

DISTRICT OF SAANICH
MINUTES OF THE COUNCIL MEETING
HELD AT THE SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
MONDAY, AUGUST 21, 2017

Present: **Chair:** Mayor Atwell
 Council: Councillors Brice, Brownoff, Haynes, Murdock, Plant, Sanders and Wergeland
 Staff: Paul Thorkelsson, Chief Administrative Officer; Valla Tinney, Director of Finance; Laura Ciarniello, Director of Corporate Services; Harley Machielse, Director of Engineering; Suzanne Samborski, Director of Parks and Recreation; Jarret Matanowitsch, Acting Director of Planning, Angila Bains, Manager, Legislative Services; and Lynn Merry, Senior Committee Clerk

Mayor Atwell called the regular Council meeting to order at 6:03 p.m. in Committee Room No. 2.

In Camera Motion **MOVED by Councillor Plant and Seconded by Councillor Haynes: “That pursuant to Section 90 (1) (k) of the *Community Charter*, Part 4, Division 3, the meeting be closed to the public as the subject matter being considered relates to 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

Adjournment On a motion from Councillor Plant, the meeting adjourned to In Camera at 6:04 p.m.

The regular Council meeting reconvened in Council Chambers at 7:30 p.m.

Minutes **ADOPTION OF MINUTES**

MOVED by Councillor Brice and Seconded by Councillor Haynes: “That Council adopt the minutes of the August 14, 2017 Council and Committee of the Whole meetings.”

CARRIED

BYLAWS FOR FINAL READING AND RATIFICATION OF PERMIT APPROVAL

1110-30
Specific Area
Capital Projects
Reserve Fund
Bylaw

SPECIFIC AREA CAPITAL PROJECTS RESERVE FUND BYLAW
Final Reading of “Specific Area Capital Projects Reserve Fund Bylaw, 2017, No. 9436”. To establish a reserve fund for costs associated with the projects as outlined in the bylaw.

MOVED by Councillor Haynes and Seconded by Councillor Wergeland: “That Bylaw No. 9436 be adopted by Council and the Seal of the Corporation be attached thereto.”

CARRIED

1110-30

Development
Cost Charge
Reserve Fund
Bylaw –
Neighbourhood
and Community
Parks

**DEVELOPMENT COST CHARGE RESERVE FUND BYLAW –
NEIGHBOURHOOD AND COMMUNITY PARKS**

Final Reading of “Development Cost Charge Reserve Fund Bylaw – Neighbourhood and Community Parks, 2017, No. 9437”. To establish a reserve fund for costs resulting from the acquisition or reclamation of park land and to provide fencing, landscaping, drainage, irrigation, trails, restrooms and playground and playing field equipment on park land.

MOVED by Councillor Brownoff and Seconded by Councillor Murdock: “That Bylaw No. 9437 be adopted by Council and the Seal of the Corporation be attached thereto.”

CARRIED

1110-30

Development
Cost Charge
Reserve Fund –
Cordova Bay –
Roads Bylaw

**DEVELOPMENT COST CHARGE RESERVE FUND – CORDOVA BAY –
ROADS BYLAW**

Final Reading of “Development Cost Charge Reserve Fund – Cordova Bay – Roads Bylaw, 2017, No. 9438”. To establish a reserve fund for capital costs or interest on debt incurred to construct transportation assets in Development Cost Charge Area – Cordova Bay.

MOVED by Councillor Haynes and Seconded by Councillor Wergeland: “That Bylaw No. 9438 be adopted by Council and the Seal of the Corporation be attached thereto.”

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

- The Cordova Bay area outlined in this bylaw is the same area outlined in the Cordova Bay the Local Area Plan.

The Motion was then Put and CARRIED

2870-30

Arbutus Road

ZONING BYLAW AMENDMENT – NEW ZONE P-30/R

Final Reading of “Zoning Bylaw, 2003, Amendment Bylaw, 2017, No. 9453”. To create a new P-30/R (Personal Care, Office and Research) zone.

MOVED by Councillor Wergeland and Seconded by Councillor Sanders: “That Bylaw No. 9453 be adopted by Council and the Seal of the Corporation be attached thereto.”

CARRIED

2870-30

Arbutus Road

2474 ARBUTUS ROAD – REZONING TO P-30/R

Final Reading of “Zoning Bylaw, 2003, Amendment Bylaw, 2017, No. 9454”. To rezone part of the site from P-3 (Personal Care) zone to the new P-30/R (Personal Care, Office and Research) zone in order to allow a former care facility on the site to be repurposed to accommodate office and research uses of ocean and climate scientists.

