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REGULAR COUNCIL MEETING AGENDA

Closed Portion at 6:30 p.m.

Open Portion at 7:00 p.m. in Council Chamber

Tuesday, October 11, 2016

2225 Otter Point Road, Sooke, B.C.

Please note: The Open Portion of this meeting may be webcast live at www.sooke.ca Written and verbal submissions will become part of the public record and are subject to the Freedom of Information and Protection of Privacy Act.

(Please turn off your cellphones in the Council Chambers during the meeting)

CALL TO ORDER

MOTION TO CLOSE THE MEETING TO THE PUBLIC

Motion to close the meeting to the public under section 90(1) of the *Community Charter* to discuss:

- 90(1)(c) labour relations or other employee relations;
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CALL TO ORDER – Open Portion

INTRODUCTION OF NEW BUSINESS/ SUPPLEMENTARY INFORMATION

APPROVAL OF THE AGENDA

ADOPTION OF COUNCIL AND COW MEETING MINUTES

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RECEIPT OF DRAFT COUNCIL COMMITTEE MINUTES FOR INFORMATION:		
September 26, 2016	Annual Municipal Tax Sale Minutes	21
September 27, 2016	Annual Municipal Tax Sale Minutes	25
September 28, 2016	SPA Committee Meeting Minutes	27

PUBLIC QUESTION AND COMMENT PERIOD (10 minutes – 2 minute time limit per person)

PUBLIC AND STATUTORY HEARINGS and third reading or adoption of bylaws where applicable after each hearing:

PH-1	Bylaw No. 652, Zoning Amendment Bylaw 600-34) – 6557 Clairview Road <ul style="list-style-type: none"> • Planning Department Report/ Presentation; • Mayors Public Hearing Statement; • Public Hearing; • Council to consider third reading of Bylaw No. 652. 	See PH-1 Pkg 31
BYLAWS		
B-1	Bylaw No. 646, Zoning Amendment Bylaw (600-31) – 7021 Grant Road West <ul style="list-style-type: none"> • Council to adopt Bylaw No. 645 	33
B-2	Bylaw No. 638, Zoning Amendment Bylaw (600-33) – 6816 West Coast Road <ul style="list-style-type: none"> • Council to adopt Bylaw No. 645 	37
B-3	Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28) – 7047 Maple Park Terrace <ul style="list-style-type: none"> • Council to adopt Bylaw No. 649 	41
B-4	Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29) – 7049 Maple Park Terrace <ul style="list-style-type: none"> • Council to adopt Bylaw No. 650 	47
B-5	Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30) – 7048 Maple Park Terrace <ul style="list-style-type: none"> • Council to adopt Bylaw No. 651 	53
B-6	Bylaw No. 653, Future Policing Costs Reserve Bylaw <ul style="list-style-type: none"> • Council to grant first, second and third reading of Bylaw No. 653 	59
B-7	Bylaw No. 654, Permissive Tax Exemption Amendment Bylaw (338-5) <ul style="list-style-type: none"> • Report to Council to consider introduction, first and second reading of Bylaw No. 654 	64

REPORTS Requiring Action:

RA-4	Equipment Purchase for Fire Department <ul style="list-style-type: none">• Report to Council• Council to consider recommendation	73
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CORRESPONDENCE For Information:

I-1	Correspondence received September 8 – October 3, 2016	79
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ADJOURNMENT



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held September 12, 2016
at 6:00 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Maja Tait
Councillor Bev Berger
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Acting Corporate Officer
Rob Howat, Director of Development Services
Brent Blackhall, Director of Finance
Nikki Lewers, Land Development Technician
Katherine Lesyshen, Planner II
Tara Johnson, Planner II
Patti Rear, Deputy Corporate Officer
Jennifer Royer-Collard, Corporate Services Asst.

Absent: Councillor Kasper, Councillor Reay

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.

CARRIED

3. **Presentation: Zero Waste Sooke**

Wendy O'Conner, ZWS Organization Team Member, addressed Council and provided an overview of the Zero Waste Sooke Open Space Symposium. Which was held on April 17, 2016, at the Sooke Community Hall. A PowerPoint presentation was provided as well as a report on the events topics, workshops and proposed potential implementations that could assist Sooke in becoming a Zero Waste Community.

Topics of the presentation:

- Upcycling opportunities;
- Waste reductions options;
- Other communities in BC who are practicing Zero Waste;
- Desire for the District to embrace, legislate and practice Zero Waste;
- Energy Efficiencies;
- Recommendations: Drinking fountains in high traffic areas, ban on plastic bags in the District,

(Patti Rear joined the meeting at 6:25 p.m.)

Members of Council and members of the Zero Waste Sooke organization participated in an open discussion:

- Mayor Tait suggested the PowerPoint presentation be forwarded to staff as input for the Official Community Plan review.
- Councillor Logins ask if there were conversations with local businesses regarding banning plastic bags and what type of feedback was received? Joan Phillips answered: both grocery stores would support a ban of single use plastic bags, although they were hesitant to be the first and would support the District a ban was imposed. Ms. Phillips plans to visit other stores in future conversations.
- Zero Waste Sooke confirmed they would be willing to participate with the District on other future initiatives.
- Councillor Parkinson would like to have Buddy Boyd present to Council and learn from what his previous accomplishments in this field.
- It was Discussed that the District could put a garbage bylaw into place to restrict garbage receptacles being placed out the night before pick up. In addition, would it be possible for the District to implement a garbage fee or tax in the future.
- Councillor Pearson was concerned about the issue of plastic packaging and garbage, identifying that the consumer may need to be educated and that manufacturers of goods need to assume responsibility.
- Mayor Tait would like a drop off location for hazardous waste/ chemicals to be safely disposed of, and a bag drop off area. She enquired whether there are options for shoreline or off-shore water clean up uses.

4. **Public Input**

- Geoff Bateman. The two Sooke grocery stores have agreed to place signage at the front of their store, stating BYOB (Bring Your Own Bag). The former Idlemore waste transfer station may not be a suitable location for a resource recovery center as the qualifications may not fit into the M2 or M3 zoning.
- Ralph Hall: You care or you don't, education on recycling required and would like to see Sooke be a leader in this area.

Councillor Parkinson noted that access to water fountains in the parks would be a benefit, as many events that are held bring bottled water in to sell.

5. **Adjournment**

The meeting was adjourned at 6:55 p.m.

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

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

COUNCIL PRESENT

Mayor Maja Tait
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson
Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Patti Rear, Deputy Corporate Officer
Nikki Lewers, Land Development Technician
Tara Johnson, Planner II
Katherine Lesyshen, Planner II
Jennifer Royer-Collard, Corporate Services Asst.

CALL TO ORDER

Mayor Tait called the meeting to order at 7:01 p.m.

APPROVAL OF THE AGENDA

MOVED B. Parkinson - K. Pearson

THAT the agenda for the September 12th, 2016, Regular Meeting of Council, be adopted with the amendment of moving Item RA-1 *Parks and Trails Advisory Committee Recommendations* to immediately follow receipt of *Minutes for Information*.

CARRIED

In favour:

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

SPECIAL PRESENTATION

P-1 Presentation from the Royal Canadian Sea Cadet Corps

1st Class Petty Officers Kristofer Richardson, Brandon Muttitt and Sam Laroque presented the Mayor and Council with a hand carved, hand painted canoe paddle. The colours on the paddle are representative of the following:

- Red and white represent the District of Sooke and the colours of its flag
- Blue and green represent the District' main industries, logging and fishing

Mayor Tait thanked the artist and Petty Officer for his creativity and work entailed in producing such a beautiful craft.

ADOPTION OF MINUTES

MOVED B. Parkinson - K. Pearson

THAT the minutes of the following meetings be adopted as circulated:

- July 11, 2016, Regular Meeting of Council
- August 3 & 29, 2016, Special Meetings of Council

CARRIED

In favour:

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

MINUTES FOR INFORMATION

MOVED Parkinson – E. Logins

THAT the following minutes be received for information:

- July 27 & August 31, 2016, SPA Committee Meeting
- September 6, 2016, Parks & Trails Advisory Committee Meeting

CARRIED

In favour:

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

DELEGATIONS

D-1 Victoria Pet Food Bank & Feral Cat Rehabilitation Society - Margarita Dominguez.

Ms. Dominguez requested that Council waive the fees for two special events planned for off-leash dog events potentially scheduled for the fall and next spring.

Council advised Ms. Dominguez that if the first event was not satisfactory in regards to clean up of the event facility/park, then the second event would not be approved for waiver of fees by default of the facility use agreement.

MOVED E. Logins – R. Kasper

THAT Council direct staff to waive the event fee for the Victoria Pet Food Bank for their next two events in 2016 and 2017.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Opposed: Councillor Parkinson,

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Britt Santowski – enquired about In-Camera resolutions procedure
2. Margarita Dominguez – enquired about the meeting date for the housing spectrum workshop.

3. Ian Thomas – Spoke to the Road Closure on Maple Park Terrace.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearing – 7125 Grant Road

- **Bylaw No. 636, Zoning Amendment Bylaw (600-24) - 7125 Grant Road**

Mayor Tait called the Public Hearing for Bylaw No. 636 to order at 7:49 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Tara Johnson provided a PowerPoint presentation and summary of the rezoning application for 7125 Grant Road.

Public Submissions:

Mayor Tait called three times for submissions to the Public Hearing for Bylaw No. 636 and hearing none, closed the public hearing at 7:53 pm.

Council consideration of third reading of Bylaw No. 636

MOVED R. Kasper – K. Pearson

THAT Council grant Third Reading to Bylaw No. 636, Zoning Amendment Bylaw (600-24) to rezone the property located at 7125 Grant Road from 'Rural Residential' (RU4) to 'Manufactured 'Small Lot Residential' (R3).

CARRIED

In favour:

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

PH-2 Report of Public Hearing – 7021 Grant Road

- **Bylaw No. 646, Zoning Amendment Bylaw (600-31) - 7021 Grant Road W.**

Councillor Logins declared a conflict of interest and excused herself from the meeting at 7:54 p.m.

Mayor Tait called the Public Hearing for Bylaw No. 646 to order at 7:54 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Katherine Lesyshen provided a PowerPoint presentation and summary of the rezoning application for 7021 Grant Road.

Public Submissions:

Mayor Tait called three times for submissions to the Public Hearing for Bylaw No. 646 and Hearing none, closed the public hearing at 7:58 pm.

Council consideration of third reading of Bylaw No. 636

MOVED K. Pearson – B. Parkinson

THAT Council grant Third Reading to Bylaw No. 646, Zoning Amendment Bylaw (600-31) to rezone a portion of the property located at 7021 Grant Road from 'Large Lot Residential' (R1) to 'Manufactured Home Park' (MHP).

CARRIED

In favour:

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

Councillor Logins returned to the meeting at 7:59 p.m.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

None.

BYLAWS**B-1 Bylaw No. 643, Zoning Amendment Bylaw (600-29) – 7135 Grant Road.**

Nikki Lewers provided a PowerPoint presentation and summary of the rezoning application for 7135 Grant Road.

MOVED R. Kasper – B. Berger

THAT Council adopt Bylaw No. 643, Zoning Amendment Bylaw (600-29) to rezone the property located at 7135 Grant Road from 'Large Lot Residential' (R1) to 'Medium Lot Residential' (R2).

CARRIED

In favour:

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

B-2 Bylaw Nos. 649 and 650, Sooke Core Sewer Specified Area Amendment Bylaws (147-28) and (147-29) – 7047 and 7049 Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed bylaw amendment, indicating that there is enough room for the two additional strata lots to be accommodated by the District's sewer system.

MOVED K. Reay – B. Parkinson

THAT Council receive the Petition for Local Area Service for the properties located at 7047 Maple Park Terrace (legally described Strata Lot B Section 21 Sooke District Strata

Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V) and 7049 Maple Park Terrace (legally described as Strata Lot A, Section 21 Sooke District Strata Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V).

CARRIED

In favour:

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

MOVED K. Reay – B. Parkinson

THAT Council grant First Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED B. Parkinson – E. Logins

THAT Council grant Second Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED B. Parkinson – K. Pearson

THAT Council grant Third Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED R. Kasper – E. Logins

THAT Council grant First Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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

MOVED R. Kasper – E. Logins

THAT Council grant Second Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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

MOVED B. Parkinson – R. Kasper

THAT Council grant Third Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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

B-3 Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30) – 7048 Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed bylaw amendment, informing Council that the application was for one additional strata lot to be accommodated by the District's sewer system.

MOVED B. Berger – K. Reay

THAT Council receive the Petition for Local Area Service for the property located at 7048 Maple Park Terrace (legally described as Lot 6 Section 21 Sooke District Plan VIP70196).

CARRIED

In favour:

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

MOVED B. Berger – B. Parkinson

THAT Council grant First Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

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

MOVED B. Parkinson - K. Pearson

THAT Council grant Second Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

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

MOVED K. Pearson - B. Parkinson

THAT Council grant Third Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

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

B-4 Bylaw No. 652, Zoning Amendment Bylaw (600-34) - 6557 Clairview Road.

Tara Johnson provided a PowerPoint presentation and summary of the rezoning application for 6557 Clairview Road.

MOVED K. Pearson – K. Reay

THAT Council grant First Reading to *Bylaw No. 652, Zoning Amendment Bylaw (600- 34)* to rezone the property located at 6557 Clairview Road from Large Lot Residential Zone (R1) to Low Density Multi-Family 1 Zone (RM1).

CARRIED

In favour:

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

MOVED B. Berger – R. Kasper

THAT Council grant Second Reading to *Bylaw No. 652, Zoning Amendment Bylaw (600- 34)* to rezone the property located at 6557 Clairview Road from Large Lot Residential Zone (R1) to Low Density Multi-Family 1 Zone (RM1)

CARRIED

In favour:

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

MOVED B. Berger – K. Reay

THAT Council direct staff to schedule a Public Hearing for Bylaw No. 652 in accordance with the requirements of section 464 of the Local Government Act.

CARRIED

In favour:

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

MOVED E. Logins - B. Parkinson

THAT prior to final adoption of Bylaw No. 652, the owner enters into a Section 219 Covenant with the District of Sooke to address Geotechnical requirements; AND authorize the Mayor and Chief Administrative Officer to execute the Section 219 Covenant.

CARRIED

In favour:

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

MOVED R. Kasper - K. Pearson

THAT staff prepare bylaw amendments to the Official Community Plan to exempt a development permit requirement for housing of four units or less.

CARRIED

In favour:

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

REPORTS REQUIRING ACTION

RA-1 Parks and Trails Advisory Committee Recommendations.

John Boquist, Chair of the Committee spoke to Council in regards to the following three recommendations from the Committee's September 6th, 2016 meeting:

MOVED K. Pearson – B. Parkinson

1. THAT Council allocate funds in the 2017 – 2021 Financial Plan to conduct a feasibility study for a pedestrian bridge crossing from Sunriver's Demaniel Creek Trail to the School District land or to the newly acquired SEAPARC land next to Journey Middle School; AND
2. THAT Council direct staff to investigate costs associated with pedestrian improvements on Sooke River Road; AND
3. THAT Council direct staff to investigate connectivity in the downtown core.

CARRIED

In favour:

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

RA-2 Sooke Program of the Arts (SPA) Committee Recommendations.

Council enquired as to the costs of the projects and discussed from where funding would be allocated. Mr. Joseph reported that a cost estimate had been obtained for 148 pieces at a cost of \$1,500 to \$3,000.

MOVED R. Kasper – K. Pearson

THAT Council direct staff to digitize the District of Sooke public art collection, according to a professional standard, to a maximum of \$3,000, with funding to come from Council Contingency.

