

DISTRICT OF SAANICH  
MINUTES OF THE COUNCIL MEETING  
HELD AT THE SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, JUNE 26, 2017**

Present:           **Chair:**       Mayor Atwell  
                  **Council:**   Councillors Brice, Brownoff, Haynes, Murdock, Plant, Sanders and Wergeland  
                  **Staff:**       Paul Thorkelsson, Chief Administrative Officer; Sharon Hvozdzanski, Director of Planning (7:30 p.m.); Harley Machielse, Director of Engineering; Suzanne Samborski, Director of Parks and Recreation; Ken Watson, Director of Legislative Services; Sharon Froud, Deputy Legislative Manager; and Lynn Merry, Senior Committee Clerk (7:30 p.m.)

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 Haynes and Seconded by Councillor Brice: “That pursuant to Sections 90 (1) (c) and (i) and 90 (2) (b) of the *Community Charter*, the following meeting be closed to the public as the subject matters being considered relate to the labour relations and other employee relations; the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or federal government or both and a third party.”**

**CARRIED**

Adjournment       On a motion from Councillor Brownoff, 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 Wergeland and Seconded by Councillor Brice: “That Council adopt the minutes of the June 19, 2017 Council and Committee of the Whole meetings.”**

**CARRIED**

**NOTICE OF MOTION**

1410-04  
Report - Council

Notice of Motion received from Councillor Haynes that staff be requested to write a letter of support to the Dead Boats Society for their application to receive federal funds for boat removal on South Vancouver Island beaches. This motion will be presented at the July 10, 2017 Council meeting.

**BYLAW FOR FINAL READING**

1110-30  
Delegation  
Authorization  
Bylaw

**DELEGATION AUTHORIZATION BYLAW (DIRECTOR OF PARKS AND RECREATION)**

Final Reading of "Delegation Authorization Bylaw (Director of Parks and Recreation), 2017, No. 9442". To delegate the administration of the Significant Tree Grants to the Director of Parks and Recreation.

**MOVED by Councillor Murdock and Seconded by Councillor Haynes:  
"That Bylaw No. 9442 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

B. Williamson, Eldon Place, stated:

- The names of the Advisory Committee Chairs need to be updated on the website.

1310-40  
CRD

K. Whitworth, Viewmont Avenue:

Governance Review Citizen Advisory Committee Update

- It would be helpful to know if the same residents that attended the Open Houses also provided feedback through the online survey; it may be that the same residents provided information through both opportunities.
- She questions if more funds are being requested to provide the additional consultation outlined in the report.

1420-30  
GRCAC

K. Whitcroft, Inverness Road:

Capital Regional District Bylaw & Reports from Saanich Advisory Committee Chairs

- Additional taxation to provide grants is not supportable.
- It would be appropriate to have an opportunity to provide feedback after the Advisory Committee updates were provided.

K. Harper, Bonair Place:

Governance Review Citizen Advisory Committee Update

- The GRCAC is to be commended on the hard work that they are doing on behalf of Saanich residents.

L. Layne, San Lorenzo Avenue:

Governance Review Citizen Advisory Committee Update

- The work of the GRCAC is commendable; although the variety of opportunities to provide feedback is appreciated, there may be other ways to solicit feedback.

**RESOLUTIONS FOR ADOPTION**

1310-40  
CRD

**CAPITAL REGIONAL DISTRICT (CRD) BYLAW NO. 4127, ARTS AND CULTURE SUPPORT SERVICE ESTABLISHMENT BYLAW NO. 1, 2001, AMENDMENT BYLAW NO. 4, 2017**

From the June 12, 2017 Council meeting. Request from the CRD that Council consent to the adoption of Bylaw No. 4127, Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw No. 4, 2017.

N. Chan, Chief Financial Officer, and J. Lam, Manager, Arts Development Section, Capital Regional District (CRD), presented to Council and highlighted:

- The goal of the presentation was to provide further information on comparison contributions from other participants, historical contributions made to the service, the value of staff and office costs and to provide a clearer understanding of the maximum requisition formula and the change in apportionment of costs from Inter-municipal Formula to Converted Assessments.
- The CRD has approximately 200 services of which approximately 92 have a form of cost apportionment; costs are dispersed amongst participants based on a particular formula.
- Of those 92 cost apportionment formulas, there are only two services that still use the Inter-municipal Formula, one of them being the Arts and Culture Support Service; there are inconsistencies between the assessment information through the Inter-municipal Formula and the current BC Assessment formula which is being used in over 60 of the CRD services.
- In the language of the new bylaw, the Maximum Requisition Calculation is the greater of either \$1,980,000 which is the estimated cost of what the service would be, or the annual assessments divided by 1,000 x the levy rate; the 2017 maximum requisition would be \$6.5 million.
- Once the annual budget is developed and approved by participants, the cost apportionment calculation is applied.
- For every \$0.01 change to the levy rate, the maximum requisition would be impacted by \$640,000; the levy rate would be \$0.039 for a \$2.5M requisition; there is a need to be flexible with the levy rate to account for changes to services and new initiatives.
- Having a maximum requisition cap is common; the formula was created to account for changes in property assessments, property values and population growth; it alleviates the need to re-evaluate the maximum requisition on a routine basis.
- Revisiting the levy rate would be evaluated through the bylaw amendment process.

