

DISTRICT OF SAANICH  
MINUTES OF THE COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBERS  
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, SEPTEMBER 14, 2015 AT 6:00 PM**

Present: **Chair:** Mayor Atwell  
**Council:** Councillors Brice, Brownoff, Derman, Haynes, Murdock, Plant, Sanders and Wergeland  
**Staff:** Andy Laidlaw, Chief Administrative Officer; Sharon Hvozdanski, Director of Planning; Laura Ciarniello, Director of Corporate Services; David Sparanese, Acting Director of Engineering (7:00 pm); Donna Dupas, Legislative Manager; Sharon Froud, Deputy Legislative Manager (7:00 pm); and Lynn Merry, Senior Committee Clerk (7:00 pm)

Mayor Atwell called the regular open Council meeting to order at 6:00 pm in Committee Room No. 2.

In Camera Motion **MOVED by Councillor Brownoff and Seconded by Councillor Wergeland: "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 personal information about an identifiable individual who holds a position as an officer, employee or agent of the municipality and labour relations or other employee relations."**  
**CARRIED**

Adjournment On a motion from Councillor Derman, the meeting adjourned to In Camera at 6:01 pm.

The regular open Council meeting reconvened in Council Chambers at 7:00 pm.

\*\*\*\*\*  
The Manager of Human Resources left the meeting at 7:00 pm.

The Director of Planning entered the meeting at 7:00 pm.  
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**DELEGATION**

1410-02  
Urban Wildlife  
Stewardship  
Society

**URBAN WILDLIFE STEWARDSHIP SOCIETY**  
Subject: Deer Management Initiatives

Bryan Gates, President, and Kristy Kilpatrick, Vice President, of Urban Wildlife Stewardship Society (UWSS) presented the objectives of the UWSS which include using immuno-contraception as a humane, non-lethal solution to control and reduce the deer population; providing public education to build tolerance and understanding; and reducing the number of vehicle/deer collisions using signage.

In response to questions from Council, the delegates stated:

- The UWSS could be used as a resource should Saanich decide to consider deer management.
- 25 deer would be considered for vaccination for the pilot project.
- A clover trap would be used to bait the deer; deer will be tagged, vaccinated and released.
- Deer must be ear tagged after being vaccinated; the drug used is not approved for general use by Health Canada yet, and the tag advises that the deer should not be consumed.
- The contraception can be effective in deer for up to 5 years; surgical spaying would be more expensive.

Minutes

### **ADOPTION OF MINUTES**

**MOVED by Councillor Plant and Seconded by Councillor Brice: "That Council adopt the minutes of the August 24, 2015 Council meeting."**

**CARRIED**

### **BYLAWS FOR FINAL READING**

1110-30

Sewer Capital  
Program Loan  
Authorization  
Bylaw

#### **SEWER CAPITAL PROGRAM LOAN AUTHORIZATION BYLAW**

Final Reading of the "Sewer Capital Program Loan Authorization Bylaw, 2015, No. 9336". To authorize borrowing of \$2,764,600.00 for improvements to the sewer system in the Sewer Service Area.

**MOVED by Councillor Derman and Seconded by Councillor Plant: "That Bylaw No. 9336 be adopted by Council and the Seal of the Corporation be attached thereto."**

**CARRIED**

1110-30

Storm Drainage  
Capital Program  
Loan Authorization  
Bylaw

#### **STORM DRAINAGE CAPITAL PROGRAM LOAN AUTHORIZATION BYLAW**

Final Reading of the "Storm Drainage Capital Program Loan Authorization Bylaw, 2015, No. 9337". To authorize borrowing of \$1,500,000.00 for improvements to the storm drainage system.

**MOVED by Councillor Haynes and Seconded by Councillor Wergeland: "That Bylaw No. 9337 be adopted by Council and the Seal of the Corporation be attached thereto."**

**CARRIED**

1110-30

Transportation  
Capital Projects  
Loan Authorization  
Bylaw

#### **TRANSPORTATION CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW**

Final Reading of the "Transportation Capital Projects Loan Authorization Bylaw, 2015, No. 9338". To authorize borrowing of \$2,800,000.00 for improvements to transportation infrastructure.

**MOVED by Councillor Derman and Seconded by Councillor Sanders: "That Bylaw No. 9338 be adopted by Council and the Seal of the Corporation be attached thereto."**

**CARRIED**1110-30Parks Capital  
Projects Loan  
Authorization  
Bylaw**PARKS CAPITAL PROJECTS LOAN AUTHORIZATION BYLAW**

Final Reading of the "Parks Capital Projects Loan Authorization Bylaw, 2015, No. 9339". To authorize borrowing of \$1,000,000.00 for park infrastructure improvements.

