

DISTRICT OF SAANICH
MINUTES OF THE COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
MONDAY, MARCH 19, 2012 AT 7:30 P.M.

Present:

Chair: Mayor Leonard
Council: Councillors Brice, Brownoff, Derman, Gerrard, Murdock, Sanders, Wade and Wergeland
Staff: Tim Wood, Administrator; Colin Doyle, Director of Engineering; Sharon Hvozdaniski, Director of Planning; Carrie MacPhee, Director of Legislative Services; Donna Dupas, Legislative Manager; and Maura Jones, Senior Committee Clerk

PUBLIC HEARING

2870-30
Cadillac Avenue

“ZONING BYLAW, 2003, AMENDMENT BYLAW, 2012, NO. 9165”

PROPOSED REZONING FOR TWO FAMILY DWELLING ON CADILLAC AVENUE

To rezone Lot B (DD2438851), Block 4, Section 14, Victoria District, Plan 877 (278 CADILLAC AVENUE) from Zone RS-6 (Single Family Dwelling) to Zone RD-1 (Two-Family Dwelling) for the proposed construction of a two-family dwelling. A DEVELOPMENT PERMIT will also be considered to require the buildings and lands to be constructed and developed in accordance with the plans submitted.

The Clerk introduced the following:

- Notice of Public Hearing;
- Report from the Director of Planning dated January 23, 2012 recommending approval of the rezoning and development permit; and
- 2 pieces of correspondence from residents commenting on the application.

In response to questions from Council, the Director of Planning stated that if landscaping plans are provided with the application they are then circulated to Council.

APPLICANT:

On behalf of the applicant, Mr. R. McNeil of McNeil Design stated:

- The proposal is for a side-by-side duplex.
- The design of the duplex, which includes a sideways garage, is meant to provide the appearance of 2 separate dwellings.
- The proposed size and setbacks of the project are in keeping with the proposed zoning.
- Meetings have been held with the Community Association and neighbouring residents.
- The units are about 1,500 square feet in size and have no unfinished space that could be used for suites.
- There are no windows overlooking the adjacent properties on either side.
- The landscape plan includes permeable paving and plantings to screen the side and back of the site.

Councillor Gerrard stated that the applicant should consider deconstruction of the existing dwelling rather the demolition.

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

- The concerns expressed in the correspondence from the resident at 264 Cadillac Avenue will be taken into account.
- The units of the duplex will have separate sprinklers.
- He will follow up with the landscape designer to confirm that Sugar Maple and Arbutus trees are appropriate for this site.
- The proposal includes fairly lengthy driveways, which should ensure that the application does not result in additional street parking in this area. The immediately adjacent neighbours to the subject property have no concerns with regards to the application’s impact on parking.

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

- Staff members have had discussions with the community association regarding traffic issues on Cadillac Avenue.
- Recently, changes have been made to the turning restrictions on Cadillac Avenue and Tillicum Road.
- Consideration is being given to a community meeting in the upcoming year to discuss traffic concerns in this area.
- Traffic issues are resulting from temporary parking for Uptown construction workers and vehicles using these roads as shortcuts to avoid lines on the highway.

PUBLIC:

Mr. Brown, 956 Cloverdale Avenue stated:

- He would like to compliment the applicant on providing a clear and concise streetscape drawing that shows the height of the proposed duplex.
- This information is often lacking from applications.

MOTION:

MOVED by Councillor Gerrard and Seconded by Councillor Derman: “That the application to rezone the property at Lot B (DD 243885I), Block 4, Section 14, Victoria District, Plan 877 (278 Cadillac Avenue) from RS-6 (Single Family Dwelling Zone) to RD-1 (Two-Family Dwelling Zone) be approved.”

CARRIED

2870-30
Cadillac Avenue

“ZONING BYLAW, 2003, AMENDMENT BYLAW, 2012, NO. 9165”
Second and Third Readings

MOVED by Councillor Wergeland and Seconded by Councillor Derman: “That Bylaw No. 9165 be read a second time.”

CARRIED

MOVED by Councillor Wergeland and Seconded by Councillor Derman: “That Bylaw No. 9165 be now passed.”

CARRIED

MOVED by Councillor Brice and Seconded by Councillor Derman: “That it be recommended that Council approve Development Permit DPR00474 on Lot B (DD 243885I), Block 4, Section 14, Victoria District, Plan 877 (278 Cadillac Avenue).”