In response to questions from Council, Mr. Lam and Mr. Chan, stated:

- Approximately half of CRD services have maximum requisitions; the budgeting process considers changes in trends, service delivery and service levels and therefore budgets would increase or decrease accordingly.
- Budgets are approved at various levels of authority and are cost apportioned based on the value of the service.
- Under the bylaw, the levy value is applied to the net taxable value or the assessment of the Group 1 participating areas; Group 2 assessments are not considered.
- The new bylaw proposes a withdrawal process for new Group 2 participants and specifies that any current Group 2 contributing less than 20% can

withdraw.

- The Arts Commission determined the 30% level of funding for Group 2 participants as a reflection of their citizens' participation by virtue of being more geographically distant from the core where much of the Arts activity takes place.
- Smaller communities tend to have fewer arts organizations in their communities that are eligible to apply for grants.
- If a cap on the maximum requisition was requested, there would be a need for approval from the Arts Commission, respective municipalities and the CRD Board and could take up to 3-4 months.

Councillor Brownoff stated:

- It is appropriate to have a realistic cap on the maximum requisition; any changes to the bylaw would have to be approved by the participants.

**MOVED by Councillor Brice and Seconded by Councillor Haynes: "That Council request that the Capital Regional District consider an amendment to the Arts and Culture Support Service Establishment Bylaw No. 1, 2001, that the maximum requisition be capped on a formula predicated on a five or ten year average increase of 1.5% that is over the five year fixed term. The motion is to be shared with the other participants."**

Councillor Sanders stated:

- A reasonable cap to the maximum requisition is appropriate; Saanich already funds arts programs in the municipality.

In response to questions from Council, Mr. Chan stated:

- 1.5% is representative of the five year historical growth rate for the Arts Service.
- Capping the maximum requisition would not take into account any significant changes to the Arts Service or new work.
- A 2/3 assent vote is needed to pass the bylaw amendment.

Councillor Plant stated:

- Although he appreciates the sense of control capping the maximum requisition may give, it may limit new initiatives coming forward.

Councillor Haynes stated:

- Should there be a change in strategy and a need for more funding, municipalities would be involved in deciding if they wanted to fund the project; it is appropriate to base the maximum requisition on historical requisitions.

Councillor Wergeland stated:

- He supports the motion; it is appropriate to have a cap in the maximum requisition.

Councillor Sanders stated:

- Historically, the 1.5% increases have allowed funding for the Arts community; the bylaw can be further assessed in the future if changes are needed.

Councillor Plant stated:

- It may be appropriate to postpone the motion to allow him, as a member of the Arts Commission, to have a discussion on caps at the committee level.

**MOVED by Councillor Haynes and Seconded by Councillor Brice: “That the motion be amended to remove “or ten”.”**

Councillor Plant stated:

- The motion is not supportable; it is limiting and does not allow the service to grow.

Councillor Murdock stated:

- An assent vote of participants is needed to pass a motion; it is important to consider the perspective of other participants.

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

Mayor Atwell stated:

- The maximum requisition formula needs to be modernized; it is prudent for Saanich to maintain some control over funding.
- It is important that when there are changes to the maximum requisition that Saanich is part of the discussion.

**The Main Motion, as Amended, was then Put and CARRIED  
with Councillor Plant OPPOSED**

Motion as Amended:

“That Council request that the Capital Regional District consider an amendment to the Arts and Culture Support Service Establishment Bylaw No. 1, 2001, that the maximum requisition be capped on a formula predicated on a 5 year average increase of 1.5% that is over the five year fixed term. The motion is to be shared with the other participants.”

1410-04  
Report - Parks

**HIGH PERFORMANCE AQUATICS AT SAANICH COMMONWEALTH PLACE (SCP)**

Report of the Director of Parks and Recreation dated June 16, 2017 recommending that Council direct staff to:

- a) Pursue Provincial and Federal support for the creation of a renewed three-party operating and funding agreement that supports high performance aquatic supports at Saanich Commonwealth Place; and
- b) Provide a detailed analysis and report outlining financial, community and resource implications if Saanich continued to support and subsidize high performance aquatic sports at Saanich Commonwealth Place without the assistance of other levels of government.

