



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on December 12, 2016
6:00 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Ebony Logins (open portion only)
Councillor Brenda Parkinson
Councillor Kevin Pearson
Councillor Kerrie Reay

STAFF PRESENT:

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Tara Johnson, Planner II
Katherine Lesyshen, Planner II
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Bev Berger
Councillor Rick Kasper

CALL TO ORDER

Mayor Tait called the meeting to order at 6:00 pm.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED B. Parkinson – K. Pearson

THAT this meeting be closed to the public under section 90(1)(i) and/or (l) of the *Community Charter* as it pertains to legal matters and preparation of the annual municipal report.

CARRIED

In Favour:

Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper, Councillor Logins

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:01 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED K. Pearson – K. Reay

THAT the agenda for the December 12, 2016 Regular Council meeting be approved as circulated, with the following amendments:

- Addition of item RA-8 Police-Based Victims Services
- Deletion of D-1 Victoria Pet Food Bank and Feral Cat Rehabilitation Society.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

ADOPTION OF MINUTES

MOVED B. Parkinson – K. Reay

THAT the minutes of the Regular Council meeting held on November 28, 2016, be adopted as circulated.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED B. Parkinson – K. Pearson

THAT the minutes of the Committee of the Whole meeting held on November 28, 2016, be adopted as circulated.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MINUTES FOR INFORMATION

MOVED B. Parkinson – K. Reay

THAT the minutes of the Sooke Program of the Arts (SPA) meeting held on November 30, 2016, be adopted as circulated.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Margaret Critchlow, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Jane Birbeck, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Bob Stamp, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Peter Kennedy, Vancouver resident and son of Marion Kennedy, a Sooke resident, spoke against the existing street parking arrangement on Horne Road. Would like to have 'no parking' signs erected opposite his mother's home.
- Aline Burlone, Vancouver resident and daughter-in-law of Marion Kennedy, spoke against the existing street parking arrangement on Horne Road.
- Ian Thomas, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Ellen Candlish, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Ann Clement, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Ralph Hull, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road. Mr. Hull submitted speaking notes which will form part of the minutes record.

PUBLIC INPUT MEETINGS AND RELATED REPORTS**PI-1 Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw, 2016***

The Director of Financial Services provided an overview of the written staff report. The Corporate Officer provided additional clarification regarding *Community Charter* legislation related to Financial Plan Amendment Bylaws.

Mayor Tait stated that public input meetings are held to allow the public to make a submission to Council on this particular agenda item.

Council heard from the following members of the public:

- Britt Santowski, Sooke resident, spoke regarding the "Corporate Services Contingency" budget overage.

- Gail Hall, Sooke resident, spoke regarding the expenditures approved since the original bylaw was adopted.

Staff left the meeting at 7:28 p.m.

Staff returned to the meeting at 7:30 p.m.

Council discussion:

- Municipal financial statements are audited by professional, independent auditors who provide feedback and advise to staff. Staff is providing information to Council so that financial decisions are better understood. While this hasn't been done by the District of Sooke in recent years, many municipalities in BC amend their financial plans.
- The Director of Financial Services provided clarification to Ms. Sanotwski's questions. He indicated that contingencies were used when direction as to where funding would come from was not part of the recommendation from Council and advised Council that this would be rectified going forward and that policies related to spending would also be reviewed in the new year.

MOVED K. Reay – E. Logins

THAT Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw, 2016*, be adopted.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

BYLAWS

B-1 Bylaw No. 641, *Zoning Amendment Bylaw, 2016 (600-27)* - 2110/2120 Church Road

The Development Services department provided a powerpoint presentation and overview of the written staff report. The purpose of the bylaw is to amend the CD11 Knox Centre Zone to add 'apartment building' as a permitted use in the Area A category. The applicant intends to construct a 40-unit residential/mixed use building.

MOVED K. Reay - B. Parkinson

THAT Bylaw No. 641, *Zoning Amendment Bylaw, 2016 (600-27)*, be read a first time.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED B. Parkinson – E. Logins

THAT Bylaw No. 641, *Zoning Amendment Bylaw, 2016* (600-27), be read a second time;

AND THAT staff be directed to schedule a Public Hearing for Bylaw No. 641, *Zoning Amendment Bylaw, 2016* (600-27).

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

B-2 Bylaw No. 653, *Future Policing Costs Reserve, 2016*

MOVED K. Reay - B. Parkinson

THAT third reading of Bylaw No. 653, *Future Policing Costs Reserve, 2016*, be rescinded.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – K. Pearson

THAT sections 2, 4(c) and 5 of Bylaw No. 653, *Future Policing Costs Reserve, 2016* be amended as outlined in the November 14, 2016 staff report titled "Future Policing Costs Reserve".

