
SUBJECT TO ADOPTION

DISTRICT OF NORTH SAANICH

**Minutes of the meeting of
Committee of the Whole**

Monday, January 23, 2006 at 7:00 p.m.

PRESENT:

Chair	A. Scoones
Mayor	T. Daly
Councillors	P. Chandler
	S. Fea
	B. Shaw
	B. Williamson

ABSENT:

Councillor	C. Green
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ATTENDING:

Chief Administrative Officer	B. C. Williams
Director of Corporate Services	S. M. Bowden
Director of Financial Services	R. M. Gillis
Director of Development & Community Services	T. Olsen
Director of Infrastructure Services	T. M. Tanton
Executive Secretary	C. R. Nash

The Chair called the meeting to order at 7:00 p.m.

PRESENTATIONS

VICTORIA AIRPORT AUTHORITY – 2005 REPORT TO NOMINATORS

Peter Dolezal, Director, Wayne Tremblay, Director, and Richard Paquette, CEO, were in attendance. Peter Dolezal thanked Council and Staff for the ongoing professional relationship that the Victoria Airport Authority shares with the District of North Saanich, and reported on the many successful projects that have either been completed or implemented in 2005. He also noted that the Victoria International Airport has seen a 6% passenger count increase over the last year, and that the Airport retains the position of the Canadian international airport with the lowest passenger operating cost across Canada. Mr. Dolezal advised that further renovations to the departures/arrivals area will be completed this year, as well as expansion of the parking areas. Mr. Dolezal briefly reviewed other issues requested by Council, such as the roundabout, traffic and environmental concerns.

Councillor Shaw requested that the Victoria Airport Authority make a presentation to Council on the recent sewer connection through airport lands, and Mr. Paquette advised that Terry Stewart, Manager of Marketing and Development, could be scheduled to make this presentation in the next 2 – 3 months.

REFERRALS / REPORTS

2006 FINANCIAL PLAN REVIEW PROCESS

The Director of Financial Services provided an overview of his report dated January 17, 2006 regarding the 2006 Financial Plan Review Process. He noted that a Budget Committee meeting has been scheduled for Monday, January 30, 2006 at 7:00 p.m. to review the taxation and budgeting process with Council.

Fran Hackett, 2285 Tryon Road, requested that the District of North Saanich provide a detailed breakdown of tax assessments by residential parcels including separating waterfront from other residential neighbourhoods.

MOVED BY: COUNCILLOR WILLIAMSON

- 1 Committee of the Whole recommends to Council that the report dated January 17, 2006 from the Director of Financial Services regarding “2006 Financial Plan Review Process” be received, and that:
- (a) Weekly financial plan review meetings be held on a separate evening from other meetings until the process is completed;
 - (b) Council authorize a maximum amount in the budget for Grant in Aid requests and that presentations not be required unless additional information is requested by Council from a particular organization;
 - (c) The financial plan review be presented by Managers using the Department Business Plans and Financial Information for the Plan; and
 - (d) A copy of all financial plan material be provided to the public including the detailed report, at a cost established in the fees and charges bylaw, and that a copy be provided at Municipal Hall and on the District website at no cost.

CARRIED

OFFICIAL COMMUNITY PLAN (OCP) STATUS REPORT

Council requested that the Director of Development and Community Services provide a timeline of all policy decision requests that will be coming to Committee of the Whole meetings so that Council and the public can be better informed.

Council reviewed and endorsed the following suggested timetable for finalization of the Official Community Plan:

- Make policy decisions over the course of three to four Committee of the Whole meetings in February and March;
- Make a decision on how to handle in-stream and new applications at the last Committee of the Whole meeting in March once Council has addressed all of the policy issues;
- Either have Council meet with the School District or else direct Staff to meet with representatives of the School District sometime in February to discuss their properties in the context of the Official Community Plan;
- Have a re-draft of the Official Community Plan with Council’s changes before Council by the end of April;
- Call for a Public Hearing sometime in May.

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MOVED BY: COUNCILLOR SHAW

2 Committee of the Whole recommends to Council that the report dated January 18, 2006 from the Director of Development and Community Services regarding “Official Community Plan (OCP) Status Report” be received, and that Council endorse the process and timeline as noted below, targeting finalizing the Official Community Plan by May 31, 2006, and that Staff be requested to provide a further schedule specifying dates and milestones to be included to be achieved:

- Make Policy Decisions over the course of three to four Committee of the Whole Meetings in February and March.
- Make a decision on how to handle in-stream and new applications at the last Committee of the Whole meeting in March once Council has addressed all of the policy issues.
- Either have Council meet with the School District or else direct staff to meet with representatives of the School District sometime in February to discuss their properties in the context of the OCP.
- Have a re-draft of the OCP with Council’s Changes before Council by the end of April
- Call for a Public Hearing sometime in early May.