MOVED by Councillor Haynes and Seconded by Councillor Brice: “That Bylaw No. 9454 be adopted by Council and the Seal of the Corporation be attached thereto.”

CARRIED

Councillor Haynes declared in accordance with Section 91 of the Council Procedure Bylaw, that he is not entitled to participate in the discussion of the development permit for 5009 Prospect Lake Road as he is an owner of the property. Councillor Haynes left the meeting at 7:36 p.m.

2860-30
Prospect Lake
Road

5009 PROSPECT LAKE ROAD – DEVELOPMENT PERMIT

From the Committee of the Whole meeting held June 12, 2017, approval of Development Permit DPR00672 for the proposed construction of a single family dwelling partially within the floodplain.

MOVED by Councillor Plant and Seconded by Councillor Wergeland: “That Council approve and issue Development Permit DPR00672 on Lot 1, Section 89, Lake District, Plan 46087 (5009 Prospect Lake Road).”

In response to questions from Council, the Chief Administrative Officer stated:

- There are no statutory limitations on the receipt of correspondence at this stage of the process for a Development Permit application.

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

- The applicant has met the requirements for the Floodplain Development Permit application.

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

- Staff rely on a land surveyor to review the property to determine pre-existing conditions in relation to deposit of fill; a land surveyor has determined that there was fill deposited on the property for driveway access.
- The applicant has agreed to provide storage in compensation for the storage that was placed in the floodplain.
- There is some indication there was fill deposited as far back as 1977; in 2007, it was determined that fill was deposited but it was outside the floodplain.
- The driveway access permit will be a condition of occupancy.

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

- The application from the previous owners of the property was not approved because the proposed dwelling was too large and encroached within the floodplain area.

Councillor Murdock stated:

- It is a concern that the applicant does not have a chance to respond to the additional correspondence received.

The Chief Administrative Officer stated:

- Typically correspondence is not received this late in the application process; the concern with respect to the deposit of fill on the property was raised at the Committee of the Whole meeting and has been responded to.

The Motion was then Put and CARRIED with Councillor Sanders OPPOSED

Councillor Haynes returned to the meeting at 7:44 p.m.

PUBLIC INPUT ON COUNCIL AGENDA ITEMS

Public Input on Council Agenda Items

1970-40
Strategic Plan

5280-20
2018 Budget Guidelines

5370-30
RFP 10/17

A. Beck, James Heights

2018 Budget Guidelines

- Active public consultation is needed early in the Financial Planning process; budget reduction scenarios could be considered additional taxes or user fees.
- If garden waste becomes subject to a user fee, residents may put waste in their regular garbage or drop it in parks.
- Elimination of the volunteer coordinator for invasive species removal is not supportable; he questions how much the EDPA process has cost Saanich.
- The budget continues to grow through staff costs but development revenue is not being pursued.

L. Layne, San Lorenzo Avenue

2018 Budget Guidelines & Award of RFP 10/17

- Discontinuing roadside mowing may have an effect on farmers.
- He questions that instead of purchasing a street sweeper, if employees could be hired to do that work; he also questions how often the street sweeper is used.

T. Bondaroff, Glasgow Avenue

2015 – 2018 Strategic Plan Update

- For 2036, more ambitious cycle ridership targets should be set.
- The Urban Forest Strategy makes reference to planting edible vegetation; it may be appropriate to set targets.

BYLAWS

1410-04
Report – Administrative

xref: 1110-03
Officers and Administrative Structure Bylaw

OFFICERS AND ADMINISTRATIVE STRUCTURE BYLAW

Report of the Chief Administrative Officer dated August 11, 2017 recommending that Council rescind Third Reading of the “Officers and Administrative Structure Bylaw, 2017, No. 9424” and consider an amended Third Reading of the new “Officers and Administrative Structure Bylaw, 2017, No. 9424” as outlined in the report.

The Chief Administrative Officer stated:

- The intent of the revisions to the bylaw is to provide clarity and to align the bylaw with current practice and the *Community Charter*; currently, recruitment and selection of staff is the responsibility of the Chief Administrative Officer (CAO) guided by policies, bylaws and collective agreements.
- Under the *Community Charter*, the CAO, Director of Finance and Manager of Legislative Services/Corporate Officer must be appointed as Officers of the Municipality; it is Council’s purview to appointment the Officers of the Municipality.
- The bylaw is not intended to govern conditions of employment; it is focused on the changes in the structure of the organization.