CARRIED

1110-30
Zoning

“ZONING BYLAW, 2003, AMENDMENT BYLAW, 2012, NO. 9163”

PROPOSED ZONING BYLAW AMENDMENT TO ALLOW DAYCARE USE IN APPROPRIATE EXISTING ZONES

The purpose of the proposed bylaw amendment is to define and add daycare (child and adult) as a permitted use in a broad range of zones within Saanich. In general terms, the bylaw will add conditions to the Special Regulations, Home Occupation Use, regulating home occupation daycare for preschool children and will make necessary consequential changes by deleting outdated references to daycare, daycare centre, community care and community care for children resulting from the proposed bylaw amendments.

The Clerk introduced the following:

- Notice of Public Hearing;
- Report from the Director of Planning dated October 15, 2011 recommending approval of the bylaw amendment to define and add daycare as a permitted use; and
- Memorandum from the Director of Planning dated March 14, 2012.

APPLICANT:

Saanich

PUBLIC:

Nil

MOTION:

MOVED by Councillor Brice and Seconded by Councillor Derman: “That the Zoning Bylaw be amended with respect to Daycare use (child and adult) as outlined in the report of the Director of Planning dated October 15, 2011 and the memorandum from the Director of Planning dated March 14, 2012.”

Councillor Brice stated:

- This amendment will help support families by making it easier to locate daycare spaces where they are needed.
- As travel distances for families using daycare will be reduced, this amendment benefits Saanich’s climate action goals.
- This amendment is in keeping with the concept of complete communities and supports the Regional Growth Strategy.

Councillor Derman stated:

- This amendment will help address the obvious need for additional daycare services.
- Though the staff report provided information on the process used by the Vancouver Island Health Authority to license daycares, he would have liked to have a description of the standards used in the licensing process.

Councillor Murdock stated that the bylaw amendment will help young families find daycare within their communities.

Councillor Brownoff stated that the bylaw amendment also addresses daycare for adults.

The Motion was then Put and CARRIED

1110-30
Zoning

“ZONING BYLAW, 2003, AMENDMENT BYLAW, 2012, NO. 9163”
Second and Third Readings

**MOVED by Councillor Brice and Seconded by Councillor Wergeland:
“That Bylaw No. 9163 be read a second time.”**

CARRIED

**MOVED by Councillor Brice and Seconded by Councillor Wergeland:
“That Bylaw No. 9163 be now passed.”**

CARRIED

Minutes

ADOPTION OF MINUTES

MOVED by Councillor Brice and Seconded by Councillor Wade: “That Council adopt the minutes of the following meetings: March 5, 2012 Special Committee of the Whole; March 6, 2012 Special Committee of the Whole; and March 12, 2012 Council and Committee of the Whole.”

CARRIED

BYLAWS

1110-30
Subdivision Bylaw,
Sign Bylaw, and
Animals Bylaw

SUBDIVISION BYLAW HOUSEKEEPING AMENDMENT – UPDATING ZONE REFERENCES

Three Readings of the “Subdivision Bylaw, 1995, Amendment Bylaw, 2012, No. 9171”. To update zone references.

MOVED by Councillor Derman and Seconded by Councillor Brice: “That Bylaw No. 9171 be introduced and read.”

CARRIED

MOVED by Councillor Derman and Seconded by Councillor Brice: “That Bylaw No. 9171 be read a second time.”

CARRIED

MOVED by Councillor Derman and Seconded by Councillor Brice: “That Bylaw No. 9171 be now passed.”

CARRIED

1110-30
Subdivision Bylaw,
Sign Bylaw, and
Animals Bylaw

SIGN BYLAW HOUSEKEEPING AMENDMENT – UPDATING ZONE REFERENCES

Three Readings of the “Sign Bylaw, 2006, Amendment Bylaw, 2012, No. 9172”. To update zone references.

**MOVED by Councillor Wergeland and Seconded by Councillor Brownoff:
“That Bylaw No. 9172 be introduced and read.”**

CARRIED

**MOVED by Councillor Wergeland and Seconded by Councillor Brownoff:
“That Bylaw No. 9172 be read a second time.”**

CARRIED

**MOVED by Councillor Wergeland and Seconded by Councillor Brownoff:
“That Bylaw No. 9172 be now passed.”**

CARRIED

1110-30
Subdivision Bylaw,
Sign Bylaw, and
Animals Bylaw

ANIMALS BYLAW HOUSEKEEPING AMENDMENT – UPDATING ZONE REFERENCES

Three Readings of the “Animals Bylaw, 2004, Amendment Bylaw, 2012, No. 9173”. To update zone references.