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED E. Logins - B. Parkinson

THAT Bylaw No. 653, *Future Policing Costs Reserve, 2016*, be read a third time, as amended.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

B-3 Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*

The Corporate Services department provided a PowerPoint presentation and overview of the written staff report. The proposed bylaw will still prohibit firearms in addition to bows and specifies criteria regarding the exceptions contained in the bylaw.

Council discussion:

- Discussion regarding the history of firearms bylaws in the District of Sooke and the intention of current amendments.

MOVED E. Logins – K. Reay

THAT Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*, be read a first time.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – E. Logins

THAT Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*, be read a second time.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – E. Logins

THAT Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*, be read a third time.

CARRIED

In Favour:

Councillor Logins, Councillor Pearson, Councillor Reay, Mayor Tait

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

REPORTS REQUIRING ACTION

RA-1 Development Permit and Development Variance Permit – 6557 Clairview Rd

The Development Services staff provided a PowerPoint presentation and overview of the written staff report.

Council Discussion:

- Along the east side of the property there is a public right of way that can be used by pedestrians for access to the waterfront. Development of this property should not impede public access through this right of way.

MOVED K. Pearson - B. Parkinson

THAT Council authorize the issuance of Development Variance Permit PLN01286 to vary the following from Bylaw No. 600, *Sooke Zoning Bylaw, 2013*:

- a) To vary section 302.9 to allow a reduced side lot line setback from 3m to 2m for the principal building;
- b) To vary section 302.9 to allow the unenclosed stairwells for the two residential units on the second floor to be located 0.2m from the side lot lines;
- c) To vary section 302.9 to allow a reduced front lot line setback from 7.5m to 3m for an accessory building; and
- d) To vary section 4.6(m) to allow one (1) parking space to be located 0.5m from the side property line.

AND THAT Council authorize the issuance of Development Permit PLN01285 for the purposes of constructing a four-unit townhouse located on Lot 1, Section 72, Sooke District, Plan VIP67570 that includes the following condition:

1. Landscaping or solid decorative fencing will be included along properties zoned residential.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-2 Appointment of Fire Chief

MOVED K. Reay – K. Pearson

TO appoint Kenn Mount as Fire Chief for the District of Sooke Fire Department effective December 19, 2016

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-3 MIABC Associate Member coverage - Morwenna Holdings Ltd.

MOVED K. Reay – K. Pearson

THAT Council approve the Service Provider Agreement between the District of Sooke and Morwenna Holdings Ltd. dated December 12, 2016.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-4 MIABC Associate Member coverage - Sooke Region Community Health Network

MOVED K. Reay – E. Logins

THAT Council approve the Service Provider Agreement between the District of Sooke and the Sooke Region Communities Health Network Cooperative, commencing January 1, 2017.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-5 CRD Animal Control Contract – Three Month Extension

The Director of Corporate Services provided an overview of the written staff report and indicated that staff is recommending a three month extension to allow for a comprehensive review and analysis of the existing contract.

MOVED B. Parkinson – E. Logins

THAT Council approve the Amendment of the Animal Control Services Agreement with the Capital Regional District for 2016;

AND TO authorize the Mayor and CAO to execute the agreement on behalf of the District of Sooke;

AND TO appoint Steve McKellar, Lance Hurrell, Rick Illi and Jordan Carrie AND re-appoint Andrew Freer, Ryan Johnston and Bobbi Bains as Animal Control Officers.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-6 Regular Council Meeting Schedule 2017

MOVED B. Parkinson – E. Logins

THAT Council approve the 2017 Regular Council Meeting schedule as follows:

January 9, 2017	June 12, 2017
January 23, 2017	June 26, 2017
February 14, 2017 (Tuesday)	July 10, 2017
February 27, 2017	September 11, 2017
March 13, 2017	October 10, 2017 (Tuesday)
March 27, 2017	October 23, 2017
April 10, 2017	November 14, 2017 (Tuesday)
April 24, 2017	November 27, 2017
May 8, 2017	December 11, 2017
May 23, 2017 (Tuesday)	

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-7 Acting Mayor Appointments 2017

MOVED E. Logins – B. Parkinson

THAT members of Council be appointed as Acting Mayor for the year 2017, as follows:

Period	Appointment
January-February	Councillor Rick Kasper
March-April	Councillor Kerrie Reay
May - June	Councillor Bev Berger
July - August	Councillor Ebony Logins
September - October	Councillor Brenda Parkinson
November - December	Councillor Kevin Pearson

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-8 Police Based Victims Services

MOVED K. Reay – B. Parkinson

THAT Council approve moving the Police Based Victim Services category A grant to a separate line item within the Policing Services budget area for the 2017 to 2021 Five-Year Financial Plan.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

REPORTS FOR INFORMATION

RI-1 Interim Values Non-Market Change Assessment Roll for 2017

The Financial Services department provided an overview of the written staff report.

