

DISTRICT OF SAANICH
MINUTES OF THE COUNCIL MEETING
HELD IN COUNCIL CHAMBERS
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE
MONDAY, DECEMBER 2, 2024

Chair: Mayor Murdock
Council: Councillors Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Plant, Westhaver
Staff: Brent Reems, Chief Administrative Officer; Michael Kaye, Saanich Fire Chief; Paul Arslan, Director of Finance (7:00 p.m.); Angila Bains, Director of Legislative and Protective Services/Corporate Officer; Lindsay Chase, Director of Planning (7:00 p.m.); Harley Machielse, Director of Engineering (7:00 p.m.); Janet Racz, Manager of Real Estate Services; Matt O'Halloran, Deputy Corporate Officer (7:00 p.m.); and Lynn Merry, Senior Committee Clerk (7:00 p.m.)

The Mayor called the meeting to order at 4:34 p.m. in Council Chambers.

MOVED by Brice and Seconded by Harper: “That the meeting be closed in accordance with the *Community Charter*, Part 4, Division 3, Section 90 (1) (c), (e) and (k) as the matters relate to labour relations or other employee relations; the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

On a motion from Councillor Brice, the meeting adjourned to In Camera at 4:35 p.m.

The meeting reconvened at 7:00 p.m.

MAYOR'S ANNUAL ADDRESS

The Mayor gave his Annual Address (see Appendix “A”).

The Mayor acknowledged the sudden passing of Saanich employee Adam Flint, Communications Advisor in May 2024. In his 15 years with Saanich, Adam served in numerous capacities within the Municipality.

ADOPTION OF MINUTES

MOVED by Councillor Westhaver and Seconded by Councillor Brice: “That Council adopt the minutes of the October 28, 2024 Council meeting.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

PUBLIC INPUT ON BUSINESS ITEMS E and F

S. Izzard, Saanich

Utility Rate Bylaws and Temporary Borrowing Bylaws

- Increasing utility fees and debt is not appropriate; it will result in an increased cost burden for residents.

M. Najari, Leeds Place

Utility Rate Bylaws

- The utility fee increases are not appropriate.
- It is also not appropriate to increase debt as it will be a burden on taxpayers.

CONSENT AGENDA ITEMS

MOVED by Councillor Plant and Seconded by Councillor Chambers: “That Consent Agenda Items D1 and D2 be approved.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

DEVELOPMENT VARIANCE PERMIT APPLICATION

Report of the Director of Planning dated October 23, 2024.

To approve Development Variance Permit DVP00525 for 1652 McRae Avenue for a proposed patio reconfiguration along Shelbourne Street.

“That Development Variance Permit DVP00525 be approved and issued.”

ADOPTED ON CONSENT

1410-01
Acting Mayor
Schedule

2025 ACTING MAYOR SCHEDULE
Memo of the Director of Legislative and Protective Services/Corporate Officer dated November 19, 2024.

To approve the 2025 Acting Mayor Schedule.

“That Council approve the 2025 Acting Mayor Schedule as follows:

January	Councillor de Vries
February	Councillor Brownoff
March	Councillor Westhaver
April	Councillor Chambers
May	Councillor Harper
June	Councillor Phelps Bondaroff
July	Councillor Plant
August	Councillor Brice
September	Councillor de Vries
October	Councillor Brownoff
November	Councillor Westhaver
December	Councillor Chambers.”

ADOPTED ON CONSENT

BYLAWS FOR THREE READINGS

2870-30
Quadra Street

4079 QUADRA STREET – REZONING AND DEVELOPMENT PERMIT APPLICATION
Report of the Director of Planning dated October 17, 2024.

To give three readings to “Zoning Bylaw, 2003, Amendment Bylaw, 2024, No. 10102” to rezone 4079 Quadra Street from the C-9 (Local Service Station) Zone to the C-4 (Office and Apartment) Zone to support a three-storey, mixed-use building containing medical offices and four residential units with surface and under building parking application; and approve Development Permit DPR00878.

MOVED by Councillor Chambers and Seconded by Councillor Brice: “That Bylaw No. 10102 be given First Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Chambers and Seconded by Councillor Brice: “That Bylaw No. 10102 be given Second Reading.”

Council discussion ensued with the following comments:

- The proposed development will be a good addition to the neighbourhood.
- The property has been sitting vacant for a long period of time.
- There has been no correspondence received from the public on this application.

