

3. Council meeting of March 24, 2025.

DISTRICT OF SAANICH  
MINUTES OF THE COUNCIL MEETING  
HELD IN COUNCIL CHAMBERS  
SAANICH MUNICIPAL HALL, 770 VERNON AVENUE  
**MONDAY, MARCH 24, 2025 AT 7:00 P.M.**

**Chair:** Mayor Murdock  
**Council:** Councillors Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff and Westhaver  
**Regrets:** Councillor Plant (on approved leave)  
**Staff:** Suzanne Samborski, Acting CAO; Lindsay Chase, Director of Planning; Harley Machielse, Director of Engineering; Pam Hartling, Housing Planning and Policy Manager; Cindy Mao, Manager of Risk Services; Carl Purvis, Manager of Current Planning; Caitlin Yancoff, Senior Planning Technician; Matt O'Halloran, Deputy Corporate Officer; and Colton Whittaker, Committee Clerk

**ADOPTION OF MINUTES**

**MOVED by Councillor Chambers and Seconded by Councillor Harper: “That Council adopt the minutes of the:**

- **Special Council meeting of March 3, 2025;**
- **Special Committee of the Whole (Financial Plan) meeting of March 6, 2025; and**
- **Special Committee of the Whole (Financial Plan) meeting of March 8, 2025.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**RATIFICATION OF MOTIONS FROM COMMITTEE OF THE WHOLE MEETING OF MARCH 17, 2025**

**DELEGATION – ALLIANCE TO END HOMELESSNESS IN THE CAPITAL REGION**

**MOVED by Councillor Westhaver and Seconded by Councillor Chambers: “That the topic and potential membership in the Alliance to End Homelessness in the Capital Region be referred to the Finance and Governance Standing Committee.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**PROCUREMENT AND PRIORITIZATION OF CANADIAN PRODUCTS AND SERVICES**

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

- **Authorize staff to buy local, where possible, for goods and services below the \$75,000 trade agreement threshold; and**
- **Direct staff to continue to work with other local governments and organizations such as the Federation of Canadian Municipalities to monitor tariff impacts and**

**local purchasing options and report back to Council if additional local procurement options and mechanisms are identified.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

#### **SAANICH CLIMATE PLAN ANNUAL REPORT CARD 2024**

**MOVED by Councillor Westhaver and Seconded by Councillor Chambers: “That Council receive the Saanich Climate Plan Annual Report Card 2024 for information.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

#### **ECONOMIC DEVELOPMENT STRATEGY 2024 YEAR END CHECK-IN**

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Council receive the Economic Development Dashboard for information.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

### **RISE AND REPORT OF MOTIONS FROM CLOSED MEETINGS**

#### **FROM THE IN-CAMERA MEETING OF MARCH 10, 2025**

##### **Natural Areas, Parks and Trails Advisory Committee**

“That Council appoint the following applicants to the Natural Areas, Parks and Trails Advisory Committee for a term ending December 31, 2025:

- Kathryn Bridge
- Michelle Watt
- Brian Wilkes.”

##### **Transportation Advisory Committee**

“That Council appoint Isabella Harmel to the Transportation Advisory Committee for a term ending December 31, 2025.”

##### **Saanich Police Board**

“That Council appoint Sean Dhillon to the Saanich Police Board for a term ending December 31, 2025.”

## NOTICES OF MOTION

Notice of Motion from Councillor Phelps Bondaroff that Saanich Council ask the Honourable Lisa Beare, Minister of Education and Child Care, to direct School District 61 to create an inclusive and collaborative task force to consider a Trustee Electoral Area election model for the Minister's ultimate consideration of approval for implementation in time for the 2026 Local Government/Board of Education elections.

Notice of Motion from Councillor Chambers that in the interest of transparency that all meetings between the District of Saanich staff and/or elected officials with development groups and other stakeholders be listed on the District's website including dates, times of meetings and posted in advance of them similarly to how Council meetings are posted.

Notice of Motion from Councillor Chambers that Council formally adopt the Urban Forest and Biodiversity Conservation Strategies into the Official Community Plan at an upcoming meeting in the near term.