- There are a number of other bylaws and policies that govern conditions of employment for exempt staff.
- The employment of staff continues to be fair and consistent and guided by Council in the interest of the community.

Mayor Atwell stated:

- Council needs to have some understanding of employment contracts and potential contractual liabilities if an employee leaves the organization.

In response to questions from Council, the CAO stated:

- The proposed changes to the bylaw bring it into alignment with current practice; it does not provide the CAO with additional authority.
- Council considers exempt salaries on an annual basis.
- Besides the CAO, there are no exempt staff that have employment contracts; severance payments would be governed by Provincial law.
- The revisions to the bylaw do not delegate authority to the CAO to enter into agreements with staff; there are policies and bylaws that govern employment conditions.

MOVED by Councillor Brice and Seconded by Councillor Murdock: “That Council rescind third reading of Bylaw 9424.”

CARRIED

MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That Bylaw No. 9424 be given third reading, as amended.”

Councillor Plant stated:

- Council should not participate in the recruitment of staff; there are other mechanisms to control conditions of employment.
- The proposed revisions to the bylaw are appropriate.

Councillor Haynes stated:

- The proposed revisions to the bylaw improve definitions and clarity.

Councillor Brownoff stated:

- The revisions bring the bylaw into alignment with the *Community Charter* and provide clarification; exempt salaries are reviewed annually by Council.

Mayor Atwell stated:

- It may have been appropriate to review the bylaw after the 2018 municipal election; the proposed revisions bring the bylaw into alignment with the *Community Charter*.
- Residents have expressed their concern with exempt employee wages; to ensure due diligence has been done, Council should be more involved in the recruitment process for exempt positions.

**The Motion was then Put and CARRIED
with Mayor Atwell OPPOSED**

RESOLUTIONS FOR ADOPTION

1410-04
Report –
Corporate
Services

2015-2018 STRATEGIC PLAN UPDATE

Report of the Director of Corporate Services dated July 27, 2017 recommending that Council receive and approve the updated 2015-2018 Strategic Plan and direct staff to make it available on the municipal website.

xref: 1970-40
Strategic Plan

The Chief Administrative Officer stated:

- Periodic reviews give Council the opportunity to re-prioritize and identify new priorities.
- A review of the Strategic Plan took place in the spring of 2017 and the update has been made available for the community for comment.
- With the change to the four year Council term, it may be appropriate to do the Citizen and Business Surveys every two years and be funded through surplus funds.
- The survey results give Council a sense of the public's priorities.

In response to questions, the Director of Parks & Recreation stated:

- Edible vegetation has been considered as part of an urban forestry report; expansion of the program is currently not a priority.
- Additional survey work could give staff a better idea of who is using parks and recreation facilities.

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

- Discussions have taken place in relation to cycling targets and could be reflected in future plans.
- The Capital Regional District (CRD) provides data from the Origin Destination Survey every five years and it will be available in the fall; census data takes some time to be disseminated to municipalities and therefore current data may not be available in a timely manner.
- Currently, targets are measured through cycling counts; it would be helpful to have a mechanism to validate the construction of cycling and pedestrian infrastructure and meeting the targets that Saanich is trying to achieve.

Councillor Brownoff stated:

- There may be a way to include planting of edible vegetation as part of development applications.
- Doing surveys every two years is supportable.

**MOVED by Councillor Brownoff and Seconded by Councillor Wergeland:
“That Council receive and approve the updated 2015-2018 Strategic Plan
and direct staff to make it available on the municipal website.”**

Councillor Plant stated:

- Having staff investigate an inclusionary zoning component is appreciated; it will assist developers in understanding the municipality's expectations.
- Surveys should be budgeted for and done every two years; survey results drive taxation decisions.

In response to questions from Council, the Chief Administrative Officer stated:

- The next survey could be undertaken in preparation for the next Council term and then subsequently every two years.
- It is important to ensure that survey questions are useful to compare against previous surveys; there are specific questions on the surveys with respect to taxes versus fees.
- A report will be brought to Council to explain the survey process and potential survey questions.
- There are opportunities within the surveys for residents to provide additional feedback and suggestions.
- The survey results provide information to Council to use during the financial planning and Strategic Planning processes.