In response to questions from Council, the Director of Planning stated:

- The application was submitted in 2020 and at that time, the Interim Community Amenity Contributions (CACs) policy was in place.
- Since that time, Council has adopted a new CACs policy.
- If the application had been received within the last year, it would be exempt from CACs.
- The applicant is voluntarily offering funds for the Saanich Affordable Housing Fund.
- Parking will be surface and in part under the building, not underground.
- The site has received a certificate of compliance from the Province with respect to remediation of the gas station that was previously located on the property; there are still restrictions on excavation.
- Staff can reach out to the applicant to find out if they wish to provide rentals longer than 10 years.

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Chambers and Seconded by Councillor Brice: “That Bylaw No. 10102 be given Third Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Chambers and Seconded by Councillor Brice: “That the application to rezone 4079 Quadra Street from the C-9 (Local Service Station) Zone to the C-4 (Office and Apartment) Zone be approved.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Chambers and Seconded by Councillor Brice: “That Development Permit DPR00878 be approved.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Chambers and Seconded by Councillor Brice: “That Final Reading of the Zoning Bylaw Amendment and ratification of the Development Permit be withheld pending the following:

- **Registration of a covenant to secure a Community Amenity Contribution of \$10,000 for the Saanich Affordable Housing Fund; and**
- **Execution of a Housing Agreement to secure the residential units as rental for a period of 10 years or longer.”**

RESULT: Carried 9 TO 0

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

OPPOSED: None

2870-30
Tillicum Road

3745 TILLICUM ROAD – REZONING, SUBDIVISION AND DEVELOPMENT VARIANCE PERMIT APPLICATION

Report of the Director of Planning dated October 31, 2024.

To give three readings to “Zoning Bylaw, 2003, Amendment Bylaw, 2024, No. 10107” to rezone 3745 Tillicum Road from the RS-6 (Single Family Dwelling) Zone to the RS-2 (Single Family Dwelling) Zone to subdivide to create one additional lot (two lots total) for single family dwelling use; and approve Development Variance Permit DVP00526.

MOVED by Councillor Westhaver and Seconded by Councillor Chambers: “That Bylaw No. 10107 be given First Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Westhaver and Seconded by Councillor Chambers: “That Bylaw No. 10107 be given Second Reading.”

Council discussion ensued with the following comments:

- This is the right amount of infill in the right area.

In response to questions from Council, the Director of Planning stated:

- The Small Scale Multi-Unit Housing (SSMUH) policy allows for additional units on properties however the configuration of the units is prescribed.
- Under SSMUH, only one single family dwelling would be permitted on each property; two single family dwellings with the potential for garden or secondary suites would not be permitted and therefore rezoning and subdivision is necessary.

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Westhaver and Seconded by Councillor Chambers: “That Bylaw No. 10107 be given Third Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Westhaver and Seconded by Councillor Chambers: “That the application to rezone 3745 Tillicum Road from the RS-6 (Single Family Dwelling) Zone to the RS-2 (Single Family Dwelling) Zone be approved.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Westhaver and Seconded by Councillor Phelps Bondaroff: “That Development Variance Permit DVP00526 be approved.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

The Director of Planning exited the meeting at 8:06 p.m.

1110-30
Garbage Collection
and Disposal
Amendment Bylaw

2025 GARBAGE UTILITY RATES - FOR APPROVAL GARBAGE COLLECTION AND DISPOSAL AMENDMENT BYLAW NO. 10099

Report of the Director of Finance dated November 20, 2024.

To give three readings to “Garbage Collection and Disposal Bylaw, 2013, Amendment Bylaw, 2024, No. 10099” to establish rates for 2025.

MOVED by Councillor Brice and Seconded by Councillor Harper: “That Bylaw No. 10099 be given First Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Harper: “That Bylaw No. 10099 be given Second Reading.”

In response to questions from Council, the Director of Finance and the Director of Engineering stated:

- Council previously gave direction to freeze organic cart fees and increase garbage cart fees until organic carts fees are 50% of the cost of garbage cart fees; the intent is to encourage residents to recycle and compost and divert organics from the landfill.
- There are still substantial amounts of green waste being disposed of in garbage bins.
- A portion of the fee increase is related to the increase to Hartland Landfill dumping fees.

Council discussion ensued with the following comments:

- Creating a future with less waste is supportable.
- It may be appropriate to consider an at-home composting pilot project.
- Although composting garden waste at home may be supportable, composting kitchen waste at home may result in a rodent problem.

