



## PUBLIC INPUT ON COUNCIL AGENDA ITEMS

Public Input on  
Council Agenda  
Items

1410-04  
Report - Council

1790-20  
GRCAC

E. de Rosenroll, Executive Director, South Island Prosperity Project (SIPP)  
Request to the Province to Match Economic Development Funding:

- The availability of core operating funds allows an organization to be mission-focused and fund core projects.
- The request asks the Province to support the leadership of municipalities in relation to economic development.
- The governance model of SIPP positions municipally-elected members as members of the Society the aim is to protect the liability of municipalities and ensure accountability of the Board.
- Municipally-elected members are permitted to vote for the Board of Directors at the Annual General Meeting but hold no other voting rights.

K. Whitworth, Viewmount Avenue

Governance Review Citizens Advisory Committee (GRCAC):

- It is not clear why three members of the GRCAC resigned from the committee; clarification would be helpful.

## RECOMMENDATIONS FROM COMMITTEES

1790-20  
GRCAC

### **GOVERNANCE REVIEW CITIZENS ADVISORY COMMITTEE (GRCAC) – CHANGE IN COMMITTEE COMPOSITION, TERMS OF REFERENCE AND QUORUM**

Recommendation from the August 24, 2016 Governance Review Citizens Advisory Committee meeting that Council amend the Terms of Reference of the GRCAC to a composition of 12 members and a quorum of seven.

J. Schmuck, Chair, Governance Review Citizens Advisory Committee stated:

- 13 members and two alternates were originally appointed to the GRCAC; through attrition, the committee now consists of 12 members with no alternates.
- The committee has held eight meetings thus far with a number of public presentations; members of the public have attended meetings.
- The initial budget for the committee was \$100,000; before the committee became active, \$40,000 had been spent on consulting fees.
- There may be a need for additional funding to provide a proper public engagement process.
- There has been quorum at the eight meetings that have been held; the committee feels that it can operate effectively with 12 members.

**MOVED by Councillor Plant and Seconded by Councillor Haynes: “That the Terms of Reference for the Governance Review Citizens Advisory Committee be amended that seven members constitute a quorum at all meetings.”**

Councillor Plant stated:

- The proposed amendment to the Terms of Reference is appropriate.

Councillor Haynes stated:

- Current committee members are fully informed as to the work that has been done to date; it is not necessary to add new members to the committee.

Councillor Murdock stated:

- The motion does not respond to the committee's request by only amending the quorum; Council should either approve amending the membership or fill the vacancies on the committee.

Councillor Brice stated:

- The committee has requested an amendment to the Terms of Reference to have the number of members reduced to 12; this has not been addressed in the motion.

Councillor Derman stated:

- Other committees have operated at less than full capacity at times.
- It is not necessary to change the Terms of Reference to lower the number of committee members.

Councillor Sanders stated:

- It is not normally desirable to have an even number of members on a committee as it may result in tie votes; the motion is supportable.

Councillor Wergeland stated:

- The composition of the committee can be reconsidered again in the future, if necessary.

Councillor Haynes stated:

- Not changing the number of committee members in the Terms of Reference, may give the committee some flexibility.

**The Motion was then Put and CARRIED**

Mayor Atwell stated:

- If the committee feels at some point that it wants to fill the vacant spots, further discussion can take place.

Councillor Plant stated:

- Council has not definitively said not to appoint more members. It may be appropriate to consider filling the vacant positions on the committee.

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

- It is acceptable to leave the membership number at 13 and run at less than maximum capacity.
- A separate independent committee was established to review the applications and make recommendations for the committee; if the committee feels that the vacancies should be filled, it may be necessary to hold another process similar to the original application process.
- The committee works on a consensus basis; if there are tie votes, it is hoped that the committee would have further discussion to work towards consensus.

**REPORTS FROM MEMBERS OF COUNCIL**

1410-04  
Report - Council

**REQUEST TO THE PROVINCE TO MATCH ECONOMIC DEVELOPMENT FUNDING**

From the September 19, 2016 Council meeting. Report from Councillor Haynes dated September 14, 2016 recommending that Council support and endorse the draft letter from the South Island Prosperity Project (SIPP) to Minister Fassbender requesting that the Province match regional municipal funding for economic development in the South Island Region.