Councillor Murdock stated:

- The process of identifying priorities was challenging; initiatives are strategic and benefit the District.
- The performance indicators are an indication of the everyday service provided to residents.

Councillor Haynes stated:

- The amount of data provided in the Strategic Plan is appreciated; there is a role for Council in the preparation of the surveys.

Councillor Wergeland stated:

- It may not be appropriate to have surveys done every two years; he questions the value of having them done that often and whether or not Council can respond quickly to the results.

The Motion was then Put and CARRIED

1410-04
Report – Finance

xref: 5280-20
2018 Budget

2018 BUDGET GUIDELINES

Report of the Director of Finance dated August 10, 2017 recommending that Council approve the proposed budget guidelines for preparation of the 2018 Financial Plan, and provide direction to staff with respect to any reduction scenarios to be prepared for the 2018 budget deliberation process.

Councillor Brice stated:

- It is appropriate to explore operational efficiencies and cost saving initiatives; there is a role for Council to set direction for staff.
- It is important that if Council sets guidelines, that there is a commitment to adhere to them.

In response to questions from Council, the Chief Administrative Officer stated:

- Reduction scenarios were brought forward to Council during the 2017 budget process but were not approved; discussions have taken place on changes to the budget process and the costs associated with them.
- It is still a priority to look at an expanded participatory budget process but there is currently no capacity to do it for the 2018 budget.
- Council can provide specific direction in terms of budget reduction scenarios; if Council is considering service reduction targets, they should be outlined in the budget guidelines so that staff are aware.
- It may be that if Council wants to reduce the budget, a reduction in services may be considered.

- All budgetary discussions take place in a public forum except those that have to be discussed statutorily in a closed meeting.
- The list of reduction scenarios is provided to the public.

Councillor Brownoff stated:

- Staff are always looking for efficiencies and cost savings; it may be appropriate to look at a participatory budget process similar to what the District of Tofino is using.

Councillor Wergeland stated:

- Council is always open to receiving comments from members of the public in relation to the budget.

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

- A job evaluation (JE) has been completed on CUPE positions within Saanich; CUPE has been made aware that there is no money in the budget to fund any salary and benefit costs arising from the JE.

-

Mayor Atwell stated:

- There is no capacity to provide a consultative budget process and there is no money to increase capacity; it would be helpful to have a process to receive and analyze feedback from residents.
- The Governance Review may provide insight into what services residents support; it may be appropriate to have a workshop to further discuss how to move forward with a more participatory financial planning process.

MOVED by Councillor Plant and Seconded by Councillor Brice: “That Council resolves to establish the following Budget Guidelines for the 2018 Financial Plan upon which departmental submissions shall be based:

- 1. Preliminary 2018 departmental net budget totals will be limited to a 0.0 percent increase over the 2017 adopted net budget totals, exclusive of existing personnel costs, phased in funding for positions approved by Council in the prior year, core capital increases, and non-discretionary increases;**
- 2. Fleet rental rates will be limited to a maximum of 1.0 percent increase over 2017 levels;**
- 3. Existing personnel costs will be calculated using 2018 bargaining rates (or estimates prepared by Finance if not known);**
- 4. Funding for salary and benefits costs arising from the Job Evaluation (JE) changes must be provided within existing budgets, with the exception of any impacts resulting from CUPE LOU #11 – Job Evaluation, which will be negotiated and incorporated into the budget as a standalone item;**
- 5. Capital expenditures funded from current taxation revenue (Core Capital) will be increased by 2% plus a maximum 0.75% property tax increase to fund infrastructure replacement;**
- 6. Resource requests for additional operating budgets (including one time projects) and new taxed funded personnel will only be considered where critical capacity issues can be clearly demonstrated or where upfront investment will result in longer term savings as outlined in a business case. Resource requests will be reviewed by the senior management team and assessed for alignment with stated strategic priorities and overall corporate benefit. Capital projects will continue to be managed**

- within existing capital budgets (including increases referenced in #5); and**
- 7. Budget reduction scenarios of 1% and 1.5% be prepared and include the impacts of reducing service levels, if any.”**

Councillor Plant stated:

- It would be helpful to have a variety of other potential reduction scenarios besides what was brought forward in 2017; it is important to consider the tax rate and how Saanich compares to other municipalities on Vancouver Island.

Councillor Brice stated:

- It is early in the process but the proposed guidelines signal that Council is looking for the preliminary 2018 departmental net budget totals to be limited to a 0.0% increase.
- It is challenging for Council to make decisions in relation to budget reductions.

