



**MOVED by Councillor Brice and Seconded by Councillor Wergeland: "That Bylaw No. 9318 be adopted by Council and the Seal of the Corporation be attached thereto."**

**CARRIED**

1110-30  
Subdivision Bylaw

**SUBDIVISION BYLAW AMENDMENT – TO UPDATE ZONE REFERENCES**  
Final Reading of the "Subdivision Bylaw, 1995, Amendment Bylaw, 2015, No. 9319". To update zone references.

**MOVED by Councillor Brownoff and Seconded by Councillor Derman: "That Bylaw No. 9319 be adopted by Council and the Seal of the Corporation be attached thereto."**

**CARRIED**

1110-30  
Animals Bylaw

**ANIMALS BYLAW AMENDMENT – TO UPDATE ZONE REFERENCES**  
Final Reading of the "Animals Bylaw, 2004, Amendment Bylaw, 2015, No. 9320". To update zone references.

**MOVED by Councillor Brice and Seconded by Councillor Brownoff: "That Bylaw No. 9320 be adopted by Council and the Seal of the Corporation be attached thereto."**

**CARRIED**

## **RESOLUTIONS FOR ADOPTION**

5370-30  
Tender 04/15

**TENDER 04/15 – TILLICUM COMPLETE STREET PROJECT**  
Report of the Director of Engineering dated March 16, 2015 recommending Council award Tender 04/15 for the Tillicum Complete Street Project, and change orders within project budget, to Allterra Construction Ltd. in the amount of \$4,090,616 (excluding GST).

**MOVED by Councillor Haynes and Seconded by Councillor Derman: "That Tender 04/15 for the Tillicum Complete Street Project, and change orders within project budget, be awarded to Allterra Construction Ltd. in the amount of \$4,090,616 (excluding GST)."**

**CARRIED**

5170-20  
UBCM Strategic  
Priorities Fund

**MARIGOLD INTERURBAN PROJECT STRATEGIC PRIORITIES FUND APPLICATION**  
Report of the Director of Engineering dated March 12, 2015 recommending Council endorse an application to the Federal Gas Tax Fund under the Strategic Priorities Fund for the Marigold Interurban Improvement Project.

**MOVED by Councillor Haynes and Seconded by Councillor Plant: "That Council endorse an application to the Federal Gas Tax Fund under the Strategic Priorities Fund for the Marigold Interurban Improvement Project."**

In response to questions from Council, the Director of Engineering stated:  
- The 50% contingency was applied as part of a Class D estimate based on a preliminary design and in order to reduce the estimate to a Class B estimate with 15% contingency, a detailed design of the road and bridges, and geotechnical investigation would need to be undertaken.

Councillor Derman stated:

- This is a step towards modernizing and improving infrastructure within Saanich; he appreciates the efforts made to actively seek a grant.

Councillor Murdock stated:

- He appreciates the initiative taken to achieve grant funding; funding would cover half the costs of this project.
- The Citizen Survey revealed that residents want Saanich to rely more on government grants.

In response from questions from Council, the Director of Engineering stated:

- If Saanich is successful in the grant application, the detailed design work and the public participation would take place in 2016; construction would start in 2017 and would take approximately one year to completion.

Councillor Brownoff stated:

- She appreciates that the goals of the Strategic Plan were used to evaluate this project.

In response to questions from Council, the Director of Engineering stated:

- If the grant application was denied, staff would have to revisit the scope of the project and decide which elements are critical.

**The Motion was then Put and CARRIED**

## RECOMMENDATIONS FROM COMMITTEES

5660-20

Greater Victoria  
Development  
Agency

### GRANT TO GREATER VICTORIA DEVELOPMENT AGENCY

Recommendation from the February 12, 2015 Planning, Transportation and Economic Development Advisory Committee recommending Council consider matching the contribution given by the City of Victoria to the Greater Victoria Development Agency.

**MOVED by Councillor Haynes and Seconded by Councillor Plant: "That this item be referred to the April 21, 2015 Special Committee of the Whole (Financial Plan) meeting."**

Councillor Wergeland stated:

- He is concerned that this item was brought forward as a recommendation from an Advisory Committee which is outside the normal grant process.

Councillor Murdock stated:

- It is appropriate to refer this item to the grant review meeting on April 21; he is concerned that groups may think that they have to lobby Advisory Committees for approval in the grant process.

Councillor Brice stated:

- Grants need to be adjudicated through the grant process and within the limits of the budget.

