

DISTRICT OF SAANICH  
MINUTES OF THE COUNCIL MEETING  
HELD AT THE SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, FEBRUARY 20, 2017**

Present:           **Chair:**       Mayor Atwell  
                  **Council:**   Councillors Brice, Brownoff, Derman, Haynes, Murdock, Plant, Sanders and Wergeland  
                  **Staff:**       Paul Thorkelsson, Chief Administrative Officer; Sharon Hvozdzanski, Director of Planning (7:00 p.m.); Harley Machielse, Director of Engineering (7:00 p.m.); Donna Dupas, Legislative Manager; and Andrea Park, Senior Committee Clerk (7:00 p.m.)

Mayor Atwell called the regular Council meeting to order at 6:04 p.m. in Committee Room No. 2.

In Camera Motion   **MOVED by Councillor Wergeland and Seconded by Councillor Haynes:**  
                          **“That pursuant to Sections 90 (1) (a) and (c) of the *Community Charter*, the following meeting be closed to the public as the subject matters being considered relate to:**  
                          **(a)     Personal information about an identifiable individual who holds a position as an officer appointed by the municipality; and**  
                          **(b)     Labour relations or other employee relations.”**  
**CARRIED**

Adjournment        On a motion from Councillor Sanders, the meeting adjourned to In Camera at 6:05 p.m.

**The regular open Council meeting reconvened in Council Chambers at 7:04 p.m.**

1260-20  
Mayor’s  
Annual Address    **MAYOR’S ANNUAL ADDRESS**

Mayor Atwell read his Annual Address, a copy of which is attached to and forms part of these Minutes as Appendix “A”.

Minutes            **ADOPTION OF MINUTES**

**MOVED by Councillor Derman and Seconded by Councillor Wergeland:**  
**“That Council adopt the minutes of the January 23, 2017 Council and Committee of the Whole meetings, the Special Council meeting of January 24, 2017 and the Council meeting of February 6, 2017.”**  
**CARRIED**

1410-04  
Agriculture and  
Food Security  
Task Force        **NOTICE OF MOTION**

Notice of Motion received from Councillor Brice requesting that Council reconfirm its support for the work of the Agriculture and Food Security Task Force currently underway, on a broad range of issues, and specifically ask the Task Force to put its attention to exploring the issue of Farm Worker Housing and providing Saanich solutions.

**BYLAWS FOR FIRST READING**2870-30

Arrow Road

**1550 ARROW ROAD – NEW ZONE CD-5AH**

First Reading of “Zoning Bylaw, 2003, Amendment Bylaw, 2017, No. 9415”. To create a new Comprehensive Development Affordable Housing Zone CD-5AH.

**MOVED by Councillor Haynes and Seconded by Councillor Wergeland: “That Bylaw No. 9415 be introduced and read.”**

**CARRIED**2870-30

Arrow Road

**1550 ARROW ROAD – REZONING TO NEW ZONE CD-5AH**

First Reading of “Zoning Bylaw, 2003, Amendment Bylaw, 2017, No. 9416”. To rezone from Zone RA-1 (Apartment) to new Zone CD-5AH (Comprehensive Development Affordable Housing Zone).

**MOVED by Councillor Haynes and Seconded by Councillor Brice: “That Bylaw No. 9416 be introduced and read.”**

**CARRIED****PUBLIC INPUT ON COUNCIL AGENDA ITEMS**

Public Input on  
Council Agenda  
Items

1420-30

BIPED

D. Wick, Edgemont Road:

Bollard Use

- Bicycle accidents at bollards are not necessarily reported or recorded so statistics are not available from ICBC or Police.
- Research confirms that the number of accidents is high.
- Other jurisdictions have better and safer alternatives to bollards
- The problem mostly concerns the Capital Regional District (CRD) and regional trails and less so in Saanich
- He supports the Bicycle & Pedestrian Mobility Advisory Committee (BIPED) recommendations.