The Director of Parks and Recreation and the Manager, SCP, presented and highlighted:

- The 25-year Saanich Commonwealth Place Operating Agreement expires on August 31, 2019.
- The Legacy Trust Fund provides between \$380,000 and \$417,000 per year and Saanich subsidizes high performance sports through the Trust Fund.
- Raising the rates of lane rentals may help to lower the deficit amount but it

- would not be a significant amount.
- SCP hosts between 30-40 events per year with approximately 20,000 participants.
  - A decrease in sports tourism would have an economic impact on the region.

**MOVED by Councillor Brownoff and Seconded by Councillor Murdock: “That Council direct staff to:**

- a) **Pursue Provincial and Federal support for the creation of a renewed three-party operating and funding agreement that supports high performance aquatic sports at Saanich Commonwealth Place; and**
- b) **Provide a detailed analysis and report outlining the financial, community and resource implications if Saanich continued to support and subsidize high performance aquatic sports at Saanich Commonwealth Place without the assistance of other levels of government.”**

Councillor Murdock stated:

- Staff are to be commended for bringing the item forward; he looks forward to the successful outcome of discussions with seniors levels of government.

**The Motion was then Put and CARRIED**

1410-04  
Report –  
Engineering

xref: 5170-20  
Federal Gas Tax  
Strategic Priorities  
Funding

**FEDERAL GAS TAX STRATEGIC PRIORITIES FUND APPLICATION FOR THE SAANICH COMMONWEALTH PLACE MECHANICAL SYSTEM UPGRADE PROJECT**

Report of the Director of Engineering dated June 15, 2017 recommending that Council endorse the application to the Federal Gas Tax Strategic Priorities Fund for the Saanich Commonwealth Place Mechanical System Upgrade.

**MOVED by Councillor Brice and Seconded by Councillor Haynes: “That Council endorse the application to the Federal Gas Tax Strategic Priorities Fund for the Saanich Commonwealth Place Mechanical System Upgrade.”**

**CARRIED**

**REPORTS FROM SAANICH ADVISORY COMMITTEE CHAIRS**

1420-30  
GRCAC

Report from the Governance Review Citizen Advisory Committee (GRCAC)

J.Schmuck, Chair, GRCAC, presented to Council and highlighted:

- 250 survey responses have been received; 122 residents participated in two public workshops and two Town Hall meetings.
- The surveys were anonymous; there is no way to differentiate between a resident who provided feedback through a survey and a resident providing information at an Open House therefore it is difficult to determine the number of unique voices heard.
- Targeted groups for engagement include University of Victoria students, seniors, members of Advisory Committees and Community Associations and retired Saanich Councillors.

- Ads were placed in the Saanich News and on Facebook, Twitter and the Saanich website to make residents aware of how they could provide input.
- Although the GRCAC appreciates the quality of feedback provided, the number of participants was not as high as anticipated.
- The next step will be to continue with targeted engagement; additional funding for engagement will not be requested.
- The data that has been received will be reviewed and analyzed.
- The expectation is that a report be prepared by late October.

In response to questions from Council, Mr. Schmuck stated:

- Although there will be more engagement than originally planned, the expectation is that the committee will come within budget.
- The GRCAC will provide a report and recommendations for consideration by Council.

Councillor Brice stated:

- The committee is to be commended; Council was firm in its commitment to be arms-length.

Councillor Plant stated:

- The committee is to be commended for the great deal of work it has undertaken; he questions how Saanich will weigh the recommendations given the low number of participants.

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

- It is the expectation that the committee will provide a report, with recommendations, to Council for consideration; staff will not review the report before it goes to Council.

Councillor Haynes stated:

- Significant work went into striking this committee; committee members have the skill sets and experience needed to do the work and they are to be commended on the work they have undertaken.

Councillor Murdock stated:

- Council and the public have high expectations of the committee; he looks forward to receiving the report.
- The amount of public participation shows that it is a challenging issue and is something that the public takes seriously.

Councillor Wergeland stated:

- Getting the public involved can be challenging; it is important to get perspectives from different people in the community.

Mayor Atwell stated:

- It is important to empower and involve residents in designing governance.
- He expects that Council would review and weigh any recommendations and have staff examine options; he has confidence that the committee will provide unbiased recommendations and the results will be valuable.

