

DISTRICT OF SAANICH  
MINUTES OF THE SPECIAL COUNCIL MEETING  
HELD IN COUNCIL CHAMBERS  
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, NOVEMBER 25, 2024**

**Chair:** Mayor Murdock  
**Council:** Councillors Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver (via Teams)  
**Staff:** Brent Reems, Chief Administrative Officer, Michael Kaye, Saanich Fire Chief (7:00 p.m.); Brock Henson, Deputy Fire Chief (7:00 p.m.); Trevor Stubbings, Deputy Fire Chief (via Teams 7:00 p.m.); Angila Bains, Director of Legislative and Protective Services/Corporate Officer; Suzanne Samborski, Director of Parks, Recreation and Community Services (7:00 p.m.); Damian Kowalewich, Police Inspector, Community Engagement (7:00 p.m.); Sharon Froud, Deputy Corporate Officer (7:00 p.m.); Erin Stockill, Emergency Program Officer (7:00 p.m.); and Lynn Merry, Senior Committee Clerk (7:00 p.m.)

Mayor Murdock called the Special Council meeting to order at 6:01 p.m. in Council Chambers.

**MOVED by Councillor Brownoff and Seconded by Councillor Brice: “That the meeting be closed in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1) (a) as the matter relates to personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.”**

**CARRIED**

On a motion from Councillor Brownoff, the meeting adjourned to In Camera at 6:03 p.m.

The Special Council meeting reconvened at 9:05 p.m.

**RATIFICATION OF MOTIONS FROM COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 25, 2025**

**MOVED by Councillor Plant and Seconded by Councillor Harper: “That the presentation from La Societe Francophone de Victoria be received for information.”**

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

**MOVED by Councillor Plant and Seconded by Councillor Phelps Bondaroff: “That the matter be referred to staff and the Arts, Culture and Community Wellbeing Advisory Committee for further exploration.”**

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

**LAND USE PLANNING IN AGRICULTURE**

**MOVED** by Councillor Plant and **Seconded** by Councillor Brownoff: “That Council receive the presentation from the Ministry of Agriculture and Food, for information.”

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

**TILLICUM BURNSIDE PLAN TERMS OF REFERENCE**

**MOVED** by Councillor Plant and **Seconded** by Councillor Brice: “That Council:

- Endorse the proposed Terms of Reference to initiate the development of the Tillicum Burnside Plan; and
- Allocate \$140,000 from the Housing Accelerator Fund towards development of the Tillicum Burnside Plan.”

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

**RISE AND REPORT OF MOTIONS FROM THE IN CAMERA MEETING OF NOVEMBER 18, 2024****COUNCIL APPOINTMENTS TO CRD BOARD COMMITTEES/COMMISSIONS****Regional Housing Trust Fund Commission**

“That Council appoint Councillor de Vries to the Regional Housing Trust Fund Commission for a two-year term January 1, 2025 to Fall 2026.”

**Royal and McPherson Theatres Services Advisory Committee**

“That Council appoint Councillors Brice and Plant to the Royal and McPherson Theatres Services Advisory Committee for a one-year term January 1, 2025 to December 31, 2025.”

**Royal and McPherson Theatres Society Board**

“That Council appoint Councillor Phelps Bondaroff to the Royal and McPherson Theatres Society Board for a one-year term January 1, 2025 to December 31, 2025.”

**Victoria Family Court and Youth Justice Committee**

“That Council appoint Councillor Westhaver to the Victoria Family Court and Youth Justice Committee for an approximate two year appointment January 1, 2025 to Fall 2026.”

## BYLAWS

(For Final Reading)

2870-30  
Earl Grey

### **2921 EARL GREY - FINAL READING**

Memo of the Director of Legislative and Protective Services/Corporate Officer dated November 19, 2024.