Notice of Motion from Mayor Murdock that Council provide direction to staff, requesting:

- An amendment to the Council Procedure Bylaw so that Regular Council and Committee of the Whole meetings and Public Hearings begin at 6 pm;
- A further amendment to permit the In Camera portion of the meeting to occur not earlier than 1pm on the day of the Council meeting;
- The inclusion of language in the Bylaw to grant the Corporate Officer discretion to schedule Regular Council and Committee of the Whole meetings and Public Hearings at an earlier time if necessary; and
- That the Corporate Officer structure the regular Order of Business so that Public Input on the applicable business items takes place at the start of each meeting.

The Notices of Motion will be considered at a future meeting of Council.

## BYLAWS

(For Final Reading)

2870-30  
Alderley Road

### **5630 ALDERLEY ROAD - FINAL READINGS**

Report of the Director of Planning dated March 5, 2025.

To rescind and read the motion to permit an alternative to the third condition set out in the original motion, which is the delayed demolition bond currently held for the delayed demolition of the original home will be redirected towards road improvements; the applicant has provided the \$10,000 security deposit for road improvements; give final reading to the "Zoning Bylaw, 2003, Amendment Bylaw, 2018, No. 9469" to rezone 5630 Alderley Road from the A-1 (Rural) Zone to the A-2 (Rural – Two Dwelling) Zone to permit a second dwelling to retain an existing second dwelling to accommodate a resident farmer; and give final reading to "Housing Agreement Authorization Bylaw (Alderley Road), 2018, No. 9511" to require the second dwelling on the property only be occupied by a resident farmer and that the second dwelling must be provided to the resident farmer for a nominal fee.

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Council rescind the motion of the June 19, 2018 Public Hearing “That Final Reading of the Zoning Amendment Bylaw, 2018, No. 9469” be withheld pending a letter of commitment from the applicant and appropriate bonding to complete the Development Servicing Requirements including the requirement to construct a hammerhead or “T” type turning area at the end of Alderley Road.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Final Reading of the Zoning Bylaw, 2003, Amendment Bylaw, 2018, No. 9469” be withheld pending a community amenity contribution in the amount of \$10,000 for road improvements in the area.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

The Director of Planning advised that the Community Amenity Contribution has been received.

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 9469 be given Final Reading.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 9511 be given Final Reading.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

2870-30  
Rainbow Street

#### **4011 RAINBOW STREET - FINAL READING**

Memo of the Director of Legislative and Protective Services/Corporate Officer dated March 17, 2025.

To give final reading to “Zoning Bylaw, 2003, Amendment Bylaw, 2024, No. 10057” to rezone 4011 Rainbow Street from the RS-6 (Single Family Dwelling) Zone to the RT-5 (Attached Housing) Zone to construct a 26-unit three storey attached housing development; and approve Development Permit DPR00889.

**MOVED by Councillor Westhaver and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10057 be given Final Reading.”**

**RESULT: Carried 7 TO 1**

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

**OPPOSED:** Chambers

**MOVED by Councillor Westhaver and Seconded by Councillor Phelps Bondaroff: “That Development Permit DPR00889 be approved and issued.”**

**RESULT: Carried 7 TO 1**

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

**OPPOSED:** Chambers

1110-30  
Delegation Authorization  
Bylaw (Development  
Variance Permits)

#### **DELEGATION AUTHORIZATION - DEVELOPMENT VARIANCE PERMITS AND VARIANCES BY DEVELOPMENT PERMIT AMENDMENT**

To give final reading to “Delegation Authorization Bylaw (Development Variance Permits), 2025, No. 10121” and “Delegation Authorization Bylaw (Development Permits), 2020, Amendment Bylaw, 2025, No. 10142” to delegate the approval of minor development variance permits and development permit amendments for variances to staff.

