

**Minutes of the Regular Meeting  
of the  
Municipal Council of the District of North Saanich  
Monday, July 16, 2007 at 8:55 p.m.**

**PRESENT:**

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

**ABSENT:**

Councillors C. Green  
B. Shaw

**ATTENDING:**

Chief Administrative Officer B. C. Williams  
Director, Corporate Services S. M. Bowden  
Director, Financial Services R. Gillis  
Director, Development and Community Services T. Olsen  
Director, Infrastructure Services T. Tanton  
Works Superintendent B. Robinson  
Executive Secretary C. R. Nash

**APPROVAL OF AGENDA**

MOVED BY: COUNCILLOR CHANDLER

SECONDED: COUNCILLOR FEA

287 That the agenda be approved as circulated.

CARRIED

**ADOPTION OF MINUTES**

MOVED BY: COUNCILLOR WILLIAMSON

SECONDED: COUNCILLOR CHANDLER

288 That the minutes of the Regular Council meeting of June 18, 2007 be adopted as circulated.

CARRIED

MOVED BY: COUNCILLOR CHANDLER

SECONDED: COUNCILLOR WILLIAMSON

289 That the minutes of the Special Council meeting of June 25, 2007 be adopted as circulated.

CARRIED

**PETITIONS AND DELEGATIONS**

**Maren Chapman, 1896 Graham Avenue**, spoke to the petition requesting the replacement of the Balsam Park climbing structure, noting that there are a number of young families in the area who use the equipment regularly.

MOVED BY: COUNCILLOR WILLIAMSON  
SECONDED: COUNCILLOR CHANDLER

290            That the petition dated July 9, 2007 from Maren Chapman, 1896 Graham Avenue, requesting replacement of the Balsam Park climbing structure be received, and that the expenditure of \$12,500 be authorized to replace the climbing structure at Balsam Park subject to the concurrence of the Parks Commission.

CARRIED

**PRESENTATIONS PERTAINING TO AGENDA ITEMS**

**Candy Ross, 8898 Haro Park Terrace**, spoke to a letter from the School District advising that they are in compliance with District bylaws. Ms. Ross noted that she feels that the District of North Saanich is violating its own bylaws by not requiring more parking at Kelset Elementary School.

**Colin Ross, 8898 Haro Park Terrace**, spoke to comments made by the Chief Administrative Officer at the May 14, 2007 Committee of the Whole meeting concerning the building permit, as well as bylaws restricting parking at Kelset Elementary School. He also noted that he has been advised by Staff that School District No. 63 still does not have the necessary permits in place.

**MAYOR'S REPORT**

Mayor Daly noted his attendance at the following recent events:

- July 16 – Signing Ceremony with Tseycum First Nation
- July 16 – District of North Saanich Flag Raising Ceremony

Mayor Daly provided a brief summary of ongoing discussions at the CRD regarding a proposed regional growth strategy amendment. Mayor Daly confirmed that this issue has received approval to proceed to public hearing, but that all local governments in the Capital Regional District will get the opportunity to vote on it before it proceeds.

**CORRESPONDENCE**

**(a) Amended Tree Protection Bylaw**

MOVED BY: COUNCILLOR WILLIAMSON  
SECONDED: COUNCILLOR CHANDLER

**Council**

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291 That the letter dated June 16, 2007 from Stephen Green, 1555 Oceanspray Drive, regarding Tree Protection Bylaw 935 and 1149 be received and referred to Staff for information.

CARRIED

**(b) Boulevard Transportation Group Traffic Study for Kelset Elementary School**

MOVED BY: COUNCILLOR WILLIAMSON  
SECONDED: COUNCILLOR FEA

292 That the letter dated June 18, 2007 from MaryLynne Rimer, Board Chair, School District No. 63 (Saanich), regarding the Boulevard Transportation Group Traffic Study for Kelset Elementary School be received and referred to Staff for information.