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Harper: “That Bylaw No. 10099 be given Third Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

1110-30
Water Utility Bylaw

2025 WATER UTILITY RATES - FOR APPROVAL WATER UTILITY AMENDMENT BYLAW NO. 10097

Report of the Director of Finance dated November 20, 2024.

To give three readings to “Water Utility Bylaw, 2003, Amendment Bylaw, 2024, No. 10097” to establish rates for 2025.

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10097 be given First Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10097 be given Second Reading.”

In response to questions from Council, the Director of Finance and the Director of Engineering stated:

- Staff have been working with a consultant to look at water utility rates; in comparison to other municipalities, consumption rates are high and flat rates, which are connection fees, are low.
- Saanich currently is approximately at a 90:10 ratio of consumption to flat rates; most comparable municipalities are closer to a 50:50 split.
- The current structure creates uncertainty in terms of revenue; it is difficult to estimate annual consumption and could create deficits or surpluses in the budget.
- Increasing the flat rates will help to provide certainty and provide users with a clearer view on their consumption.
- Costs for infrastructure for development, such as water main upgrades or pump station upgrades, are borne by the developer.
- More density means more ratepayers.
- Sustainable levels of funding are needed to maintain assets.
- When there is a deficit in revenue, accumulated surplus would be used to pay for any emergency situations that occur.

- The model is meant to be neutral but there will be inflationary rate increases.

Council discussion ensued with the following comments:

- Moving towards a 50:50 model is neutral in the consumer's point of view.
- It creates a climate where the consumer can better tell what their water use costs them.
- The new model will encourage residents to conserve water.
- It provides clarity to the consumer and the municipality on costs.
- This is a way to reduce volatility.

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Brice and Seconded by Councillor Westhaver: "That Bylaw No. 10097 be given Third Reading."

RESULT: Carried 9 TO 0

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

OPPOSED: None

1110-30
Sanitary Sewer
Bylaw

2025 SEWER UTILITY RATES - FOR APPROVAL SANITARY SEWER AMENDMENT BYLAW NO. 10098

Report of the Director of Finance dated November 20, 2024.

To give three readings to "Sanitary Sewer Bylaw, 2006, Amendment Bylaw, 2024, No. 10098" to establish rates for 2025.

MOVED by Councillor Brice and Seconded by Councillor Westhaver: "That Bylaw No. 10098 be given First Reading."

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Westhaver: "That Bylaw No. 10098 be given Second Reading."

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10098 be given Third Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

1110-30
Temporary
Borrowing
Bylaws

TEMPORARY BORROWING BYLAWS

Report of the Director of Finance dated November 21, 2024.

To give three readings to the following bylaws to authorize temporary borrowing through the Municipal Finance Authority:

- “Sewer Capital Program Temporary Borrowing Bylaw, 2024. No. 10112”
- “Storm Drainage Capital Program Temporary Borrowing Bylaw, 2024. No. 10113”
- “Parks Capital Program Temporary Borrowing Bylaw, 2024. No. 10114”
- “Sewer Capital Program Temporary Borrowing Bylaw, 2024. No. 10115”
- “Transportation Capital Program Temporary Borrowing Bylaw, 2024. No. 10116”

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10112 be given First Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10112 be given Second Reading.”

In response to questions from Council, the Director of Finance stated:

- This borrowing was approved in 2022 and 2023 for specific projects that have not yet been completed.

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10112 be given Third Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10113 be given First Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10113 be given Second Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10113 be given Third Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10114 be given First Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10114 be given Second Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10114 be given Third Reading.”

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10115 be given First Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10115 be given Second Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10115 be given Third Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10116 be given First Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10116 be given Second Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That Bylaw No. 10116 be given Third Reading.”

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

1110-30
Building Bylaw

BUILDING BYLAW AMENDMENT, NO. 10118

Report of the Director of Engineering dated November 18, 2024.

To give three readings to "Building Bylaw, 2019, Amendment Bylaw, 2024, No. 10118" to consolidate plumbing fees.

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: "That Bylaw No. 10118 be given First Reading."

RESULT: Carried 8 TO 1

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

OPPOSED: Chambers

MOVED by Councillor Brice and Seconded by Councillor Phelps Bondaroff: "That Bylaw No. 10118 be given Second Reading."

In response to questions from Council, the Director of Engineering stated:

- The Building Permit application process is being streamlined and applicants will be able to submit their applications online.
- The current fee structure is complex and there are a number of different types of fees.
- The changes will simplify the process and make the process more efficient.
- Fees may need to be looked at in the future to ensure they are comparable to other municipalities.