Councillor Haynes stated:

- The one-time reserve funds could be used to look at a participatory financial planning process.

Councillor Wergeland stated:

- Surveys may be helpful to identify residents' priorities; Community Associations also engage their residents and should provide feedback on behalf of their residents.

Mayor Atwell stated:

- Surveys could be used to engage residents on the financial planning process; it has been difficult getting public participation on the budget.
- It is important to find ways to make it easier for residents to participate.

The Motion was then Put and CARRIED

1410-04
Report –
Engineering

xref: 5370-30
RFP 10/17

AWARD OF RFP 10/17 – REGENERATIVE AIR STREET SWEEPER

Report of the Director of Engineering dated August 14, 2017 recommending that Council approve the award of RFP 10/17 for one regenerative air street sweeper to Cubex Limited in the amount of \$261,185 (net price after trade-in and excluding taxes) plus change orders within budget.

The Director of Engineering stated:

- Saanich currently has one street sweeper which will be replaced; sweepers are utilized throughout the majority of the year and services major roads once every six weeks; they also service cycling infrastructure.
- Sweeping lessens the amount of clean up in catch basins.
- The material collected is transported to Hartland Landfill as it is not regular waste.
- Regenerative means the sweeper is a closed loop air system.

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

- GST & PST are applicable on this RFP; GST is recoverable.

MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That Council approve the award of RFP 10/17 for one regenerative air street sweeper to Cubex Limited in the amount of \$261,185 (net price after trade-in and excluding taxes) plus change orders within budget.”

CARRIED

1410-04
Report –
Engineering

ACTIVE TRANSPORTATION PLAN PROGRESS UPDATE

Report of the Director of Engineering dated August 11, 2017 recommending that Council receive the report for information.

xref: 2190-45
Active
Transportation
Plan

The Director of Engineering stated:

- The update is a summary of two consultation processes and outlines the preliminary direction for the vision, goals and targets that form the framework for the plan.

Councillor Haynes left the meeting at 9:24 p.m.

T. McKay, Acting Manager of Transportation and Development Services presented to Council and highlighted:

- The Active Transportation Plan was identified as a priority in the 2015 Strategic Plan; the purpose of the plan is to guide the development, promotion and implementation of transportation options within Saanich.
- Public feedback was received through 1,400 online survey responses, 250 one-on-one discussions, over 700 people at pop-up booths, 200 attendees at Saanich Talk Events, 120 participants in stakeholder workshops and 330 participants in community roadshow stops.
- The top five issues that residents raised with walking were the lack of sidewalks, the speed and noise of motor vehicle traffic, it is too far to walk, safety of intersections and the condition of sidewalks and pathways.
- Gaps in the bike network, a lack of routes, intersection safety, the speed and noise of vehicular traffic, and that bike routes do not go where they are needed to go were the top five concerns of cyclists.
- The goal is to build a culture for active transportation and shift to active modes of transportation.
- Targets have been revised to double the proportion of trips made by walking, cycling and transit to 36% by 2036 and 50% by 2050.
- As a result of feedback received, safety targets have been incorporated into the plan.
- Next steps include preparation of the draft plan and revised network maps; in the fall, a third round of consultation will take place and after that the draft plan will be brought back to Council for adoption.

In response to questions, the Acting Manager stated:

- Research shows that Saanich is in line with other municipalities in terms of targets.
- The fact that the survey was interactive may have resulted in increased participation; a similar survey will be done in the next round of consultation.
- Residents indicated that they used alternative modes of transportation for the health benefits.

- Different pieces of engagement were focused on different demographics; a report can be prepared that tells which demographics have responded; if a specific demographic has not been reached, the survey can be refocused.
- The Capital Regional District (CRD) provides trend data every five years.
- A variety of methods were used to get feedback to ensure that responses were received from a range of demographics.
- The Origin Destination Survey prepared by the CRD captures a representative sample of all demographics by neighbourhood.

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

- As part of the overall plan, funding strategies are being considered; targets are ambitious but can be revised if needed.
- Further discussions on funding will take place in the future.

Councillor Brownoff stated:

- She looks forward to receiving information from the next phase; the work to date has been valuable.

Councillor Murdock stated:

- The public consultation process that was undertaken is appreciated; the health benefits of active transportation could be reflected more directly in the plan.

Councillor Wergeland stated:

- He appreciates the work done on the plan; he questions how active transportation will work with vehicular traffic.