CARRIED

MOVED BY: COUNCILLOR FEA  
SECONDED: COUNCILLOR WILLIAMSON

293 That a letter be sent to School District No. 63 (Saanich) outlining what permits are still required for Kelset Elementary School with specific reference to on site parking and driveway access.

CARRIED

**(c) Proposed Task Force / Rezoning Application for Sansbury School Site**

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR WILLIAMSON

294 That the letter dated June 19, 2007 from MaryLynne Rimer, Board Chair, School District No. 63 (Saanich), regarding the Proposed Task Force - Rezoning Application for Sansbury School Site be received, and that Council reaffirm the appointment of Councillor Green and Councillor Williamson to the Joint Task Force to explore options for the Sansbury Elementary School property.

CARRIED

**(d) Parking at Kelset Elementary School**

MOVED BY: COUNCILLOR WILLIAMSON  
SECONDED: COUNCILLOR CHANDLER

295 That the letter dated June 25, 2007 from MaryLynne Rimer, Board Chair, School District No. 63 (Saanich), regarding parking at Kelset Elementary School be received and referred to Staff for information.

CARRIED

**Council**

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**(e) Rezoning application for the Sansbury Elementary School**

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR FEA

296 That the letter dated June 25, 2007 from MaryLynne Rimer, Board Chair, School District No. 63 (Saanich), regarding the rezoning application for the Sansbury Elementary School be received and referred to Staff for information.

CARRIED

**(f) 102<sup>nd</sup> UBCM Annual Convention / Climates of Change**

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR FEA

297 That the letter dated June 27, 2007 from Gordon Campbell, Premier regarding the 102<sup>nd</sup> UBCM Annual Convention on Climates of Change be received and that Staff canvas Council regarding meetings with Ministers and Ministry officials at the upcoming UBCM Convention.

CARRIED

**(g) Vancouver Island Regional Library Book Rate Petition**

MOVED BY: COUNCILLOR SCOONES  
SECONDED: COUNCILLOR CHANDLER

298 That the letter dated July 4, 2007 from Peter Wainwright, Board Chair, Vancouver Island Regional Library, regarding the Vancouver Island Regional Library Book Rate Petition be received and that Gary Lunn, MP, be advised of Council's support for Private Members Bill C-458.

CARRIED

**REPORTS**

**Committee of the Whole**

MOVED BY: COUNCILLOR FEA  
SECONDED: COUNCILLOR WILLIAMSON

299 That the following recommendations from the Committee of the Whole meeting held earlier in the evening be adopted.

- (a) That the minutes of the June 25, 2007 Committee of the Whole meeting be approved as circulated.
- (b) That the presentation by the Victoria Airport Authority regarding the proposed comprehensive land development on airport lands be received

and that Council endorse the proposal in principle, and that the matter be referred to Staff for the preparation of a report.

- (c) That the report dated July 11, 2007 from the Director of Development and Community Services regarding “Rezoning Application – 9270 Lochside Drive and 2166 Bakerview Place” be received and that the rezoning application be denied.
- (d) That the report dated June 27, 2007 from the Director of Infrastructure Services regarding “Proposed Local Improvement Project: Sylvan Place Underground Wiring” be received and Staff be requested to prepare a report and policy to address the administrative process including criteria for assessing Local Improvement Projects (LIP’s) and costs for such projects and the impact of approved LIP’s on future LIP applications.
- (e) That the report dated June 20, 2007 from the Director of Development and Community Services regarding “Development Variance Permit Application – 10296 Tsaykum Road and 10305 West Saanich Road” be received and that Staff be directed to prepare and send the statutory notifications advising the surrounding property owners of the proposed variances.
- (f) That the Development Variance Permit for 10305 West Saanich Road dated May 25, 2007 to increase the permitted size of an accessory building from 65m<sup>2</sup> to 190.2m<sup>2</sup> be denied.
- (g) That the report dated June 20, 2007 from the Director of Development and Community Services regarding “Development Variance Permit Application – 10104 Tsaykum Road” be received and that Staff be directed to proceed with the required notification to adjacent property owners.
- (h) That Staff include the issue of floor area ratio and basement size in their review of the rezoning bylaw.
- (i) That the application to waive the statutory requirement for a minimum frontage of 10% of the lot perimeter to allow the proposed panhandle subdivision at 9275 East Saanich Road be tabled to September 2007 to allow the applicant time to consult with adjacent property owners as recommended by the Advisory Planning Commission.
- (j) That the proposal for a panhandle subdivision at 10920 Inwood Road to waive the statutory requirement for a minimum frontage of 10% of the lot perimeter to allow the development of a two lot strata subdivision be approved with the following conditions:
  - An easement be provided over Lot B in favour of Lot A to allow the existing driveway to continue to service Lot A; and,
  - No new driveway be constructed through the common property and the existing driveway also service Lot B.
- (k) That the report dated July 11, 2007 from the Director of Development and Community Services regarding “North Saanich Heritage Register Statements of Significance Grant” be received for information.
- (l) That the following recommendations of the Parks Commission regarding “Planned Giving Brochure” be received for information.

