



## Harvest Hub Facility Project Monthly Update Meeting #4

Meeting Minutes

Monday, March 2, 2026

District of North Saanich Hall - 1620 Mills Road, North Saanich, BC

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### 1. **Attendance:**

- Ben Martin, Director Infrastructure Services, DNS
- Barb Webster, Director of Finance, DNS
- ~~Felice Mazzone, Director of Planning, DNS~~
- Greg Warner, Donor
- Dianne Rife, Donor
- Sanjiv Shrivastava, Councilor

### 2. **Current Activity**

- Design development
  - Design is progressing well
  - Pre-BP submission meeting tentatively scheduled with Manager of Building Inspection next week March 10<sup>th</sup>.
  - BP & Issued for Tender drawings ready for March 13<sup>th</sup>.
  - Tender close scheduled for March 24<sup>th</sup>
  - Site activity to begin in April.
- Electrical Service
  - Main electrical service has been reduced to 400 amps to manage costs.
- Sandown Farm Plot Relocation
  - District & CFFS have coordinated the relocation of the impacted farm plot to an area further west.
  - The District will be extending an internal farm road and water service to support the new plot.
- Project Signage
  - District to install project signage at site
  - OPPEL to install additional project signage at site
- Harvest Hub User Workshop
  - An initial farm user workshop was held at the Municipal Hall on January 27<sup>th</sup>. Further information on the results of the workshop will be posted on the project page.
  - The District is planning on engaging Darren Stott further to assist with refining the Harvest Hub Business Model and drafting/issuing an Expression of Interest (EOI) for an operator.

### ***Carried from Last 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. The Registered Onsite Wastewater Practitioner (ROWP) will be providing appropriate assurance under the requirements of the Sewerage System Regulation and BMP.*

3. **ALR (carried from last previous meeting)**

- o 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**

- o OPPEL / DNS to develop and issue construction impact information for the Sandown growers.
- o Permanent fencing to be added to scope to separate Harvest Hub from Sandown property.
- o Greg & Dianne have mounted the cooler compressor OUTSIDE of their building due to noise. Ben to conduct a site visit to share pictures with the design team.

**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
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Donor	Greg Warner, Donor	Maples11120@gmail.com	-
Donor	Dianne Rife, Donor	peppertails@gmail.com	-
DNS	Sanjiv Shrivastava, Councilor	sshrivastava@northsaanich.ca	-

Meeting adjourned at 2 pm. Please inform if there are any errors or omissions to these minutes otherwise they will stand as an accurate representation of the meeting. Next meeting will be April 10, 2026 at 10 am.

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  
Felice Mazzoni, Director of Planning, via email  
Greg Warner, Donor, via email  
Dianne Rife, Donor, via email  
Sanjiv Shrivastava, Councilor, via email