5170-20

Bowker Creek

K. Whitcroft, Inverness Road:

Infrastructure Planning Grant Application for the Bowker Creek Daylighting Feasibility Study

- Daylighting of creeks is the better method for controlling flooding and the grant application is appropriate.

1310-40CRD Parks Loan  
BylawCapital Regional District – Bylaw No. 4142, Regional Parks Loan Authorization Bylaw No. 1, 2016

- Some of the Saanich tax dollars contributed to the CRD Parks budget should be redirected to Saanich for our local parks.

**RESOLUTIONS FOR ADOPTION**

1410-04  
Report-  
Engineering

xref:  
5170-20  
Bowker Creek

**INFRASTRUCTURE PLANNING GRANT APPLICATION FOR THE BOWKER CREEK DAYLIGHTING FEASIBILITY STUDY**

Report of the Director of Engineering dated January 30, 2017 recommending that Council endorse an application for \$10,000 in grant funds through the Provincial Government Infrastructure Planning Grant Program to conduct the Bowker Creek Daylighting Feasibility Study in collaboration with the Capital Regional District, City of Victoria and the District of Oak Bay.

**MOVED by Councillor Derman and Seconded by Councillor Brownoff: “That Council endorse Saanich’s application for \$10,000 in grant funds through the Infrastructure Planning Grant Program to conduct the Bowker Creek Daylighting Feasibility Study in collaboration with the Capital Regional District, City of Victoria and the District of Oak Bay.”**

**CARRIED**

1410-04  
Report-  
Engineering

xref: 5370-30  
RFP 25/16

**REQUEST FOR PROPOSAL 25/16 – HYDRO EXCAVATOR WITH FRONT HOSE REEL SEWER CLEANER – CLEANER UNIT**

Report of the Director of Engineering dated February 6, 2017 recommending that Council award Request for Proposal 25/16 – Hydro Excavator with Front Hose Reel Sewer Cleaner – Combination Unit, to Vimar Equipment Ltd. in the amount of \$445,130 (net price after trade-in and excluding taxes) plus change orders within budget.

**MOVED by Councillor Haynes and Seconded by Councillor Wergeland: “That Council approve the award of Request for Proposal #25/16 Hydro Excavator with Front Hose Reel Sewer Cleaner – Combination Unit to Vimar Equipment Ltd., in the amount of \$445,130 (net price after trade-in and excluding taxes) plus change orders within budget.”**

**CARRIED**

1310-40  
CRD Loan  
Authorization

**CAPITAL REGIONAL DISTRICT – BYLAW NO. 4142, REGIONAL PARKS LOAN AUTHORIZATION BYLAW NO. 1, 2016**

Request from the Capital Regional District that Council give consent to the adoption of Bylaw No. 4142, Regional Parks Loan Authorization Bylaw No.1, 2016 in accordance with Section 346 of the *Local Government Act*.

**MOVED by Councillor Brownoff and Seconded by Councillor Brice: “That Council give consent to the CRD to the adoption of Bylaw No. 4142, Regional Parks Loan Authorization Bylaw, No. 1, 2016.”**

**CARRIED**

**RECOMMENDATIONS FROM COMMITTEES**

1410-20  
BIPED

**BOLLARD USE**

Recommendation from the January 19, 2017 Bicycle and Pedestrian Mobility Advisory Committee meeting that Council request a review of Saanich’s bollard usage policy, specifically to consider alternatives to bollard usage similar to policies in other jurisdictions such as California; and that this request be

forwarded to Larisa Hutcheson, General Manager, CRD Parks, for consideration of reducing or eliminating bollard use on all CRD trails, and that this be made a priority by the CRD in 2017.

**MOVED by Councillor Derman and Seconded by Councillor Brownoff: "That:**

- 1) Council request a review of Saanich’s bollard usage policy, specifically to consider alternatives to bollard usage similar to policies in other jurisdictions such as California; and**
- 2) this request be forwarded to Larisa Hutcheson, General Manager, CRD Parks, for consideration of reducing or eliminating bollard use on all CRD trails, and that this be made a priority by the CRD in 2017."**

**CARRIED**

On a motion from Councillor Plant, the meeting adjourned at 7:40 p.m.