**MOVED by Councillor Haynes and Seconded by Councillor Plant: "That Council continue its consideration of the motion from the September 19, 2016 Council meeting."**

**CARRIED**

**Motion from the September 19, 2016 Council meeting:**

**MOVED by Councillor Haynes and Seconded by Councillor Plant: "That Council support and endorse the draft letter from the South Island Prosperity Project (SIPP) to Minister Fassbender requesting that the Province match regional municipal funding for economic development in the South Island region."**

Councillor Haynes stated:

- The draft letter requests the Province match the funding from municipalities; the economy, jobs and family incomes are the leading concerns of residents and business leaders.

Councillor Murdock stated:

- He is unsure if the priorities reflected in the South Island Prosperity Project's 5-year strategy align with Saanich priorities; it may be worthwhile to have the Executive Director attend a future Council meeting to provide further information in terms of long term strategies.

Councillor Brownoff stated:

- It would be appropriate for SIPP to provide annual financial information and a list of accomplishments; she wonders if there is duplication of work with the Canadian Business Development Bank.

Councillor Haynes stated:

- Of the 10 municipalities that are members, the District of Highlands did not endorse the draft letter as it was felt that there was not enough attention on sustainability.

**The Motion was then Put and CARRIED**

**MOVED by Councillor Murdock and Seconded by Councillor Brownoff: "That the South Island Prosperity Project (SIPP) be invited to present to Council at a future meeting."**

Councillor Derman stated:

- The deliverables and achievements should be reported annually.

Councillor Wergeland stated:

- This is a new organization; it may not be appropriate to expect reporting out within the first year.

Councillor Haynes stated:

- It would be appropriate to provide a list to SIPP on what Council would like further information on; the presentation may assist Council in getting a sense of what has been accomplished so far.

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

- SIPP will be appropriately scheduled to allow for public input.

**The Motion was then Put and CARRIED**

Adjournment            On a motion from Councillor Brownoff, the meeting adjourned at 7:50 p.m.

.....  
MAYOR

I hereby certify these Minutes are accurate.

.....  
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, OCTOBER 3, 2016 AT 7:55 P.M.**

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

1410-04  
Report -  
Planning

xref: 2870-30  
Braefoot Road

**4079 BRAEFOOT ROAD – SUBDIVISION, REZONING AND DEVELOPMENT VARIANCE PERMIT**

Report of the Director of Planning dated September 16, 2016 recommending that Council approve the rezoning of a portion of the property in order to create eight single family lots. The subject property is currently split zoned A-1 (Rural) Zone and RS-8 (Single Family Dwelling) Zone. The proposal is to rezone the A-1 (Rural)

Zone portion to RS-12 (Single Family Dwelling) Zone in order to subdivide five lots in the RS-12 Zone and three lots in the existing RS-8 Zone; approve Development Variance Permit DVP00377; and that Final Reading of the Zoning Bylaw Amendment and ratification of the Development Variance Permit be withheld pending payment of Schedule I Boulevard Trees and registration of a covenant to secure the items as outlined in the report. A variance for front yard setback is requested for one lot to minimize the impact on trees.

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

- It was decided to move the sidewalk to a curb walk in order to mitigate tree loss; should the trees need to be removed, a separated sidewalk could be considered.
- In accordance with the BC Building Code, a turnaround is not required for driveways 90 metres or less.

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

- The covenanted area is not meant to be a park.
- The two criteria in the Zoning Bylaw that determines the maximum house size is floor space ratio and maximum floor area; the maximum house size would be the lesser of the two.
- The lot sizes in the proposed development are quite small because of lot averaging therefore they cannot achieve the maximum gross floor area that is allowable under RS-12 zoning; they are limited by the floor space ratio and in this case, the size of the proposed dwellings would be comparable to the size permitted under RS-8 zoning.
- Lot 1 would not have lot averaging therefore a larger house could be built on that lot; the size of the proposed dwelling on Strata Lot 1 would be restricted by the buildable land outside the covenanted area.
- The Braefoot Action Plan identifies a wildlife corridor running north to south through the property; covenanted areas and wildlife corridors are areas that are left in their natural state.
- There is no pedestrian path proposed on the property; there is an east-west footpath to the south of the property.
- Through the Subdivision process, there is a requirement for removal of invasive species on the property and that would be secured through a covenant.