**MOVED by Councillor Wergeland and Seconded by Councillor Sanders:
“That Bylaw No. 9173 be introduced and read.”**

CARRIED

**MOVED by Councillor Wergeland and Seconded by Councillor Sanders:
“That Bylaw No. 9173 be read a second time.”**

CARRIED

**MOVED by Councillor Wergeland and Seconded by Councillor Sanders:
“That Bylaw No. 9173 be now passed.”**

CARRIED

RESOLUTION FOR ADOPTION

5370-30
Sole Source
Request - Police
Computers

SOLE SOURCE REQUEST – SAANICH POLICE DEPARTMENT PURCHASE OF COMPUTERS

Report of the Director of Finance dated March 9, 2012 recommending Council approve the purchase of 67 Dell Optiplex computers from Dell Canada in the amount of \$71,238.60 plus tax.

**MOVED by Councillor Brice and Seconded by Councillor Wergeland:
“That Council approve the purchase of 67 Dell Optiplex computers from Dell Canada in the amount of \$71,238.60 plus tax.”**

Councillor Derman stated:

- It would be helpful if current information was provided on the specifications of the computers being purchased.
- He is sure that the bid is competitive, as stated in the staff report, but he is concerned that companies seem to be charging business clients more than the cost of equivalent computers for home use.

The Motion was then Put and CARRIED

5370-30Sole Source
Request - Contract
RFP 12/00**SOLE SOURCE CONTRACT EXTENSION APPROVAL – CEDAR HILL GOLF COURSE PROFESSIONAL**

Report of the Director of Finance dated March 14, 2012 recommending Contract RFP 12/00 – Pro Shop Operator, Rencher Golf Services Ltd. be extended to December 31, 2014 as proposed.

MOVED by Councillor Gerrard and Seconded by Councillor Sanders:
“That Council approve Contract RFP 12/00 - Pro Shop Operator, Rencher Golf Services Ltd. being extended to December 31, 2014, as proposed in the report of the Director of Finance dated March 14, 2012.”

CARRIED1300-20

UBCM

UBCM (UNION OF BRITISH COLUMBIA MUNICIPALITIES) RESOLUTION: DELIVERY OF PROPERTY TAX NOTICES VIA EMAIL

Report of the Director of Finance dated March 10, 2012 recommending Council endorse the resolution outlined to the UBCM requesting amendment of the Community Charter to allow for electronic billing of property tax notices.

MOVED by Councillor Sanders and Seconded by Councillor Derman:
“That Council endorse the following resolution to UBCM to request amendment of the Community Charter to allow for electronic billing of property tax notices:

WHEREAS s.237 of the Community Charter requires Municipalities to mail the annual tax notice in a hard copy format to each property owner at the address shown on the assessment roll;

AND WHEREAS it is more efficient, economical and beneficial to the environment to deliver tax notices by email than regular mail;

THEREFORE BE IT RESOLVED that the Provincial Government be requested to amend the Community Charter to permit tax notices to be delivered by email where so requested by the property owner.”

Councillor Brownoff stated:

- Though the tax notice would be delivered by email at the request of the property owner, she is concerned that some of the emails may be blocked by spam filters.
- She would not want to see it cost more money for staff to manage the email process than is currently spent on the tax notices.
- Many seniors will prefer to receive a hard copy of their tax notice and to provide payment in person.

Councillor Brice stated:

- While there will be a period of adjustment when implementing this process, more residents will be interested in receiving their tax notices electronically as the process becomes established.
- Including payment of the taxes, the entire process could happen online.

Councillor Derman stated:

- He has similar concerns to Councillor Brownoff in regards to spam filters.

- Steps should be taken to address any concerns regarding the security of information in email format.

Councillor Wergeland stated that consideration could be given to providing a tax notice by both email and hard copy.

Councillor Sanders stated that she supports the resolution, as long as the option remains to receive tax notices by hard copy.

In response to questions from Council, the Administrator stated:

- The uptake in online applications for the Homeowner Grant is at approximately 42%.
- Assuming a similar uptake, Saanich would save approximately \$25,000 by emailing utility bills and \$15,000 by emailing property tax notices.

Councillor Murdock stated:

- This is a great initiative and has received support from the online community. It is in keeping with current uses of technology.
- If a property tax notice is not received by email, a resident can always request another copy be sent by mail.
- He is pleased that there is a cost savings associated with the email process.

Councillor Gerrard stated:

- Not all residents have or use computers.
- Consideration needs to be given to how to provide information online in regards to the penalties resulting from late payment of property taxes.

Councillor Wade stated:

- She is particularly supportive of this initiative, given that the tax notice will be delivered by email at the resident's request.
- Property tax assessments are already available online.
- This initiative is in keeping with the goal of open government.

The Motion was then Put and CARRIED

Adjournment On a motion from Councillor Brownoff, the meeting adjourned at 7:56 pm.