The meeting reconvened at 9:36 p.m.

**RECOMMENDATIONS**

*From the Committee of the Whole Meeting held February 20, 2017*

2860-20  
Dieppe Road

**4247 DIEPPE ROAD – DEVELOPMENT PERMIT AMENDMENT**

**MOVED by Councillor Wergeland and Seconded by Councillor Derman: "That Development Permit Amendment DPA00888, amending DPR00543, on Lot D (DD234442I), Sections 11 and 100, Lake District, Plan 2611 Except Part in Plan 2395 RW (4247 Dieppe Road) be approved and issued."**

**CARRIED**

Adjournment

On a motion from Councillor Brownoff, the meeting adjourned at 9:37 pm.

.....  
MAYOR

I hereby certify these Minutes are accurate.

.....  
MUNICIPAL CLERK

## Appendix "A"

**Mayor's Annual Address 2017**

We are just slightly past the mid-point of this term of Saanich Council and I wanted to provide another update to the community.

2014-2018 is the first 4-year term of council as a result of changes to the legislation which govern when elections are to occur.

This has resulted in an extended opportunity to allow members of council to connect with the community on important issues and to develop the necessary partnerships that ultimately lead to success in decision making and the desirable outcomes that support our citizens.

At Saanich, we have had a long tradition of including members of our community as advisors to council and we have structured this approach through advisory committees that make recommendations to council.

It has also been our practice that Council makes the citizen appointments to each committee while the Mayor appoints council members to chair each committee.

At the mid-point of this term, I have decided shuffle the committee appointments to allow committee chairs to apply their skills to different subject areas as well as to expand the number of committees slightly to improve council's awareness of pressing issues.

First, I would like to announce the following appointments:

Councillor Brownoff will chair the Planning, Transportation & Economic Development Advisory Committee.

Councillor Wergeland will chair the Environment & Natural Areas Advisory Committee.

Councillor Derman will continue to chair the Bicycle & Pedestrian Mobility Advisory Committee.

Councillor Brice will chair the Arts, Culture & Heritage Advisory Committee.

Councillor Murdoch will chair the Parks, Trails & Recreation Advisory Committee, and

Councillor Plant will continue to chair the Healthy Saanich Advisory committee and the LGBTQ sub-committee attached to it.

I would like to thank all councillors for their committee work to date in this term and I would encourage committee chairs to continue to bring pressing issues from the community that are related to the mandate of each committee to the attention of each advisory committee.

Saanich will be posting summaries of committee accomplishments from the past two years to the Saanich website very shortly.

Now, upon reflecting on the past two years and looking ahead to the challenges facing our municipality, it is my belief that the community would be well served by two additional committees, one focused in financial areas and one separately focused on staffing and service matters.

I have appointed Councillor Sanders as chair of the Finance Standing Committee and Councillor Haynes as chair of the Personnel Standing Committee both supported by a committee membership consisting of appointed council members.

Both of these committees will make recommendations to council in order to plan and better position the municipality for the future in addition to providing the transparency, accountability and oversight that residents expect and deserve.

I am also announcing tonight the establishment of an Accessibility Standing Committee whose mandate will be to advise council on disability and barrier issues facing residents and visitors to our community. I believe that societies are judged by the level of inclusion and attention paid to the needs of persons challenged by physical and mental difficulties and we at Saanich will endeavour to understand and support their needs.

More information about this Committee will be released in the coming weeks after it has been constituted and establishes its terms of reference.

Finally, a talk about committees wouldn't be complete without mention of the Governance Review Citizen's Advisory Committee.

This is a Committee, unlike any other in Saanich made up entirely of citizens and directed by citizens. It was created as a result of the positive support for the ballot question from the 2014 election and the committee officially launched its outreach campaign two weeks ago.