Councillor Brownoff stated:

- Having Advisory Committees make recommendations to consider grants outside the grant process is not appropriate; grant requests need to be part of budget discussions.

Councillor Sanders stated:

- It is not within Advisory Committees' Terms of Reference to recommend grant applications; grants need to be considered in relation to the total budget.

Councillor Haynes stated:

- The recommendation from the Planning, Transportation and Economic Development Advisory Committee (PTED) was meant to start a conversation about economic development.
- The Greater Victoria Development Agency did not lobby the committee to support its' grant request.

Councillor Derman stated:

- It is proper for PTED to stimulate discussion on economic development but it does not fit under their purview to make recommendations concerning grants.

**The Motion was then Put and CARRIED**

1410-20  
Reports from  
Committees

**REPORTS FROM SAANICH ADVISORY COMMITTEE CHAIRS**

Council members provided updates on the various Saanich Advisory Committees they Chair.

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 The Director of Legislative Services entered the meeting at 8:07 pm.  
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Adjournment

On a motion from Councillor Derman, the meeting adjourned at 8:16 pm.

The meeting reconvened at 9:22 pm.

**RECOMMENDATIONS**

*From the Committee of the Whole Meeting held March 23, 2015*

1410-01  
Council  
Proceedings

**COUNCIL PROCEDURE BYLAW AMENDMENT – TO PERMIT DELEGATIONS AND OTHER PUBLIC INPUT AT REGULAR COUNCIL MEETINGS**

XRef: 1110-30  
Council Procedure  
Bylaw

**MOVED by Councillor Derman and Seconded by Councillor Brownoff:**  
**“That Council approve the proposed amendments to the Council Procedure Bylaw as outlined in the report of the Director of Legislative Services dated March 19, 2015, and including the following further changes to the proposed amendments:**

- **In clause 52(e) by changing three (3) months to six (6) months;**
- **Deleting clause 55(b)(i);**
- **Amending the first sentence in clause 54(a) to read:**

**'Council will hold a thirty minute, or longer at Council's discretion, open forum once per month following adjournment of the last regular Council meeting in the month';**

- **Amending the second sentence in clause 54(a) to read: 'however, Council members shall make no commitments on behalf of Council'."**

**CARRIED**

**MOVED by Councillor Plant and Seconded by Councillor Derman: "That Bylaw No. 9321 be introduced and read."**

**CARRIED**

**MOVED by Councillor Plant and Seconded by Councillor Derman: "That Bylaw No. 9321 be read a second time."**

**CARRIED**

**MOVED by Councillor Plant and Seconded by Councillor Haynes: "That Bylaw No. 9321 be now passed."**

**CARRIED**

In Camera Motion

**MOVED by Councillor Derman and Seconded by Councillor Wergeland: "That pursuant to Section 90 (1)(c), (e) and (k) of the *Community Charter*, the following meeting be closed to the public as the subject matters being considered relate to:**

- **Labour relations and other employee relations;**
- **The disposition or expropriation of land or improvements; and**
- **Negotiations and related discussions respecting the provision of a municipal service that are at their preliminary stages."**

**CARRIED**

Adjournment

On a motion from Councillor Derman, the meeting adjourned at 9:25 pm.

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MAYOR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK

DISTRICT OF SAANICH  
 MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
 HELD IN THE COUNCIL CHAMBERS  
 SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, MARCH 23, 2015 AT 8:17 PM**

Present: **Chair:** Mayor Atwell  
**Council:** Councillors Brice, Brownoff, Derman, Haynes, Murdock, Plant, Sanders and Wergeland  
**Staff:** Andy Laidlaw, Chief Administrative Officer; Carrie MacPhee, Director of Legislative Services; Sharon Hvozdzanski, Director of Planning; Harley Machielse, Director of Engineering; Donna Dupas, Legislative Manager; and Lynn Merry, Senior Committee Clerk

1410-01  
 Council  
 Proceedings

XRef: 1110-30  
 Council  
 Procedure  
 Bylaw

**COUNCIL PROCEDURE BYLAW AMENDMENT – TO PERMIT DELEGATIONS AND OTHER PUBLIC INPUT AT REGULAR COUNCIL MEETINGS**

Report of the Director of Legislative Services dated March 19, 2015 recommending Council approve the proposed amendments to the Council Procedure Bylaw as outlined.