Council discussion ensued with the following comments:

- The changes will make the process more efficient.

RESULT: Carried 9 TO 0

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

OPPOSED: None

MOVED by Councillor Brice and Seconded by Councillor Harper: "That Bylaw No. 10118 be given Third Reading."

RESULT: Carried 9 TO 0

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

OPPOSED: None

The Director of Engineering and the Director of Finance exited the meeting at 8:58 p.m.

REPORTS FROM MEMBERS OF COUNCIL

1410-04
Report - Council

SIGNING THE PERIOD PROMISE – REVISED

Notice of Motion from Councillor Phelps Bondaroff from the Council meeting of November 18, 2024.

That Saanich take the Period Promise by signing a Period Promise Policy Letter of Agreement with the United Way Southern Vancouver Island (UWSVI).

MOVED by Councillor Phelps Bondaroff and Seconded by Councillor Westhaver: “That:

WHEREAS almost one quarter of Canadian menstruators say they have struggled to afford menstrual products for themselves or their children (period poverty), and that people who are menstruating but do not have menstrual products available to them experience social isolation, financial instability and increased mental health concerns by not being able to attend school, work, or community activities without experiencing stigma and shame;

WHEREAS the United Way’s Period Promise is a campaign that calls for increases to access to menstrual products, and that local governments play a pivotal role in addressing period poverty within their communities. This campaign seeks to generate public conversations to destigmatize menstruation, collect products and cash donations to supply local social service agencies with menstrual products, and celebrates local organizations that have adopted a policy to provide free menstrual products for their staff, clients, customers, and/or members of the community at large;

WHEREAS the District of Saanich currently offers free menstrual products in the washrooms of all of our facilities, including Saanich Hall, parks and recreation facilities and other Saanich buildings;

THEREFORE BE IT RESOLVED THAT Saanich take the Period Promise by signing a Period Promise Policy Letter of Agreement with the United Way Southern Vancouver Island (UWSVI) (see Appendix 1).”

Council discussion ensued with the following comments:

- The Period Promise would celebrate what Saanich is already doing and will continue to do.
- Saanich is currently providing free menstrual products in its washrooms.
- Rather than signing the letter of agreement, sending a letter of support to the United Way may be appropriate.

In response to questions from Council, the CAO stated:

- There would be no broadening of the existing program and therefore no impact on staff.
- It will be necessary to ensure the agreement does not include supports that are over and above what is currently being provided.

MOVED by Councillor Westhaver and Seconded by Councillor Brownoff: “That the motion be amended that the last paragraph in the motion read: “That Saanich provide a letter of support of the Period Promise to the United Way Southern Vancouver Island”.”

Council discussion ensued with the following:

- Saanich is already committed to providing menstrual products.

RESULT (AMENDMENT): Carried 5 TO 4

IN FAVOUR: Brice, Brownoff, Chambers, Harper, Westhaver

OPPOSED: Murdock, de Vries, Phelps Bondaroff, Plant

MOVED by Councillor Plant and Seconded by Councillor de Vries: “That the item – Period Promise, be postponed indefinitely.”

RESULT (POSTPONE): Carried 8 TO 1

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

OPPOSED: Phelps Bondaroff

ADJOURNMENT

MOVED by Councillor de Vries and Seconded by Councillor Westhaver: “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 9:29 p.m.

MAYOR

I hereby certify these Minutes are accurate.

CORPORATE OFFICER



Territorial acknowledgement & Inclusivity statement

The District of Saanich lies within the territories of the ləkʷəŋən peoples represented by the Songhees and Esquimalt Nations and the W̱SÁNEĆ peoples represented by the Tsartlip, Pauquachin, Tsawout, Tseycum and Malahat Nations.

We are committed to celebrating the rich diversity of people in our community. We are guided by the principle that embracing diversity enriches the lives of all people. We all share the responsibility for creating an equitable and inclusive community and for addressing discrimination in all forms.

Remembering Adam Flint

I want to take a moment to acknowledge the passing of a colleague and dear friend to many folks at the District. Adam Flint passed suddenly in May. Adam served in numerous capacities in his 15 years with Saanich, including in the role of Communications Advisor.

While Adam will most certainly be remembered for his contributions throughout his career, his greatest impact on Saanich was the gift of kindness and connection. He coordinated many charitable causes, and was always the first person to raise his hand to help. His dedication, humour and positivity were infectious, and we will miss him deeply.

