Harvest Hub Facility Project Monthly Update Meeting #7

Meeting Minutes
Thursday, September 24, 2026 @ 3:30 pm
Harvest Hub Building Site, 1810 Glamorgan Road, North Saanich, BC

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1. **Attendance:**
   - Ben Martin, Director Infrastructure Services, DNS
   - Barb Webster, Director of Finance, DNS
   - Greg Warner, Donor
   - ~~Dianne Rife, Donor~~
   - ~~Sanjiv Shrivastava, Councilor~~
   - Terry Chow, Harvest Hub Working Group Member
   - Peter Chandler, Harvest Hub Working Group Member
   - Bernadette Greene, Harvest Hub Working Group Member

**Note a combined Donor & Harvest Hub Working Group meeting was scheduled for this meeting. Note that the August donor meeting was informal and consisted of a brief site visit with Ben Martin, Cam Carlow (site superintendent) and the donor (no minutes provided)*

2. **Current Activity**
   - Project continues to progress on schedule and within budget
   - Construction Status
     - Roofing & siding in progress
     - Septic installation complete
     - Interior equipment purchased and awaiting installation
   - Harvest Hub Operator
     - The RFP has closed and a proponent from the Victoria Community Food Hub Society has been received. Staff are presenting this at the September 28th Regular Meeting and recommending approval in principle.

   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**
   - Greg Warner offered to purchase native grass seed and seed the newly constructed septic field (~300 square meters).

- Planning of a public opening for both local farmers and the public was loosely discussed. Staff will begin to arrange (following the September 28th council meeting) and call on members of the working group for assistance as required.

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 4:30 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