**MOVED by Councillor Brice and Seconded by Councillor Derman: "That Bylaw No. 9339 be adopted by Council and the Seal of the Corporation be attached thereto."**

**CARRIED****PUBLIC INPUT ON COUNCIL AGENDA ITEMS**Public Input on  
Council Agenda  
Items

J. Schmuck, President, Quadra Cedar Hill Community Association:

Local Area Plan (LAP) Updates

- The timelines to update the plans need to be compressed; additional resources should be considered to complete the updates more expeditiously.

2320-30Local Area Plan  
Updates

H. Charania, President, North Quadra Land Use Protection Association:

Utility Bill Penalties Follow Up1110-30

Water Utility Billing

- The Utility Bill penalties are unclear and punitive.

1410-04Community  
ContributionsLocal Area Plan Updates

- He requests that the Local Area Plan Updates item on the Council agenda be deferred until after discussion of the Work Plan – Community Planning Section item on the Committee of the Whole agenda takes place.

R. Wickson, President, Gorge Tillicum Community Association:

Local Area Plan Updates

- Additional resources may be needed to assist with decreasing the timelines to update the Local Area Plans.
- He questions what community contributions are.

Councillor Brownoff stated community contributions are community amenities.

M. Bergstrom, President, Mount Tolmie Community Association:

Local Area Plan Updates

- All departments should be on the same timelines for future reports.

K. Whitcroft, Inverness Road:

Local Area Plan Updates

- The allocation of funds for the Local Area Plan updates is supportable.

S. Belford, Rowland Avenue:

Local Area Plan Updates

- Allocating staff and resources to update Local Area Plans is supportable.

M. Henderson, President, Royal Oak Community Association:

Local Area Plan Updates

- Historical data was used to prioritize the order in which Local Area Plans would be updated; major development is taking place in the Royal Oak neighbourhood.
- There is concern that by the time the LAP for Royal Oak is up for review, most of the projects will be completed and there may have been missed opportunities to address and resolve problems in advance.
- Allocating adequate staffing and resources to the Planning Department is important.

D. Rebneris, Beaver Lake Road:

Local Area Plan Updates

- Community planning needs to be an on-going process and a continuous dialogue; updating the Local Area Plans every 10 years is not adequate.

## RESOLUTIONS FOR ADOPTION

1410-04

Report – Cedar Hill Golf Course

### **CEDAR HILL GOLF COURSE UPDATES**

Report from the Director of Parks and Recreation dated September 9, 2015 recommending that Council endorse the Finance, Audit and Personnel Standing Committee recommendations from the September 3, 2015 meeting regarding initiatives at the Cedar Hill Golf Course.

**MOVED by Councillor Brownoff and Seconded by Councillor Haynes:**  
**“That Council:**

- 1. Endorse ongoing efforts to move the overall golf course operation towards sustainability;**
- 2. Endorse a single source extension at \$65,000 per year for three years with a two-year option to renew with Rencher Golf Services and that a full request for proposals be undertaken at the end of the agreement with Rencher Golf Services; and**
- 3. Request staff to present recommended 2015-2016 rates at the November 2015 Finance, Audit & Personnel Standing Committee meeting along with any additional operational updates.”**

**CARRIED**

## RECOMMENDATIONS FROM COMMITTEES

1030-30

Community Grants Program

### **COMMUNITY GRANTS PROGRAM REVIEW**

Recommendation from the September 3, 2015 Finance, Audit and Personnel Standing Committee meeting that Council incorporate the review of the Community Grants Program into the development of new policy on Financial Plan consultation.

**MOVED by Councillor Derman and Seconded by Councillor Sanders:**  
**“That a review of the Community Grants Program be incorporated into the development of a new policy on Financial Plan consultation.”**

**CARRIED**

1110-30

Water Utility Bylaw

**UTILITY BILL PENALTIES**

Recommendation from the September 3, 2015 Finance, Audit and Personnel Standing Committee meeting that Council confirm the original recommendation from the June 1, 2015 meeting.