To give final reading to “Official Community Plan Bylaw, 2023, Amendment Bylaw, 2024, No. 10066” to allow an apartment with a height over four storeys in a neighbourhood at 2921 Earl Grey Street and “Zoning Bylaw, 2003, Amendment Bylaw, 2024, No. 10065” to rezone 2921 Earl Grey Street from the RA-3 (Apartment) Zone to the RA-11 (Apartment) Zone to construct a five-storey, multi-family building with underground parking; and approve Development Permit DPR00973.

**MOVED by Councillor Plant and Seconded by Councillor Harper: “That Bylaw No. 10066 be given Final Reading.”**

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

**MOVED by Councillor Plant and Seconded by Councillor Harper: “That Bylaw No. 10065 be given Final Reading.”**

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

**MOVED by Councillor Plant and Seconded by Councillor Harper: “That Development Permit DPR00973 be approved and issued.”**

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

## PUBLIC INPUT

Nil

## REPORTS FROM MEMBERS OF COUNCIL

1300-40  
Victoria

### **EMERGENCY WINTER WEATHER**

Memo of the Mayor dated November 19, 2024.

To receive for information the correspondence from the City of Victoria providing an update on their 2024-2025 Emergency Winter Weather Response and Planning and requesting local governments establish independent Emergency Warming Centres for the unhoused.

In response to questions from Council, the CAO, the Fire Chief, the Deputy Fire Chief and the Police Inspector stated:

- There are 25 shelter beds in Saanich, that number could increase to 33 in dire circumstances.
- There are approximately 415 funded shelter beds in the region.
- The Extreme Weather Response (EWR) provides extra emergency shelter spaces during extreme winter weather.
- Municipalities partner with non-profits and faith organizations to create an EWR Plan to provide to BC Housing; the EWR indicates which one of the partners is the lead that liaises with BC Housing.
- The *Assistance to Shelter Act* has triggers that allows municipalities to open a warming centre.
- Emergency Social Services Volunteers cannot be used to assist in warming centres as they would not be covered under Worksafe BC or for liability insurance.
- The City of Victoria uses auxiliary staff to manage the warming centres; warming centres do not have beds and meals are not provided; they are solely a place to stay warm.
- Saanich currently does not have auxiliary staff that could be called upon to manage a warming station.
- There is funding available through the Province to set up a warming centre but there are currently no volunteers that have the necessary Worksafe BC and liability insurance to manage a centre; other municipalities use staff from non-profits to manage their warming stations.

**MOVED by Councillor de Vries and Seconded by Councillor Plant: “That Council direct staff to report back on:**

- **The responsibilities of Saanich under the *Emergency and Disaster Management Act* and *Assistance to Shelter Act*, particularly as they relate to extreme weather, including with vulnerable people; and**
- **The requirements to create additional shelter spaces and/or warming centre in Saanich including opportunities that might be available through the Ministry of Emergency Management Climate Readiness (EMCR).”**

Council discussion ensued with the following comments:

- Receiving more information on the situation, requirements, challenges and opportunities is appropriate.
- Receiving a report before extreme weather occurs would be appreciated.
- There is a need for more shelter beds in the region.
- Plans from other municipalities could be reviewed and adjusted to meet Saanich's needs.
- The shelter beds available at the Victoria Native Friendship Centre are appreciated.
- There is a need for regional coordination of this effort.

In response to questions from Council, the CAO, the Fire Chief, the Deputy Fire Chief and the Police Inspector stated:

- There may be community groups that would be interested in partnering with Saanich.
- It may be difficult to use Recreation Centres as warming centres as they are typically fully booked with programs; there also may not be staff resources available to manage it.

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

#### ADJOURNMENT

**MOVED by Councillor de Vries and Seconded by Councillor Chambers: “That the meeting be adjourned.”**

**RESULT: Carried 9 TO 0**

**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver

**OPPOSED:** None

The meeting adjourned at 10:23 p.m.

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MAYOR

I hereby certify these Minutes are accurate.

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DEPUTY CORPORATE OFFICER