CARRIED

In favour:

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

RA-3 Development Permit - 2435 Phillips Road.

Councillor Berger declared a conflict of interest and left the meeting at 8:32 p.m.

Tara Johnson provided a PowerPoint presentation and summary on the development permit application.

The Mayor suggested that accessibility be a priority for the project and Ms. Johnson reported that that could be accommodated.

MOVED K. Reay – B. Parkinson

THAT Council approve Development Permit PLN01281 for the purpose of constructing a clubhouse for use by residents of a future seniors strata development at 2435 Philips Road.

CARRIED

In favour:

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

Councillor Berger returned to the meeting at 8:36 p.m.

RA-4 Development Permit – 6800 Grant Road.

Tara Johnson provided a PowerPoint presentation and summary on the development permit application.

MOVED E. Logins – R. Kasper

THAT Council approve Development Permit Amendment PLN01253 for the purpose of amending Development Permit 2007-0291 for 6800 Grant Road to allow for the construction of smaller one-storey units for the remainder of the property development.

CARRIED

In favour:

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

RA-5 Proposed Road Closure and Disposition of Soule Road Right of Way.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed Road Closure.

Discussion ensued around the expense of a potential road on the property and the use of the land over the past 100 years. It was also mentioned that in future if there is a use for access, the District would have to purchase adjacent land to provide this to the residents.

MOVED K. Pearson – B. Berger

THAT Council direct staff to proceed with the preparation of a bylaw to close and remove the highway dedication and dispose of the undeveloped Soule Road right of way adjacent to 6290 and 6283 Soule Road.

CARRIED.

In favour:

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

Ms. Lesyshen and Ms. Johnston left the meeting at 8:51 p.m.

RA-6 Proposed Road Closure and Sale of Excess Road Right of Way – Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed Road Closure.

The Mayor asked about a comment made during the *Public Question and Comment* section. The area in question is actually private property and therefore not usable for recreational purposes.

MOVED K. Pearson – K. Reay

THAT Council direct staff to proceed with the:

1. Preparation of a bylaw to close and remove the road dedication and dispose of portions of undeveloped Maple Park Terrace; AND
2. Road closure and sale process as per Council Policy No. 2.2.

CARRIED

In favour:

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

RA-7 Parkland Dedication Requirements for Proposed Subdivision at 2105 Firwood Place.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed parkland dedication.

MOVED E. Logins – B. Parkinson

THAT Council direct staff to accept cash-in-lieu of the 5% parkland dedication requirement as per section 510 of the Local Government Act for the proposed subdivision of Lot A, Section 21, Sooke District, Plan 14805 based on the BC Assessment land value of the parent property.

CARRIED

In favour:

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

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Councillor Kasper reported on the transition of the sewer operations from EPCOR.

Councillor Pearson declared a conflict of interest and left the meeting at 8:58 p.m.

Councillor Kasper informed provided a brief summary of the transition reporting that is on schedule, set to occur in 3 weeks and that the project was also on budget.

Councillor Pearson returned to the meeting at 9:00 p.m.

The Mayor suggested that the District consider providing an educational component once the transition was complete including “What to Flush” information.

Councillor Berger reported that the ice is now installed along with new LED lighting at SEAPARC. The new curricular activity programs are filling up fast, especially the hockey academies.

Councillor Kasper enquired whether the District would investigate reduction of electricity options and a discussion ensued.

Mayor Tait reported on the Kinder Morgan Trans Mountain pipeline review she attended at a recent roundtable. More information will become available in the new year including a report. Mayor Tait thanked the first responders for their dedication, especially given this past summer’s emergency incidents.

RI-2 CAO Report

Teresa Sullivan took the opportunity to thank Councillor Kasper, Rob Howat and Dan Skidmore for their time spent toward the EPCOR transition. There has been considerable cost savings in regards to plant equipment and budget is on target for the project. There will also be opportunity for the District to use the facility as a training centre in the field of sewage treatment.

NEW BUSINESS

None.

CORRESPONDENCE REQUIRING ACTION

C-1 Looking for Canada 150 Community Leaders.

Email received September 7, 2016 from the Federation of Canadian Municipalities.

MOVED R. Kasper – K. Reay

THAT the Mayor be designated as the Canada 150 Community Leader for the District of Sooke.

CARRIED

In favour:

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

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1, I-2, I-3 & I-4

MOVED K. Reay – E. Logins

THAT the following correspondence, be received for information:

- July 6th, 2016, to July 19th, 2016;
- July 20th, 2016, to August 2nd, 2016;
- August 3rd, 2016, to August 22nd, 2016 AND
- August 23rd, 2016, to September 7th, 2016.

CARRIED

In favour:

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

The following correspondence was discussed separately:

CI-1 page 185

Email dated July 17, 2016 from Nelson Verhallen regarding the Cairns Family Park.

Councillor Reay inquired as to the status of the overgrowth on the trail affecting the Cairns family dedication plaque. Mr. Howat reported that there was a change in contractors for the work and upon receiving the letter from the Carins family, the contractors addressed the issue.

CI-3 page 250

Email dated August 5, 2016 from Chamber of Commerce President Kerry Cavers regarding Cancellation of Community Services Agreement.

Since the Chamber of Commerce has cancelled their contract with the municipality, the Santa Parade and Salmon Festival have also been cancelled as a result. Councillor Reay enquired if there were any plans or if anyone has come forward to take over the Santa Parade since the planning for the holiday season should begin soon. Discussion ensued around providing an honourarium for an organization that will take on the task.

MOVED K. Pearson – K. Reay

THAT Council direct staff to contact community organizations to call for interest to plan the Santa Parade for December 2016, and indicate an honourarium will be offered.

CARRIED

In favour:

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

The Chief Administrative Officer will provide estimated cost information for the parade to Council in an email. Ms. Sullivan has also obtained quotes from manufacturers for extra Christmas lighting for the town centre and a decision will be made shortly and reported on at a future meeting.

MOVED B. Parkinson – K. Pearson

THAT Council direct staff to trim and prepare the “Christmas tree” on District property at the Legion for Christmas.

CARRIED

In favour:

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

CI-3 p. 295

Email dated August 19, 2016 from BC Hydro regarding Beautification Fund application.

Councillor Reay enquired about applying for a beautification project application. Application forms are due October 1st, 2016.

Councillor Kasper enquired about the federal funding application for energy efficient projects for the municipal building.

NOTICES OF MOTION

None.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED B. Berger – K. Reay

THAT the meeting be closed to the public under section 90(1)(c),(d),(i),and (k) of the *Community Charter* as it pertains to labour, land, legal and negotiation matters.

CARRIED

In favour:

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

The meeting was closed to the public at 9:25 p.m.

The meeting was re-opened to the public at 9:54 p.m.

REPORT OF IN CAMERA RESOLUTIONS

The following items were released from the In-Camera meeting for public information:

Meeting Date:	Subject:	Resolution to be released:
Apr 25-16	Kennedy Road Update	TO authorise the sale of the property of the former Kennedy Road to Ron Shambrook for \$37,062 and Ian Liang for \$31,860 respectively.
May 24-16	Otter Point Road Update	THAT the CAO enter into negotiations for a lease on the land off of Otter Point Road.
June 27-16	Chamber Training Centre	THAT staff work with the Sooke Program of the Arts Committee to digitize the current artwork in Chamber and other contributions, and develop suggestions on alternative ways to display the artwork digitally in the Municipal building. “

ADJOURNMENT

MOVED

To adjourn the meeting at 9:55 p.m.

CARRIED

In favour:

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

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Report of the Annual Municipal Tax Sale
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on September 26, 2016 10:00 a.m.

STAFF PRESENT

Brent Blackhall, Director of Financial Services and Chair
Deborah Knight, Senior Financial Services Assistant
Sarah Temple, Corporate Services Assistant
Rob Howat, Director of Development Services

CALL TO ORDER

Brent Blackhall called the District of Sooke Annual Municipal Tax Sale to order at 10:00 a.m. Monday, September 26, 2016 in the Council Chambers.

Mr. Blackhall stated that this tax sale is being held pursuant to section 403 of the *Local Government Act* and read out a written statement as to how the District of Sooke annual tax sale was to be conducted. Mr. Blackhall further commented that the District of Sooke would be bidding on the properties and that Rob Howat would be representing the District of Sooke as a bidder.

Mr. Blackhall asked if there were any questions from members of the public and provided clarification regarding the one-year redemption period, in response to a question from the gallery.

Lot 25 – Water Street

Mr. Blackhall advised the parcel of real property for sale with a civic address of Lot 25 – Water Street would be auctioned off to the highest bid starting with the upset price of the property. The upset price and starting bid for Lot 25 – Water Street was \$ 597.84

The following bids were submitted:

Jennifer Gale	\$597.84
Rob Howat	\$1,097.84
Jennifer Gale/Rob Howat	\$1,597.84
Jennifer Gale/Rob Howat	\$2,597.84
Jennifer Gale/Aneta Brvdnicka	\$3,000.00
Louis Collard/Jennifer Gale	\$5,000.00
Louis Collard/Jennifer Gale	\$7,000.00
Louis Collard	\$8,000.00

Mr. Blackhall called a second time for a bid of higher than \$8,000.00

Mr. Blackhall called a third and final time for a bid of higher than \$8,000.00

Hearing no other bids, Mr. Blackhall declared that the bid of \$8,000.00 was accepted and that Louis Collard was the Purchaser of the property known as Lot 25 – Water Street pursuant to Part 11 – Annual Municipal Tax Sale of the *Local Government Act*.

Lot 26 – Water Street

Mr. Blackhall advised the parcel of real property for sale with a civic address of Lot 26 – Water Street would be auctioned off to the highest bid starting with the upset price of the property. The upset price and starting bid for Lot 26 – Water Street was \$ 597.84

The following bids were submitted:

Jennifer Gale/Aneta Brvdnicka	\$597.84
Jennifer Gale/Aneta Brvdnicka	\$3,000.00
Jennifer Gale/Aneta Brvdnicka	\$5,000.00
Louis Collard/Jennifer Gale	\$6,000.00
Louis Collard/Jennifer Gale	\$7,000.00
Greer Desveaux/Jennifer Gale	\$7,500.00
Jennifer Gale/Louis Collard	\$8,000.00
Jennifer Gale/Louis Collard	\$9,000.00
Jennifer Gale/Louis Collard	\$10,000.00
Louis Collard/Jennifer Gale	\$11,000.00
Louis Collard/Jennifer Gale	\$12,000.00
Louis Collard	\$13,000.00

Mr. Blackhall called a second time for a bid of higher than \$13,000.00

Mr. Blackhall called a third and final time for a bid of higher than \$13,000.00

Hearing no other bids, Mr. Blackhall declared that the bid of \$13,000.00 was accepted and that Louis Collard was the Purchaser of the property known as Lot 26 – Water Street pursuant to Part 11 – Annual Municipal Tax Sale of the *Local Government Act*.

Lot 27 – Water Street

Mr. Blackhall advised the parcel of real property for sale with a civic address of Lot 27 – Water Street would be auctioned off to the highest bid starting with the upset price of the property. The upset price and starting bid for Lot 27 – Water Street was \$ 637.52

The following bids were submitted:

Jennifer Gale/Louis Collard	\$637.52
Jennifer Gale/Louis Collard	\$2,000.00
Jennifer Gale/Louis Collard	\$4,000.00
Jennifer Gale/Louis Collard	\$5,000.00
Jennifer Gale/Louis Collard	\$8,000.00
Jennifer Gale/Louis Collard	\$10,000.00
Jennifer Gale/Louis Collard	\$12,000.00
Jennifer Gale/Louis Collard	\$13,000.00
Jennifer Gale/Louis Collard	\$14,000.00
Jennifer Gale/Louis Collard	\$15,000.00
Jennifer Gale/Louis Collard	\$16,000.00

Jennifer Gale/Louis Collard	\$17,000.00
Jennifer Gale/Louis Collard	\$18,000.00
Jennifer Gale/Louis Collard	\$19,000.00
Jennifer Gale/Louis Collard	\$20,000.00
Jennifer Gale/Louis Collard	\$21,000.00
Jennifer Gale/Louis Collard	\$22,000.00
Jennifer Gale/Louis Collard	\$23,000.00
Jennifer Gale/Louis Collard	\$24,000.00
Jennifer Gale/Louis Collard	\$25,000.00
Jennifer Gale/Louis Collard	\$26,000.00
Jennifer Gale/Louis Collard	\$27,000.00
Jennifer Gale/Louis Collard	\$28,000.00
Jennifer Gale/Louis Collard	\$29,000.00
Jennifer Gale/Louis Collard	\$30,000.00
Jennifer Gale/Louis Collard	\$31,000.00
Jennifer Gale/Louis Collard	\$32,000.00
Jennifer Gale/Louis Collard	\$33,000.00
Jennifer Gale/Louis Collard	\$34,000.00
Jennifer Gale/Louis Collard	\$35,000.00
Jennifer Gale/Louis Collard	\$35,500.00
Louis Collard/Jennifer Gale	\$35,600.00
Louis Collard/Jennifer Gale	\$35,700.00
Louis Collard/Jennifer Gale	\$35,800.00
Louis Collard/Jennifer Gale	\$36,200.00
Louis Collard/Jennifer Gale	\$36,500.00
Louis Collard/Jennifer Gale	\$36,800.00
Louis Collard/Jennifer Gale	\$36,900.00
Louis Collard/Jennifer Gale	\$37,000.00
Louis Collard/Jennifer Gale	\$37,500.00
Louis Collard/Jennifer Gale	\$38,000.00
Louis Collard/Jennifer Gale	\$38,500.00
Louis Collard	\$39,000.00

Mr. Blackhall called a second time for a bid of higher than \$39,000.00

Mr. Blackhall called a third and final time for a bid of higher than \$39,000.00

Hearing no other bids, Mr. Blackhall declared that the bid of \$39,000.00 was accepted and that Louis Collard was the Purchaser of the property known as Lot 27 – Water Street pursuant to Part 11 – Annual Municipal Tax Sale of the *Local Government Act*.

At 10:15 am, the meeting was adjourned to Tuesday, September 27, 2016 at 10:00 a.m.

Certified Correct:

Brent Blackhall
Chair

Gabryel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Report of the Annual Municipal Tax Sale
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on September 26, 2016 at 10:00 a.m.

RECONVENED Tuesday, September 27, 2016 at 10:00 a.m.

STAFF PRESENT

Brent Blackhall, Director of Financial Services and Chair
Sarah Temple, Corporate Services Assistant

CALL TO ORDER

The District of Sooke Annual Municipal Tax Sale reconvened on Tuesday, September 27, 2015 at 10:01 a.m.

Having received payment in full in the amount of \$8,000 from Louis Collard, Mr. Blackhall declared that the property known as Lot 25 – Water Street has now been sold subject to Part 11 – Annual Municipal Tax Sale of the *Local Government Act*.

Having received payment in full in the amount of \$13,000 from Louis Collard, Mr. Blackhall declared that the property known as Lot 26 – Water Street has now been sold subject to Part 11 – Annual Municipal Tax Sale of the *Local Government Act*.

Having received payment in full in the amount of \$39,000 from Louis Collard, Mr. Blackhall declared that the property known as Lot 27 – Water Street has now been sold subject to Part 11 – Annual Municipal Tax Sale of the *Local Government Act*.

Mr. Blackhall declared the District of Sooke Municipal Tax Sale closed at 10:04 a.m.