Councillor Sanders stated:

- The depth of the report is appreciated.

Councillor Brice stated:

- The CRD Origin Destination Survey will be done in the fall of 2017 and will be made available to Council.

MOVED by Councillor Plant and Seconded by Councillor Brownoff: “That Council receive the Active Transportation Plan for information.”

Councillor Plant stated:

- He supports the changes to the two target; the vision “0” target for traffic fatalities is appreciated.
- This is an excellent example of consultation done well.

The Motion was then Put and CARRIED

Adjournment

On a motion from Councillor Brownoff, the meeting adjourned at 9:49 p.m.

The meeting reconvened at 11:24 p.m.

RECOMMENDATIONS

From the Committee of the Whole Meeting held August 21, 2017

2870-30
Rambler Road

5172 RAMBLER ROAD – SUBDIVISION AND REZONING APPLICATION

MOVED by Councillor Wergeland and Seconded by Councillor Plant: “That a Public Hearing be called to further consider the application to rezone the property at Lot A, Section 31, Lake District, Plan 14597 (5172 Rambler Road).”

CARRIED

2860-30
Tillicum Road

3100 TILlicUM ROAD – DEVELOPMENT PERMIT APPLICATION

MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That Council:

- 1. approve and issue Development Permit DPR0067 on Lot A, Sections 13, 15, and 18A, Victoria District, Plan 19570, Except Part in Plan 32836 (3100 Tillicum Road);**
- 2. direct staff to develop a lease agreement for lands where the building would be situated;**
- 3. consider the applicant’s grant request of \$253,006 to assist with site servicing costs and offset development application fees; and**
- 4. instruct staff to bring forward an appropriate increase in the transfer to the Facilities Reserve Fund for the budget year following completion of the building (estimated at \$32,000, commencing 2019).”**

CARRIED

Adjournment

On a motion from Councillor Brownoff, the meeting adjourned at 11:27 p.m.

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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, AUGUST 21, 2017 AT 9:51 P.M.

Present: **Chair:** Councillor Murdock
Council: Mayor Atwell and Councillors Brice, Brownoff, Plant, Sanders and Wergeland
Staff: Paul Thorkelsson, Chief Administrative Officer; Harley Machielse, Director of Engineering; Jarret Matanowitsch, Acting Director of Planning; Angila Bains, Manager, Legislative Services; and Lynn Merry, Senior Committee Clerk

1410-04
 Report -
 Planning

xref: 2870-30
 Rambler Road

5172 RAMBLER ROAD – SUBDIVISION AND REZONING APPLICATION

Report of the Director of Planning dated August 2, 2017 recommending that Council approve the application to rezone from RS-18 (Single Family Dwelling) zone to RS-6 (Single Family Dwelling) zone to subdivide to create one additional lot (two lots total), and that Final Reading of the Zoning Amendment Bylaw be withheld pending registration of a covenant to secure the items outlined in the report.

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

- The dwelling under construction on the proposed remainder of Lot A is being built under current RS-18 zoning.

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

- The development on proposed Lot 1 is not expected to impact the tree on Rambler Road.

APPLICANT:

P. Ohl, Rambler Road, presented to Council and highlighted:

- The lot as it is currently is too large to maintain.
- The dwelling on proposed Lot 1 has been designed to fit within the character of the neighbourhood; the house will set back from Lochside Drive by a large hammerhead driveway with adequate onsite parking.
- The trees and tree canopy will be maintained; the walking pathway along Lochside Drive will not be impacted.
- The construction of the home on the remainder of Lot A is now complete; the size of the dwelling meets RS-6 zoning requirements and will not have a secondary suite.

PUBLIC INPUT:

Nil

COUNCIL DELIBERATIONS:

Motion: **MOVED by Councillor Plant and Seconded by Councillor Wergeland: “That it be recommended that a Public Hearing be called to further consider the application to rezone the property at Lot A, Section 31, Lake District, Plan 14597 (5172 Rambler Road).”**

Councillor Plant stated:

- This is sensitive infill; the applicant should provide further information in relation to the parking concern.

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

- The Active Transportation Plan may look at the capacity of Lochside Drive in the future; there may be a need to look at targeted traffic calming measures to reduce traffic volumes and encourage walking and cycling.
- In the short term, it is part of staff's work plan to look at on-street parking.