Adam brought a lot of passion and dedication to his work, as do all our Saanich staff who have helped bring projects and initiatives to life — including some of the ones I'll be highlighting this evening. So let's get to it!

Introduction

Saanich is a growing community – and with good reason.

We all know this is a highly desirable place to live, work, enjoy the outdoors and raise a family. We take pride in our beautiful surroundings, our sense of safety and community, and the feeling that we all belong here.

The secret is out. Many folks see the opportunity to settle and build a life here. They want to put down roots as we have done, and as we hope to see our own kids and grandkids do.

Just as those dreams and desires drive population growth – they inspire the District to do the things that will ensure we can be a livable and welcoming community for years to come. So we will continue to be a place where individuals and families can build a life and contribute to our thriving community.



Housing

- Saanich continues to work to create new homes to meet people's diverse needs, at all life stages, and at prices people can afford.
- We're planning much of our future growth within centres, corridors and villages — while also making strides to ensure a livable community with abundant services, amenities, parks, and recreation facilities for people and their families to enjoy. While ensuring we protect our rural, natural areas and farmlands for future generations to enjoy.
- While residents will see some visible signs of that work around our community – in 2024, a lot of it actually took place behind the scenes.
- We've worked hard to improve the areas we have some control over — namely, our processes, our policy framework and the removal of unnecessary barriers.
- What does this work look like?
 - An updated Official Community Plan (OCP)
 - Small-Scale Multi-Unit Housing zoning
 - Rapid Deployment for Affordable Housing zoning
- Ultimately, Saanich is striving to be a leader — not a laggard — in housing, and these changes are among the tools we're employing to get there.
- A lot of this work is aimed at forming and refining our vision for the future, as we thoughtfully guide Saanich's growth over the course of many years and decades, while ensuring it remains a livable and welcoming community.

2024 Initiatives

Updated OCP

- This will shape growth and change
- It will guide us to create more homes for people while contributing to a more sustainable, livable community for everyone
- It ensures Saanich continues to provide a high quality of life for our growing community
- It is a refreshed vision for our community, and thank you to all of the community members for participating in the process to update this key guiding document

Small Scale Multiunit Housing

- Our updated zoning and policy aligns with Province's SSMUH legislation
- It puts Saanich in compliance with provincial housing direction, in a way that makes sense for our community
- It sets our community on a path toward creating more housing supply and more housing choice to meet more people's needs
- It will help us to get more family-suitable homes built in our community.
 - Saanich's recently-updated [Housing Needs Report](#) shows single family home ownership continues to be out of reach for so many families and individuals



Rapid Deployment of Affordable Housing

- Many residents and newcomers are struggling to find a suitable place to live in our community. As housing and rental costs continue to rise, so too has the demand for affordable, non-market housing options.
- We need bold, forward-thinking ideas to address this challenge.
- We're doing our part to create more homes for low- to middle-income earners by removing some procedural and financial barriers for non-market housing.
- This program will help housing providers move through review and approvals more quickly to break ground on these much-needed housing projects.

We know that this approach is starting to have the intended effect. In this year's Housing Targets Progress Report, Saanich tripled the number of building permits issued compared to last year, and nearly one third of those were for affordable, non-market homes.

I also wanted to acknowledge that Saanich receives over \$15M from CMHC's Housing Accelerator Funding, and an additional \$700,000 from the Province to support initiatives that plan for growth and ensure that our processes creating more homes for people that meet their needs and at prices they can afford.

2025

- Looking ahead to 2025, you can expect to hear more about:
 - Family Friendly Housing policy, where we will ensure that we are creating family-suitable homes that meet the needs for our growing community in areas that are supported by schools, parks, and services, including available childcare
 - We are moving forward with more planning work to set a vision for our corridors, centres and villages. This includes Shelbourne Valley Action Plan Update, Tillicum Burnside Centre Corridor Plan, Uptown Douglas Pre-zoning and Network Design project, and refining the Quadra and McKenzie Plan.
 - Council has received a lot of feedback on QMP and I want to acknowledge that we've heard your concerns and suggestions. Early in 2025, staff will come back to Council with an analysis of the feedback we've received. It will be an opportunity for us to provide some direction on how we appropriately reflect changes based on the feedback and concerns before finalizing this important vision for Quadra and McKenzie.
 - Finally, there are a number of affordable and supportive housing projects in the early stages right now. With ongoing support from senior governments, we anticipate these projects will open their doors to hundreds of new affordably priced homes.

