



Harvest Hub Facility Project Monthly Update Meeting #6

Meeting Minutes

Tuesday, July 28, 2026 @ 3 pm

Harvest Hub Building Site, 1810 Glamorgan Road, North Saanich, BC

1. **Attendance:**

- Ben Martin, Director Infrastructure Services, DNS
- ~~Barb Webster, Director of Finance, DNS~~
- Greg Warner, Donor
- Dianne Rife, Donor
- ~~Sanjiv Shrivastava, Councillor~~
- Cam Carlow, Site Superintendent

2. **Current Activity**

- Project continues to progress on schedule and within budget
- Construction Status
 - Electrical rough-in complete
 - Plumbing rough-in complete
 - Walk-in cooler rough-in complete
 - Building membrane installation complete
 - Windows install
 - Upcoming work includes:
 - Roofing, insulation, wall boarding and exterior cladding
 - Septic system installation is scheduled to begin later in August
- Harvest Hub Operator
 - The RFP seeking a Harvest Hub operator was issued this week and closing on August 24th

Carried from Initial Meeting

- ***ALR Compliance***
 - *Further to the terms of the gift agreement, the Planning Department has provided assurance that the project is in compliance with all ALR requirements.*
- ***Septic Location (carried from last meeting)***
 - *Concern from a Sandown grower was received regarding dispersion field distance to growing beds. An impact letter was provided to the growers (attached for reference).*

3. **ALR (carried from last previous meeting)**

- Approach as per Department of Planning analysis:
 - Assume 50% of produce processed originates from Sandown – No non-farm use application required
 - Total site massing initially will not exceed 1,000 sqm (~10,000 sqft) – No notice of intent application required

4. **New Business**

- The Harvest Hub working group has become involved with specifying all interior equipment and furnishings. A walk-in cooler has been selected and provision for a future freezer accommodated. Interim use of conventional chest freezers will be supported with additional electrical feeds.

Contact List

Org.	Name	Email	Phone
DNS	Ben Martin, Director Infrastructure Services	bmartin@northsaanich.ca	250-655-5461
DNS	Barb Webster, Director of Finance	bwebster@northsaanich.ca	250-655-5457
Donor	Greg Warner, Donor	Maples11120@gmail.com	-
Donor	Dianne Rife, Donor	peppertails@gmail.com	-
DNS	Sanjiv Shrivastava, Councilor	sshrivastava@northsaanich.ca	-

Meeting adjourned at 3:30 pm. Please inform if there are any errors or omissions to these minutes otherwise they will stand as an accurate representation of the meeting.

Yours truly,

District of North Saanich



Ben Martin, P.Eng.
Director of Infrastructure Services

cc: Stephanie Munro, CAO, via email
Ben Martin, Director Infrastructure Services, via email
Barb Webster, Director of Finance, via email
Greg Warner, Donor, via email
Dianne Rife, Donor, via email
Sanjiv Shrivastava, Councilor, via email