**MOVED by Councillor Sanders and Seconded by Councillor Wergeland: "That further to the recommendation of the Finance, Audit and Personnel Standing Committee dated September 3, 2015, that staff be directed to bring to Council:**

1. **An amendment to the Water Utility Bylaw No. 8124 to impose a five percent (5%) penalty to be added to account balances remaining unpaid after forty-five (45) days from each billing date.**
2. **Council policy to implement a one-time utility bill penalty reversal with the following conditions:**
  - a) **One penalty removal regardless of the circumstances that led to late payment.**
  - b) **A maximum of one penalty write-off will apply to owner(s)/tenant(s) on account.**
  - c) **Penalty removal applies to residential customers only.**
  - d) **Penalty removal must be requested (in writing, by phone or email) and will not be automatically applied to accounts.**
  - e) **Commencement with the first billing cycle of 2016."**

Councillor Plant stated:

- The penalties recommended are consistent with penalties in other municipalities.
- Residents can apply for and get a one-time penalty reversal regardless of the circumstances.

Councillor Haynes stated:

- Other municipalities impose a penalty on balances remaining unpaid after 30 days; the recommendation for Saanich is a penalty after 45 days.

Councillor Brice stated:

- The work of staff and the committee is appreciated.

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

- A one-time penalty reversal per property per owner will be permitted under the bylaw; an amendment to the motion would not delay the amendment to the Water Utility Bylaw.

**MOVED by Councillor Plant and Seconded by Councillor Wergeland: "That a one-time utility bill penalty reversal be permitted for owner(s)/tenant(s) on account once every ten years."**

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

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

2320-30Review of Local  
Area Plans**LOCAL AREA PLAN UPDATES**

Recommendation from the June 11, 2015 Planning, Transportation and Economic Development Advisory Committee that Council consider allocating adequate staffing and resources to the Planning Department for updating the Local Area Plans.

**MOVED by Councillor Brice and Seconded by Councillor Haynes: “That the Local Area Plan Updates item be referred to the Committee of the Whole meeting of September 14, 2015 to be discussed in conjunction with the Work Plan – Community Planning Section item.”**

**CARRIED****REPORTS FROM MEMBERS OF COUNCIL**1410-04Report –  
Community  
Contributions**COMMUNITY CONTRIBUTIONS**

Report from Councillor Brownoff dated September 1, 2015 recommending that Council direct Planning staff to prepare a report reviewing a full range of options related to Community Contributions and that such work be captured in the 2016 Strategic Plan.

**MOVED by Councillor Brownoff and Seconded by Councillor Haynes: “That Council direct Planning staff to prepare a report reviewing a full range of options related to Community Contributions, and that such work be captured in the 2016 Strategic Plan.”**

Councillor Brownoff stated:

- Developers have expressed the desire to have guidelines outlining what types of community contributions are preferable.
- Other municipalities have adopted guidelines.

Councillor Haynes stated:

- Developers are looking for a degree of certainty.

Councillor Wergeland stated:

- Council needs to decide if guidelines will be helpful in making decisions on what types of amenities are recommended.

Councillor Derman stated:

- An element of certainty is important to the development community; long-term planning will also assist developers in preparing development applications.
- Amenity packages should be tailored to the specific development and the community's preferences.

Councillor Brice stated:

- Contributions can be either community amenities or project amenities; guidelines will assist developers in enhancing their projects.

Councillor Sanders stated:

- Developers will appreciate knowing what types of amenities Council and the community are seeking.

Councillor Murdock stated:

- It is important that stakeholders who are impacted by development are included in discussion regarding the types of amenities preferred.
- It will also be important to balance expectations of stakeholders with housing affordability.

Mayor Atwell stated:

- Any certainty that can be given to our developers and community will be appreciated.
- Creating a framework which is flexible will assist in streamlining processes and achieving quality development.

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

- An initial report will look at options that can be explored and what types of engagement should be undertaken.

Councillor Derman stated:

- Certain circumstances can be standardized but applications will need to be reviewed on a project-by-project basis.

**The Motion was then Put and CARRIED**

Adjournment

On a motion from Councillor Derman, the meeting adjourned at 8:10 pm.

The meeting reconvened at 12:16 pm.