Why is all of this work we're doing on housing important?

- To provide more housing supply and choice – and that includes more affordable options



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- To give people choices to downsize in a neighbourhood where they've built a life
- To keep our kids and grandkids close to us, to build their own lives here
- To allow newcomers to settle and contribute to our vibrant community
- To meet provincial housing targets and address the growing need for housing that fits people's lifestyles and budgets

Transportation

- Just as it was a big year for housing, it was a big one for transportation as well.
- I want to highlight a few key initiatives aimed at making our travel routes safer and more convenient, no matter your preferred mode of transportation.

2024 Initiatives

Road Safety Action Plan

- I hear from Saanich residents every day that keeping people safe on our roads is a priority.
- Some of the key documents guiding this work were adopted this year.
- In October we adopted Saanich's first ever Road Safety Action Plan — the first Road Safety Action Plan on Vancouver Island.
- In 2022, the District of Saanich adopted Vision Zero and through implementation of this Road Safety Action Plan (RSAP) we are seeking to eliminate traffic fatalities and serious injuries while ensuring safe, healthy, and equitable mobility for everyone.
- No matter how you get around — whether you walk, bike, bus or drive — we're committed to making Saanich safer for everyone.

Active Transportation Plan

- Our efforts to make roads safer are paired with our Active Transportation Plan to make it easier and more convenient for people to take more trips using sustainable modes of transport.
- As more people choose to walk, bike and ride the bus, improvements on our road make it easier and safer for them to get to work, school and appointments.

Shelbourne St Improvements

- This project improves safety for all road users, improves access for people walking and biking and ensures vital underground utilities continue to function safely and reliably far into the future.
- We are nearing completion of phase 2, south of Pear street, and the final phase of the project, between Garnet and Pear, will be completed in 2026.

2025

- In the coming year, we will adopt a traffic calming policy which will guide investments in traffic calming measures that ensure our neighbourhoods are safe places to venture out.



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- We will also see the 4th phase of implementation of our Speed Limit Establishment Policy, where we begin to turn our focus more towards adjustments to 30km/h on neighbourhood streets.
- The Albina-Tillicum-Gorge Infrastructure Upgrade Project (Phase 1) gets started in mid-2025. The objectives are to upgrade the existing sanitary sewer networks and will see improvements to make it easier, safer and more enjoyable for people walking and biking.

Why does this all matter?

- We're working hard to improve infrastructure and provide safe, healthy, and equitable mobility for all.
- It's not easy work. We hear frustration about traffic delays and noise, and we get a lot of questions about why we're doing it.
- I think about the many conversations and emails Council receives from folks living in neighbourhoods lacking sidewalk infrastructure, or a convenient connection to get to where they need to go. Who express the need for safer crossings for students and seniors. Who want to hop on a bike to get to the store, but don't feel confident navigating our roadways.
- Saanich has come a long way in terms of making improvements, but we know there is still a lot more to be done and we're approaching it in a disciplined way. We look forward to working with our partners and the community on these efforts.
- And I'll note this work is also significant in terms of helping Saanich reduce emissions and meet our climate targets.

Climate Action and Environmental Leadership

And that's a great segue, as I want to share some highlights when it comes to climate action and environmental leadership.

2024 Initiatives

Biodiversity Conservation Strategy

- This year, Council endorsed Vancouver Island's first municipal Biodiversity Conservation Strategy supported by a technical committee of local experts and input from our residents.
- Council also endorsed a substantial update to the Urban Forest Strategy from 2010. It's our plan to manage, protect, connect, and enhance the District's biodiversity and urban forest, tree canopy and meet our target of up to 10,000 trees per year.
- The most common thing that I hear from people is how much they value Saanich's trees and green spaces and prioritizing investments that protect and enhance those important spaces.

Climate Action Exemption Program

- Program is a first of its kind in B.C.



- Encourages electrification projects in large multi-unit residential and commercial buildings in the community.
- Supports Saanich's climate goals and incentivizes the replacement of fossil-fuel (e.g. natural gas) space heating and domestic hot water systems with electric systems.
- Buildings are the second highest source of GHG emissions in Saanich, and overheating is posing a growing health risk to occupants due to the increasing frequency and severity of heat waves caused by climate change.
- We have seen tremendous acceleration in the number of fossil fuel to heat pump conversions in single family homes in our community.
- This program brings the benefits of heating and cooling to residents in condo and apartment buildings; many of whom are renting in those places.