Certified Correct:

Brent Blackhall
Chair

Gabryel Joseph
Acting Corporate Officer



MEETING MINUTES

Phone: (250) 642-1634 Fax: (250) 642-0541 Email: info@sooke.ca Website: www.sooke.ca

Committee:	Sooke Program of the Arts (SPA) Committee		
Date:	September 28, 2016	Call to Order Time:	9:30 am

Attendees:

Drew Johnston, Chair	P	Lorna Cospers	P
Councillor Brenda Parkinson	A	Linda Bristol	A
Bob Tully	P		
Brianna Shambrook	P		
Frederique Philip	A		
John David Russell	P		
Linda Anderson	A		

P-Present, A-Absent, G-Guest

Approval of the Agenda:	September 28, 2016	Moved	√	Carried	√
Amendments	Addition of "Committee Roundtable"				
Approval of Minutes:	August 31, 2016	Moved	√	Carried	√
Amendments	Approved				

Agenda Topic:	Delegation – Art Lane Market
Presenter:	Margarita Dominguez
Discussion:	<ul style="list-style-type: none">Ms. Dominguez provided an overview of a proposed Art Market as presented on her blog at: https://sookeartmarket.wordpress.com/Ms. Dominguez indicated that she has presented the idea to Council in the past (2011)The preferred location would be on Gatewood trail.Artists would be required to elect representatives to an Artist's Association, which would include a representative from the District of Sooke.Organizers would be required to build stalls, which would require electricity. The district would assume those costs.Artists would be required to pay vendor fees.

Agenda Topic:	Update: Inventory of District Material – Council decision
Discussion: <ul style="list-style-type: none"> • Working group inventoried outdoor public art and indoor art at SEAPARC • District staff will contract someone to digitize art from the Municipal Hall. • Brianna was asked to provide a quote for digitization services. 	

Agenda Topic:	Update: Publication
Discussion: <ul style="list-style-type: none"> • No new updates. • Working group has not met since last SPA meeting. • Brianna working on compiling information. 	

Agenda Topic:	Update: Banners
Discussion: <ul style="list-style-type: none"> • No new updates. 	

Agenda Topic:	Update: Policy
Discussion: <ul style="list-style-type: none"> • Each member of working group has taken on rewriting or researching sections of the policy. • The goal of the working group is to have a new draft by the October SPA meeting. • The working group has not met since the last SPA meeting, as individual members are working on assigned sections. They will meet again before the next full committee meeting. 	

Agenda Topic:	Update: Telus Building
Discussion: <ul style="list-style-type: none"> • Telus wants the mural to reflect their “The Future is Friendly” slogan. They have asked that the mural be colorful, eco-friendly and youth-oriented and future oriented. • Telus will provide funding for the mural. • District of Sooke and SPA can assist in a call for artists and presenting options to Telus. • The building will require landscaping and trees/shrubs removed. • Sooke Fine Arts Society may have insight and information on potential cost. • Telus would like SPA to submit a proposal, including an estimated cost. 	

Next Meeting:	October 26, 2016 at 9:30 am				
Adjournment Time:	11:10 am	Moved	√	Carried	√

Committee Chair



**DISTRICT OF SOOKE
ZONING AMENDMENT
BYLAW No. 652**

A bylaw to amend Bylaw No. 600, *Sooke Zoning Bylaw, 2013* for the purpose of amending the zoning on the property located at 6557 Clairview from Large Lot Residential Zone (R1) to Low Density Multi-Family 1 Zone (RM1).

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This Bylaw is cited as *Zoning Amendment Bylaw No. 652 (600-34)*.
2. The parcel of land legally described as Lot 1, Section 72, Sooke District, Plan VIP67570 as shown boldly outlined and hatched on Schedule A, which is affixed to and forms part of this Bylaw, is hereby rezoned from Large Lot Residential Zone (R1) to Low Density Multi-Family Residential Zone (RM1).
3. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* as amended, and Schedule A attached thereto, are amended accordingly.

READ a FIRST and SECOND time the 12 day of September, 2016.

PUBLIC HEARING held the __ day of ____, 2016.

READ a THIRD time the __ day of ____, 2016.

APPROVED by Ministry of Transportation and Infrastructure the __ day of ____, 2016.

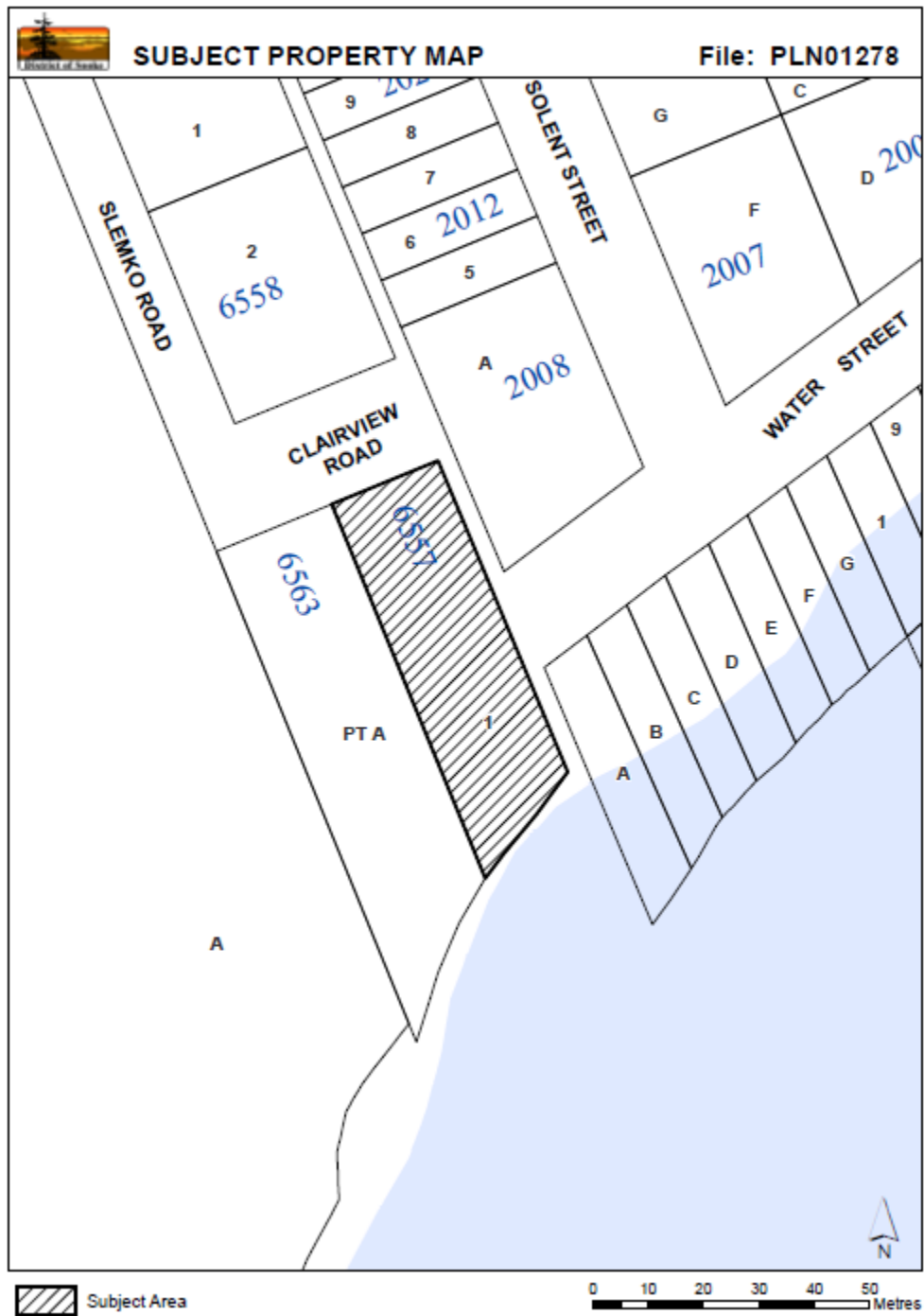
ADOPTED the __ day of ____, 2016.

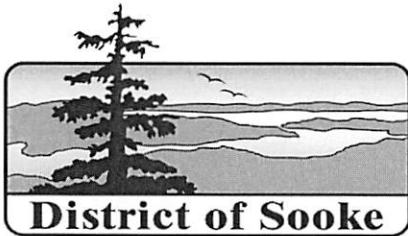
Certified by:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer

SCHEDULE A





File No. 3900-01

REQUEST FOR DECISION

REGULAR COUNCIL
Meeting Date: October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer

From: Patti Rear, Deputy Corporate Officer

Re: **Bylaw No. 646, Zoning Amendment Bylaw (600-31) – 7021 Grant Road West.**

RECOMMENDATION:

THAT COUNCIL adopt Bylaw No. 646, *Zoning Amendment Bylaw (600-31)*.

This Bylaw is to change the zoning on a portion of the property located at 7021 Grant Road West, from Large Lot Residential (R1) to Manufactured Home Park (MHP).

Council received public submissions at the September 12th, 2016 Public Hearing for Bylaw No. 646 (600-31) and subsequently granted third reading to the bylaw. The Ministry of Transportation and Infrastructure approved the bylaw at third reading on September 21st, 2016.

It is now in order for Council to consider adoption of the Bylaw.

Attached Documents:

1. September 12th, 2016 Regular Council Minutes
2. Bylaw No. 646 (600-31)


Patti Rear
Deputy Corporate Officer

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 CAO	

PH-2 Report of Public Hearing – 7021 Grant Road

- **Bylaw No. 646, Zoning Amendment Bylaw (600-31) - 7021 Grant Road W.**

Councillor Logins declared a conflict of interest and excused herself from the meeting at 7:54 p.m.

Mayor Tait called the Public Hearing for Bylaw No. 646 to order at 7:54 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Katherine Lesyshen provided a PowerPoint presentation and summary of the rezoning application for 7021 Grant Road.

Public Submissions:

Mayor Tait called three times for submissions to the Public Hearing for Bylaw No. 646 and Hearing none, closed the public hearing at 7:58 pm.

Council consideration of third reading of Bylaw No. 636

MOVED K. Pearson – B. Parkinson

THAT Council grant Third Reading to Bylaw No. 646, Zoning Amendment Bylaw (600-31) to rezone a portion of the property located at 7021 Grant Road from 'Large Lot Residential' (R1) to 'Manufactured Home Park' (MHP).

CARRIED

In favour:

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

Councillor Logins returned to the meeting at 7:59 p.m.



DISTRICT OF SOOKE

BYLAW No. 646

A bylaw to amend Bylaw No. 600, *Sooke Zoning Bylaw, 2013* for the purpose of amending the zoning on a portion of the property legally described as Lot 5, Section 3, Sooke District, Plan 1185, Except Parcel A (DD328549I) thereof from Large Lot Residential (R1) to Manufactured Home Park (MHP).

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This bylaw is cited as *Zoning Amendment Bylaw (600-31)*.
2. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is amended in **Schedule A** by changing the zoning on a portion of the property legally described as Lot 5, Section 3, Sooke District, Plan 1185, Except Parcel A (DD328549I) thereof as shown outlined in black and hatched on Schedule A to this bylaw from Large Lot Residential (R1) to Manufactured Home Park (MHP).

Introduced and read a first time the 11th day of July, 2016.

Read a second time the 11th day of July, 2016.

Public hearing held the 12 day of September, 2016.

Read a third time the 12 day of September, 2016.

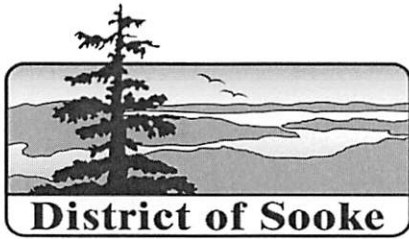
Approved by Ministry of Transportation and Infrastructure the 20th day of September, 2016.

Adopted on the day of , 2016.

Certified by:

Maja Tait
Mayor

Gabryel Joseph
Corporate Officer



File No. 3900-01

REQUEST FOR DECISION

REGULAR COUNCIL
Meeting Date: October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer
From: Patti Rear, Deputy Corporate Officer
Re: **Bylaw No. 638, *Zoning Amendment Bylaw (600-33)* – 6816 West Coast Road**

RECOMMENDATION:

THAT COUNCIL adopt Bylaw No. 638, *Zoning Amendment Bylaw (600-33)*.

Council received public submissions at the August 29th, 2016 Public Hearing for Bylaw No. 638 and subsequently gave third reading to the bylaw. It is now in order for Council to consider adoption of the Bylaw.

Attached Documents:

1. Bylaw No. 638 (600-33)
2. Minutes of August 29, 2016

Patti Rear
Deputy Corporate Officer

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 CAO	



DISTRICT OF SOOKE

BYLAW No. 638

A bylaw to amend Bylaw No. 600, *Sooke Zoning Bylaw, 2013* for the purpose of amending the zoning on the property legally described as Lot 1, Section 3, Sooke District, Plan 16130 Except Part within the Boundaries of Plan 16490 from Large Lot Residential (R1) to Communities Facilities Zone (P2).

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This bylaw is cited as *Zoning Amendment Bylaw (600-33)*.
2. The parcel of land legally described as Lot 1, Section 3, Sooke District, Plan 16130 Except Part within the Boundaries of Plan 16490 as shown boldly outlined and hatched on **Schedule A**, which is affixed to and forms part of this bylaw, is hereby rezoned from Large Lot Residential (R1) to Communities Facilities Zone (P2).
3. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* as amended and **Schedule A** by attached thereto, are amended accordingly.

Introduced and read a first time the 11th day of July, 2016.

Read a second time the 11th day of July, 2016.

Public hearing held the 29 day of August, 2016.

Read a third time the 29 day of August, 2016.

Approved by Ministry of Transportation and Infrastructure the 21st day of September, 2016.

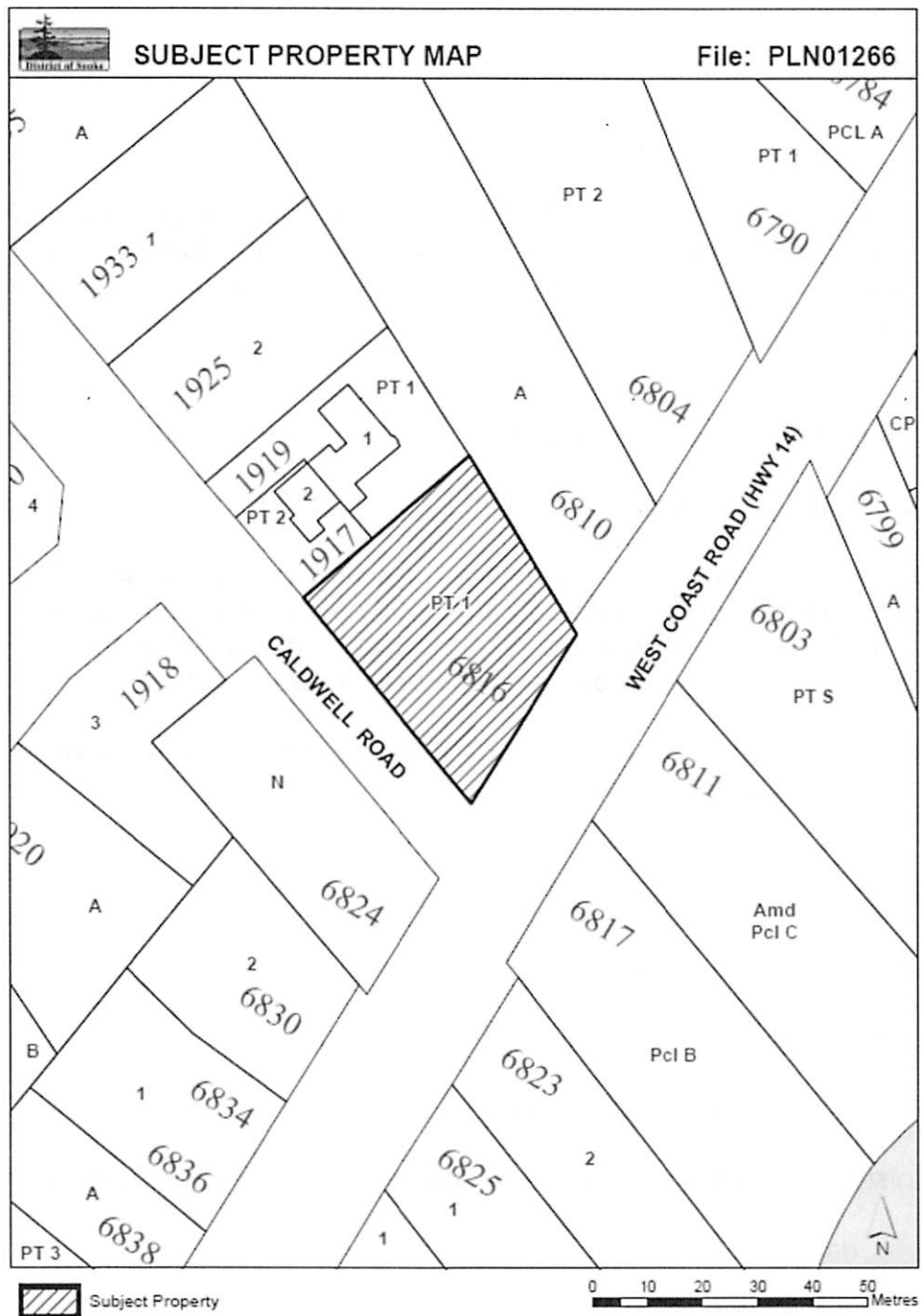
Adopted on the ____ day of _____, 2016.