This is direct democracy in action I wish to thank the members of the Governance Review and Citizen's Advisory Committee for advancing the work to this important stage.

Council and the community both look forward to the report from this committee in the fourth quarter of this calendar year and at that time council will begin the process of interpreting the data that was collected and then taking action based on the needs and desires of the community.

It continues to be my privilege to work with council members, Saanich staff and our community in the role of guiding and focusing Saanich Council on the priorities that will ensure that Saanich remains an attractive and prosperous place to live, work and play.

Feb 20, 2017

Richard Atwell  
Mayor of Saanich

DISTRICT OF SAANICH  
 MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
 HELD IN THE COUNCIL CHAMBERS  
 SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, FEBRUARY 20, 2017 AT 7:41 P.M.**

Present: **Chair:** Chair Brownoff  
**Council:** Mayor Atwell and Councillors Brice, Derman, Haynes, Murdock, Plant, Sanders and Wergeland  
**Staff:** Paul Thorkelsson, Chief Administrative Officer; Sharon Hvozdzanski, Director of Planning; Harley Machielse, Director of Engineering; Donna Dupas, Legislative Manager; and Andrea Park, Senior Committee Clerk

1410-04  
 Report -  
 Planning

**4247 DIEPPE ROAD – DEVELOPMENT PERMIT AMENDMENT**

xref: 2860-20  
 Dieppe Road

Report of the Director of Planning dated January 3, 2017 recommending that Council approve Development Permit Amendment DPA00888 to incorporate changes to the site plan, landscaping and building façade for the previously approved warehouse, processing plant and office building for Islands West Produce.

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

- The food processing use prohibits landscaping within two feet of the building and the plans were revised to comply with this requirement.
- In the event this Development Permit Amendment application is not supported, the existing development permit for the property would remain in effect.

**APPLICANT:**

P. de Hoog, de Hoog & Kierulf Architects, stated:

- Since the application was prepared in 2012, changes to the Building Code and improvements in food processing have occurred; this required that the previously-approved design plans be amended.
- Although each of the proposed amendments is considered minor, the number of minor amendments meant that a Council review was advisable.
- Improvements include a reduction in paved area, lower retaining walls, an increased buffer for the Garry oak, and additional windows.
- The periphery of the site will gain greenspace although the central area of the site will have less.

**PUBLIC INPUT:**

H. Charania, North Quadra Community Association, stated:

- The Association has the same concerns about the development as were raised during the rezoning process; insufficient public amenities were offered by the developer.

**Motion:**

**MOVED by Councillor Brice and Seconded by Councillor Haynes: “That it be recommended that Development Permit Amendment DPA00888, amending DPR00543, on Lot D (DD234442I), Sections 11 and 100, Lake District, Plan 2611 Except Part in Plan 2395 RW (4247 Dieppe Road), be approved.”**

Councillor Haynes stated:

- This is more than just a commercial building; it supports the continued processing of local food on the Island.
- The development remains an important asset for Saanich.

Councillor Derman stated:

- The community has supported the processing plant remaining on the site but felt there were insufficient amenities.
- Since this application simply modifies what was previously approved, it can be supported.

Councillor Wergeland stated:

- The proposed amendments improve the project.

Councillor Plant stated:

- There will be less landscaping at the front of the building but the proposed modifications are improvements; he hopes the project proceeds without delay.

**The Motion was then Put and CARRIED**

1410-04  
Report –  
Planning

xref: 2860-30  
Shelbourne  
Street

### **3959 SHELBOURNE STREET – DEVELOPMENT PERMIT**

Report of the Director of Planning dated January 23, 2017 recommending that Council approve new Development Permit DPR00647; discharge the previous Development Permit DPR2008-00023 (DPR00384) and subsequent amendments DPA00705 and DPA00739 and associated covenant CA1339318 and modification CA2045076; and that ratification of the Development Permit be withheld pending registration of a covenant securing the construction to a LEED Silver or equivalent energy efficient standard for a proposed new two-storey commercial building for a bank. A Form and Character Development Permit is required and variances are requested for setback, parking, landscaping and signage.