The Meeting reconvened at 8:49 pm.

Recommendations

RECOMMENDATIONS

From the Committee of the Whole Meeting held March 19, 2012

1970-40
2012-2016 Strategic
Plan

2012 – 2016 STRATEGIC PLAN

MOVED by Councillor Wade and Seconded by Councillor Brownoff: "That Council approve the 2012-2016 Strategic Plan."

CARRIED

In Camera Motion **MOVED by Councillor Derman and Seconded by Councillor Gerrard: “That the following meeting be closed to the public as the subject matters being considered relate to: the proposed acquisition and disposition of land or improvements; and legal advice which is subject to solicitor-client privilege.”**

CARRIED

Adjournment On a motion from Councillor Sanders, the meeting adjourned at 8:50 pm.

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MAYOR

I hereby certify these Minutes are accurate.

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MUNICIPAL CLERK

DISTRICT OF SAANICH
 MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
 HELD IN THE COUNCIL CHAMBERS
 SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
MONDAY, MARCH 19, 2012 AT 7:57 PM

Present: **Chair:** Mayor Leonard
Council: Councillors Brice, Brownoff, Derman, Gerrard, Murdock, Sanders, Wade, and Wergeland
Staff: Tim Wood, Administrator; Colin Doyle, Director of Engineering; Sharon Hvozdzanski, Director of Planning; Carrie MacPhee, Director of Legislative Services; Donna Dupas, Legislative Manager; and Maura Jones, Senior Committee Clerk

1970-40
 2012-2016 Strategic
 Plan

2012 – 2016 STRATEGIC PLAN

Report of the Director of Corporate Services dated March 8, 2012 recommending Council adopt the 2012 – 2016 Strategic Plan.

Ms. C. Herbert, 101-4535 Viewmont Avenue stated:

- The 2012 – 2016 Strategic Plan is more proactive and has a target of 12 allotment gardens by 2036.
- Allowing front yard food gardens increases community building.
- She belongs to a food security group called the Royal Oak Allotment Garden (ROAG), which seeks to create allotment gardens in the land across from the Royal Oak shopping centre.
- The Royal Oak area has been designated as a high density hub and many residents have no ability to grow their own food.
- The property could have a combination of naturescape, allotment gardens and heritage park.
- An informal survey of neighbouring residents has found enthusiastic support for the concept and more than 70 residents signed the petition.
- The group asks Council to seriously consider increasing the pace of developing the 12 allotments by 2036 and establishing an allotment garden in the Royal Oak area in the near future.

Mr. H. Wolf, 4169 Kincaid stated:

- He has attended 3 public consultations for the plan.
- He has concerns with percentages being used as the targets for indicators. Absolutes are preferable and make it easier to measure progress over time.
- A baseline has not been provided for the level of backyard gardens and poultry keeping, which makes the target of a 66% increase meaningless.
- Taxable commercial farmland produces the most significant amount of food; proposing an increase of 0.2% per year is insufficient.
- Assurance has been provided by staff that the Agriculture and Food Security Task Force will be struck later this year, with the terms of reference to be circulated prior to implementation.

- One of the primary recommendations in the Urban Forest Strategy is to undertake an inventory of canopy cover and individual trees in Saanich. Parks staff members have indicated that only a canopy cover study will be undertaken.
- Information technology staff members have indicated that inexpensive smart phone technology could be used to allow volunteers to undertake the tree inventory.
- It is highly problematic that the plan shows diminishment in the urban forest from 40% in 2006 to 33% in 2016. This shows a disconnection to the values in the Official Community Plan.
- The memorandum from the Director of Corporate Services dated March 8, 2012 does indicate the need for discussion of a more specific workplan for the Urban Forest Strategy in next year's plan.
- There should be separate targets for each of the land uses identified with indicator 7 on page 7 of the plan; industrial, commercial, and institutional land should not be grouped together.

Mr. I. Crawford, 802 Darwin Avenue stated:

- He would like to see the more active creation of allotment gardens on municipal land.
- Though farming can be very challenging, gardens are enjoyable and produce a great deal of food.
- There are benefits to health and recreation, economic strength, and food security from enhancing allotment gardens.

Mr. R. Wickson, President of the Gorge Tillicum Community Association, 2836 Inez Drive stated:

- The plan provides a complex strategy to develop and enhance the community; it includes good information and ideas, though some targets are not clear.
- The Gorge Tillicum Community Association is looking for comprehensive community engagement opportunities to be incorporated into the plan.
- It is his understanding the initiative C1e will provide an avenue for community associations to request Council for an opportunity to address a specific issue, such as the speed limit.
- Appropriate departments should have the following item in their workplans, with a completion date of March 2013: through the Saanich Community Association Network (SCAN), engage the community in a review of neighbourhood safety fundamentals such as road design standards, guidelines, speed restrictions, traffic calming, driver behaviour, enforcement and discuss best practices.