Grants

- By leveraging more than \$5.1 million in provincial and federal grants, we began construction on more climate resilient and inclusive spaces at both Pearkes and Cedar Hill Recreation Centres.
- UBCM Grants were secured for two important Climate Resiliency Projects, including nearly \$400,000 for tree planting and green infrastructure on and around Tillicum Elementary School to provide shade and storm water management and protect against extreme heat in partnership with SD61.
- Planting more trees will provide shade and cooler neighbourhoods in an area identified as highly vulnerable to extreme heat events — as well as absorb stormwater that prevents people's homes from flooding and reduces the likelihood of more costly infrastructure replacement.

2025

- Design and construction of additional charging infrastructure to support the electrification of the corporate fleet
 - Reduces corporate fleet emissions, helps us meet our corporate climate targets
- Zero Waste Strategy
 - reduce the amount of waste our community generates and sends to the landfill.
 - Eliminating waste can be a great way to conserve resources, protect our natural spaces, and avoid the potential replacement of the Hartland landfill.
- Climate Plan Update/Engagement
 - Saanich is developing a targeted update of our 2020 Climate Plan to:
 - Revise our adaptation planning to incorporate lessons learned from extreme heat, storms, and wildfire events experienced since 2020
 - Respond to changing contexts including the impact of COVID-19, inflation, technology, and changes to local and provincial policies relating to climate change,



- Build on the significant progress made to date in implementing the actions in the 2020 Climate Plan and the GHG emissions reductions we've achieved so far.
- A targeted update of our Climate Plan will allow the District to continue to demonstrate leadership in climate action and ensure we are prioritizing our climate action efforts from now to 2030.

Why it's important

- It's important that we steward the environment and work to protect it.
- We're seeking innovative solutions and practices to reduce emissions and mitigate for the future – which is ever more important as climate events continue to become more frequent and intense.
- We're trying to lead by example through municipal operations (and there's a lot of cross-departmental work in this regard), and through initiatives in the community and region as well (many partnerships with other levels of government, local organizations etc.)
- We are also investing in our natural systems, that help us deal with storm events and filter storm water that would otherwise cost Saanich taxpayers millions of dollars in hard infrastructure costs.

Community Wellbeing

2024 Initiatives

New and improved facilities

- Rutledge Park – upgrades include a brand-new washroom and changeroom building, modern playground equipment and a long-awaited splash pad. The playground improvements incorporate nature play and natural elements, while the new seasonal splash pad has inclusive elements for children and youth of all abilities.
- McMinn Bike Park – the bike track has been refreshed to make it more exciting and to allow more ages and abilities to make use of it. Saanich Parks staff worked with the South Island Mountain Bike Society to help design the new bike park layout. A great example of community and staff working together to deliver a great feature for kids seeking a bit of adventure.

2025

- As our community grows, we're prioritizing park improvements and creating new spaces for people and their families to enjoy.
- There will be new tennis and pickleball facilities at Fowler Park with one tennis court and six pickleball courts which are being located and designed to minimize sound travel.
- Panama Flats which is much loved for its trails and nature observation and winter ice skating. It is the number one birding area on South Vancouver Island and often home to a rare sighting of a bird out of its range that draws birders from afar.



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- Updating the 2014 Concept Plan will help to accommodate evolving community and stormwater management needs, while enhancing recreational and environmental opportunities.
 - Engaging with First Nations, the community and interested groups is key to updating the plan to reflect current community values, needs, and priorities.
- Lambrick Park, a key active recreation hub in east Saanich, and how we might imagine together what the future of that park could look like as our community continues to grow around it. We need to continue to provide quality community recreation spaces outdoors and indoors. We hope residents will engage in both of these important processes setting us up for future years of a vibrant and healthy community where everyone belongs.

Why it's important

- Saanich's parks and recreation centres are such an important part of our community as they provide people with places to connect with friends and family, and to stay healthy and active.
- The bike park enables visitors to challenge themselves, build new skills, socialize and enjoy the outdoors.
- Ultimately we want to ensure our parks and green spaces remain healthy and vibrant for people to enjoy now and in the future.
- By investing in amenities and services that contribute to our health and wellbeing, we also contribute to the high quality of life and quality of place that everyone in Saanich enjoys.