**MOVED by Councillor Plant and Seconded by Councillor Brice: “That the report of the Governance Review Citizen Advisory Committee dated June 26, 2017 be received with thanks.”**

**CARRIED**

1410-20  
Advisory  
Committee  
Updates

Verbal Updates from Council Committee Chairs  
Council members provided updates on the various committee they Chair.

**MOVED by Councillor Plant and Seconded by Councillor Haynes: “That the item be postponed to a future meeting.”**

**CARRIED**

**REPORTS FROM DIRECTORS**

1410-04  
Report –  
Legislative

**2016 ANNUAL REPORT PRESENTED TO THE PUBLIC**

To make the Annual Report available for public inspection pursuant to section 98 of the *Community Charter*. Submissions and questions from the public will be received at the meeting of July 17, 2017 pursuant to section 99 of the *Community Charter*.

xref: 1970-30  
Annual Report

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Councillor Plant left the meeting at 9:22 p.m.  
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**MOVED by Councillor Brownoff and Seconded by Councillor Brice: “That the Annual Report be made available for public inspection pursuant to Section 98 of the *Community Charter*.”**

**CARRIED**

Adjournment

On a motion from Councillor Brownoff, the meeting adjourned at 9:23 p.m.  
  
The meeting reconvened at 10:02 p.m.

**RECOMMENDATIONS**

*From the Committee of the Whole Meeting held June 26, 2017*

2860-20  
Glasgow Avenue

**3333 GLASGOW AVENUE – DEVELOPMENT PERMIT AMENDMENT**

**MOVED by Councillor Haynes and Seconded by Councillor Brice: “That Council approve and issue Development Permit Amendment DPA00907 on Lot 2, Section 63, Victoria District, Plan EPP70198 (3333 Glasgow Avenue).”**

**CARRIED**

6840-20  
Beckwith Avenue

**931 BECKWITH AVENUE – APPLICATION FOR INCLUSION IN THE SEWER SERVICE AREA**

**MOVED by Councillor Wergeland and Seconded by Councillor Plant: "That that the application to include Lot 3, Section 65, Victoria District, Plan VIP59979 (931 Beckwith Avenue) in the Sewer Service Area be approved."**

**CARRIED**

2200-35  
Public Art –  
Seaton Street  
Tunnel

**APPLICATION TO PAINT A MURAL ON THE RETAINING WALL AT THE NORTH ENTRY TO THE SEATON STREET TUNNEL**

**MOVED by Councillor Brownoff and Seconded by Councillor Haynes: "That Council authorize the installation of a mural on the retaining wall at the north entry to the Seaton Street tunnel, based on the conceptual illustration and the artistic process as outlined in the report of the Director of Planning dated June 16, 2017."**

**CARRIED**

Adjournment

On a motion from Councillor Haynes, the meeting adjourned at 10:04 p.m.

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MAYOR

I hereby certify these Minutes are accurate.

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DEPUTY 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, JUNE 26, 2017 AT 9:25 P.M.**

Present:

- Chair:** Councillor Sanders
- Council:** Mayor Atwell and Councillors Brice, Brownoff, Haynes, Murdock, Plant, and Wergeland
- Staff:** Paul Thorkelsson, Chief Administrative Officer; Sharon Hvozdzanski, Director of Planning; Harley Machielse, Director of Engineering; Sharon Froud, Deputy Legislative Manager and Lynn Merry, Senior Committee Clerk

1410-04  
Report -  
Planning

**3333 GLASGOW AVENUE – DEVELOPMENT PERMIT AMENDMENT**

Report of the Director of Planning dated June 13, 2017 recommending that Council approve Development Permit Amendment DPA00907 for the construction of two four-storey, multi-family residential buildings. A variance is requested for a side yard setback.

xref: 2860-20  
Glasgow  
Avenue

**APPLICANT:**

J. Newton, Inverness and Glasgow Properties Ltd., and K. Klippenstein, VDA Architecture Limited, presented to Council and highlighted:

- Originally the two buildings were to be part of the same strata but constructed in two phases.
- It was determined that each building be a separate strata which means that they each must have separate servicing and situated on its own lot.
- Although the two buildings are in the same footprint as originally intended, the presence of a lot line between the two properties requires a variance for a side yard setback.
- The lot line cannot go down the middle of the property because of the siting of the underground parking which has already been constructed.

**PUBLIC INPUT:**

K. Whitcroft, Inverness Road, stated:

- The application is supportable because of the community contribution to Cecilia Creek Falls Park.

**Motion:**

**MOVED by Councillor Wergeland and Seconded by Councillor Brownoff: "That it be recommended that Council approve and issue Development Permit Amendment DPA00907 on Lot 2, Section 63, Victoria District, Plan EPP70198 (3333 Glasgow Avenue)."**

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

- Council considers requests for development variance permits; the Board of Variance considers variances for single family dwellings.