**RECOMMENDATIONS**

*From the Committee of the Whole Meeting held September 14, 2015*

2870-30  
Glendenning Road

**4111 GLENDENNING ROAD – SUBDIVISION, REZONING APPLICATION AND WAIVER OF THE ROAD FRONTAGE REQUIREMENT**

**MOVED by Councillor Derman and Seconded by Councillor Brice: “That the rezoning application for Lot 4, Section 54, Victoria District, Plan 5307 (4111 Glendenning Road) be rejected.”**

**CARRIED**  
**with Mayor Atwell and Councillors Haynes, Plant and Wergeland**  
**OPPOSED**

2150-20  
Cuthbert  
Holmes/Tillicum  
Park Management  
Plan

**CUTHBERT HOLMES/TILLICUM PARK MANAGEMENT PLAN**

**MOVED by Councillor Brice and Seconded by Councillor Murdock: “That Council endorse the Cuthbert Holmes/Tillicum Park Management Plan.”**

**CARRIED**

2310-30  
Uptown/Douglas  
Corridor Plan

**REFINED TERMS OF REFERENCE – UPTOWN/DOUGLAS CORRIDOR PLAN**

**MOVED by Councillor Derman and Seconded by Councillor Brownoff:  
“That Council endorse the refined Terms of Reference for the Uptown/Douglas Corridor Plan.”**

**CARRIED**

Adjournment

On a motion from Councillor Derman, the meeting adjourned at 12:20 pm.

.....  
MAYOR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK

Rise and Report

**RISE AND REPORT FROM THE AUGUST 17, 2015 IN CAMERA MEETING:**

1420-02  
Appointments

**APPOINTMENTS TO ADVISORY COMMITTEES**

**“That Council approve the following appointments effective immediately through December 31, 2015:**

**Merie Beauchamp            Healthy Saanich Advisory Committee**

**Philip He                    Healthy Saanich Advisory Committee**

**Scott Hindle                Planning, Transportation and Economic  
Development Advisory Committee.”**



DISTRICT OF SAANICH  
 MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
 HELD IN THE COUNCIL CHAMBERS  
 SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, SEPTEMBER 14, 2015 AT 8:12 PM**

Present: **Chair:** Councillor Murdock  
**Council:** Mayor Atwell and Councillors Brice, Brownoff, Derman, Haynes, Plant, Sanders and Wergeland  
**Staff:** Andy Laidlaw, Chief Administrative Officer; Sharon Hvozdzanski, Director of Planning; David Sparanese, Acting Director of Engineering; Donna Dupas, Legislative Manager; Sharon Froud, Deputy Legislative Manager; and Lynn Merry, Senior Committee Clerk

2870-30  
 Glendenning  
 Road

**4111 GLENDENNING ROAD – SUBDIVISION, REZONING APPLICATION AND WAIVER OF THE ROAD FRONTAGE REQUIREMENT**

Report of the Director of Planning dated July 28, 2015 recommending Council approve the rezoning from RS-18 (Single Family Dwelling) zone to RS-12 (Single Family Dwelling) zone for the purpose of subdivision to create one additional panhandle lot for single family dwelling use; waive the statutory frontage requirement under Section 944(2) of the *Local Government Act* for proposed Lot B; extend the Sewer Service Area to include the subject property; and that Final Reading of the Zoning Bylaw Amendment be withheld pending registration of a restrictive covenant to secure the items outlined in the report.

**APPLICANT:**

- M. Johnston, M.H. Johnston & Associates, presented and highlighted:
- The property is within the Urban Containment Boundary but outside of the Sewer Service Area.
  - All but one tree on the property will be retained.
  - A shared driveway will be secured by means of a reciprocal access easement; the construction of a floating driveway will protect the root zone of the existing trees.
  - Traffic on Glendenning Road will not be affected by the addition of one new dwelling.
  - The applicant is willing to covenant the size of the dwelling on proposed Lot B and the size of any future dwelling on Lot A.
  - Sewer and drain infrastructure is already available to accommodate servicing of the lot; the site is serviceable by gravity.
  - The proposed dwelling on Lot B will not be seen from Glendenning Road but the applicant has committed to design guidelines secured through a covenant.
  - The owner of the property intends to live in the proposed dwelling on Lot B.

In response to questions from Council, the applicant stated:

- Should additional trees be removed, the applicant will commit to 2:1 tree replacement.
- Installation of solar-ready conduits will be considered.

**PUBLIC INPUT:**

E. Polinsky, Glendenning Road, stated:

- Traffic moving from Glendenning Road will be affected.
- The proposed development will change the character of the neighbourhood.

- It is not desirable to have two rental homes on the property.

M. Adams, Vice President, Mount Tolmie Community Association, stated:

- The traffic on Mount Douglas Cross Road moves very fast.

M. Simmons, Christmas Avenue, stated:

- There is concern that the intention may be to sell the houses.

L. Mesner, Glendenning Road, stated:

- Developing the property will cause environmental damage; removal of trees will increase windthrow.
- There is concern that the proposed dwelling will overshadow the neighbouring property and block views and sunlight.
- The existing dwelling is deteriorating and has not been maintained.