**APPLICANT:**

R. Slogotski, Braefoot Lands Limited, Inc., presented and highlighted:

- Similar subdivisions have already occurred on this street; a setback variance is requested for Lot C to mitigate the impact on trees.
- It is a priority to protect the trees and the natural areas; 26% of the site is devoted to the covenanted area.
- The biologist has provided a plan for removal of invasive species and planting of new trees.
- Secondary suites are permitted in the area under the Zoning Bylaw, but they are not part of the proposal.

Councillor Derman stated:

- He would like to see a plan to maintain the covenanted area; he appreciates the commitment to BUILT GREEN® Gold standard of construction and the applicant should also consider a passive solar building design.

**PUBLIC INPUT:**

A. Blackwood, Braefoot Road, stated:

- He wonders how the covenant would be enforced; the existing wildlife corridor appears to be abandoned and has become impassable.
- The Braefoot Action Plan says where practicable, boulevard trees and native vegetation should be maintained, or new hedge row vegetation should be planted within the rights-of-way; there is a long-standing Douglas Fir hedge row along Braefoot Road; the proposed development dismisses the hedge row as overgrown and calls for complete removal.
- With a little effort, some of the hedge row could be retained.
- The existing curb and gutter are haphazard; after the proposed development is constructed there will still be an open ditch along Braefoot Road.
- An increasing number of pedestrians are using the roadway where there is no sidewalk; appropriate sidewalk needs to be constructed.

J. Klassen, Malton Avenue, stated:

- Increased on-street parking as a result of the addition of secondary suites is a concern; Braefoot Road is already a very active pedestrian street.
- There should be no parking permitted on the proposed cul-de-sac.

J. Young, Malton Avenue, stated:

- There is concern that there may be a need for a large amount of fill for the proposed lots on the cul-de-sac; it may be more appropriate to have access to all of the lots from Braefoot Road.

**APPLICANT'S RESPONSE:**

- In order to preserve the wildlife corridor that bisects the property, access to the lots from Braefoot Road was not considered.
- The hedge row falls within the area that will be dedicated for road widening; the arborist's report states that the hedge row trees are in poor health and are too crowded; it is recommended that the hedge row be removed and replaced; native trees will be planted at a 2:1 ratio on the site.
- Preservation of the hedge row would be considered if that is the desire of staff.
- It is not anticipated that a lot of fill would be required; the proposed dwellings would be walk out style homes at ground level.
- Each proposed lot is required to have two offsite parking stalls plus an additional stall for a secondary suite; the proposed additional six visitor stalls exceeds the number required by the Zoning Bylaw.

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

- The covenant area will be identified by spilt rail fence; the first step for enforcement would be to notify the owner and work with the owner to rectify the concern; beyond that, enforcement would be done through the court system, like any other covenant.
- Secondary suites are permitted in the area.
- Wildlife corridors generally support wildlife such as racoons, deer, and otters.
- The continuation of the wildlife corridor through the property completes what was laid out in Braefoot Action Plan.

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

- The proposed curb walk would match the sidewalk and curb alignment to the north; it mirrors the sidewalk north on Braefoot Road.

**Motion:                    MOVED by Councillor Haynes and Seconded by Councillor Derman: “That a Public Hearing be called to further consider the rezoning application on Lot 2, Block D, Section 32, Victoria District, Plan 4181 (4079 Braefoot Road).”**

Councillor Derman stated:

- It would be helpful if the applicant would provide details on how the covenanted area will be maintained over time; the applicant should also consider passive solar building design.
- More detail on parking could be provided to alleviate concerns of the potential for increased on-street parking.

Councillor Brownoff stated:

- The applicant should show that there are enough parking stalls to alleviate neighbours’ concerns regarding increased on-street parking.
- It may be helpful to provide new home owners with a handout on how to manage the natural state area; the turnaround on Malton Avenue should remain “no parking”.

Councillor Wergeland stated:

- There may be a need to have a policy regarding controlling invasive species to ensure consistency.
- Although secondary suites are permitted in the area; there is a need to ensure that there is a reasonable amount of parking on the site.

**The Motion was then Put and CARRIED**

Adjournment            On a motion from Councillor Derman, the meeting adjourned at 8:35 p.m.

.....  
CHAIR

I hereby certify these Minutes are accurate

.....  
DEPUTY MUNICIPAL CLERK