*“That*

- *the Parks Commission approves the Planned Giving Brochure in principle;*
- *the minor changes to the brochure as discussed be circulated to the Parks Commission for final approval; and,*
- *the final draft brochure be submitted to Council for approval and direction regarding distribution.”*

(m) That the following recommendations of the Parks Commission regarding “Review of Signage for the Lillian Hoffar Park Kiosk” be received for information.

*“That*

- *The Parks Commission approves in principle the draft Lillian Hoffar Park Kiosk signage subject to minor revisions;*
- *The signage draft annotated with corrections be submitted to Council for approval and authorization to complete the project.”*

(n) That the report dated July 5, 2007 from the Director of Corporate Services regarding “Freedom of Information and Protection of Privacy Bylaw” be received for information and that Council proceed with first three readings of “North Saanich Freedom of Information and Protection of Privacy Bylaw No. 1154 (2007)” as presented at the Council meeting held on July 16, 2007.

(o) That:

1. Staff be directed to proceed with the following amendments to the Council meeting procedures: (note: amendments and/or additions are italicized)

a) Amend the order of Council meeting proceedings as follows:

- Public Hearings (if applicable)
- Introduction of late items
- Approval of agenda
- *Presentations pertaining to agenda items*
- Adoption of minutes
- Business arising from the minutes
- Petitions and delegations
- Mayor’s Report
- Correspondence
- Reports
- *Chief Administrative Officer’s Report (Verbal)*
- Bylaws
- Unfinished business
- Motions and new business
- Public participation period pertaining to items not on the agenda (up to a maximum of 20 minutes)
- Adjournment

b) Add the following new Section 37.1(c):

*Public Participation rules as outlined in Section 19 shall apply to all Committee of the Whole meetings;*

- c) Add the following new Section 37.1(e):  
*Applicants or designates who wish to speak at a Committee of the Whole meeting, or are requested by members of Council to provide comments or respond to questions on their respective applications, are not required to register in advance of the meeting provided their application is the subject of a staff report which appears on the agenda;*
- 2. Council proceed with first three readings of “North Saanich Council Procedure Bylaw No. 1155 (2007)” at the Council meeting held on July 16, 2007 and Staff be directed to prepare the necessary bylaw and associated notifications in accordance with Sections 94 and 124 of the Community Charter prior to adoption of the bylaw.
- 3. All Committee of the Whole resolutions adopted at meetings held in March, April, May, June and July of 2007 are hereby ratified.
- (p) That the minutes of the June 27, 2007 Advisory Planning Commission meeting and the June 21, 2007 Parks Commission meeting be received.

CARRIED

## **REPORTS - OTHER**

### **Arts Week**

MOVED BY: COUNCILLOR FEA  
SECONDED: COUNCILLOR SCOONES

- 300 That the verbal report from Councillor Fea regarding Arts Week be received and Council invite local weavers and spinners to demonstrate their crafts at the Municipal Hall on August 21, 2007 and further that Council authorize the expenditure of approximately \$100 in photocopying for the production of a brochure.