MOVED E. Logins – K. Pearson

THAT Council receive the report “Interim Values Non-Market Change Assessment Roll for 2017” dated December 12, 2016, for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RI-2 Mayor and Council Reports (verbal)

Councillor Parkinson reported on:

- Assisting the Fire Department with their “Fill A Fire Truck” food drive for the Sooke Christmas Bureau.
- Attending the Christmas Night Market at the Sooke Museum.

Councillor Reay reported on:

- Attending the School District #62 Growth Strategy meeting on November 29. Sooke is reported as the third fastest growing school district in the province, behind Surrey and Langley.

Councillor Pearson reported on:

- Juan de Fuca Water Commission meeting was cancelled this month.

- Participating in the Christmas Parade. Thank you to Teresa Sullivan, Lorne Christensen and the Sooke Lion's Club, and the Edward Milne Community School Leadership Team for a great event.
- Thank you also to the staff who worked to have the roundabout decorated in time for the parade.

MOVED K. Pearson- K. Reay

THAT staff prepare a letter of thanks from Mayor and Council to the Sooke Lions Club and the Edward Milne Community School Leadership Team for organizing the Christmas Parade.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

Councillor Logins reported on:

- Participating in the Christmas Parade.
- Assisting the Fire Department with their "Fill A Fire Truck" food drive for the Sooke Christmas Bureau.
- Attending the School District #62 Board of Education meeting on Capital Projects.
- Attending the All Councils Forum for Climate Change, which is a CRD initiative, on November 19.
- Involvement with HASTE BC at Journey and Poirier schools. Survey results indicate that local students use 30 different roads to travel to school. Sidewalks are essential to allow for safe pedestrian access.

Mayor Tait reported on:

- Attending the CRD Board meetings, where elections for 2017 were held. Committee appointments will be announced shortly.
- Attending the Transit Commission orientation and planning to attend the upcoming Transit Commission meeting.
- Presenting to the Sooke Region Chamber of Commerce.
- Participating in the Christmas Parade. Thank you to everyone who worked on seasonal beautification efforts and parade organization.

CORRESPONDENCE REQUIRING ACTION

C-1 Email received November 25, 2016 from Guy Caron, Member of Parliament re: Request for support on Bill C-274: Transfer of small business, family farm and fishing operation

MOVED K. Reay – K. Pearson

THAT the email received November 25, 2016, from Guy Caron, Member of Parliament regarding request for support on Bill C-274: Transfer of small business, family farm and fishing operation, be received for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

**C-2 Email received November 25, 2016 from the Heart and Stroke Foundation re:
Proclamation Request for February 2017**

Council Discussion:

- Mayor Tait will proclaim February 2017 as Heart Month in the District of Sooke.

MOVED K. Reay – E. Logins

THAT the email received November 25, 2016 from the Heart and Stroke Foundation regarding Proclamation Request for February 2017, be received for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

**C-3 Email received November 29, 2016 from Tourism Vancouver Island re: Bid on
hosting of the 2018 Tourism Vancouver Island Conference and AGM**

MOVED K. Reay – K. Pearson

THAT staff provide a report regarding costs associated with hosting the 2018 Tourism Vancouver Island Conference and AGM.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

**C-4 Email received December 1, 2016 from Bill Wilson regarding Sewer placement for
6625 Sooke Road**

MOVED K. Reay – K. Pearson

THAT staff provide a report on sewer placement at 6625 Sooke Road.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

C-5 Horne Road Parking

- **Email received December 1, 2016 from Aline Burlone and Peter Kennedy**
- **Email received December 6, 2016 from residents of Horne Road**

Council Discussion:

- Discussion of history of parking on Horne Road.
- Parking, property access and property egress need to be carefully considered as development occurs.

MOVED E. Logins – K. Reay

THAT the correspondence from Aline Burlone and Peter Kennedy, and the correspondence from residents of Horne Road, be received for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay - E. Logins

THAT staff be directed to leave the current parking signs, at the current location, along Horne Road.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence received November 25 - December 6 2016

Council Discussion:

- Discussion of CRD Regional Growth Strategy Bylaw.
- A report with staff feedback and recommendations for Council consideration will come forward to a January Council meeting.

- Extension of water lines to all District of Sooke boundaries must be included in the Regional Growth Strategy.

MOVED K. Reay – E. Logins

THAT the correspondence received November 25 - December 6 2016, be received and filed accordingly for the record.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED K. Reay – E. Logins

THAT this meeting be closed to the public under section 90(1)(i) and/or (l) of the *Community Charter* as it pertains to legal matters and preparation of the annual municipal report.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

ADJOURNMENT

MOVED

To adjourn the meeting at 10:47 p.m.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

Certified Correct:

Original signed by:

Maja Tait
Mayor

Original signed by:

Gabryel Joseph
Corporate Officer