



**District of
North Saanich**

**In Camera
*STAFF REPORT***

To: Mayor and Council

Date: May 22, 2018

From: Rob Buchan
CAO

File:

Re: Library Update Report

RECOMMENDATIONS:

That Council receive this report for information.

INTRODUCTION/BACKGROUND:

As previously reported to Council, staff have submitted applications to the ALC to allow the development of a library on the Panorama Recreation Centre property.

DISCUSSION:

Council may recall that the construction of the library would be the financial responsibility of VIRL. This is required to be done through a loan authorization bylaw through the CRD. This was recently done by the CRD for the library improvements in Sidney and for the new library in Sooke using the Alternative Approval Process (AAP).

Staff have been communicating with the ALC about the need for its approval for a library facility. Records demonstrate that the ALC has given approvals for past additions to the recreational facilities on the site and they advise that their approval will similarly be needed for the library. If the ALC does not give approval, the library will not be able to proceed.

Both applications have been submitted. Approval of these applications are likely to take several months.

A question has been raised about ALC approval for relocating the existing trail. Staff will determine this in discussion with the ALC. If it is required, this responsibility will fall to VIRL.

There are several parts to this process including ALC approval, AAP process, lease negotiations, and a library/site design process by VIRL.

The ALC process is likely to take a number of months and if they do not give approval that would stop the library from proceeding unless there was a successful reapplication.

Staff have advised the PRC that until there is an ALC decision, it is premature to proceed with any new lease agreement and that, should it be necessary, the District will authorize the granting of a license of occupation to the CRD to ensure the facilities have a suitable tenure until the lease is finalized.

The AAP will also take time. Once the CRD decides to proceed and if it is approved, the final decision to proceed with the library will still rest with North Saanich Council and VIRL.

LEGAL IMPLICATIONS:

There are statutory provisions that will need to be followed in regard to ALC approval, the VIRL loan authorization request with the CRD, and land disposal (fee simple or lease) agreements.

CONSULTATIONS:

There have been many consultations on the library proposal. Here is a summary.

When the current lease was negotiated in 2013, North Saanich staff consulted with the Panorama Senior Manager about including a provision in the new lease that would allow North Saanich to have a separate recreational facility on the property. The Senior Manager at the time had no concerns with this provision.

Since that initial consultation and decision in 2013, there have been many additional communications and consultations including:

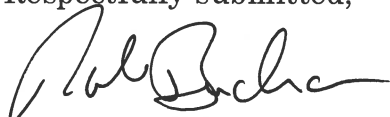
1. May 12, 2014 - North Saanich received a presentation at COW by VIRL Director regarding library needs for North Saanich/Sidney. We were informed that the area was significantly underserved by library services.
2. September 2014 - The North Saanich newsletter included general information to residents about library needs for the District and asking for resident input on any areas of concern.
3. May 28, 2015 - North Saanich administration met with the PRC administration to look at and discuss the possibility of a library being constructed in the North West location of the property. The PRC staff were very positive and supportive of this proposal.
4. May 28, 2015 - North Saanich gave a presentation to PRC with Rosemary Bonnano, Executive Director of VIRL, regarding possible location for new library at Panorama site.

5. July 2015 - North Saanich hosted a meeting with residents in area around Panorama to discuss the library proposal.
6. January 2016 -VIRL met with North Saanich, Sidney residents at the North Saanich Municipal Hall
7. April 27, 2017 - There was a further presentation to PRC with additional information about progress.
8. May 16, 2017 - North Saanich and Central Saanich held a Bi-municipal meeting and discussed the library at Panorama site.
9. July, 2017 - North Saanich received a request from Central Saanich for additional background library information. In response extensive material was forwarded to Central Saanich with an invitation for Central Saanich to ask if anything more required.
10. December 14, 2017 - The purpose of the recent zoning bylaw amendment was discussed in a meeting between the CAO and the PRC Senior Manager. The result of the bylaw change is that the site can now have additional recreational buildings including the library and other buildings permitted under the zone.
11. March 27, 2018 - The Mayor, CAO, PRC Chair and Administrator had a second meeting to discuss the bylaw amendment and previous communications.
12. April 2018- The PRC administrator and CAO exchange a number of emails regarding site coverage implications.
13. April 24, 2018 - The CAO and PRC Administrator had a further meeting to discuss and explain the zoning bylaw amendment and the resulting increase of buildable area (7100 square metres of building footprint) for the PRC site after the library subdivision. At this meeting, the PRC Administrator was requested to consider if the PRC would like to have a cross access easement with the library for mutual use of each other's parking area. The library lease was also discussed. It was noted that the lease would be redrafted given its old and insufficient form.

In addition to the above, North Saanich had an on-line consultation with the community about the library.

Moving forward staff will consult on access, parking and other co-location matters though this will depend on ALC approval and AAP approval for VIRL to proceed to design stage. Once VIRL has secured approval for the AAP, it will initiate design work and bring that to the public and the PRC for consultation.

Respectfully submitted,



Rob Buchan, Chief Administrative Officer