1110-30  
Delegation Authorization  
Bylaw (Development  
Permits)

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 10121 be given Final Reading.”**

**RESULT: Carried 7 TO 1**

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

**OPPOSED:** Chambers

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 10142 be given Final Reading.”**

**RESULT: Carried 7 TO 1**

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

**OPPOSED:** Chambers

PUBLIC INPUT ON BUSINESS ITEMS F and G

M. Gunn, Walema Avenue  
5190 Del Monte Avenue

- Two dwellings on the property are supportable; the addition of two garden suites would result in the removal of 35 trees, 32 of which are protected.
- The site would not accommodate the required 75 replacement trees; questions how cash-in-lieu for the trees would be used.
- The removal of mature trees is not supportable.

M. Najari, Leeds Place  
5190 Del Monte Avenue

- Questions what the reduction in permeable surface area and canopy cover would be a result of the development.

CONSENT AGENDA ITEMS

**MOVED by Councillor Chambers and Seconded by Councillor Harper: “That Consent Agenda Items F1 to F4 be approved.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

1970-45  
 Asset Management  
 Strategy

**ASSET MANAGEMENT PROGRAM UPDATE 2024**

Report of the Director of Engineering dated March 7, 2025.

To present an annual update of the Asset Management Program.

**“That Council receive the report of the Director of Engineering dated March 7, 2025 for information.”**

**ADOPTED ON CONSENT**

1970-02  
Property Insurance  
Policy

## **RENEWAL OF PROPERTY INSURANCE**

Report of the Director of Legislative and Protective Services/Corporate Officer dated March 7, 2025.

To approve the renewal of the District's 2025 property insurance policy for \$1,036,629.

**“That Council approve the renewal of the District of Saanich 2025 property insurance policy in the amount of \$1,036,629.”**

**ADOPTED ON CONSENT**

5370-30  
RFQ 25-006

## **AWARD OF REQUEST FOR QUOTATION (RFQ) 25-006 – SIGN SHOP MATERIALS**

Report of the Director of Engineering dated March 12, 2025.

To approve the award of RFQ 25-006 – Sign Shop Materials to ND Graphics Inc. for an estimated total of \$164,344.55 for one year with an option to extend the contract for four one-year terms.

**“That Council approve the award of RFQ 25-006 for sign shop materials to ND Graphics Inc. for an estimated total of \$164,344.55 based on first year estimated quantities and excluding taxes for one year with an option to extend the contract for four additional one-year terms.”**

**ADOPTED ON CONSENT**

5370-30  
RFP 22-113

## **AWARD OF REQUEST FOR PROPOSAL (RFP) 22-113 – WATER METER AMI – DATA COLLECTION, STORAGE AND MANAGEMENT**

Report of the Director of Engineering dated March 11, 2025.

To approve the award of RFP 22-113 Water Meter AMI – Data Collection, Storage and Management to KTI Ltd for a 5-year term for an estimated cost of \$3,924,845.80 (excluding taxes) per year, with an option to extend the agreement for five additional five-year terms.

**“That Council approve the award of RFP 22-113 for water meter AMI – data collection, storage and management to KTI Ltd. for a period of five years, with an option to extend the agreement for five additional five-year terms.”**

**ADOPTED ON CONSENT**

BYLAWS FOR THREE READINGS

1110-30  
Zoning Bylaw

**ZONING BYLAW HOUSEKEEPING AMENDMENTS**

Report of the Director of Planning dated February 19, 2025.

To give three readings to “Zoning Bylaw, 2003, Amendment Bylaw, 2025, No. 10075” to address routine housekeeping items that include gross floor area, single-face height, non-basement area, determination of average grade, projections and extensions into required yards, additional kitchens, rear yard lot coverage and various parking requirements.

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 10075 be given First Reading.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 10075 be given Second Reading.”**

In response to questions from Council, the Director of Planning, the Manager of Current Planning and the Senior Planning Technician stated:

- More square footage would be permitted on a second floor than is currently permitted but the overall height of a building would still be limited by a maximum building height which remains unchanged.
- The changes will address issues that staff consistently see in requests for variances; this will help staff to more rapidly process applications.
- There are no changes to the overall gross floor area permitted; it could mean potentially a re-allocation of space within a dwelling.