Certified by:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer

SCHEDULE A



PUBLIC HEARINGS AND RELATED BYLAWS

PH-2 Report of Public Hearing – 6816 West Coast Road

- ***Bylaw No. 638, Zoning Amendment (600-33) – 6816 West Coast Road***

The Planning department presented a summary of the rezoning application for 6816 West Coast Road.

Mayor Tait called the Public Hearing for Bylaw No. 638, *Zoning Amendment Bylaw (600-33) – 6816 West Coast Road* to order at 7:33 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaw would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Public Submissions:

- Janice Hill, Sooke Resident: Inquired as to whether the Green Houses on the affected property would be removed, as she felt they are dangerous.
- Dwayne Ward, Applicant: One of two Green Houses has been removed and the other will remain standing. The one standing has been inspected, will be cleaned up, privacy fence installed and used for clients at the location.
- Ellen Lewers, Sooke Resident: Concerned about the lack of a proper sidewalk, access, to and from this location.

Mayor Tait called for a second and third time for submissions to the Public Hearing for *Bylaw No. 638, Zoning Amendment Bylaw (600-33)* and hearing none, she closed the public hearing at 7:37 p.m.

Council consider third reading of Bylaw No. 638

MOVED B. Parkinson – R. Kasper

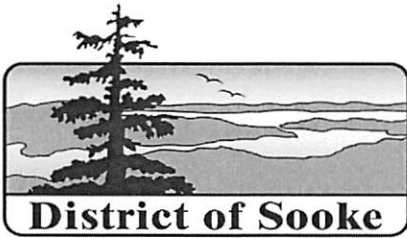
THAT *Bylaw No. 638, Zoning Amendment (600-33)*, be read a third time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

It was noted that the adoption of the bylaw is scheduled for the September 12, 2016, Regular Council Meeting.



File No. 3900-01

REQUEST FOR DECISION

REGULAR COUNCIL
Meeting Date: October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer
From: Patti Rear, Deputy Corporate Officer
Re: **Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28) – 7047 Maple Park Terrace.**

RECOMMENDATION:

THAT COUNCIL adopt Bylaw No. 649, *Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

On September 12th, 2016 Council granted first, second and third reading to Bylaw No. 649, *Sooke Core Sewer Specified Area Amendment Bylaw (147-28)* pertaining to 7047 Maple Park Terrace.

It is now in order for Council to consider adoption of the Bylaw.

Attached Documents:

1. September 12th, 2016 Regular Council Minutes
2. Bylaw No. 649 (147-28)


Patti Rear
Deputy Corporate Officer

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 CAO	

B-2 Bylaw Nos. 649 and 650, Sooke Core Sewer Specified Area Amendment Bylaws (147-28) and (147-29) – 7047 and 7049 Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed bylaw amendment, indicating that there is enough room for the two additional strata lots to be accommodated by the District's sewer system.

MOVED K. Reay – B. Parkinson

THAT Council receive the Petition for Local Area Service for the properties located at 7047 Maple Park Terrace (legally described Strata Lot B Section 21 Sooke District Strata Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V) and 7049 Maple Park Terrace (legally described as Strata Lot A, Section 21 Sooke District Strata Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V).

CARRIED

In favour:

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

MOVED K. Reay – B. Parkinson

THAT Council grant First Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED B. Parkinson – E. Logins

THAT Council grant Second Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED B. Parkinson – K. Pearson

THAT Council grant Third Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED R. Kasper – E. Logins

THAT Council grant First Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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

MOVED R. Kasper – E. Logins

THAT Council grant Second Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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

MOVED B. Parkinson – R. Kasper

THAT Council grant Third Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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



DISTRICT OF SOOKE

SOOKE CORE SEWER SPECIFIED AREA AMENDMENT BYLAW NO. 649

A bylaw to amend *Sooke Core Sewer Specified Area Bylaw, 2003*
to enlarge the community sewer system service area to
include parcel located at 7047 Maple Park Terrace.

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This Bylaw is cited as *Sooke Core Sewer Specified Area Amendment Bylaw No. 649 (147-28)*.
2. Schedule A of Bylaw No. 147, *Sooke Core Sewer Specified Area Bylaw, 2003, as amended*, is further amended by adding the parcel shown boldly outlined and hatched on Schedule A affixed to and forming part of this bylaw and legally described as:

Strata Lot B, Section 21, Sooke District VIS5537 (PID: 025 937 162)

Petition received, certified sufficient and valid the 12 day of September, 2016.

Introduced and read a first time the day of September, 2016.

Read a second time the 12 day of September, 2016.

Read a third time the 12 day of September, 2016.

Adopted on the ____ day of _____, 2016.

Certified by:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer



District of Sooke Bylaw No. 649
Sooke Core Sewer Specified Area Amendment Bylaw (147-28)
Page 3 of 3

Petition attached for reference purposes only

District of Sooke JUN 30 2016 Received
--

PETITION FOR LOCAL AREA SERVICE
and
enlargement of the Sooke Core Sewer Specified Area (local service area)
under the provisions of the Community Charter

To the Corporate Officer,

By signing this petition, I propose that the Council of the District of Sooke provide my property (described below) with the community sewer system local area service by enlarging the Sooke Core Sewer Specified Area established by Bylaw No. 147, Sooke Core Sewer Specified Area Bylaw, 2003, as amended.

Property Civic Address: 7047 MARIE FALL TERRACE SOKE BC V9Z 0N2

Property Legal Description: Shole LA 18, Section 21, SOOKE DISTRICT V65537
PID 025937162

Service and Boundaries of Local Service Area

The community sewer system service means a sewage collection system, treatment facility, disinfection system, extended mainline outfall disposal system, and associated infrastructure and works for the collection, treatment and disposal of sewage and serves the Sooke Core Sewer Specified Area described and established by Bylaw No. 147.

Estimate of Cost of Service and Borrowing

As set out in Bylaw No. 147, the estimated net capital cost of the service is \$8,000,000. Under Bylaw No. 143, Sooke Core Sewer Specified Area Borrowing Bylaw, 2003, the Council is authorized to borrow \$8,000,000 for a maximum term of 20 years, and the entire cost of this borrowing is borne by the owners of property in the Sooke Core Sewer Specified Area.

Cost Recovery for Sewer System Service

The method of cost recovery of the construction and operation of the community sewer system is by way of parcel tax and sewer generation charge established by Bylaw No. 150, Sooke Core Sewer Specified Area Cost Recovery Bylaw, 2003, as amended.

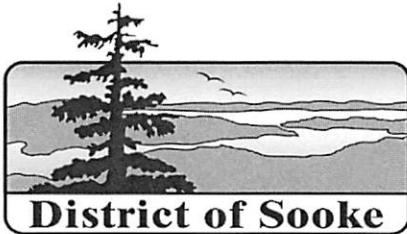
All registered owners on the property title must sign this petition (copy of title to be provided)

Property Owner Name (please print): ROD MACKENZIE

Signature: [Signature] Date: June 29/16

Property Owner Name (please print): _____

Signature: _____ Date: _____



File No. 3900-01

REQUEST FOR DECISION

REGULAR COUNCIL
Meeting Date: October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer
From: Patti Rear, Deputy Corporate Officer
Re: **Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29) – 7049 Maple Park Terrace.**

RECOMMENDATION:

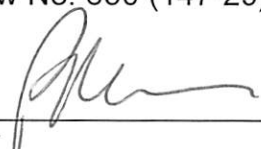
THAT COUNCIL adopt Bylaw No. 650, *Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

On September 12th, 2016 Council granted first, second and third reading to Bylaw No. 650, *Sooke Core Sewer Specified Area Amendment Bylaw (147-29)* pertaining to 7049 Maple Park Terrace.

It is now in order for Council to consider adoption of the Bylaw.

Attached Documents:

1. September 12th, 2016 Regular Council Minutes
2. Bylaw No. 650 (147-29)


Patti Rear
Deputy Corporate Officer

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 CAO	



DISTRICT OF SOOKE

SOOKE CORE SEWER SPECIFIED AREA AMENDMENT BYLAW No. 650

A bylaw to amend *Sooke Core Sewer Specified Area Bylaw, 2003*
to enlarge the community sewer system service area to
include parcel located at 7049 Maple Park Terrace.

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This Bylaw is cited as *Sooke Core Sewer Specified Area Amendment Bylaw No. 650 (147-29)*.
2. Schedule A of Bylaw No. 147, *Sooke Core Sewer Specified Area Bylaw, 2003, as amended*, is further amended by adding the parcel shown boldly outlined and hatched on Schedule A affixed to and forming part of this bylaw and legally described as:

Strata Lot A, Section 21, Sooke District VIS5537 (PID: 025 937 154)

Petition certified sufficient and valid the 30th day of June, 2016.

Introduced and read a first time the 12 day of September, 2016.

Read a second time the 12 day of September, 2016.

Read a third time the 12 day of September, 2016.

Adopted on the ____ day of _____, 2016.

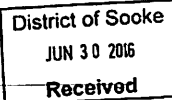
Certified by:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer

The map displays PT. SEC. 21, a large area with a stippled texture. A road, MAPLE PARK TERRACE, runs diagonally through the center. Along this road are several numbered lots: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11. Lot 11 is further divided into sections labeled PT. A and PT. B. A proposed sewer extension, indicated by a hatched pattern, runs through PT. A and PT. B. Other labels include 'Park' at the bottom left and 'RUDD ROAD' at the bottom right. A scale bar at the bottom right shows distances from 0 to 100 metres. A legend at the bottom left defines the hatched pattern as 'Proposed Sewer Extension' and the stippled pattern as 'Sewer Specified Area'.

Petition attached for reference purposes only



PETITION FOR LOCAL AREA SERVICE
and
enlargement of the Sooke Core Sewer Specified Area (local service area)
under the provisions of the Community Charter

To the Corporate Officer,

By signing this petition, I propose that the Council of the District of Sooke provide my property (described below) with the community sewer system local area service by enlarging the Sooke Core Sewer Specified Area established by Bylaw No. 147, Sooke Core Sewer Specified Area Bylaw, 2003, as amended.

Property Civic Address: 1049 Maple Park Terrace

Property Legal Description: Shale lot A, Section 24, Sooke District V16-5551

Service and Boundaries of Local Service Area PID 025937154

The community sewer system service means a sewage collection system, treatment facility, disinfection system, extended marine outfall disposal system, and associated infrastructure and works for the collection, treatment and disposal of sewage and serves the Sooke Core Sewer Specified Area described and established by Bylaw No. 147.

Estimate of Cost of Service and Borrowing

As set out in Bylaw No. 147, the estimated net capital cost of the service is \$8,800,000. Under Bylaw No. 148, Sooke Core Sewer Specified Area Borrowing Bylaw, 2003, the Council is authorized to borrow \$8,800,000 for a maximum term of 20 years, and the entire cost of this borrowing is borne by the owners of property in the Sooke Core Sewer Specified Area.

Cost Recovery for Sewer System Service

The method of cost recovery of the construction and operation of the community sewer system is by way of parcel tax and sewer generation charge established by Bylaw No. 150, Sooke Core Sewer Specified Area Cost Recovery Bylaw, 2003, as amended.

** All registered owners on the property title must sign this petition (copy of title to be provided)

Property Owner Name (please print): Randy Barlow

[Signature] June 24, 2016
Signature Date

Property Owner Name (please print): _____

Signature Date

B-2 Bylaw Nos. 649 and 650, Sooke Core Sewer Specified Area Amendment Bylaws (147-28) and (147-29) – 7047 and 7049 Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed bylaw amendment, indicating that there is enough room for the two additional strata lots to be accommodated by the District's sewer system.

MOVED K. Reay – B. Parkinson

THAT Council receive the Petition for Local Area Service for the properties located at 7047 Maple Park Terrace (legally described Strata Lot B Section 21 Sooke District Strata Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V) and 7049 Maple Park Terrace (legally described as Strata Lot A, Section 21 Sooke District Strata Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V).

CARRIED

In favour:

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

MOVED K. Reay – B. Parkinson

THAT Council grant First Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED B. Parkinson – E. Logins

THAT Council grant Second Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED B. Parkinson – K. Pearson

THAT Council grant Third Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

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

MOVED R. Kasper – E. Logins

THAT Council grant First Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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

MOVED R. Kasper – E. Logins

THAT Council grant Second Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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

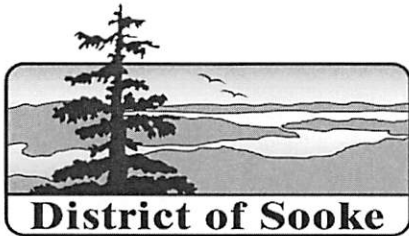
MOVED B. Parkinson – R. Kasper

THAT Council grant Third Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

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



File No. 3900-01

REQUEST FOR DECISION

REGULAR COUNCIL
Meeting Date: October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer
From: Patti Rear, Deputy Corporate Officer
Re: **Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30) – 7048 Maple Park Terrace.**

RECOMMENDATION:

THAT COUNCIL adopt Bylaw No. 651, *Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

On September 12th, 2016 Council granted first, second and third readings to Bylaw No. 651, *Sooke Core Sewer Specified Area Amendment Bylaw (147-28)* pertaining to 7048 Maple Park Terrace.

It is now in order for Council to consider adoption of the Bylaw.

Attached Documents:

1. September 12th, 2016 Regular Council Minutes
2. Bylaw No. 651 (147-30)


Patti Rear
Deputy Corporate Officer

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 CAO	

B-3 Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30) – 7048 Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed bylaw amendment, informing Council that the application was for one additional strata lot to be accommodated by the District's sewer system.

MOVED B. Berger – K. Reay

THAT Council receive the Petition for Local Area Service for the property located at 7048 Maple Park Terrace (legally described as Lot 6 Section 21 Sooke District Plan VIP70196).