**PUBLIC INPUT:**

K. Harper, Bonair Place, stated:

- She is pleased with the bylaw amendment; it should be put in place as quickly as possible.
- The section in relation to public behaviour should be generously interpreted; many people are not natural public speakers and may be uncomfortable speaking with a microphone.

H. Charania, on behalf of the North Quadra Land Use Association, stated:

- He commends staff for preparing an excellent report; the Association supports the proposed amendments.
- It is appreciated that Part 8 – Appeals has been left unchanged; allowing Community Associations ten minutes to speak will be useful when discussing development permits and development permit amendments.
- The Association has a minor concern and seeks a revision to Section 55 (b) (i); the word “jurisdiction” may restrict input on issues involving the CRD or the Province.

S. Newby, Falmouth Road, stated:

- Staff should consider creating an email subscription system for municipal news updates.

S. Belford, on behalf of the Mount View Colquitz Community Association, stated:

- Limiting conversation to not include other jurisdictions may be doing a disservice to global planning; she supports the idea of striking the word “jurisdiction” in Section 55 (b) (i).

**Motion:**

**MOVED by Councillor Derman and Seconded by Councillor Haynes: “That it be recommended that Council approve the proposed amendments to the Council Procedure Bylaw as outlined in the report of the Director of Legislative Services dated March 19, 2015.”**

Councillor Derman stated:

- He thanks staff for preparing a thoughtful and thorough report; Saanich already

has an extensive public participation process; the proposed amendment will elevate Saanich to having the most comprehensive public participation process in the region.

**MOVED by Councillor Derman and Seconded by Councillor Haynes: “That the proposed bylaw be amended to remove section 55 (b) (i) “That is outside the legal authority or jurisdiction of the District”.”**

In response to questions from Council, the Director of Legislative Services stated:

- The sentence is common language in procedure bylaws where there is an open forum for feedback available; the intent is not to limit input.
- Council business includes items within the region and the Province therefore within the jurisdiction of Council; the sentence is designed to ensure that residents do not speak to an item that Council does not have authority over.

Councillor Haynes stated:

- He supports removing 55 (b) (i).

Councillor Murdock stated:

- The bylaw should err on the side of openness; Council business overlaps with other organizations within the region.
- He agrees the language should be struck.

Mayor Atwell stated:

- The sentence may result in public input being limited.

**The Amendment to the Motion was CARRIED**

**MOVED by Councillor Brownoff and Seconded by Councillor Derman: “That the proposed bylaw be amended to revise section 54 (a) to read: “however, Council members shall make no commitments on behalf of Council”.”**

**The Amendment to the Motion was CARRIED**

In response to questions from Council, the Director of Legislative Services stated:

- The Chair has the discretion to waive the five minute time limitation for any person addressing Committee of the Whole.
- Speakers are encouraged to attend Council Chambers before meetings to test equipment for presentations.

Councillor Sanders stated:

- She wonders if threatening and abusive language could be added to Section 23 (a).

**MOVED by Councillor Plant and Seconded by Councillor Haynes: “That the proposed bylaw be amended to revise section 52 (e) to read: “a person or organization may only address Council as a delegation every six (6) months on the same topic or subject matter unless prior consent has been obtained**

**by resolution of Council”.”**

Councillor Plant stated:

- If there was a particular topic of interest, delegations could speak more frequently with prior consent; an evaluation of the process should be conducted after a certain period of time.

**The Amendment to the Motion was CARRIED**

**MOVED by Councillor Plant and Seconded by Councillor Haynes: “That the proposed bylaw be amended to revise section 54 (a) to read: “Council will hold a thirty minute open forum after each Council meeting”.”**

Councillor Plant stated:

- The open forum should not be limited to once per month.

Councillor Wergeland stated:

- Having the open forum at the beginning of the meeting may alleviate residents waiting through the meeting to speak; once a month open forums could be held on a trial basis to see how much demand there is.
- He is concerned with scheduling In Camera meetings before the regular Council meeting as lengths of meetings vary.

Councillor Derman stated:

- He does not support the amendment; a trial period for once a month open forums would be appreciated; the bylaw could be amended if there is a demand for more open forums.
- Input is encouraged but there is a need to balance the time required for open forums and the time required for regular Council business.
- Open forums should be scheduled at the beginning of the meeting; it is not practical to ask residents to wait to the last item on the agenda to provide feedback.

Councillor Murdock stated:

- Opportunities for public input is important; it is not respectful to ask residents to wait to speak to an item.

