAS the International Association for Public Participation (IAP2) defines the Collaborate and Empower levels of public participation as those in which residents work directly with decision-makers and, in some cases, exercise delegated decision-making authority, ensuring public input has a material impact on outcomes, and*

*WHEREAS several Canadian municipalities, including the City of Vancouver through its Engagement Framework (2022) and the City of Calgary through its Engage Policy (2021), have operationalized IAP2 principles by establishing structured mechanisms such as citizen panels, participatory policy development processes, and formal feedback loops to strengthen public trust, accountability, and shared ownership of decisions.*

*THEREFORE BE IT RESOLVED that Council direct staff to prepare and return options for expanding the District's public participation mechanisms to more fully align with the IAP2 Collaborate and Empower levels, including but not limited to:*

- 1. the establishment of a Participatory Policy Forum through which residents are directly involved in co-developing recommendations on significant municipal policies, plans, or initiatives, and*

2. *the creation of a Citizen Liaison Group mandated to advise Council on future amendments to the Procedures Bylaw and to periodically review and evaluate the District's overall public engagement practices,*

*AND BE IT FURTHER RESOLVED that the options presented identify scope, governance structure, resourcing implications, and clear criteria for when Collaborate or Empower-level processes would be used.*

**MOVED AND SECONDED**

*That the motion be referred to the incoming Council, post the 2026 general local election.*

Opposed (2): Councillor King, and Councillor Newton

**CARRIED (5 to 2)**

16.2 Notice of Motion Submitted by Mayor Windsor - March 13, 2026

Notice of motion regarding a submission to UBCM related to consecutive terms of office.

*Introduced at the March 23, 2026 RCM.*

**MOVED AND SECONDED**

*WHEREAS local government in British Columbia relies on democratic accountability and regular opportunities for new leadership and perspectives within municipal and regional district governance;*

*AND WHEREAS extended tenure of elected officials in the same office over multiple decades may limit opportunities for broader participation in local government and may contribute to entrenchment of incumbency;*

*AND WHEREAS reasonable term limits can support democratic renewal while still allowing experienced elected officials to return to office after a break in service;*

*THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities request that the Province of British Columbia amend the Community Charter and the Local Government Act to limit mayors, councillors, electoral area directors, and other locally elected officials to no more than three consecutive terms in the same office;*

*AND BE IT FURTHER RESOLVED that such amendments provide that an individual who has served three consecutive terms may seek election to the same office again after at least one full term has elapsed since their last consecutive term.*

Opposed (4): Councillor Graham, Councillor King, Councillor Newton, and Councillor Thompson

**DEFEATED (3 to 4)**

16.3 Redevelopment of Municipal Facilities – Design & Construction Next Steps

The Deputy Director of Finance Strategic Capital Planning responded to questions from Council.

**MOVED AND SECONDED** (on March 23, 2026)

*Approve continuing the project with HCMA architecture and design, through Design*

*Development for a fixed fee of \$602,000 and with the intent to complete the project with a*

*remaining fixed percentage of 4.883% of the Construction Budget as outlined in their RFP submission.*

Opposed (3): Councillor King, Councillor Newton, and Councillor Thompson

**CARRIED (4 to 3)**

## **17. NEW BUSINESS (Including Motions and Resolutions)**

### **17.1 Notice of Motion Submitted by Councillor King - April 3, 2026**

Notice of motion regarding support of a food hub.

*For introduction.*

WHEREAS the Central Saanich Food Hub Feasibility Study Final Report (pp. 61 to 63) found that local farmers, producers, and processors need better access to processing, storage, equipment, food safety supports, training, and business supports, and found that a food hub could help meet those needs;

AND WHEREAS the Central Saanich Food Hub Feasibility Study Final Report (pp. 23, 25) identified the Keating area and highway access as suitable location features for a future food hub, given the need for access, loading, distribution, and transportation;

AND WHEREAS the Central Saanich Food Hub Feasibility Study Final Report (pp. 3, 25 to 26) shows that the District had already moved beyond a general idea by looking at possible sites, partners, and ways to move the project forward, while also confirming that finding land or facility space remained a key unresolved issue;

THEREFORE BE IT RESOLVED that as part of the rezoning process for the Extraction Lands, Council direct staff to discuss with the Extraction Lands owners options to support a food hub for locally produced/harvested foods in the Keating Business District as an amenity contribution, and to report back to Council.

## **18. CORRESPONDENCE (Receive for General Information)**

### **18.1 Town of View Royal - Judicial Review Coalition - March 18, 2026**

*For information.*

### **18.2 BBCA re Request for Increase in Funding - March 20, 2026**

**MOVED AND SECONDED**

*That the letter writers be allowed to speak regarding their correspondence for up to two minutes.*

**CARRIED UNANIMOUSLY**

Leslie Gentile (BBCA) Spoke in regards to her correspondence, requesting an increase to the service agreement funding from the \$4,250 received to the full \$10,000, noting that rising costs now require additional revenue. She stated that the organization had previously underspent and saved the funder money, and that the request reflects a fair adjustment over the term of the agreement.

*MOVED AND SECONDED*

*That the funding for the Brentwood Bay Community Association's four-year Community Service Funding be increased to \$10,000 and be disbursed for the remaining two years of the service agreement.*

**CARRIED UNANIMOUSLY**

- 18.3 Corr Cox, G re CRD and Property Taxes - March 20, 2026  
*For information.*
- 18.4 Corr Shpiruk, K re Missing Persons Inquiry - March 20, 2026  
*For information.*
- 18.5 Corr Evans, M re Radon Community Testing - March 23, 2026  
The Director of Planning and Building Services responded to questions from Council.  
*For information.*
- 18.6 Corr White, F re Objection to Municipal Hall Development - March 23, 2026  
*For information.*
- 18.7 Corr White, K re Parking Bylaw Enforcement - March 23, 2026  
The Director of Planning and Building Services responded to questions from Council.  
*For information.*
- 18.8 CRD - Potential Sites for Supportive Housing and Sheltering - March 26, 2026  
*For information.*
- 18.9 Corr James, J re No Parking Zone at Brentwood Community Hall - March 31, 2026  
The Director of Engineering responded to questions from Council.  
  
*For information.*
- 18.10 Central Saanich Police Board - Meeting Invitation - April 2, 2026  
*For information.*
- 18.11 Corr Hawkins, J re 7054 Brentwood Drive - April 2, 2026  
*For information.*
- 18.12 Corr Klubi, J+S re 7054 Brentwood Drive - April 6, 2026  
*For information.*
- 18.13 Corr Barton, C re Pickleball in Central Saanich - April 7, 2026  
*For information.*

18.14 Corr Kohse, G re Brentwood Bay Festival + Parade - April 7, 2026

*For information.*

18.15 Corr re Brentwood Community Hall Parking - April 7, 2026

*For information.*

18.16 Ministry of Environment and Parks re Vessel Stays and Mooring Practices in Tod Inlet - April 7, 2026

*For information.*

18.17 Corr Hadfield, I and B re 7054 Brentwood - April 8, 2026

*For information.*

**19. CLOSED MEETING**

19.1 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.*

**CARRIED UNANIMOUSLY**

The meeting was closed to the public at 9:03 p.m.

The meeting recessed back to open at 9:15 p.m.

**20. ADJOURNMENT**

On motion, the meeting adjourned at 9:15 p.m.

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Mayor Windsor

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Emilie Gorman, Director of Corporate Services/Corporate Officer