Organizational Excellence

2024 Initiatives

Modernizing our processes and services

- Permitting and Application Modernization (PAM)
 - We are advancing organizational changes aimed at streamlining the development process.
 - Optimizing business processes, introducing new technology, optimizing review and processing times, tracking housing targets, etc.
 - It will bring more efficiency, consistency and convenience for everyone involved.
- Upgraded Council Agenda management system and introducing a voting dashboard that makes it easier to look up council votes on key issues
- Connected Saanich to the BC Building Permit Hub – the 4th district of 20
 - The Hub supports municipalities and the development industry to standardize building - permit submissions requirements, automatically check the completeness of permit applications, and automatically check compliance with key parts of the Building Code.
- Launched HelloSaanich platform to provide a new, modern way for Saanich to engage with residents on significant projects (in addition to other tools)



- Finally, in 2025 we will move forward with the borrowing approval process, and selecting a private partner to support the redevelopment of the Saanich Operations Centre
- This redevelopment of the SOC ensures that the services our residents rely on – waste and organic collection, drinking water, storm and wastewater infrastructure, road maintenance and snow removal – the lifeblood of your municipality – are supported by a modern facility that allows staff to serve our growing community.

Why it's important

- Makes our internal processes more efficient for staff, and improves efficiency and convenience for the public
- Increases transparency
- Ensures Saanich is a service provider that is responsive to the residents we serve and continues to deliver the high quality services they expect.

Reconciliation

- The District is committed to reconciliation, and building and strengthening relationships with the Indigenous communities and people of our region.
- Beginning in 2025, Saanich will onboard its first Manager of Indigenous Relations and Reconciliation.
- This position will support the development of an Indigenous Relations framework and plans to guide the District's government-to-government work as well as influencing organizational culture, lead cross-organizational staff committees and relevant Council committees, and work with Council and Executive in developing formal protocols and agreements and more.

Economic Development

- Savour Saanich Flavour Trails Program launched the inaugural event in July boosting the local food economy by promoting local farms and food producers.
- By connecting communities to local farmers, growers and makers, Flavour Trails contributes to the growth and sustainability of the local food economy, igniting community-wide learning of our regional food producers and gives people the chance to shake hands with the wonderful makers, farmers and growers on our bustling agricultural landscape.
- Secondary Corridors and Hubs Strategy work gets underway next year. This planning initiative focuses on more modest, street-oriented residential buildings with small local retail opportunities. The Strategy is a key feature of economic development, as it sets out a vision for commercial spaces, like coffee shops, restaurants and pubs, and service providers, like doctors' offices and pharmacies, that are in the neighbourhoods where people can access them on foot or bike.



Regional Collaboration

- This year, your Saanich representatives were instrumental in moving forward with the creation of a regional transportation service. The service, which will require voter assent in the new year, is a major step forward to achieve regional transportation planning and priority setting. That means we can speak with a single voice to advocate for transportation investments that will truly get people moving.
- We are committed to the health, safety and well-being of our region's unhoused residents. Saanich can play a larger role in providing shelter beds and warming spaces in the District. We will also work with our regional partners on a regional approach to ensure our region has appropriate shelter, temporary and long-term housing options for our unhoused residents. We will only be successful if we work together as region.
- Finally, the Victoria Saanich Citizen's Assembly kicked off in 2024 after several years of planning. From September 2024 to April 2025, the Assembly is meeting to learn and deliberate on the future of Victoria and Saanich, and to explore the costs, benefits and disadvantages of amalgamation. 48 Assembly members from Saanich and Victoria were randomly selected via Civic Lottery, ensuring fair representation of the municipalities' demographic diversity.
- The Assembly's recommendations will be put to the voters in a referendum timed with the next municipal election. It will be the residents of Saanich and Victoria, not your council, that makes the decision.

Conclusion

- As we cross the mid-point of this Council term, we do so with a lot of great work underway. Work that supports each of the strategic priority areas Council identified at the start of the term. Priorities that Saanich residents told us are important.
- It's work that supports a growing community, with homes that give individuals and families the chance to put down roots in Saanich. Where we all benefit from high quality services and amenities, like parks and green spaces, and recreation facilities, that contribute to our health and wellbeing and the high quality of life and quality of place that we enjoy.
- I am grateful to all the members of this Council, our staff, and the public that we serve for another year of work that makes our community even better.
- As former Premier John Horgan would say, every day we do our level best.
- As we get closer to the end of 2024, I wish you all a happy holiday season and I hope you get to celebrate the traditions that are important to you and your loved ones.

Thank you.