S. Rados, Mount Douglas Cross Road, stated:

- The proposed development is supportable and fits well within the neighbourhood.

B. Loucks, Glendenning Road, stated:

- The property is located across the street from Agricultural Land Reserve (ALR) land; a buffer is needed between ALR land and residential properties.
- Development will alter the character of the neighbourhood; neighbours are not in support of the proposed development.
- No other property on Glendenning Road is included in the Sewer Service Area.

P. Raffle, owner, 4111 Glendenning Road, stated:

- The proposed dwelling is in keeping with the character of the neighbourhood.
- Maintenance on the property has not been done because she is hoping to develop the property; some of the maintenance concerns have been taken care of and she can assist in the upkeep if necessary.
- The property will look the same from the street.

K. Whitcroft, Inverness Road, stated:

- The property is not close to public transit or amenities and is car-oriented; this development is not sustainable.

In response to questions, the applicant stated:

- Notices were distributed to neighbours inviting them to a community meeting to discuss the proposed development.
- The trees bordering the property will be retained and will protect against windthrow; invasive species will be removed to assist with the health of the trees.

#### **COUNCIL DELIBERATIONS:**

Councillor Brice stated:

- A buffer between ALR land and residential is preferable.
- There are no compelling reasons why this development should occur.

Councillor Derman stated:

- This is not a suitable location for infill; the property is not close to services or public transit.

- Impervious areas would increase to 22%; this is not a sustainable development.
- The proposed development would change the character of the neighbourhood.

Councillor Sanders stated:

- Consultation with neighbours took place two years ago; the Gordon Head Residents' Association indicated they would support the application should there be evidence of support of neighbours; neighbours do not support the proposed development.
- She appreciates the commitment to limiting the size of the dwellings.

Councillor Wergeland stated:

- The addition of one dwelling does not constitute major development; the property is within the Urban Containment Boundary.
- The proposed development will not have a significant impact on neighbours.

Councillor Brownoff stated:

- Traffic and the speed of vehicles at the corner of Glendenning Road and Mount Douglas Cross Road is a concern.
- The property owner has not maintained the property in the past.
- Consultation with neighbours took place in 2013; a panhandle lot in this neighbourhood is not supportable.

Mayor Atwell stated:

- Sending the application to Public Hearing will allow for further discussion.
- There are few locations in Saanich where single family dwellings can be built; infill and subdivision allow for further development in Saanich.
- Services and amenities are within biking distance.

**Motion:**

**MOVED by Councillor Plant and Seconded by Councillor Wergeland: "That a Public Hearing be called to further consider the rezoning application on Lot 4, Section 54, Victoria District, Plan 5307 (4111 Glendenning Road)."**

Councillor Plant stated:

- He would like to hear more discussion at a Public Hearing; this is the last property within the Urban Containment Boundary in this neighbourhood that can be developed.
- The applicant is encouraged to consult further with neighbours regarding their concerns.

Councillor Haynes stated:

- Forwarding the application to a Public Hearing will allow further debate.
- Rezoning in this community is supported in the Official Community Plan and the Gordon Head Local Area Plan.

Councillor Murdock stated:

- A buffer between ALR land and residential properties is preferable.
- There are other locations for infill that would be more suitable.

**Motion DEFEATED  
with Councillors Brice, Brownoff, Derman, Murdock and Sanders OPPOSED**

**Motion:** **MOVED by Councillor Brice and Seconded by Councillor Derman: "That it be recommended that the rezoning application on Lot 4, Section 54, Victoria District, Plan 5307 (4111 Glendenning Road) be rejected."**

**CARRIED**  
with Mayor Atwell and Councillors Haynes, Plant and Wergeland **OPPOSED**

1110-30

Permissive Tax Exemptions

**PERMISSIVE TAX EXEMPTIONS**

Report from the Director of Finance dated September 10, 2015, recommending that Council direct staff to conduct notification of the proposed 2016 to 2019 Permissive Tax Exemptions in accordance with Section 227 of the *Community Charter*.

**PUBLIC INPUT:**

Nil

**Motion:** **MOVED by Councillor Haynes and Seconded by Councillor Wergeland: "That it be recommended that Council direct staff to conduct notification of the proposed 2016 to 2019 Permissive Tax Exemptions in accordance with Section 227 of the *Community Charter*."**

**CARRIED**

2150-20

Cuthbert Holmes/Tillicum Park Management Plan

**CUTHBERT HOLMES/TILLICUM PARK MANAGEMENT PLAN**

Report from the Director of Parks and Recreation dated August 28, 2015 recommending Council endorse the Cuthbert Holmes/Tillicum Park Management Plan.