CARRIED

In favour:

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

MOVED B. Berger – B. Parkinson

THAT Council grant First Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

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

MOVED B. Parkinson - K. Pearson

THAT Council grant Second Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

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

MOVED K. Pearson - B. Parkinson

THAT Council grant Third Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

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



DISTRICT OF SOOKE

SOOKE CORE SEWER SPECIFIED AREA AMENDMENT BYLAW No. 651

A bylaw to amend *Sooke Core Sewer Specified Area Bylaw, 2003*
to enlarge the community sewer system service area to
include parcel located at 7048 Maple Park Terrace.

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This Bylaw is cited as *Sooke Core Sewer Specified Area Amendment Bylaw No. 651 (147-30)*.
2. Schedule A of Bylaw No. 147, *Sooke Core Sewer Specified Area Bylaw, 2003, as amended*, is further amended by adding the parcel shown boldly outlined and hatched on Schedule A affixed to and forming part of this bylaw and legally described as:

Lot 6, Section 21, Sooke Land District Plan VIP70196

Petition certified sufficient and valid the 20th day of June, 2016.

Introduced and read a first time the 12 day of September, 2016.

Read a second time the 12 day of September, 2016.

Read a third time the 12 day of September, 2016.

Adopted on the ____ day of _____, 2016.

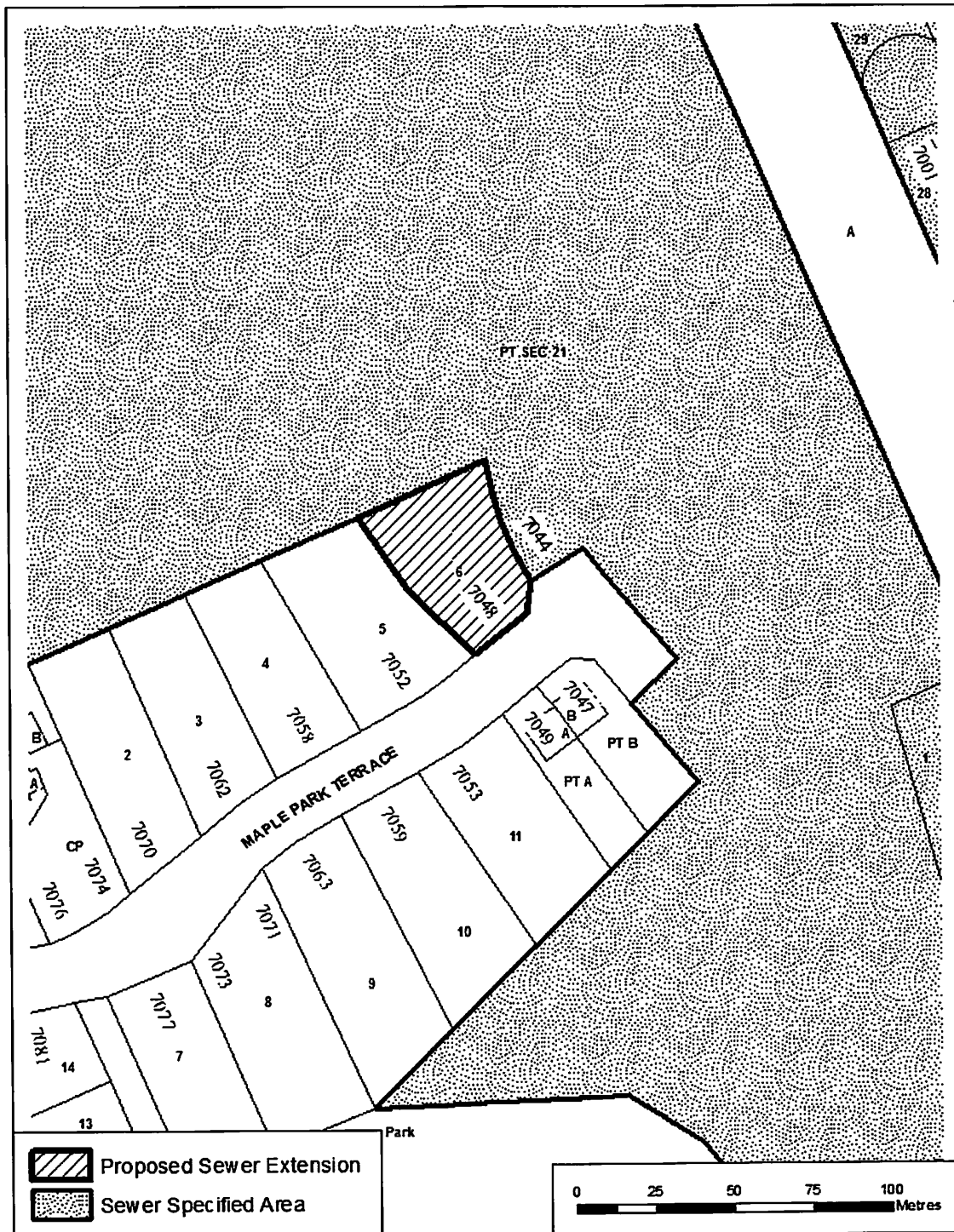
Certified by:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer

SCHEDULE A

7048 Maple Park Terrace



Petition attached for reference purposes only

District of Sooke

JUN 20 2016

Received

PETITION FOR LOCAL AREA SERVICE

and

**enlargement of the Sooke Core Sewer Specified Area (local service area)
under the provisions of the Community Charter**

To the Corporate Officer,

By signing this petition, I propose that the Council of the District of Sooke provide my property (described below) with the community sewer system local area service by enlarging the Sooke Core Sewer Specified Area established by Bylaw No. 147, Sooke Core Sewer Specified Area Bylaw, 2003, as amended.

Property Civic Address: 7048 Maple Park Terrace

Property Legal Description: lot 6, Section 21 Sooke Land District
Plan V1P70196

Service and Boundaries of Local Service Area

The community sewer system service means a sewage collection system, treatment facility, disinfection system, extended marine outfall disposal system, and associated infrastructure and works for the collection, treatment and disposal of sewage and serves the Sooke Core Sewer Specified Area described and established by Bylaw No. 147.

Estimate of Cost of Service and Borrowing

As set out in Bylaw No. 147, the estimated net capital cost of the service is \$8,800,000. Under Bylaw No. 148, Sooke Core Sewer Specified Area Borrowing Bylaw, 2003, the Council is authorized to borrow \$8,800,000 for a maximum term of 20 years, and the entire cost of this borrowing is borne by the owners of property in the Sooke Core Sewer Specified Area.

Cost Recovery for Sewer System Service

The method of cost recovery of the construction and operation of the community sewer system is by way of parcel tax and sewer generation charge established by Bylaw No. 150, Sooke Core Sewer Specified Area Cost Recovery Bylaw, 2003, as amended.

** All registered owners on the property title must sign this petition (copy of title to be provided)

Property Owner Name (please print): Brenda Warren

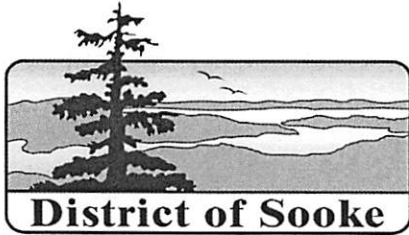
B. Warren
Signature

June 20, 2016
Date

Property Owner Name (please print): Tom WARRAN

Tom Warran
Signature

JUNE 20, 2016
Date



File No. 1840-20

REQUEST FOR DECISION
REGULAR COUNCIL
October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer
From: Financial Services
Re: **Future Policing Costs Reserve**

RECOMMENDATION:

THAT COUNCIL grant First, Second and Third Readings to the District of Sooke *Future Policing Costs Reserve Bylaw No. 653*.

Executive Summary:

The District of Sooke received approval to have an additional member added to the strength of the Sooke RCMP Detachment effective September 2016. It is anticipated that as the community continues to grow, the service level demands on policing in the District will increase and additional members will be required. Having a healthy reserve to cover these future costs is important.

The Traffic Fine Revenue Sharing grant amount for 2016 is \$85,240. Allocating this grant to the Future Policing Costs Reserve will provide a sustainable basis to help meet service level requirements. This provincial grant is unconditional, provided to municipalities to assist them in ensuring community safety and addressing community specific strategic priorities. The grant returns 100% of net revenues from traffic violations to municipalities that are directly responsible for paying for policing. Since the grant is directly related to community safety, policing services it is an appropriate funding source for the reserve and will help ensure the reserve is sufficiently funded.

Financial Impact:

The Five Year Financial Plan already has approximately \$45,000 being added to the Future Policing Costs Reserve each year, transferring the full amount of the grant will add an additional approximately \$40,000 (0.6% of taxes). The change in funding is being proposed for fiscal years 2017 and subsequent.

Strategic Relevance:


Excellence in Management and Governance
Fiscal Sustainability

000000FOHL

Attached Documents:

- 1. Draft Future Policing Costs Reserve Bylaw No. 653

Respectfully,



Brent Blackhall, CA, CPA
Director of Financial Services

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 _____ CAO ()	



DISTRICT OF SOOKE
FUTURE POLICING COSTS RESERVE
BYLAW No. 653

A bylaw to establish a reserve fund for future policing costs.

WHEREAS Section 188 (1) of the *Community Charter*, S.B.C. 2003, c. 26, as amended, authorizes a local government to establish by bylaw reserve funds for a specified purpose and direct that money be placed to the credit of the reserve fund; and

WHEREAS Section 189 (1) of the *Community Charter* authorizes the local government to provide for the expenditure of money in a reserve fund and interest earned on it for the purposes specified in the bylaw establishing the reserve fund.

THEREFORE, BE IT RESOLVED THAT the Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This Bylaw is cited for all purposes as *The District of Sooke Future Policing Costs Reserve Bylaw No. 653*.
2. There shall be and is hereby established a Policing Costs Reserve Fund for the purpose of offsetting the cost of future per capita population threshold increases, special policing, major crimes or expenditures.
3. An amount totalling \$43,869 from an internal Future Policing Reserve Fund will be transferred into its respective account immediately upon adoption of this Bylaw.
4. Deposit of Money into the Policing Costs Reserve Fund ("the Fund"):
 - (a) Excess traffic fine sharing revenue not utilized within the annual policing operations.
 - (b) Savings realised from policing operational budget.

- (c) The Fund's credit balance will be kept at a minimum level of 10% of RCMP contract expenditures and a maximum of 20% of RCMP contract expenditures, either rounded to the nearest \$100,000.
- (d) All interest earned from the money held in the Fund shall be deposited into its respective account.
- (e) Money paid into the Fund may, until required to be used, be invested in the manner provided in the *Community Charter* for the investment of Municipal funds.

5. Expenditure of Money in the Fund:

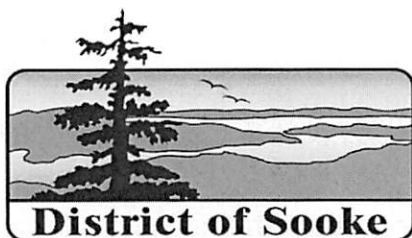
- (a) By resolution of Council, any money, including the accrued interest in the Fund, may be expended for the purpose of major policing expenditures.

Read a FIRST, SECOND and THIRD time the _____ day of _____, 2016.

ADOPTED on the _____ day of _____, 2016.

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer



File No. 1970-03

REQUEST FOR DECISION
Regular Council
Meeting Date: October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer
From: Brent Blackhall, Director of Finance
Re: **Permissive Tax Exemption Bylaw Amendment**

RECOMMENDATION:

THAT COUNCIL grant First, Second and Third Readings to Bylaw No. 654, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-5)*;

AND THAT COUNCIL direct staff to publish notice as to Bylaw No. 654 in accordance with sections 227 and 94 of the *Community Charter*.

Executive Summary:

Under section 224 of the *Community Charter*, Council may, by bylaw, exempt land or improvements from taxation. Accordingly, Council adopted Bylaw No. 337, *Property Tax Exemption for Church Halls and Church Land Bylaw, 2007* and Bylaw No. 338, *Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Bylaw, 2007*. The term of the permissive tax exemption bylaws is a maximum of ten years, and thus a new bylaw will be due next year for the 2018-2027 taxation years.

No new applications have been received for 2017, however, the Corporate Services department has identified two text amendments and one deletion to Bylaw No. 338, *Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Bylaw, 2007*, that need to be addressed:

1. Text amendment to organization name "Queen Alexandra Foundation for Children" to "Children's Health Foundation of Vancouver Island" for a portion of the space occupied at 6672 Wadams Way, legally described as Lot A, Plan VIP74590, Section 10, Sooke Land District (PID 025-545-582).

2. To delete exemptions for the area occupied by the Juan de Fuca Marine Rescue Society located at 7316 McMillan Road, legally described as Lot A, Plan 18747, Section 17, Sooke Land District (PID 003-773-272).
3. Text amendment to organization name "Sooke Pacific #54 Branch Royal Canadian Legion" to "Sooke Royal Canadian Branch #54" for the property located at 6726 Eustace Road, legally described as Lot A, Plan 1540, Section 3, Sooke Land District, Portion: DD D79952, (PID 007-239-122).

According to section 224, subsection (4)(c) of the *Community Charter* the bylaw must be established on or before October 31 in the preceding year, and sections 227 and 94 of state the municipality must provide notice to the public regarding permissive tax exemptions, including amendments being proposed.

Therefore, staff are recommending that Council grant three readings to the Bylaw No. 654, bylaw with adoption scheduled for October 24, 2016, to accommodate proper notice of the proposed bylaw amendment on October 12, 2016 and October 19, 2016.

Financial Impacts:

There is no financial impact for 2017 as the proposed changes consist of text amendments. The Juan de Fuca Marine Rescue Society is located on crown land in which the federal government offers a PILT (Payment In Lieu Of Taxes) to the District.

BC Assessment has requested that any changes to the District's Permissive Tax Exemption Bylaws be forwarded to them by November 4, 2016.






Attached Documents:

1. Bylaw 338 (Consolidated)
2. Draft Bylaw No.654
3. Draft Taxation Notice
4. Letter from BC Assessment dated August 29, 2016

Respectfully,



Brent Blackhall
Director of Finance

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 CAO	

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DISTRICT OF SOOKE

BYLAW No. 338

CONSOLIDATED FOR REFERENCE SEPTEMBER 14, 2015

BYLAW No. 338, *PERMISSIVE TAX EXEMPTION FOR PUBLIC PARKS AND RECREATION GROUNDS, NOT FOR PROFIT CORPORATIONS AND PUBLIC AUTHORITIES BYLAW, 2007*

BYLAW No. 506, *PERMISSIVE TAX EXEMPTION FOR PUBLIC PARKS AND RECREATION GROUNDS, NOT FOR PROFIT CORPORATIONS AND PUBLIC AUTHORITIES AMENDMENT BYLAW (338-1)(OCT 2011)*

BYLAW No. 550, *PERMISSIVE TAX EXEMPTION FOR PUBLIC PARKS AND RECREATION GROUNDS, NOT FOR PROFIT CORPORATIONS AND PUBLIC AUTHORITIES AMENDMENT BYLAW (338-2)(OCT 2012)*

BYLAW No. 607, *PERMISSIVE TAX EXEMPTION FOR PUBLIC PARKS AND RECREATION GROUNDS, NOT FOR PROFIT CORPORATIONS AND PUBLIC AUTHORITIES AMENDMENT BYLAW (338-3) (JUNE 2015)*

BYLAW No. 621, *PERMISSIVE TAX EXEMPTION FOR PUBLIC PARKS AND RECREATION GROUNDS, NOT FOR PROFIT CORPORATIONS AND PUBLIC AUTHORITIES AMENDMENT BYLAW (338-4) (SEPTEMBER 2015)*

THIS BYLAW IS PROVIDED FOR REFERENCE PURPOSES ONLY AND IS NOT TO BE RELIED UPON IN MAKING FINANCIAL OR OTHER COMMITMENTS. COPIES OF THE ORIGINAL BYLAW AND AMENDMENTS MAY BE VIEWED AT THE DISTRICT OF SOOKE MUNICIPAL HALL.