The Motion was then Put and CARRIED

1410-04
Report –
Planning

xref: 2860-30
Tillicum Road

3100 TILLICUM ROAD – DEVELOPMENT PERMIT APPLICATION

Report of the Director of Planning dated August 9, 2017 recommending that Council approve Development DPR00676; direct staff to develop a lease agreement for lands where the building would be situated; consider the applicant's grant of \$253,006 to assist with site servicing costs and offset development application fees; consider the provision of an interest-free loan to Saanich Neighbourhood Place society for \$200,000 subject to public notification; and instruct staff to bring forward an appropriate increase in the transfer to the Facilities Reserve Fund for the budget year following completion of the building (estimated at \$32,000 and commencing in 2019).

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

- Although there is no limit on the amount available for an interest-free loan, \$250,000 has been the norm.
- As a reserve fund is used for the funding of interest-free loans, it removes those funds that may be used for other purposes.
- It is the expectation that interest-free loans be paid back; Saanich Neighbourhood Place (SNP) has secured funding from Riokim Holdings in the amount of \$200,000 as a part of an approved development proposal for Tillicum Mall but those funds would not be available until the issuance of a building permit.
- It is unknown when Riokim will be proceeding with the redevelopment therefore SNP is requesting an interest-free loan from Saanich for the \$200,000 which would be repaid once they receive the funds from Riokim.
- If the funds are not received from Riokim, then the loan would have to be paid back through SNP's operational funds.
- She is unaware of Saanich having relationships with other daycare providers.
- Saanich would retain ownership of the land; under the proposed structure, SNP would own the building.
- If at some point, SNP decided to no longer operate the facility, the ownership of the building would revert to Saanich.
- A risk assessment has not be done; it is not in the purview of Saanich staff to determine the financial risk; a third party would have to be used determine that.
- SNP can be asked to provide more information on its financial stability.

In response to questions from Council, the Director of Parks and Recreation stated:

- The proposed building would be used in addition to the space provided in the Pearkes Recreation Centre.
- There may be opportunities for reciprocal programming in the new building.
- SNP's operating model can provide a daycare services that is efficient and effective and affordable for families; for Saanich to operate a daycare, the cost to families would increase and may result in an increased tax burden.

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

- Achieving BUILT GREEN® Gold standard of construction is challenging when constructing a modular building; an architect provided the information on the cost of the building.
- Currently parking is sufficient for the Tillicum Mall; underground parking may be considered in future redevelopment.
- The addition of a daycare will increase the demand for parking.

APPLICANT:

C. Hobson, Saanich Neighbourhood Place and R. Iredale, Iredale Architecture, presented to Council and highlighted:

- A consultation process was undertaken and over \$1.2 million in funding was secured.
- The project addresses a critical childcare shortage in the community; in addition to dedicated childcare space, there will be community space and an outdoor play area.
- SNP is financially stable; further fundraising could be done to secure the \$200,000 if Saanich denies the request for the interest-free loan.
- One of the benefits of modular construction is the re-usability of the building; the building can be adapted for a different purpose or it can be moved to a different site.
- The proposed building would be one-storey with a large covered porch and easy access to the outdoor play area.
- Approximately 36 parking stalls will become part of the building footprint; the existing forest will be preserved and will screen the building from the neighbours.

In response to questions from Council, the applicants stated:

- The accessibility grant of \$50,000 from the Government of Canada may be lost if the project does not start soon; if the Saanich grant request was denied, the project may not be feasible.
- Other locations were explored, but it was determined that this is the best location for the daycare; commercial properties are too expensive to consider.
- The location provides a continuum of service for families using the Recreation Centre; it allows children to age-in-place.
- SNP's operational budget is healthy; there will be no requests for grants in the future.
- Building another storey as a rental space would require more capital and a confirmed tenant would need to be waiting to occupy the space; the building has been designed that another floor could be constructed in the future.
- The cost of the proposed building is based on a similar project in Vancouver.

Mayor Atwell stated:

- He is concerned that Saanich will own the building in the future and has had no say in the design of it or planning for its future purpose.

PUBLIC INPUT:

R. Overman, Ker Avenue, stated:

- The project is supportable; they request that any trees within three metres of the property line be preserved to alleviate any noise and impacts on privacy.
- A one-storey building is appropriate; it would be screened by the trees.

L. Layne, San Lorenzo Avenue, stated:

- The location of the proposed building is appropriate, it is close to the Recreation Centre and the library and is accessible by walking and public transit.
- The design of the building is attractive; it would be appreciated if green technologies could be incorporated into the design.
- A second storey for additional daycare spaces to help meet the critical demand could be considered.
- There is concern that the site is currently being used for nefarious activities.