D. Henderson, Director of Parks and Recreation, G. Darrah, Parks Planning and Design Manager, and B. Goodall, Parks Planner Designer, presented and highlighted:

- A plan for the park is needed to drive long-term implementation actions.
- The community played a role in identifying key issues and providing feedback.
- Saanich has a long-term lease for 12 hectares of the park which is owned by the Provincial government.
  
- The park is well used by dog walkers, bird watchers and nature lovers.
- Several areas of the park are infested with invasive species; a bird estuary is located in the park on the Colquitz River.
- Public consultation took place via facilitated public workshops, open houses, surveys, meetings and presentations.
- The proposed McKenzie Avenue interchange may affect the park.
- The goals and action items highlighted in the Management Plan address natural areas management, trails, recreation activities and safety and security.
- Some of the informal trails will be formalized; wayfinding signs, interpretation centres, park benches and garbage cans will be added.
- The park will be kept natural and remain dog-friendly; the Management Plan outlines a 10-year implementation schedule.

**PUBLIC INPUT:**

R. Wickson, President, Gorge Tillicum Community Association, stated:

- The plan was developed through a long, thorough process; it is appreciated that various community groups were involved.
- Saanich should consider formalizing an agreement for the part of the park owned by the Provincial government and include it in the Management Plan.
- Dog owners may not be aware of the sensitive areas within the park; signage may help.
- Parks staff are to be commended for the work done on the plan.

M. Adams, Vice President, Mount Tolmie Community Association, stated:

- He questioned if the width of the highway might be increased because of the McKenzie Avenue interchange.

P. Haddon, James Hts., stated:

- Parks staff are to be congratulated on the work done on the plan; the plan creates a structure for the community to continue to provide feedback.
- Residents are worried about the future of their parks; having multi-year plans assures the community that parks will be sustained.

**COUNCIL DELIBERATIONS:**

Councillor Derman stated:

- Parks staff and community members who contributed to the process should be congratulated.
- Informal paths contribute to the deterioration of natural areas; interpretative signage will explain why people should stay on trails.
- Boating on the Colquitz River should be discouraged due to the sensitive areas.

**Motion:**

**MOVED by Councillor Brice and Seconded by Councillor Haynes: “That it be recommended that Council endorse the Cuthbert Holmes/Tillicum Park Management Plan.”**

Councillor Brice stated:

- The work done on the plan by staff and the community is appreciated; this is a testament to how Saanich regards its' parks.
- Parks contribute to the health of current and future residents.

In response to questions from Council, the Parks Planning and Design Manager stated:

- It is anticipated that the construction of the McKenzie Avenue interchange will have an impact on the park by encroaching on park property.
- Homeless people are known to camp in the park.
- Fruit and nut trees could be considered for the area to be re-forested; this area would not be a good location for community gardens or a BMX park because there is no supporting infrastructure or parking area.
- Additional garbage cans will be placed in the park and signage will direct owners where dog feces can be deposited.

- It will be important to educate paddlers not to use the Colquitz River; federal signs could be used to increase the awareness of the bird estuary on the river.
- The work outlined in the plan is within current budget funding.

Councillor Brownoff stated:

- It was a long process but the result is a better plan; Parks Master Plans should be utilized for larger parks.
- As part of highway improvements, it may be possible to negotiate with the Provincial government for the land adjacent to the park.

Councillor Plant stated:

- The addition of a fruit forest in the south east corner of the park would be appreciated.

Councillor Wergeland stated:

- Staff are to be commended on the plan and the amount of public consultation that was undertaken.

Councillor Sanders stated:

- Involving the community resulted in a better document; staff are to be congratulated.
- This document could be used as a template for other parks management plans.

Councillor Murdock stated:

- This was a thoroughly inclusive process which resulted in an excellent product.
- Saanich is fortunate to have this rare gem of a park in the community.

**The Motion was then Put and CARRIED**

2310-30

Uptown/Douglas  
Corridor Plan

**REFINED TERMS OF REFERENCE – UPTOWN/DOUGLAS CORRIDOR PLAN**

Report from the Director of Planning dated September 2, 2015 recommending Council endorse the refined Terms of Reference for the Uptown/Douglas Corridor Plan.