CARRIED

## **BYLAWS**

### **North Saanich Local Improvement (Ardmore Watermain Extension) Construction Bylaw No. 810 (1995), Amendment Bylaw No. 1151 (2007)**

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR WILLIAMSON

- 301 That “North Saanich Local Improvement (Ardmore Watermain Extension) Construction Bylaw No. 810 (1995), Amendment Bylaw No. 1151 (2007)” be

**Council**

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finally adopted, signed by the Mayor and the Corporate Officer and sealed with the Corporate Seal.

CARRIED

**North Saanich Municipal Ticket Information Bylaw No. 1013 (2002), Amendment Bylaw No. 1152 (2007)**

MOVED BY: COUNCILLOR FEA  
SECONDED: COUNCILLOR SCOONES

302 That “North Saanich Municipal Ticket Information Bylaw No. 1013 (2002), Amendment Bylaw No. 1152 (2007)” be finally adopted, signed by the Mayor and the Corporate Officer and sealed with the Corporate Seal.

CARRIED

**North Saanich Business License Bylaw No. 898 (1998), Amendment Bylaw No. 1153 (2007)**

MOVED BY: COUNCILLOR SCOONES  
SECONDED: COUNCILLOR CHANDLER

303 That “North Saanich Business License Bylaw No. 898 (1998), Amendment Bylaw No. 1153 (2007)” be read a first time.

CARRIED

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR FEA

304 That “North Saanich Business License Bylaw No. 898 (1998), Amendment Bylaw No. 1153 (2007)” be read a second time.

CARRIED

MOVED BY: COUNCILLOR FEA  
SECONDED: COUNCILLOR WILLIAMSON

305 That “North Saanich Business License Bylaw No. 898 (1998), Amendment Bylaw No. 1153 (2007)” be read a third time.

CARRIED

**North Saanich Freedom of Information and Protection of Privacy Bylaw No. 1154 (2007)**

MOVED BY: COUNCILLOR WILLIAMSON  
SECONDED: COUNCILLOR CHANDLER

**Council**

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306 That "North Saanich Freedom of Information and Protection of Privacy Bylaw No. 1154 (2007)" be read a first time.

CARRIED

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR FEA

307 That "North Saanich Freedom of Information and Protection of Privacy Bylaw No. 1154 (2007)" be read a second time.

CARRIED

MOVED BY: COUNCILLOR FEA  
SECONDED: COUNCILLOR WILLIAMSON

308 That "North Saanich Freedom of Information and Protection of Privacy Bylaw No. 1154 (2007)" be read a third time.

CARRIED

**North Saanich Council Procedure Bylaw No. 1155 (2007)**

MOVED BY: COUNCILLOR WILLIAMSON  
SECONDED: COUNCILLOR FEA

309 That "North Saanich Council Procedure Bylaw No. 1155 (2007)" be read a first time.

CARRIED

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR FEA

310 That "North Saanich Council Procedure Bylaw No. 1155 (2007)" be read a second time.

CARRIED

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR FEA

311 That "North Saanich Council Procedure Bylaw No. 1155 (2007)" be read a third time.

CARRIED

**PUBLIC PARTICIPATION PERIOD PERTAINING TO ITEMS NOT ON THE AGENDA**

**Mike Stanlake, 8502 Ebor Terrace,** expressed concerns regarding the lack of seniors housing in the new Official Community Plan and the fact that Council denied a rezoning application this evening which would have allowed for some seniors housing.

As there was no one else who wished to speak, the Public Participation Period concluded at 9:42 p.m.

**ADJOURNMENT**

MOVED BY: COUNCILLOR CHANDLER  
SECONDED: COUNCILLOR FEA

312            That the meeting be adjourned at 9:42 p.m.

CARRIED

CERTIFIED CORRECT

APPROVED AND CONFIRMED

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Sandy Bowden  
Director, Corporate Services

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Ted Daly  
Mayor