A bylaw to provide permissive tax exemption for public parks and recreation grounds, not for profit corporations and public authorities.

The Council of the District of Sooke in open meeting assembled, enacts as follows:

1. This bylaw is cited as *Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Bylaw, 2007*.

NOT THE OFFICIAL BYLAW CONSOLIDATED FOR REFERENCE September
14, 2015

Public Parks and Recreation Grounds

2. The following lands and improvements, excluding that proportion of the said lands and improvements that may at any point during the period of exemption be deemed to be used for profit purposes, are hereby declared exempt from taxation for a period of 10 years, 2008 – 2017 inclusive pursuant to Section 224(2)(i) of the *Community Charter*.
- (a) Lot W8, Plan 1540, Section 3, Sooke Land District, and Lots 9 and 10, Sec 3, Plan 1540, Community Hall (PID 007-239-076) registered to Sooke Community Association;
 - (b) Lot 2, Plan VIP59555, Section 14, Sooke Land District, (PID 018-906-087) registered to Sooke Community Association;
 - (c) Lot 1, Plan 5996, Section 14, Sooke Land District, Parking Area and Ball Park (PID 005-936-497) registered to Sooke Community Association;
 - (d) Parcel A, Lot 2, Plan 5996, Section 14, Sooke Land District, Parking Area and Ball Park, (PID 005-936-802) registered to Sooke Community Association;
 - (e) Parcel A, Block 7, Plan 5855, Section 14, Sooke Land District, (DD 200743-I) Parking Area and Ball Park, (PID 005-941-245) registered to Sooke Community Association;
 - (f) Lot 2, Plan 17066, Section 15, Sooke Land District, Except Plan 19346, (PID 004-132-289) registered to Sooke Community Association;
 - (g) Parcel F, Section 27, Sooke Land District, Except Plan VIP76239, Parking Area & Ball Park, Manufactured Home Reg. #99812 (PID 009-374-591) registered to Sooke Community Association;”
 - (h) Lot 4, Plan 7017, Section 73, Sooke Land District, Parking Area & Ball Park, (PID 005-801-818) registered to Sooke Community Association;
 - (i) Lot B, Plan 2451, Section 3, Sooke Land District, (PID 006-576-290) registered to Sooke Lions Club;

NOT THE OFFICIAL BYLAW CONSOLIDATED FOR REFERENCE September
14, 2015

- (j) Parcel B, Section 45, Sooke Land District, Summer Camp of Brownies and Girl Guides, (PID 009-387-234) registered to the Canadian Council of the Girl Guides Association;
- (k) Section 56 & 57, Sooke Land District, and Parcel A of Section 19 Otter and Section 102 Sooke (PID 009-388-630) registered to Camp Thunderbird Society YMCA;
- (l) Block A, Section 59, Sooke Land District, (PID 009-388-702) registered to Camp Thunderbird Society YMCA; and
- (m) Block A, Section 60, Sooke Land District, (PID 009-388-729) registered to Camp Thunderbird Society YMCA.

Not for Profit Corporations and Public Authorities

3. The following lands and improvements, excluding that proportion of the said lands and improvements that may at any point during the period of exemption be deemed to be used for profit purposes, are hereby declared exempt from taxation for a period of 10 years, 2008 to 2017 inclusive pursuant to Sections 224(2)(a), 224(2)(d) and 224(2)(e) of the *Community Charter*.

- (a) (i) Lot 1 (PID 029-432-243), Section 3, Sooke Land District, Plan EPS2207 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V (also known as Unit 101 - 6750 West Coast Road);

(ii) Lot 2 (PID 029-432-251) and Lot 3 (PID 029-432-260) Section 3, Sooke Land District, Plan EPS2207 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V (also known as Units 202 and 201 respectively, 6750 West Coast Road); and,

(iii) Lot 4 (PID 029-432-278), Section 3, Sooke Land District, Plan EPS2207 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V (also known as Unit 301- 6750 West Coast Road);

registered to the Society of Saint Vincent de Paul."

NOT THE OFFICIAL BYLAW CONSOLIDATED FOR REFERENCE September
14, 2015

- (b) Lot A, Plan VIP74590, Section 10, Sooke Land District (PID 025-545-582), except for that space occupied by the Ministry of Children and Family Development, registered to Queen Alexandra Foundation for Children;
- (c) Lot A, Plan 18747, Section 17, Sooke Land District (PID 003-773-272) for that area occupied by the Juan de Fuca Marine Rescue Society;
- (d) Sooke Land District, Sooke Harbour Authority on Government Wharf (water lot 193) for that area occupied by the Sooke Harbour Authority; and
- (e) Lot 193, Sooke Land District, Government Wharf on Water Lot 193 for that area occupied by the Sooke Harbour Authority.
- (f) Lot A, Plan 1540, Section 3, Sooke Land District, Portion: DD D79952, (PID 007-239-122) registered to Sooke Pacific #54 Branch Royal Canadian Legion;
- (g) Lot B, Plan VIP69170, Section 73, Sooke Land District (PID 024-548-031) registered to Sooke Regional Historical Society (Museum);
- (h) Lot 11, Plan 16754, Section 3, Sooke Land District (PID 004-051-050) registered to Sooke Elderly Citizens' Housing Society; and
- (i) Lot 5, Plan 7365, Section 26, Sooke Land District (PID 001-646-931) registered to Sooke Mount Shepherd Masonic Association.
- (j) Lot 15, Section 10, Sooke District, Plan VIP10049 (PID005-445-809) also known as 6669 Goodmere Road registered to Sooke Hospice Society. *(added by Bylaw No. 506 October 24, 2011)*
- (k) Section 3, Otter Land District Parcel A, Except Plan 3943, Leased Part of PCL A (PID 009-496-939) also known as 2895 Sooke River Road registered to *Juan de Fuca Salmon Restoration Society*. *(added by Bylaw No. 550 adopted October 24, 2012)*
- (l) *(added by Bylaw No. 607 adopted October 27, 2014; deleted by Bylaw No. 621 adopted September 14, 2015)*

NOT THE OFFICIAL BYLAW CONSOLIDATED FOR REFERENCE September
14, 2015

- (m) Lot 5 (PID 029-432-286), Section 3, Sooke Land District, Plan EPS2207 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V (also known as Units 203-209 inclusive, Units 302-310 inclusive, and Units 401-409 inclusive, 6750 West Coast Road) registered to M'akola Housing Society.

Original Bylaw:

Introduced and read a first time the 9th day of October, 2007.

Read a second time the 9th day of October, 2007.

Notice pursuant to Section 227 of the *Community Charter* the 10th day of October, 2007 and the 17th day of October, 2007.

Read a third time the 22nd day of October, 2007.

Adopted on the 29th day of October, 2007.

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer



DISTRICT OF SOOKE BYLAW No. 654

A text amendment bylaw to amend the *Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Bylaw, 2007*.

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This Bylaw is cited as *Bylaw No. 654, Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Amendment Bylaw (338-5)*.
2. Bylaw No. 338 is amended by deleting in section 2(b), the words "Queen Alexandra Foundation for Children" and replacing the words "Children's Health Foundation of Vancouver Island".
3. Bylaw No. 338 is further amended by deleting section 2(c) in its entirety.
4. Bylaw No. 338 is further amended by deleting in section 2(f) the words "Sooke Pacific #54 Branch Royal Canadian Legion" and replacing the words "Sooke Royal Canadian Branch #54".

Read a FIRST, SECOND and THIRD time the ____ day of _____, 2016.

NOTICE pursuant to Section 227 of the *Community Charter* the ____ day of _____, 2016 and the ____ day of _____, 2016.

ADOPTED on the ____ day of October, 2016.

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Acting Corporate Officer



Notice of Permissive Tax Exemption
pursuant to Section 227 and Section 94
of the *Community Charter*

Take notice that pursuant to Section 227 of the *Community Charter*, the Council of the District of Sooke will consider adoption of **Bylaw No. 654, Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Amendment Bylaw (338-5)**:

Date: October 24, 2016
Time: 7:00 pm
Place: Council Chamber,
2225 Otter Point Road,
Sooke, BC

The purpose of Bylaw No. 654 is to amend the *Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Bylaw, 2007* to delete exemptions for the area occupied by the Juan de Fuca Marine Rescue Society (7316 McMillan Road) and to provide text amendments regarding organizational names to section 2(b) and (f) for the properties located at 6672 Wadams Way and 6726 Eustace Road, respectively.

The estimated amount of taxes that would be imposed on the property located at **6672 Wadams Way** if it were not exempt, for the year in which the proposed bylaw is to take effect plus the following 2 years is **\$115,685.93**.

The estimated amount of taxes that would be imposed on the property located at **6726 Eustace Road** if it were not exempt, for the year in which the proposed bylaw is to take effect plus the following 2 years is **\$32,428.86**.

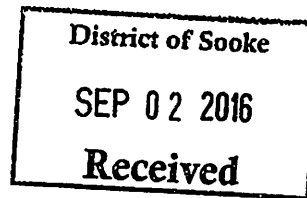
- Gabryel Joseph
Acting Corporate Officer

[SNM October 12 and September 19, 2016]

Vancouver Island Region – Victoria
3350 Douglas Street, Suite 102
Victoria, British Columbia
Canada V8Z 7X9

August 29, 2016

The District of Sooke
2205 Otter Point Rd
Sooke BC V9Z 1J2



BC ASSESSMENT

Original to File No. 1950-01	
For Action by:	Copy to:
Mayer <input type="checkbox"/>	
Council <input type="checkbox"/>	
CAO <input type="checkbox"/>	
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	Rent
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	Yes

Permissive and Revitalization Exemption Bylaws/Other Related Information Request

The *Community Charter* and *Local Government Act* provide authority for Local Governments to permissively exempt some properties and provide tax relief to others via revitalization bylaws. To give effect to any permissive or revitalization exemptions passed by Local Government, BC Assessment must be provided with copies of the enacting bylaws.

To assist us in the preparation of the 2017 Assessment Roll, please forward a copy of your Permissive and Revitalization Exemption Bylaws to BC Assessment on or before **November 4, 2016**.

Where possible, BC Assessment requests that bylaws be sent to us electronically at the email address provided below.

The timely provision of your exemption bylaws to our office ensures that we will have adequate time to review the tax status for each property noted. We will ensure that properties which meet the requirements of the permissive and revitalization exemption provisions in the applicable legislation are shown as exempt for the next tax year.

To assist us in ensuring the 2017 Assessment Roll is of the highest quality, we also kindly request that you send us any current information regarding:

- occupiers/lessees of your properties,
- mailing address changes,
- building permits, and
- any other related bylaws that concern your taxing jurisdiction.

Please contact our office if you have any questions on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher Whyte".

Christopher Whyte, BA, AACI, P.App
Acting Assessor
Vancouver.island@bcassessment.ca



File No. 1100-01

REQUEST FOR DECISION
REGULAR COUNCIL
Meeting Date: October 11, 2016

To: Teresa Sullivan, Chief Administrative Officer
From: Russ Cameron, Interim Fire Chief
Re: **Equipment Purchases for Fire Department 2016**

RECOMMENDATION:

THAT COUNCIL approve the purchase of critical fire department replacement equipment in the amount of \$70,400.00, with funding to come from, the Fire Equipment Reserve.

Executive Summary:

A review has been conducted of necessary 2016 equipment purchases and prioritization of critical equipment purchases for the Fire Department in the current budget year.

Further to this review, this report has been prepared in the context of moving forward with a staged or graduate purchase plan of some critical equipment required immediately, as well as over the next five years to manage department needs and available funding.

Analysis:

Current situation and case for request

Item #1.

The most critical item currently required is putting into place a Self Contained Breathing Apparatus (SCBA) air cylinder replacement plan. Self Contained Breathing Apparatus breathing air cylinders are made of a high strength, carbon fiber material designed for high pressure air with a light weight design. Firefighters wear these cylinders as part of a complete Self Contained Breathing Apparatus (SCBA) unit for extended periods; weight and fatigue can compromise an individual's capabilities. This breathing equipment makes up part of a firefighter's personal protective equipment at a fire emergency. Concurrently, several of these cylinders are required and are used as a mobile air supply to run a number of pieces of rescue equipment that require high pressure air to operate.

The carbon fiber cylinders are designed and certified with a defined shelf life and are tested and compliant for up to 15 years of hard service. Upon the 16th year, they must be taken out of service and destroyed. Currently, there is no regulatory system or approvals that allow for retesting, they are to be removed from service.

The department has 34 of these carbon fiber air bottles in service. Four (4) of these cylinders were approved for purchase this year and are current in service. All other cylinders (30) are approximately 13 years, old depending on date stamp, and are due to expire in 2018. It is imperative that the District embarks on a replacement program over the next three years (2016-2018) so this can be achieved before the end of 2018, and in a fashion that is affordable in each of those years. The plan is to purchase 10 bottles in each of the next three years, starting in 2016, to achieve the goals and objectives as outlined. This plan will also put in place staggered purchase dates so that all air bottles in the future do not come due again in the same budget year. It could be further suggested that items such as air bottles be part of a larger plan to incorporate regular purchase of Self Contained Breathing Apparatus (SCBA) cylinders into the Fire Department operating budget, so as to not compound capitol purchasing of required protective equipment.

Given that the Department received approval and has already purchased 4 air bottles earlier this year, the requirement for 2016, if we follow the outlined plan, would be to purchase 6 additional cylinder units. Budgetary costs for one unit is \$1600 dollars, therefore \$9600 is required to meet the objective as outlined.

It is also recommended that once all the current air cylinders have been replaced in year three, and the department is up to date with this replacement equipment to the currently identified number of 34, then a review should be conducted in year 4 as to the appropriateness of the total requirement (numbers of cylinders) that are on inventory. It is a concern that the department does not currently have enough complete Self Contained Breathing Apparatus (SCBA) units or spare cylinders to meet operational needs going forward. Should item #2 of this report be implemented, then this replacement program can also be factored into the total impact of both programs and operational needs going forward. (i.e. total equipment requirement).

Item #2.

Self Contained Breathing Apparatus (SCBA) complete units. A review of this equipment has revealed that the department currently has the minimum required units to meet operational needs, but with no additional capacity. In the occurrence of a larger emergency event or should one or more units become unserviceable. The over riding problem with this equipment is that there has been no replacement program put in place and all units were purchased at the same time. While there is nothing wrong with this approach, when purchasing all units at once, the department must then plan for the eventuality of a large capitol expense at a single point in the future. All current units are approximately 14 years old, are currently serviceable, and have been regularly maintained. They are however, showing signs of significant wear and tear and maintenance costs are now starting to increase.

The older the units become, the more difficult and time consuming it is to service them and source repair parts for them as time goes by. All Self Contained Breathing Apparatus (SCBA) are required to meet strict regulations on operation and regular maintenance records are required. All maintenance is done by an outside contractor specializing in the repair and operation of the units used by Sooke fire department. In speaking with the company, they have advised that it is time for the department to start replacing to some degree. No specific time frame governs replacement on these units, just serviceability and repair costs.

Each unit for budgetary purposes is approximately \$9800 and Sooke Fire Department currently has 18 units in service, with no spare units available. If all units were to be replaced at once, this would be a significant one-time cost to the municipality. Options such as borrowing through MFA for all units is an option, but in this instance the best option is to build into the operational budget of the department the cost of five new units each year, which also gives the department access to new units and the latest technologies that is always changing for this type of equipment. Over the course of five years, the District could increase the number of units to 20 (providing for two spares) and bring the overall age of the breathing apparatus equipment down to under five years, thereby significantly updating the technology used and increasing the safety of firefighters in the process. This plan would also help decrease and/or stabilize the District's maintenance costs. The cost of this preferred option in the 2016 budget year and in each of the next four years is approximately \$49,000.