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

- Planning staff have discussions with every applicant about the benefits of the Silver or Gold energy efficiency standard.
- The existing Development Permit for the site allowed a mixed retail and commercial use in a four storey building with underground parking.
- This applicant, however, has chosen to proceed with a two storey building.

#### **APPLICANT:**

R. Huizinga, First Capital Realty, Calgary, Alta., stated:

- First Capital Realty owns this site as well as the Tuscany Village property and the McKenzie Professional Centre nearby.
- A mixed use building was considered for the site; it was not feasible without the addition of the adjacent gas station property, which is not available.
- The current Canadian Imperial Bank of Commerce (CIBC) lease at Shelbourne Plaza will not be renewed; this site was then selected for a new bank building.
- The site has presented challenges as CIBC does not wish to alter the consistent image of their banks and the property must also accommodate a busy bus stop.
- They have committed to a LEED Silver standard but will aim for Gold, although they cannot guarantee that level at this time.

R. Roy, Stantec Architecture, Calgary, Alta, stated:

- Stantec is the architect for CIBC across Canada; they do not design the buildings which follow a CIBC prototype of one or two storeys, but manage the



- development process including siting, landscaping, parking, etc.
- Consultation with BC Transit has resulted in an improved bus stop and pedestrian area.
  - After review by the Saanich Advisory Design Panel, improvements to the brick building were made which include an additional entrance door and enlarged windows.
  - First Capital Realty strives for LEED certification of all their projects; Stantec builds sustainable buildings.

**PUBLIC INPUT:**

D. Gunn, Gordon Head Residents' Association, stated:

- The applicant consulted with the community regarding this project.
- The Association remains concerned that this development goes against the policies of the Official Community Plan (OCP) and the Shelbourne Valley Action Plan (SVAP); it is a stock bank building with a blank wall facing Shelbourne Street which will be a dead area after office hours.
- This site could become a gateway to the Saanich community.

L. Layne, San Lorenzo Avenue, stated:

- The site is compact and parking takes up too much space.
- The pedestrian plaza appears to be a token gesture.
- OCP policies support higher density and a mixed use with apartments would be preferable.

**APPLICANT'S RESPONSE:**

R. Huizinga stated:

- Upgrading the proposed Electric Vehicle Charging station to Level 3 makes sense; however, they cannot make that commitment at this time.

**COUNCIL DELIBERATIONS:**

Councillor Wergeland stated:

- He recalls that the Canadian Tire Corporation modified the design of their stock building in order to conform to the appearance of the Broadmead Plaza and the store has been a success; CIBC could consider this option.
- The design of the proposed building seems cold and not what the SVAP envisions for the location.

Councillor Brice stated:

- This location will be part of the future Shelbourne Valley town centre.
- The proposed bank building is not supportable as presented.

In response to questions from the Council, the Director of Planning and the Chief Administrative Officer stated:

- Council is considering the form and character of the proposed commercial building and its required variances.
- There is no obligation, or intention, on the part of the existing permit holder to build according to the existing Development Permit attached to the site; it will expire over time.

Councillor Derman stated:

- He has concerns regarding form and character and the variances required for this project.

- Parking may not be workable.

**Motion:**

- MOVED by Councillor Plant and Seconded by Councillor Haynes: “That:**
- 1) Development Permit DPR2008-00023 (DPR00384) and subsequent amendments DPA00705 and DPA00739 be cancelled and that Development Permit DPR00647 be approved;**
  - 2) Covenant CA1339318 currently on title, along with its subsequent modification CA2045076, be discharged; and**
  - 3) Ratification of the Development Permit be withheld pending registration of a covenant securing the construction to a LEED Silver or equivalent energy efficient standard.”**

Councillor Plant stated:

- The form and character of the building and the variances proposed are acceptable although perhaps not ideal for the site; however, it is important that this vacant land be put to a use.