Mr. F. Haynes, Chair of SCAN and President of the Prospect Lake Preservation Society, 4917 Prospect Avenue stated:

- The meeting held with SCAN and Saanich staff on February 26, 2012 was very effective, as staff were open to SCAN members submitting questions in advance to ensure appropriate staff were available to respond.

- He supports the plan providing smaller measures that indicate how the larger targets will be reached with regards to various initiatives.
- The community associations are looking to support Saanich in achieving the targets in the plan.

Mr. M. Brown, 956 Cloverdale Avenue stated:

- Though the plan specifically refers to back yard gardens, his property only allowed for gardening in the front yard. Front yard gardening works well in the Fernwood area of Victoria.
- The urban forest is declining dramatically.
- Consideration should be given to instituting a policy whereby trees removed as a result of development, including those within the building envelope, need to be replaced. If there is not sufficient space on the subject property, the trees could be provided to other interested residents.
- In regards to public consultation, he is still waiting for answers to the questions asked by many speakers at the meeting on the Cedar Hill Golf Course.

MOTION

MOVED by Councillor Sanders and Seconded by Councillor Wade: "That it be recommended that Council approve the 2012-2016 Strategic Plan."

In response to questions from Council, the Director of Planning stated that backyard gardening is meant to refer to suburban gardening general; municipalities cannot prohibit gardening in the front yard of residential properties.

Councillor Sanders stated:

- Community associations were focused on improving public consultation 10 years ago. Everyone has a different idea of what public consultation means.
- She appreciates the comments from the public, which are included in Council's decision-making process.

Councillor Brice stated:

- The advisory committees have engaged in discussion on the corporate themes appropriate to their mandates and have increased their understanding of the plan as a result.
- Public comments in regards to the use of percentages rather than absolutes as targets should be considered. Over time, there will be a desire to observe the progress in achieving different targets.

Councillor Wade stated:

- She is pleased to know that the term "backyard gardens" is meant to refer to all residential gardening, including front yard gardens.
- The plan is meant to be strategic in nature; the implementation plans for specific issues, such as food security, will allow for public consultation.

Councillor Brownoff stated:

- The community should be assured that plan is not an isolated document; the initiatives in the plan are funded through the budget process. Information on the progress towards each initiative in the plan is presented in the Annual Report.
- She is supportive of having targets, but agrees that staff should consider another measure rather than percentages.
- Crucial initiatives in the plan include: updating the Tree Bylaw; establishing an annual “Communities in Harvest” program; implementing the sustainable purchasing program; developing a public participation policy; and developing mitigation strategies for the top 5 crash locations in Saanich.

Councillor Derman stated:

- Though the plan continues to improve, Council needs to make sure that an integrated vision is incorporated so that a “silo” effect is minimized; for example, the connection between transportation and land use needs to be taken into account.
- The plan and other long-term strategic documents need to be embedded into the decision-making process to ensure they are brought to the attention of future Councils.
- The requirements in the procedure bylaw which identify the meetings where specific agenda items will be considered should be reviewed with regards to public engagement.

Councillor Murdock stated:

- The plan does a good job of blending the language and targets for the short-term initiatives with the long-term objectives of the Official Community Plan. The current targets are comprehensive and will provide good indication of the municipality’s progress.
- The public participation policy will build in consistency with Saanich’s public engagement and ensure the consultation is in keeping with the scale of each initiative.
- There are impressive targets for cycling lanes and sidewalks in 2012; he would like to see this information provided with reference to location and the Pedestrian Priorities Implementation Planning Tool.

Councillor Wergeland stated:

- Many suggestions have been made with regards to the use of surplus municipal land including affordable housing, pocket parks and allotment gardens. It is important to remember there are many issues and needs in our community.
- The document gives direction and shares a vision with the community.
- In addition to long-range targets, short-range targets that provide for opportunities within 1 to 2 years are also very important.

Councillor Gerrard stated:

- The plan is a living document addressing different issues over the years. He likes the plan’s layout; it is informative and easy to follow, with a strong connection to the Official Community Plan.

- The plan needs to fit within the budget and this requires prioritizing initiatives.

The Motion was then Put and CARRIED

Adjournment On a motion from Councillor Brownoff, the meeting adjourned at 8:48 pm.

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CHAIR

I hereby certify these Minutes are accurate

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MUNICIPAL CLERK