Item #3.

The Fire Department uses a variety of forcible entry and fire suppression tools in the course of emergency duties. Ventilation saws are used for cutting through roofing membranes and walls. This is often an immediate emergency function, as is cutting through locks, doors, and gates to access the fire scene. The Fire Department currently has three saws and all are well used and have been problematic to varying degrees. The current saws, when purchased, were contractor grade, but not fire service rated, so their life expectancy was expected to be shorter. New fire-rated saws are more expensive, but should stand up better to the rigors of the fire service. They have special features that make them more durable and better suited for the job. It is recommended that two of the three current saws be replaced, as they are an item, that when needed, have to work the first time, every time. The current saws do not give the Fire Department confidence as they are always being worked on to keep them operational. The department is requesting \$5000 dollars to replace two of the three saws with a new more robust fire service rated version. The two old saws will be disposed of as per policy.

Item #4.

As previously described, the department uses a variety of tools for suppression and rescue operations. The department currently has several standard chainsaws on (5) five trucks at two fire stations. Chainsaws are used for many situations from traditional wood cutting for emergency operations during wind storms to cutting openings in structures for suppression operations. Chainsaws can be a heavily used and abused piece of equipment, because they

are often, in an emergency, required to cut through a variety of building materials without regard for metal objects and nails. It is always common practise to have at least two saws ready, as chains quickly become dull.

Due to the hard use a standard contractor grade saw is subjected to, it is a cost effective choice, because chainsaws are not expected to have a long life. A good quality standard chainsaw depending on use, can last 3 to 8 years.

There are more expensive grade fire department chainsaws, but they have not proven to necessarily be good value because of the hard use described. Regular replacements of chainsaws should be included in the operational budget and not specifically capitalized due to the regular demanding wear and tear. The department requires the replacement of two chainsaws. The cost of for two contractor grade chainsaws is \$2000.

Item #5.

The Fire Department needs to replace one of two (20) twenty-year-old ventilation fans due to age and maintenance issues. The fan requiring replacement is very well used and, although currently in service, its longevity is certainly suspect and it may soon not be repairable if it were to fail.

Ventilation fans are used to extract smoke from buildings after a fire, but more importantly, in modern fire attack operations, ventilation fans introducing air are an important first step in managing the fire spread and providing clean air for the fire suppression attack team. In this regard it is critical that fire fighters have confidence in their equipment. The department requires the replacement of one of these fans. The cost to replace one ventilation fan is \$4800 dollars.

FIRE DEPT CRITICAL EQUIPMENT REPLACEMENT						
Item		2016	2017	2018	2019	2020
#1	Self-Contained Breathing Apparatus (SCBA)	\$9,600	\$16,000	\$16,000		
#2	SCBA Complete Units	\$49,000	\$49,000	\$49,000	\$49,000	\$49,000
#3	Ventilation Saws (2)	\$5,000				
#4	Contractor Grade Chainsaws (2)	\$2,000				
#5	Ventilation Fan	\$4,800				
Total		\$70,400				

Legal Impacts:

Without proper equipment the District could be open to liability issues.

Strategic Relevance:

- Fiscal sustainability
- Excellence in Management and Governance

Financial Impacts:

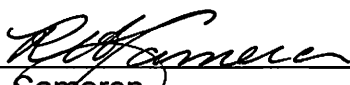
Staff have met to discuss the availability of funds to provide for the requested equipment. Funds are available from the Fire Department reserve.

Staff also discussed and are developing plans towards future changes to the operational budget of the Fire Department to address required on-going equipment purchases. When completed, changes will be presented as part of the regular budget process and will start to reflect a new planning process for future replacement equipment of existing inventory. New capitol items will stand on their own merit in future budget processes.

Items (1) one through (4) four as identified in this report are all important items. Items one and two are of critical importance, and if not acted upon, will significantly compound equipment replacement issues for the fire department and its day-to -day operations by 2018.

The total amount requested for all items as identified (1-4) in this report is **\$70,400**.

Respectfully submitted,



R.H. Cameron
Interim Fire Chief

Approved for Council Agenda	
 Development Services	 Corporate Services
 Financial Services	 Fire Services
 CAO	

CI-1 Correspondence for Information
Sep 8 – Oct 3, 2016

Date Received	Description
Sep 12, 2016	Letter from Jack Davidson – (BC Road Builders and Heavy Construction Association) re: Board of Directors strategic goals
Sep 12, 2016	Email from Clayton Pecknold – (Ministry of Public Safety & Solicitor General) re: Vancouver Island Integrated Major Crime Unit
Sep 13, 2016	Letter from Liz Cookson – (UBCM) re: Governance and Financial Review of the Island Corridor Foundation (AVICC)
Sep 14, 2016	Email from Louise Denis – (BC Provincial Government) re: Annual Presentation for “Open For Business Awards”
Sep 21, 2016	Email from Margarita (SAFAS) re: Off leash Park files from 2009 to 2016
Sep 21, 2016	Letter from Cathy Peters re: Human trafficking/sexual exploitation, youth and child exploitation and youth porn use/addiction
Sep 22, 2016	Letter from Nils Jensen (District of Oak Bay) Re: Request for Amendments to the University Act Regarding Grants-in-Lieu of Taxes Formula
Sep 22, 2016	Letter from Bruce Jolliffe – (Vancouver Island Regional Library) re: Adopted 2017-2021 Financial Plan (Report not included – refer to www.virl.bc.ca/about-us/reports-and-plans)
Sep 22, 2016 ¹	Letter from Ronan Ryan – (Canadian Red Cross) re: Alberta Fires Thank You
Sep 23, 2016	Email from Peter Fassbender – (Minister of Community, Sport and Cultural Development) re: Ride Sourcing Sourcing Consultation Summary Report

Sep 23, 2016	Letter from Robin Arehdekin – (Geoscience BC) re: “Earth Science: A Sustainable Investment in BC’s Future” Newsletter
Sep 26, 2016	Letter from Tara Faganello – (Local Government Division) re: achieving your goal of Corporate Carbon neutrality for 2015 reporting year
Sep 26, 2016	Email from Alison Sayers – (Central Coast Regional District) re: UBCM – Physician Assistants Resolution
Sep 28, 2016	Letter from Rhonda Vanderfluit – (Youth Parliament of B.C.) re: B.C. Youth Parliament 88 th Parliament
Sep 28, 2016	Letter from Robin Syme – (UVIC) re: CanAssist (OneAbility) 2015-2016 Annual Review
Sep 30, 2016	Information from Susan Percival – (E.M.C.S. Career Centre) re: EMCS 20 th Anniversary Celebration
Sep 30, 2016	Email from Stephanie Cadieux – (Ministry of Children and Family Development) re: Foster Family Month
Sep 30, 2016	Email from Earl Richards re: Tar Sands Spill Gulf Islands
Sep 30, 2016	Email and draft report from Kevin McCort – (Vancouver Foundation) re: Vancouver Foundation Vital Signs
Oct 3, 2016	Email from Mark Blendheim – (Small Business BC) re: Small Business Month in B.C.
Oct 3, 2016	Letter from Mike Palecek – (CUPW) re: Another Opportunity to Have Your Say in Canada Post Review
Oct 3, 2016	Email from Mainroad Communications re: Winter is coming!



VISION

The BC Road Builders and Heavy Construction Association is the recognized advocate for the development and maintenance of core infrastructure and a balanced, safe transportation system that promotes economic growth and a sustainable environment.

MISSION

We communicate strong, clear industry positions and expectations to governments and stakeholders.

We promote awareness, innovative solutions and value for investment in core infrastructure.

We provide training, safety awareness, support, fellowship, ethical leadership and a strong voice for our members.

BC ROAD BUILDERS & HEAVY CONSTRUCTION ASSOCIATION

Suite 307, 8678 Greenall Ave.
Burnaby, BC V5J 3M6

t 604 436 0220

f 604 436 2627

info@roadbuilders.bc.ca

www.roadbuilders.bc.ca

August 31, 2016

District of Sooke
2205 Otter Point Road
Sooke, BC
V9Z 1J2

Dear Mayor,

Every year the BC Road Builders and Heavy Construction Association's Board of Directors develops strategic goals and government asks based on feedback from our membership and various industry partners. Members, directors and staff work diligently to achieve and make progress on these important priorities.

It is my pleasure to share with you a copy of the Association's 2016 Strategic Work Plan highlighting our goals and asks for this year (enclosed).

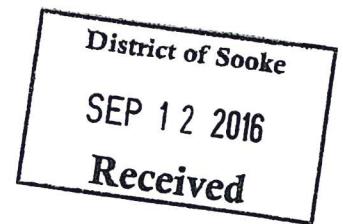
In addition, we have recently worked with the Canadian Construction Association to publish a brochure entitled, "*Standardization of Construction Specifications and Contract Language*" (enclosed). This document highlights the many benefits of working together to standardize contract language and specs.

Please review these documents and do not hesitate to contact me directly if you have questions, require additional information about these initiatives or wish to share ideas on how we can work together to achieve a better deal for taxpayers across British Columbia. We look forward to working with you soon.

Sincerely,

Jack W. Davidson
President

Enclosure.



Original to File No. 0230-01	
For Action by:	Copy to:
Mayor <input type="checkbox"/>	<input checked="" type="checkbox"/> Nava
Council <input type="checkbox"/>	<input checked="" type="checkbox"/> Council
CAO <input type="checkbox"/>	<input checked="" type="checkbox"/> Teresa
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	<input checked="" type="checkbox"/> Ron
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	

BOARD OF DIRECTORS

CHAIR/CCA REP./WCRHCA REP.
Chad Tenney, *Hall Constructors*

PAST CHAIR
John Ryan, *Nechako Group of Companies*

VICE CHAIR/HR, TRAINING & CAREER DEV. REP./
WCRHCA REP.
Steve Drummond, *Capilano Highway Services*

SECRETARY-TREASURER
Scott Griffin, *Renaissance Group Chartered
Professional Accountants*

CONSTRUCTION SECTOR CHAIR
Ross Gilmour, *Peter Kiewit Infrastructure*

CONSTRUCTION DIRECTOR
William Hoban, *Hoban Construction*

CONSTRUCTION DIRECTOR
Glen Barker, *BA Blacktop*

PAVING DIRECTOR
Todd Strynadka, *Terus Construction*

MAINTENANCE SECTOR CHAIR
Réal Charrois, *Mainroad Group*

MAINTENANCE DIRECTOR
Kevin Higgins, *YRB Group of Companies*

MAINTENANCE DIRECTOR
Sandi Paulson, *Argo Group of Companies*

SERVICE AND SUPPLY SECTOR CHAIR
Jason Sherwood, *Atlantic Industries*

MUNICIPAL RELATIONS DIRECTOR
Stan Welsmiller, *Winvan Paving*

CONSTRUCTION SAFETY DIRECTOR
Joe Wrobel, *JPW Road & Bridge*

ASSOCIATION STAFF

PRESIDENT
Jack Davidson

OPERATIONS MANAGER /
EXECUTIVE ASSISTANT TO THE PRESIDENT
Tanjeet Kalsi

COMMUNICATIONS & MEMBERSHIP MANAGER
Parveen Parhar

OFFICE ADMINISTRATOR
Candice Brown



2016 STRATEGIC WORK PLAN

VISION

The BC Road Builders & Heavy Construction Association is the recognized advocate for the development and maintenance of core infrastructure and a balanced, safe transportation system that promotes economic growth and a sustainable environment.

MISSION

We communicate strong, clear industry positions and expectations to governments and stakeholders.

We promote awareness, innovative solutions and value for investment in core infrastructure.

We provide training, safety awareness, support, fellowship, ethical leadership and a strong voice for our members.

ABOUT US

The BC Road Builders & Heavy Construction Association was established in 1966 by twelve founding firms. In 1989, the maintenance sector joined the association's construction and service and supply sectors in order to provide a single, unified voice for the industry. Since that time, the association has grown to include over 250 member companies representing over 10,000 workers including privatized highway maintenance contractors, construction contractors, underground/utility contractors, paving contractors and various service and suppliers.

The BC Road Builders is a non-profit organization that is registered under the Societies Act and is governed by its constitution and bylaws.

We pride ourselves in bringing the industry together to discuss issues, to find solutions to challenges, to maximize business opportunities and to celebrate our successes.

In British Columbia and indeed in all of Canada, the strength of our economy has always been tied to a strong transportation infrastructure program. In order to provide the excellent healthcare, education and other important social benefits that British Columbia and Canada are envied for, we must continue to have a strong and growing economy. Transportation has a significant impact on jobs, trade, quality of life and the overall economy.



CHAIR'S MESSAGE



The BC Road Builders and Heavy Construction Association is proudly celebrating its 50th anniversary in 2016. It's hard to believe that it was five decades ago that 12 founding firms formed the Association because they realized the benefit of working together to work with government, unions and other industry stakeholders. Some of those companies, including Columbia Bitulithic, Dawson Construction, Emil Anderson Construction and Peter Kiewit Infrastructure, are all still active, contributing members along with our 250 member companies from our construction, maintenance and service and supply sectors.

Through all of the years, the Association has prided itself on the strong relationships we have built with the Ministry of Transportation and Infrastructure (MOTI) and governments that understand that infrastructure development is the key to growing our economy. Together, we have found an effective way of working collaboratively with the MOTI, as well as our other industry customers, that has brought great benefit to the taxpayers of British Columbia through innovation and competitive processes.

Our Association is also especially proud of our role in advocating a strong safety culture to not only our industry but to the entire construction industry in BC. It was in 2001 when the BC Road Builders first established the BC Road Construction and Maintenance Safety Network, which today as the BC Construction Safety Alliance, provides over 40,000 employers with the best in safety programs, no-cost safety training, consultation services and resources to help them improve safety for approximately 180,000 workers in BC.

Over the years, the Association has worked hard to identify key strategic goals, priorities and government asks, which has assisted in providing the Association with an excellent work plan for our board of directors, various committees and membership.

The 2016 board of directors worked hard on a strategic work plan for this year that will continue to advocate for sustained investment in core infrastructure by working closely with all levels of government, industry stakeholders and partners. Three of our important strategic goals include: 1) to continue to make great efforts in nurturing the strong working relationships we have with industry partners such as the MOTI and BC Hydro; 2) to make efforts to foster closer working relationships and partnerships with municipalities by establishing a forum to meet and address municipal works issues; and 3) to conduct a member survey to ensure that we are addressing the current needs of our members and to receive feedback on ways to improve our member services.

Finally, we plan on recognizing the significance of our 50th anniversary throughout the year at all of our member events, through the launch of our Association's history book and at an elaborate celebration at this year's AGM Conference Gala Dinner.

We appreciate your continued support and look forward to celebrating our Association's successes with you throughout the coming year.

