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**TOWN OF SIDNEY**  
**MINUTES OF COMMITTEE OF THE WHOLE MEETING**  
**Monday, June 17, 2019**  
**Council Chambers**

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**PRESENT:** Chair: Councillor T. O'Keeffe  
Mayor C. McNeil-Smith & Councillors: S. Duncan, B. Fallot, S. Garnett, C. Rintoul and P. Wainwright

**Staff:** R. Humble, Chief Administrative Officer  
J. Clary, Director of Engineering  
A. Verhagen, Senior Manager of Current Planning  
C. Newcomb, Senior Manager of Long Range Planning  
B. Robinson, Manager of Public Works & Parks  
S. Nelson, Corporate Officer

The Chair respectfully acknowledged that this evening's meeting is being held on the traditional territory of the WSÁNEĆ people.

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:00 p.m.

**2. APPROVAL OF THE AGENDA**

*Moved by Councillor B. Fallot, seconded by Councillor S. Garnett, that the agenda be approved as presented.*

**MOTION CARRIED UNANIMOUSLY**

**3. PRESENTATIONS**

**a. CREST - Technology Renewal Project**

Gord Horth, General Manager of CREST Emergency Communications, provided an update on the technology renewal project, noting the regional emergency radio program began in 2006 with 10 - VHF transmission sites and 30 agencies using the service to 2019 where there are 33 - 700mhz transmission sites and 50 agencies using the service. He advised the new upgrade to an all-digital platform called P25 (with 30% greater capacity) provides more coverage, improved reliability, less background noise and an overall better experience for the user. He advised of the communication challenges when cities grow and with new buildings being constructed and the need to provide for more radio infrastructure. Mr. Horth advised that emergency services on the Saanich Peninsula will transition to the new system later this summer, and thanked the Town for partnering with CREST to provide space in the Town's new Community Safety Building to accommodate future growth.

Council members had several questions respecting resiliency of the equipment, collaboration with the Canadian Forces Base, and opportunities for additional users and future growth.

**4. ADMINISTRATION & FINANCE**

**5. PARKS & INFRASTRUCTURE**

**a. Urban Forest Strategy**

Evan Peterson, Barefoot Planning, presented the Urban Forest Strategy, noting this plan is responding to a key implementation action identified in the Parks Master Plan, and that the objective of this strategy is to create a vision and framework for the future to address the long-term management of trees on public and private land. He identified some of the Town's key threats with respect to increasing the community's tree canopy (flat topography, highly urbanized

areas, etc.), but also some of the key strengths (significant ecological areas to build upon, enhancement opportunities in parks, etc.). He advised the current tree canopy coverage of the Town is at 14.4% and that the Town is not presently equipped to increase coverage - need strategic actions and priorities and greater resource allocation. He advised of the various public consultation opportunities and the development of the project's following goals: 1. Urban Forest Protection and Enhancement 2. Beautification and Placemaking; and 3. Implementation Framework. Mr. Peterson advised the strategy contains a number of on-going, short-term and long-term implementation action items for Council's consideration.

Council members had several questions and discussed issues regarding densification and available areas, public awareness campaigns and working with community groups/volunteers, the recommended target of "no net loss" and only an 18% increase by 2040, significance of impervious materials, and effects of climate change on plant species, disease, etc.

*Moved by Councillor S. Garnett, seconded by Mayor C. McNeil-Smith, that the Committee recommend to Council:*

1. *That the Urban Forest Strategy report by Barefoot Consulting, dated June 11, 2019, be received; and*
2. *That staff analyze the action items from the Strategy and bring forward potential projects for consideration as part of annual fall strategic planning and subsequent budget process.*

**MOTION CARRIED UNANIMOUSLY**

**6. PROTECTIVE SERVICES**

**7. DEVELOPMENT & PLANNING**

- a. Development Variance Permit Application No. DV100284 (10326 Menagh Place)**  
(To relax setback requirements to allow accessory structure in the rear yard).

Andrew Bradley, Applicant, advised the purpose of the accessory building is to provide for much needed space for their small home-based business. He advised the necessary building permit was obtained from the Town and that during the first inspection (which was not approved) the Building Inspector suggested a site survey be provided to the Town. He advised that later a second inspection was conducted and that it was approved, so he felt as though he was on the right track and okay to proceed further with the construction. Mr. Bradley advised the Town contacted him many months later advising him that the permit had expired and in order to complete the file to provide the Town with a site survey and arrange for final inspection. He advised that he provided the site survey and that is when the structure was found to be in violation of the setback requirements. Mr. Bradley requested Council's consideration for approval of the variance and provided the following rationale:

1. Inspection - he stated he took the measurement from the fence line instead of the property line; he assumed with the passing of the second inspection that the site survey was a formality as he was not issued a Stop Work Order; and noted that he had never built something like this before and needed guidance from the Town and contractors.
2. Cost - he stated it would be very costly to move or remove a portion of the structure and therefore wished to firstly proceed with the variance application process.
3. Risk/Liability - he does not feel the building is at risk or would affect the neighboring dwelling, however that he would work with the Town to fire proof that side of the structure.

Mr. Bradley stated that perhaps in the future the Town could issue a Stop Work Order in the process and advise the applicant that moving forward would be at your own risk, noting if he knew that was the case he would have not proceeded any further with the construction.

*Councillor S. Duncan left the meeting room at 7:23 p.m., citing a potential conflict of interest as she lives across the street from the applicant.*

Council members had several question and considered the applicant's request and the Town's regulations, noting this situation is challenging.

*Moved by Councillor P. Wainwright, seconded by Councillor S. Garnett, that Development Variance Permit Application No. DV100284 (10326 Menagh Place) be referred to Council for a decision.*

**MOTION CARRIED UNANIMOUSLY**

**8. OTHER BUSINESS**

**9. NEW BUSINESS**

**10. MOTION TO GO "IN-CAMERA" (closed meeting) - Not required.**

**11. ADJOURNMENT**

*Moved by Councillor B. Fallot, seconded by Mayor C. McNeil-Smith, that the meeting be adjourned at 7:53 p.m.*

**MOTION CARRIED UNANIMOUSLY**

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CHAIR

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CORPORATE OFFICER