C. Scott, the Manager of Community Planning, presented and highlighted:

- The Terms of Reference for the Uptown/Douglas Corridor Plan have been refined to reflect changes that have occurred over time and in preparation for posting a Request for Proposal (RFP) for consulting services.
- The changes include: updating the Objectives, Planning Context and Scope; updating the Planning Process and Timelines; the addition of a Council “Check In”; minor addition to the study area; the incorporation of a Public Engagement Policy; and the addition of a Project Advisory Committee.
- The Council “Check In” will enable Council to provide direction prior to the preparation of the Draft Plan.
- The Public Participation Policy will help guide engagement during all stages of the project.
- A Project Advisory Committee will be assembled on an “as needed” basis, will help guide the planning process and will consist of individuals with technical expertise.
- Next steps include having staff continue with preparing background materials, issuing an RFP for consulting services, commencing community outreach and establishing the Project Advisory Committee.

**PUBLIC INPUT:**

J. Schmuck, President, Quadra Cedar Hill Community Association, stated:

- Timelines should be compressed; the Community Association is grateful to be involved in the plan.

S. Belford, President, Mount View Colquitz Community Association, stated:

- She is excited that the project is moving forward but questions how applications will be handled while this plan is being worked on.

C. Hamill, Mount View Colquitz Community Association, stated:

- Buffer zones and boundaries can be defined by geography.

R. Wickson, President, Gorge Tillicum Community Association, stated:

- Transportation needs to be considered for the long term; this will become a living document.
- Douglas Street, Blanshard Street, Quadra Street and Burnside Road should be considered together as part of the plan.
- The Community Association did not have a chance to comment on the plan; Development Permit Guidelines could be completed as part of the corridor plan.

K. Whitcroft, Inverness Road, stated:

- There is not a lot of natural green space in this area; the Scope of Work for the Natural Environment should include restoring the watershed and Cecilia Creek.

In response to questions, the Director of Planning stated:

- As the plan progresses, if development is considered for this area, applicants can be advised of the essence of the plan; the Official Community Plan (OCP) has foundational elements that help guide the objectives of sustainable development.
- Cecilia Creek can be included in the Terms of Reference; it would have been included as part of the inventory of assets.

**Motion:**

**MOVED by Councillor Plant and Seconded by Councillor Haynes: “That it be recommended that Council endorse the refined Terms of Reference for the Uptown/Douglas Corridor Plan with the inclusion of Cecilia Creek and watershed in the Terms of Reference.”**

Councillor Plant stated:

- The addition of the Project Advisory Committee and the Council “Check In” is appreciated.

Councillor Derman stated:

- Staff should work jointly with the City of Victoria as much as possible in relation to this plan.
- A major objective of the plan should be climate change mitigation.
- The Project Advisory Committee should include members with expertise and a background in the development of regional sustainability; having a clear vision will assist the committee.
- The “Check In” will allow Council to ensure the plan represents citizens’ wishes.

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

- The City of Victoria supported joint planning; they are not able to participate fully because of financial considerations on their end.
- Saanich staff continue to meet regularly with Victoria staff to ensure that the process is seamless.
- The planning carried out on the Douglas Corridor by BC Transit has been extensive.
- The vision for the corridor will be considered when reviewing development applications.

Councillor Haynes stated:

- A Project Advisory Committee should include a broad representation from the community; compressed timelines should be considered.

Councillor Brice stated:

- As a result of extensive community consultation and as part of a Transit Future Plan, BC Transit has purchased land at Uptown with the intention of creating a transit hub.

**MOVED by Mayor Atwell and Seconded by Councillor Brownoff: “That the meeting continue past 11:00 pm.”**

**CARRIED**

In response to a question, the Manager of Community Planning stated:

- The Project Committee will include individuals that have multiple areas of expertise.

Councillor Brownoff stated:

- The refinements are appreciated; she looks forward to moving ahead with the plan.

Councillor Murdock stated:

- He is pleased to see the project moving forward.

**The Motion was Put and CARRIED**

2310-20  
Community  
Planning

### **WORK PLAN – COMMUNITY PLANNING SECTION**

Report from the Director of Planning dated September 3, 2015 recommending Council endorse the Community Planning Work Plan Option 1 – Balanced Focus, that identifies future priorities for three streams of work: Local Area Plan Updates; Centre and Corridor Plans; and Policy Initiatives.

C. Scott, the Manager of Community Planning presented and highlighted:

- Planning is looking for direction on the allocation of resources between three areas of community planning work; priorities for Local Area Plan (LAP) updates; and creating a standard process for updating local area plans.
- Consultation took place with Community Associations and they supported dividing resources between three streams of community planning work: Local Area Plan updates; centre and corridor plans; and policy initiatives.
- Three work plan options are being presented for Council consideration.
- Ten LAPs need a full update while two only need minor updates.