In response to questions from Council, the Director of Legislative Services stated:

- It could be problematic to hold public input after Council meetings because statutory notification requires applicants to provide input at Committee of the Whole meetings; open forums would add an hour and a half to the Council portion of the meeting which means applicants would be waiting that long to present at Committee of the Whole.
- This a challenge to Saanich because the Council and Committee of the Whole meetings are held on the same night; there may be a need to separate the meetings as is done in different municipalities.

Councillor Brice stated:

- Council business has to be accomplished; public input could be permitted more frequently if Council business was completed.

Councillor Plant stated:

- The intent of the amendment was to have input as the last item on the Council



and Committee of the Whole agenda.

Councillor Haynes stated:

- The amended bylaw allows two delegates to address Council at the regular Council meeting; this amendment may motivate residents to apply as a delegation so they do not have to wait to provide input.
- The open forum should be at the beginning of the meeting and include a time limit; this will protect Council business.

Councillor Brownoff stated:

- If public input is held as the last item on the agenda, the public may leave without speaking; there is value in having input at the beginning of the meeting.
- Holding a separate Council meeting once per month with an open forum portion creates a special right for the public to provide input.
- She does not support the amendment to the motion.

Councillor Brice stated:

- She does not support the amendment; having the open forum once a month as the last item on the Council agenda is preferred.

Councillor Derman stated:

- Having a separate Council meeting once a month with an open forum is desired.

Councillor Sanders stated:

- She supports holding the open forum once a month on a trial basis.

Councillor Wergeland stated:

- He questions if the wording in Section 53(b) should be revised to "no person shall address Council more than one time per item at a regular Council meeting".

Councillor Haynes stated:

- He wonders if the time limit of 30 minutes for the open forum portion could be extended if needed.

In response to questions from Council, the Director of Legislative Services stated:

- Council could suspend the Council Procedure Bylaw or amend the section to include a longer period of time for the open forum; Council is always free to continue beyond the time limitations.

**The Amendment to the Motion was DEFEATED  
with Mayor Atwell and Councillors Brice, Brownoff, Derman, Murdock,  
Sanders and Wergeland OPPOSED**

**MOVED by Councillor Wergeland and Seconded by Councillor Derman:  
"That the proposed bylaw be amended to revise section 53 (b) to state: "No  
person shall address Council more than one time per item at a regular  
Council meeting."**

Councillor Plant stated:

- This amendment would allow a person to speak to every agenda item.

In response to a question from Council, the Director of Legislative Services stated:

- The intent of the amended bylaw is to allow a person to speak to all of the agenda items that they wished to address within five minutes.

**The Amendment to the Motion was DEFEATED**

**MOVED by Councillor Haynes and Seconded by Councillor Plant: “That the proposed bylaw be amended to revise section 54 (a) to state: “Council will hold a thirty minute, or longer at Council’s discretion, open forum.”**

Councillor Derman stated:

- He does not wish to leave the time limit open-ended.

Councillor Wergeland stated:

- It is unknown how much public input there will be; there is a need to evaluate the process to see if further revisions are required.

Councillor Murdock stated:

- He is supportive of the amendment.

Councillor Sanders stated:

- She is supportive of the amendment.

**The Amendment to the Motion was CARRIED  
with Councillor Plant OPPOSED**

In response to questions from Council, the Director of Legislative Services stated:

- A Special Council Meeting is held for Capital Regional District (CRD) to present to Council therefore they would not be limited to the six month time limit outlined in Section 52 (e).
- The amendment to the meeting start time to 7:00 pm does not affect the end time of 11:00 pm.
- Public input at Committee of the Whole is limited to five minutes.
- Advisory Committees do not allow public input unless through the call of the Chair.

Councillor Brice stated:

- It would be beneficial for staff to consider a system of signal lighting for the timing of speaker’s input at meetings.

**The Main Motion as Amended was then Put and CARRIED**

**MOVED by Councillor Brice and Seconded by Councillor Haynes: “That staff be requested to look into a system of signal lighting for the timing of speaker’s input at Council and Committee of the Whole meetings.”**

**CARRIED**

In response to a question from Council, the Legislative Manager stated:

- It is understood that Council wishes to review the process within six to eight months.

Adjournment      On a motion from Councillor Derman, the meeting adjourned at 9:21 pm.

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CHAIR

I hereby certify these Minutes are accurate

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MUNICIPAL CLERK