K. Waterhouse, Obed Avenue, stated:

- There is a critical demand for daycare spaces; there is value having a daycare at the Recreation Centre because of the proximity to the various services offered there.

E. Palmer, Ker Avenue, stated:

- SNP is a big part of the community; the proposed location of the daycare is convenient.
- There is a critical need for childcare.

B. Finnigan, Obed Avenue, stated:

- SNP is a large part of community; it would be appreciated to have daycare in the neighbourhood.
- Daycare initiatives should be approached in a similar manner that transportation and cycling initiatives are in order to make Saanich a more liveable community.

L. Robinson, Bethune Avenue, stated:

- Affordable daycare is needed in the community; the municipality is putting money into bike lanes and transportation but not into children.

S. Tomlinson, Ker Avenue, stated:

- The location is appropriate; building a two storey building may affect the privacy of neighbours.
- The green space should be preserved for screening and she questions how the public would access the site.

APPLICANT'S RESPONSE:

- The intent is to preserve the trees on the green space and that they would screen the property.
- The addition of the play area and lighting may result in a safer area.
- Green technologies and the addition of a second floor were considered but are too expensive.

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

- There would be no change to the three metre buffer area including no addition of trails; additional trees may be planted to provide screening keeping in mind that sight lines need to be considered.

COUNCIL DELIBERATIONS:

Councillor Brice stated:

- The applicant has advised that the loan could be absorbed in a mortgage.
- There is an expectation that an interest-free loan would be paid back to Saanich; if the Riokim redevelopment does not go ahead, it may be difficult for the SNP to pay back the loan.
- The request for the grant is supportable.

Motion:

MOVED by Councillor Brice and Seconded by Councillor Brownoff: "That it be recommended that Council:

- 1. approve and issue Development Permit DPR0067 on Lot A, Sections 13, 15, and 18A, Victoria District, Plan 19570, Except Part in Plan 32836 (3100 Tillicum Road);**
- 2. direct staff to develop a lease agreement for lands where the building would be situated;**
- 3. consider the applicant's grant request of \$253,006 to assist with site servicing costs and offset development application fees; and**
- 4. instruct staff to bring forward an appropriate increase in the transfer to the Facilities Reserve Fund for the budget year following completion of the building (estimated at \$32,000, commencing 2019)."**

MOVED by Councillor Wergeland and Seconded by Mayor Atwell: "That the meeting continue past 11:00 p.m."

CARRIED

Councillor Wergeland stated:

- Although there is a demand for daycare, there is a demand for other services as well; it may be appropriate for staff to review a financial plan from SNP.
- There is a need to confirm that the building can be built for the price that has been quoted.

Councillor Brownoff stated:

- Providing an interest-free loan is not supportable.
- Finding affordable daycare is challenging; this is an appropriate location for the facility.
- As part of the lease agreement, SNP should provide a financial plan and budget.
- It is appreciated that SNP will offer reciprocal agreements to use the space.

Councillor Sanders stated:

- This is a worthwhile project but there is concerns with financing.
- The grant request is supportable but the request for the loan is not.

Mayor Atwell stated:

- There is a need for daycare in the community; the federal government may be downloading the costs of daycare to municipalities.
- He is concerned that Saanich will take ownership of the building at a time when there may be a need for repairs.
- It is not appropriate to be in a position that if Council does not support the application, the project would collapse.

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

- If SNP defaults on the loan, the municipality would have first right of refusal to take on the mortgage.

Councillor Plant stated:

- It is appropriate to support children and families; the risk is low and Saanich will own the building.
- The municipality has a good relationship with SNP.

In response to questions from Council, the Chief Administrative Officer stated:

- Staff cannot provide analysis on SNP's financial plan.
- Staff will work with SNP with respect to reciprocal agreements.
- Saanich owns the land and would have first right of refusal to take over the mortgage should SNP default; the mortgage holder would own the building.

Councillor Murdock stated:

- Although there is a responsibility to protect the taxpayers' interest, there is also a need for affordable and safe daycare.

**The Motion was then Put and CARRIED
with Councillor Wergeland OPPOSED**

Adjournment On a motion from Councillor Brownoff, the meeting adjourned at 11:23 p.m.

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CHAIR

I hereby certify these Minutes are accurate

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MUNICIPAL CLERK