- In determining the order in which LAPs would be updated, five criteria were used that looked at current and projected development activity, the age of the existing plan and the relationship to Centre and Corridor planning areas.
- Centre and corridor area plans will focus on areas where the majority of growth and change will take place.
- Common planning issues will be addressed as part of District/Region wide policies.

**PUBLIC INPUT:**

J. Schmuck, President, Quadra Cedar Hill Community Association, stated:

- The timelines need to be compressed; the LAPs contain data from the 1996 census.
- Having all the LAPs done at the same time should be considered, even if it's only demographic information being updated.
- Staff resources should be allocated to get the work done expeditiously.

M. Simmons, Christmas Avenue, stated:

- There has been an increase in traffic in the Shelbourne Valley; residents would like the opportunity to provide more input on the Shelbourne Valley Action Plan.

M. Bergstrom, President, Mount Tolmie Community Association, stated:

- Staff are to be commended on the work plan; the Shelbourne Valley Local Area Plan should be a priority.

R. Wickson, President, Gorge Tillicum Community Association, stated:

- Resources are needed to get the plan done in a timely manner; the community should be included in the discussion.
- More time is needed to review and discuss the document; a focus should be on regional values and sustainability.
- He asked how individuals will be selected for the Project Advisory Committee.

K. Whitcroft, Inverness Road, stated:

- The goal should be to limit infill and increase density to major centres.

M. Adams, Vice President, Mount Tolmie Community Association:

- The additional opportunities for public participation are appreciated.

**COUNCIL DELIBERATIONS:**

In response to questions, the Manager of Community Planning stated:

- A five-year snapshot of data was used to determine the current and projected development activity.
- The gaps in the timelines in Option 3 would allow for staff to prepare for Official Community Plan (OCP) development.
- Year 1 in the timelines is 2016.
- LAPs could be re-prioritized if the OCP was updated.

In response to questions, the Director of Planning stated:

- It used to be mandated in the *Local Government Act* that the OCP be updated every ten years; this is no longer the case.
- If a situation requires the OCP be updated, that can be accommodated.
- The options identified utilize available resources.

- If additional staff were allocated, updating the LAPs could be accelerated.
- Staff must be included in the process to support community members tasked with updating LAPs.
- If further public input is required, the plan could be referred to a future meeting.

Councillor Plant stated:

- He is hesitant to make a recommendation; the timelines need to be addressed.
- A less thorough update could be considered.

Councillor Derman stated:

- Staff should provide further information on what resources they require to carry out the work in a more timely manner.

**Motion:**

**MOVED by Councillor Derman and Seconded by Mayor Atwell: “That staff be requested to provide another option based on additional resources and an expedited timeline.”**

Councillor Haynes stated:

- Accelerating the plan may not be beneficial for Saanich; it may not bring about better development.

In response to questions, the Director of Planning stated:

- Refreshing some of the information in the LAPs is a good idea but there would still be a need for appropriate staffing.

Councillor Brice stated:

- A report from staff should include the cost of resources and whether other work can be deferred to facilitate this work plan.

Councillor Murdock stated:

- The costs to expedite timelines and the information on the work to be deferred would be appreciated.

Councillor Derman stated:

- He would like to ensure the resources are used to accelerate the process; having a vision at the start of the process will assist in accelerating the work.

Councillor Haynes stated:

- It may be helpful to look at where the resources are currently; he wonders if having the Local Area Plans updated would stimulate the economic base.

Councillor Wergeland stated:

- The budget has to be considered when looking at resources; there may be smarter ways of doing things.

Councillor Sanders stated:

- Priorities should have been discussed before the budget and strategic planning processes were completed.

Mayor Atwell stated:

- He questioned if funds received from development could be used to fund planning initiatives.

**The Motion was then Put and CARRIED**

**ITEM REFERRED FROM COUNCIL MEETING**

2320-30  
Local Area Plan  
Updates

**LOCAL AREA PLAN UPDATES**

**MOVED by Councillor Derman and Seconded by Councillor Brice: "That the Local Area Plan Updates item be postponed pending return of a report from staff in relation to the Work Plan – Community Planning Section."**

**CARRIED**

Adjournment      On a motion from Councillor Brice, the meeting adjourned at 12:15 pm.

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CHAIR

I hereby certify these Minutes are accurate

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MUNICIPAL CLERK