**The Motion was then Put and CARRIED**

1410-04  
Report –  
Engineering

xref: 6840-20  
Beckwith  
Avenue

**931 BECKWITH AVENUE – APPLICATION FOR INCLUSION IN THE SEWER SERVICE AREA**

Report of the Director of Engineering dated March 16, 2017 recommending that Council approve the application to include 931 Beckwith Avenue in the Sewer Service Area.

The Director of Engineering stated:

- The subject property is within the Urban Containment Boundary (UCB) but outside the Sewer Service Area (SSA).
- Staff are recommending inclusion based on land use considerations.
- This is the last property within the UCB but outside SSA in the North Quadra Local Area Plan.

**PUBLIC INPUT:**

H. Charania, on behalf of North Quadra Community Association, stated:

- Although the Community Association was not informed of the application, it has no objections to the inclusion in the Sewer Service Area; it is a logical and natural extension.

The Director of Planning stated:

- In terms of notification to Community Associations, letters were sent to the North Quadra and Blenkinsop Valley Community Associations. As well, the application for the subdivision and inclusion in the sewer service area were posted on the website.

### COUNCIL DELIBERATIONS:

**Motion:** **MOVED by Councillor Plant and Seconded by Councillor Haynes: "That it be recommended that the application to include Lot 3, Section 65, Victoria District, Plan VIP59979 (931 Beckwith Avenue) in the Sewer Service Area be approved."**

**CARRIED**

1410-04  
Report –  
Planning

xref: 2200-35  
Public Art –  
Seaton Street  
Tunnel

### **APPLICATION TO PAINT A MURAL ON THE RETAINING WALL AT THE NORTH ENTRY TO THE SEATON STREET TUNNEL**

Report of the Director of Planning dated June 16, 2017 recommending that Council authorize the installation of a mural on the retaining wall at the north entry to the Seaton Street tunnel, based on the conceptual illustration and the artistic process as outlined in the report.

Constable L. Bruschetta, Saanich Police Department and J. Campbell, artist, presented to Council and highlighted:

- The Civil Forfeiture Office receives money through proceeds of crime and provides community grants to Police Departments; the Saanich Police Department applied through the Crime Remediation and Crime Prevention Grant Program and received funding in the amount of \$8,600.
- Police partnered with staff and an artist mentor from the Native Friendship Centre to address the constant graffiti in the Seaton Tunnel.
- Seven artists were hired; the theme for the mural is reconciliation; it will give youths a space to have a voice.
- The mural will have a graffiti seal on it to prevent tagging.

Councillor Brownoff stated:

- She appreciates that the Saanich Police has reached out to the Native Friendship Centre to beautify the Seaton Tunnel.

### **PUBLIC INPUT:**

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

- The Community Association welcomes the project into the community; the vegetation around the tunnel needs to be maintained.

K. Whitworth, Viewmont Avenue, stated:

- The project is a welcome addition to the neighbourhood; it is appreciated that the Saanich Police has partnered with the Native Friendship Centre.
- The artists and the Police Department are to be commended; it will improve the appearance of the area.

In response to questions, the Director of Engineering stated:

- Public Works can look into landscape maintenance around the Seaton Tunnel.

**COUNCIL DELIBERATIONS:**

**Motion:**

**MOVED by Councillor Brice and Seconded by Councillor Brownoff: “That it be recommended that Council authorize the installation of a mural on the retaining wall at the north entry to the Seaton Street tunnel, based on the conceptual illustration and the artistic process as outlined in the report of the Director of Planning dated June 16, 2017.”**

Councillor Brice stated:

- The Arts, Culture and Heritage Advisory Committee enthusiastically supports the project; she congratulates the Police Department and artists for initiating this meaningful project.
- She looks forward to meeting the artists while they are working.

Mayor Atwell stated:

- He appreciates that proceeds of crime are being used to help with preventing crime; a mural may prevent further graffiti.

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

- Saanich can reallocate money for public art; the Public Arts Policy attempts to remain an open process to give many artists the opportunity to compete for the selection of artists and installation.
- Community members sit on the panel that selects the public art.

Councillor Plant stated:

- The artist is the ideal candidate to steward the project; he commends the artist and the Police Department for pursuing the initiative.

**The Motion was then Put and CARRIED**

Adjournment

On a motion from Councillor Plant, the meeting adjourned at 10:01 p.m.

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CHAIR

I hereby certify these Minutes are accurate

.....  
DEPUTY MUNICIPAL CLERK