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 10075 be given Third Reading.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

1110-30  
Zoning Bylaw

## **ZONING BYLAW AMENDMENTS FOR CHILD CARE**

Report of the Director of Planning dated February 21, 2025.

To give three readings to “Zoning Bylaw, 2003, Amendment Bylaw, 2025, No. 10138” to update language and definitions to align with the *Community Care and Assisted Living Act*, increase the number of child care spaces permitted in home-based child care operations; and exempt home-based child care providers from several restrictive regulations under the Home Occupation Use provisions.

**MOVED by Councillor Westhaver and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10138 be given First Reading.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**MOVED by Councillor Westhaver and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10138 be given Second Reading.”**

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

- With respect to property taxes, home-based child care operators receive Class 1 residential assessments and are subject to a business license fee.

Council discussion ensued with the following comments:

- More child care spaces are needed in Saanich.

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

**MOVED by Councillor Westhaver and Seconded by Councillor Phelps Bondaroff: “That Bylaw No. 10138 be given Third Reading.”**

**RESULT: Carried 8 TO 0**

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

**OPPOSED:** None

2870-30  
Del Monte Avenue

## **REZONING AND SUBDIVISION APPLICATION - 5190 DEL MONTE AVENUE**

Report of the Director of Planning dated February 24, 2025.

To give three readings to “Zoning Bylaw, 2003, Amendment Bylaw, 2025, No. 10144” to rezone 5190 Del Monte Avenue from the A-1 (Rural) Zone to the RS-8 (Single Family Dwelling) Zone to subdivide to create one additional lot (two lots total) for single-family dwelling use; and approve Development Variance Permit DVP00465. Lot width variances are requested for both proposed lots.

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 10144 be given First Reading.”**

**RESULT: Carried 6 TO 2**

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

**OPPOSED:** Brownoff, Chambers

**MOVED by Councillor Westhaver and Seconded by Councillor Harper: “That Bylaw No. 10144 be given Second Reading.”**

In response to questions from Council, the Acting CAO, the Director of Planning and the Manager of Current Planning stated:

- Potentially, 32 protected trees would be removed as a result of this project.
- Cash-in-lieu of tree replacement goes into the Urban Forest Reserve Fund and used to enhance the urban forest.
- If the property is rezoned to a residential zone, it becomes eligible for the Small Scale Multi Unit Housing (SSMUH) which would allow up to four units; tree retention is not a significant consideration under SSMUH.
- The Official Community Plan (OCP) and the Local Area Plan (LAP) identify this property as one that is likely to be rezoned.

Council discussion ensued with the following comments:

- Staff could be directed to work with the applicant to find ways to preserve more trees.
- There is a need for balance between the need for housing and the need to preserve trees.

**MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That consideration of Second Reading of Bylaw No. 10144 be postponed and referred to the May 12, 2025 Council meeting with staff to provide additional information on options for increased tree retention.”**

**RESULT (REFERRAL): Failed 4 TO 4**

**IN FAVOUR:** Murdock, Brice, Brownoff, Westhaver

**OPPOSED:** Chambers, de Vries, Harper, Phelps Bondaroff

Council discussion ensued with the following comments:

- Working with the applicant to find ways to retain the greatest number of trees is supportable.
- The application is aligned with the OCP and LAP and is supportable.

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

- Under SSMUH, as an A-zoned property within the Urban Containment Boundary with servicing, a four plex with 50% site coverage could be constructed.

**RESULT (SECOND READING): Failed 3 TO 5**  
**IN FAVOUR:** de Vries, Harper, Phelps Bondaroff  
**OPPOSED:** Murdock, Brice, Brownoff, Chambers, Westhaver

ADJOURNMENT

**MOVED by Councillor Brice and Seconded by Councillor Westhaver: “That the meeting be adjourned.”**

**RESULT: Carried 8 TO 0**  
**IN FAVOUR:** Murdock, Brice, Brownoff, Chambers, de Vries, Harper, Phelps Bondaroff, Westhaver  
**OPPOSED:** None

The meeting adjourned at 8:37 p.m.

\_\_\_\_\_  
MAYOR

I hereby certify these Minutes are accurate.

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CORPORATE OFFICER