CARRIED

APPLICATION TO REZONE 10866 WEST SAANICH ROAD TO RESTAURANT COMMERCIAL (C-2)

The Director of Development and Community Services answered questions from Council regarding the rezoning application for 10866 West Saanich Road.

Joan Coldwell, 10876 Madrona Drive, noted that a café at the corner of Wain Road and West Saanich Road would be a welcome addition to the neighbourhood, but requested that the applicant not remove the significant Willow tree on the property. She also requested that a covenant be placed on the property to restrict what it may be used for in the future.

MOVED BY: COUNCILLOR WILLIAMSON

3 Committee of the Whole recommends to Council that the report dated January 18, 2006 from the Director of Development and Community Services regarding “Application to Rezone 10866 West Saanich Road to Restaurant Commercial (C-2)” be received, and that the application be referred to the Advisory Planning Commission for review and comment.

CARRIED

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AGRICULTURAL LAND RESERVE (ALR) APPLICATION FROM BC FERRIES TO PLACE FILL ON 2070 LANDS END ROAD

The Director of Development and Community services responded to queries from Council regarding the Agricultural Land Reserve Application from BC Ferries to place fill on 2070 Land End Road.

David Leather, BC Ferries, noted that the approximate height of the berm will be 7 metres (21 feet), which was requested by the neighbours to be a sound attenuation structure. Fill will be used from the adjacent ALR land which is to be developed for the new west exit lane.

MOVED BY: COUNCILLOR FEA

- 4 Committee of the Whole recommends to Council that the report dated January 18, 2006 from the Director of Development and Community Services regarding “Agricultural Land Reserve (ALR) Application from BC Ferries to Place Fill on 2070 Lands End Road” be received, and that the application be forwarded to the Agricultural Land Commission (ALC) for review.

CARRIED

ZONING AND LAND USE OF 1946 MILLS ROAD AND 10124/10134 McDONALD PARK ROAD

The report dated January 3, 2006 from the Director of Development and Community Services regarding “Zoning and Land Use of 1946 Mills Road and 10124/10134 McDonald Park Road” was received for information.

AGRICULTURAL TASK FORCE

Council requested that the Agricultural Task Force submit their recommendations regarding the Official Community Plan to Council by the middle of April in order to meet the timelines endorsed by Council. The Director of Development and Community Services will communicate this to the Agricultural Task Force.

SPACE NEEDS STUDY

MOVED BY: COUNCILLOR FEA

- 5 Committee of the Whole recommends to Council that the report dated January 2, 2006 from the Chief Administrative Officer regarding “Space Needs Study” be received, and that the following September 12, 2005 Committee of the Whole recommendations be approved:
- (a) Phase 1 (Amended Option 2 and Option 4) be approved;
 - (b) the District issue a Request for Proposals from Architects to review the proposed floor plans and produce construction drawings, cost estimates and a tentative construction schedule for Phase 1 and that these be presented to Council for review and approval;

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- (c) Staff be requested to transfer \$150,000 from the accumulated operating surplus and transfer \$300,000 from the New Works and Equipment Reserve Fund. The transfer from the New Works and Equipment Reserve fund would be repaid from general taxation over a five year period at \$60,000 per year; and,
- (d) Staff consider the incorporation of energy saving initiatives such as the LEED Program for this project and Staff further investigate the eligibility and potential for receiving further funding under the Federation of Canadian Municipalities' Green Municipal Fund Energy Program.

CARRIED

MINUTES

AGRICULTURAL TASK FORCE MINUTES

MOVED BY: COUNCILLOR SHAW

- 6 Committee of the Whole recommends to Council that the minutes of the January 5, 2006 Agricultural Task Force meeting be received.

CARRIED

DEEP COVE / PAY BAY / McDONALD PARK ROAD SEWER AREA RESIDENTS LIAISON COMMITTEE MINUTES

MOVED BY: COUNCILLOR SHAW

- 7 Committee of the Whole recommends to Council that the minutes of the January 10, 2006 Deep Cove / Pat Bay / McDonald Park Road Sewer Area Residents Liaison Committee meeting be received.

CARRIED

ADJOURNMENT

MOVED BY: COUNCILLOR FEA

- 8 That the meeting be adjourned at 8:53 p.m.

CARRIED

Councillor Scoones