Councillor Murdock stated:

- A more ambitious and creative development on this site would be preferable.
- He will not support the application due to the design.

Councillor Derman:

- He has design and parking concerns.

Councillor Brice stated:

- Although she will not support the application, she encourages the CIBC to pursue the development of this site, working with Saanich to come up with a design which will work as a focal point.
- The form and character proposed for this project do not represent what has been envisioned in local plans.

Councillor Sanders:

- She looks forward to a new CIBC building on this site which has been vacant for several years.
- Keeping in mind the flexibility shown by Canadian Tire at the Broadmead Village Shopping Centre, CIBC might consider reviewing their design.

Councillor Wergeland stated:

- He would appreciate a more exciting proposal from the applicant.

Councillor Haynes;

- He can no longer support the proposed form and character of the building and anticipates there could be more opportunities for CIBC at this site.

Mayor Atwell stated:

- Council must ensure the community's best future aligned with the goals of the OCP.
- The gas station will eventually move from the adjacent site.

Councillor Brownoff stated:

- She cannot support the motion due to the form and character.
- Enhancements can be made to stock designs as has been demonstrated on other sites in Saanich.
- The CIBC must recognize that the proposed building does not fit.

**The Motion was then Put and DEFEATED  
with Mayor Atwell, Councillors Brice, Brownoff, Derman, Haynes, Murdock,  
Sanders and Wergeland OPPOSED**

**MOVED by Councillor Derman and Seconded by Councillor Brice: “That none of the requested variances associated with the proposed Development Permit DPR00647 (3959 Shelbourne Street) be supported.”**

**CARRIED**

1410-04  
Report –  
Planning

xref: 2870-55  
Stevens Road

**226 STEVENS ROAD – TEMPORARY USE PERMIT**

Report of the Director of Planning dated January 9, 2017 recommending that Council approve Temporary Use Permit TUP00007 to allow overnight camping for people with disabilities or barriers to accessing nature as a permitted use as part of the activities of “Power To Be”, a Victoria and Vancouver based non-profit organization which currently operates on the site.

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

- The duration of a Temporary Use Permit may be less than three years.

**APPLICANT:**

S. Steele, Brymea Lane, stated:

- The 80 acre property was formerly the Prospect Lake Golf Course, now leased to Power to Be.
- The Power To Be (PTB) organization facilitates outdoor adventures for persons with cognitive, physical or social disabilities that prevent their accessing nature.
- The Permit would allow overnight camping on one small area of the property.
- It is an open area and would use portable toilets with no environmental impact.
- There is a high staff to participant ratio.
- The local Community Association strongly supports this use.
- The PTB organization is financed by private donors.
- Camping will be year round with most occurring from May to September.
- There have been no complaints regarding their use of the property.

**PUBLIC INPUT:**

D. Cuerrier, Prospect Lake Road, stated:

- He is a neighbour to the site and would be the most impacted by the proposed use.
- He has no objections and supports the application.

L. Layne, San Lorenzo, stated:

- He supports the application.

**COUNCIL DELIBERATIONS:**

**Motion:            MOVED by Councillor Haynes and Seconded by Councillor Plant: “That a Public Hearing be called to consider Temporary Use Permit TUP00007 at 226 Stevens Road.”**

Councillor Haynes stated:

- This proposal would provide an opportunity for those who never experience the outdoors and camping, to safely do so.

Councillor Wergeland stated:

- The applicant has a solid reputation in the community and neighbours support the application.

Mayor Atwell stated:

- The term of the Temporary Use Permit is flexible and we are advised it may be modified if necessary at the Public Hearing.

Councillor Brownoff stated:

- This is a good application and the community supports it.

**The Motion was then Put and CARRIED**

Adjournment            On a motion from Councillor Plant, the meeting adjourned at 9:35 p.m.

.....  
CHAIR

I hereby certify these Minutes are accurate

.....  
MUNICIPAL CLERK