Chad Tenney

Vice President, Hall Constructors

2016 Chair, BC Road Builders & Heavy Construction Association

MUNICIPAL GOVERNMENT

GOAL

Build stronger working relationships with municipalities

STRATEGY

BC Road Builders to demonstrate to municipalities that they will receive a better value for tax dollars with higher quality finished projects by consistently using standard contract specifications, processes and contract terms

ACTION ITEMS

1. Promote association members as better, more knowledgeable, higher quality builders
2. Work with the Association of Consulting Engineering Companies of BC to develop solutions to municipal issues
3. Work with the Municipal Engineers Division of Association of Professional Engineers and Geoscientists to develop solutions to municipal issues
4. Improve procurement practices and advocate for fair, open and transparent public tendering practices
5. Support Master Municipal Construction Documents Association (MMCD) programs and documents
6. Implement regional meetings
7. Attend and present at the Public Works Association of BC's conference (partner with MMCD)
8. Develop contractor prompt payment best practices

PROVINCIAL GOVERNMENT ASKS

1. Adopt a contractor payment best practices policy and impose that policy on all municipal contracts containing provincial funding
2. Impose the use of fair, open, transparent tendering practices on municipal contracts containing provincial funding

PROVINCIAL GOVERNMENT

GOAL

Support sustained government investment in core infrastructure

STRATEGIES

BC Road Builders will demonstrate to the Provincial Government that sustained investment in provincial infrastructure that promotes trade will benefit the economy and provide a real return on investment

BC Road Builders will demonstrate to the Provincial Government that we will support a free-enterprise government which understands that an efficient transportation system is the key to building a strong economy

ACTION ITEMS

1. Support the Provincial Government's *"BC on the Move"* 10 year transportation infrastructure plan
2. Support the Canadian Construction Association's *"Canadian Infrastructure Report Card"* program
3. Support pro-transportation and infrastructure platforms in the 2017 provincial election
4. Advocate for sustained infrastructure funding to protect our existing skilled workforce

PROVINCIAL GOVERNMENT ASKS

1. Increase investment in core infrastructure
2. Support pipeline construction while ensuring the implementation of the 5 pipeline conditions
3. Legislate a BC One Call Program
4. Improve access to the Provincial Nominee Program
5. Improve access to critical aggregate resources
6. Increase the Blue Book Equipment Rental Rate Guide allowance for northern/isolation work from 10% to 25%
7. Reduce 'Red Tape'
8. Ensure all provincial infrastructure funding is spent through a fair, open and transparent tendering process
9. Be prepared to take advantage of all federal funding opportunities

INDUSTRY PARTNERS

GOAL

Build stronger working relationships with industry partners and stakeholders

PRIORITY

The Association will meet with and continue to develop relationships with key partners involved in the industry

BC HYDRO

1. Work with BC Hydro to improve contract language and fairly assign risk

ACTION ITEMS

1. Set up a joint working committee
2. Initiate round 2 of the contract committee meetings
3. Monitor utility relocation protocol between BC Hydro and MOTI

FEDERAL GOVERNMENT

GOAL

Through CCA, support sustained government investment in core infrastructure

STRATEGY

Through CCA, BC Road Builders will demonstrate to the Federal Government that sustained investment in British Columbia's infrastructure that promotes trade will benefit the national economy and provide a real return on investment

ACTION ITEMS

1. Through CCA, become partners with the Federal Government in delivering infrastructure construction
2. Have the Federal Government consult with us on civil infrastructure issues
3. Influence legislation and have the Federal Government act to promote and sustain economic growth in Canada
4. Have the Federal Government practice and encourage fair, open tendering practices
5. Work with local MPs to support sustained infrastructure funding

FEDERAL GOVERNMENT ASKS

1. Increase investment in core infrastructure
2. Support pipeline construction while ensuring the implementation of BC's 5 pipeline conditions
3. Improve access to the Temporary Foreign Worker Program
4. Ensure all federal infrastructure funding is spent through a fair, open and transparent tendering process
5. Change the capital cost allowance rate on Class 38 equipment
6. Legislate a BC One Call Program

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

GOAL

Build stronger working relationships with the Ministry of Transportation and Infrastructure (MOTI)

PRIORITY

To assist MOTI and maintenance sector members in developing a fair and open competition for the new maintenance contracts (including facilitating and assisting with government-industry meetings related to the new contracts)

STRATEGIES

BC Road Builders to establish stronger working relationships with MOTI personnel at all levels

BC Road Builders to demonstrate to the MOTI that good roads cost less

ACTION ITEMS

1. Support working committees
2. Meet with the MOTI executive on a regular basis
3. Develop a joint award program to recognize best community projects and collaborative solutions to construction issues
4. Present contractors' issues at 'Field Services' annual meeting
5. Conduct regional meetings with local MOTI directors and managers
6. Support pre-tender and pre-construction meetings
7. Develop a 'cross training' program with MOTI

WORKER SAFETY

GOAL

Support the development of effective programs that promote worker safety and reduce injury rates and duration

PRIORITY

To support BC One Call legislation

- » Support BC Common Ground Alliance's efforts in promoting the need for improved BC One Call services and programs
- » Advocate the need for BC One Call legislation to the government

STRATEGIES

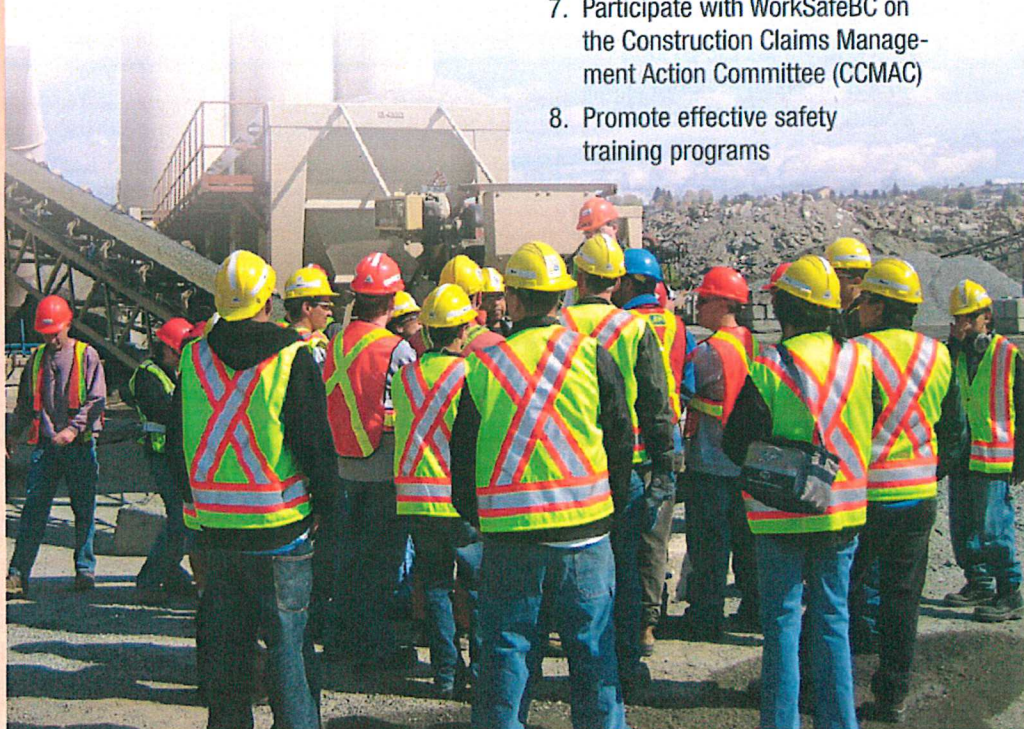
BC Road Builders to maintain a strong working relationship with the BC Construction Safety Alliance (BCCSA)

BC Road Builders will continue to support the Certificate of Recognition (COR) program and the creation of a strong safety culture within our industry

BC Road Builders will demonstrate to our members that safe sites cost less

ACTION ITEMS

1. Continue to support the BCCSA with active participation on its board of directors and committees
2. Promote and support the BCCSA's research and sharing of information on industry-related safety issues
3. Support re-instatement of the rebate for a qualified "Return to Work" program
4. Support the formation of a unified construction industry employer's advocacy organization (Council of Construction Associations - COCA)
5. Support the development of a risk assessment and harm mitigation toolkit for silica dust exposure
6. Support the research and analysis of the Traffic Control Persons claims history to identify areas and processes for improvement
7. Participate with WorkSafeBC on the Construction Claims Management Action Committee (CCMAC)
8. Promote effective safety training programs



SKILLED WORKFORCE

GOAL

Ensure effective programs are in place to assist member companies in dealing with labour and skilled worker shortages

PRIORITY

To develop a proposal and business plan to support the BC Road Builders in supporting/offering training programs

- » Explore the idea of managing training programs related to the road building and heavy construction industries

STRATEGIES

BC Road Builders will identify the members' needs to establish a BC Road Builders Training Program

BC Road Builders will support the development of the Construction Industry Training Network (CITN)

BC Road Builders will establish strong working relationships with the Industry Training Authority (ITA)

BC Road Builders will advocate for better access to foreign workers

BC Road Builders will promote the advantages of working in the road building and heavy civil industry

ACTION ITEMS

1. Support the "Canada First" policy while advocating for easier access to the Temporary Foreign Worker and Provincial Nominee Programs
2. Support completion and expansion of existing BC Road Builders' training programs, including:
 - a. Heavy Equipment Operator
 - b. Asphalt Laydown Technician
 - c. Plant Operator
 - d. Utility Gradesperson
3. Promote career opportunities in the road building and heavy construction industry
4. Offer training based on the CCA Ethics Paper and the CCA First Nations Relationships Paper
5. Create an opportunity for members to access BC Road Builders managed training programs related to the road building, road maintenance and heavy civil construction industries

MEMBER SERVICES

GOAL

Support member companies' operations by offering networking opportunities and communicating business opportunities, new legislation/regulation/ruling information, industry best practices and new innovations

PRIORITY

To consult with the membership to determine member needs

To plan an exceptional BC Road Builders 50th anniversary celebration for 2016

STRATEGIES

BC Road Builders will host first class networking events throughout the year

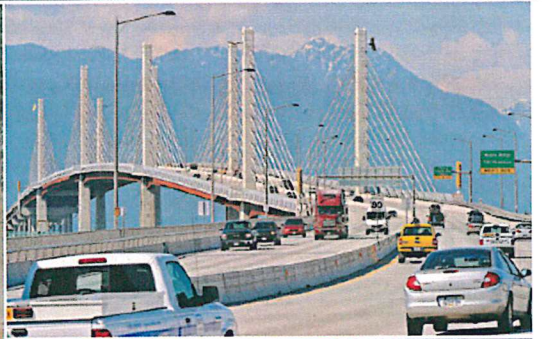
BC Road Builders will meet with members

BC Road Builders will communicate with members via meetings, e-mail bulletins, newsletters and social media

BC Road Builders will offer members group discounts on consumer products

ACTION ITEMS

1. Develop and implement a membership consultation program
2. Complete and publish a book which will outline the association's history
3. Develop a slide show review of the positive projects BC Road Builders have built over the past 50 years
4. Plan a memorable and unique 50th AGM & Winter Celebrations Gala Ball
5. Recognize the association's current 50 year founding members
6. Conduct regional 'Town Hall Meetings' inviting local members

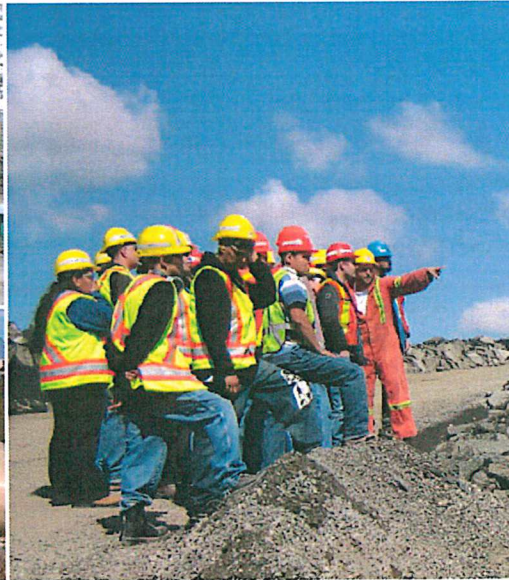


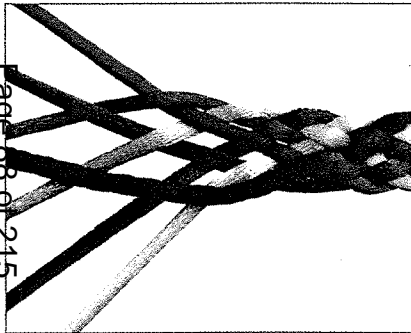
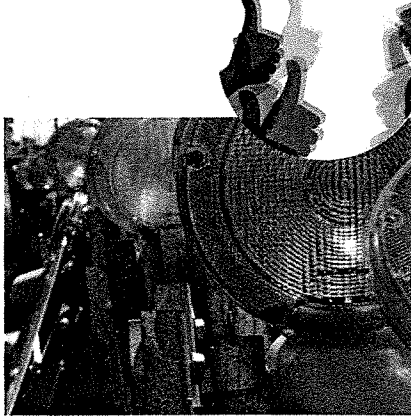
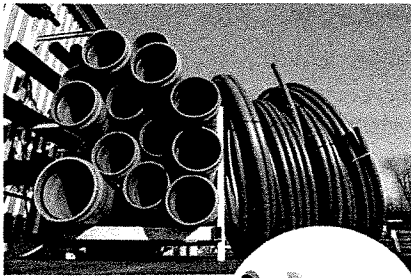
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Web: www.roadbuilders.bc.ca





- **Improve purchasing power**
Standardized specifications allow contractors to bulk purchase materials and avoid the expensive one-off purchases whether for new construction or maintenance. This equates to better purchasing power for taxpayer dollars.
- **Enhance trust**
Utilizing standard specifications and contracts means that all parties can trust knowing what is stated and what it means. Trust is an important component for the success of any project.
- **Reduce injuries**
Safety is everyone's responsibility. Familiarity of products and execution allows contractors to spend more time on honing and fostering safer work practices in the performance of their work. Safety starts at the top and is everyone's responsibility.

Making Standardization Work

One Size Does Not Fit All

It is recognized that any one specification may not fit all circumstances, but with a "database of choices" or through the use of supplementary conditions to the contract, project-specific modifications can be made simpler.

Maintenance of Standards

Through collaborative efforts of organizations like the CCDC, input is gathered from users, and discussions are held to modify contract clauses as necessary reflecting the goal of efficiency and innovation. It is far more effective to share the job collaboratively among many for a united purpose, rather than independently across the country. Today, there is no group assembling construction specification best practices.

Where Do We Go from Here?

The status quo is simply not good enough. With finite government resources under increasing pressure, the time has never been better to abandon existing practices in favour of a new approach. In British Columbia, the Master Municipal Construction Documents Association facilitates the development and publication of Master Municipal Construction Documents (MMCD). The Province of British Columbia encourages BC Municipalities to use the Master Municipal Construction Documents for the construction of municipal infrastructure.

In Canada, there are two organizations in place to facilitate the standardization of specifications and contracts:

1. Transportation Association of Canada (TAC) – TAC provides a neutral forum to exchange ideas and information on technical guidelines and best practices related to the Canadian transportation and roadways sectors.
2. Canadian Construction Document Committee (CDCC) – CCDC is a national joint committee responsible for the development, production, and review of standard Canadian construction contracts, forms, and guides.

It will take strong leadership and a commitment to collaboration; however, the results will lead to leaner operations, a reduction of wasted time and resources, and an industry that has trust in its specifications and contracts. Most importantly, it will provide savings to taxpayers and additional funding for much needed construction projects.



Standardization of Construction Specifications and Contract Language

A Better Deal for Taxpayers





The Opportunity

Public resources to support infrastructure modernization are limited. Most governments are struggling to keep pace with the need to modernize and expand these assets.

Solutions to stretch limited public resources exist, but to achieve them, we must embrace a new way of doing business. Harmonization and standardization of both specifications and contracts language is by far the most cost-effective means of achieving this goal.

The Needs

According to the 2016 Canadian Infrastructure Report Card, adequate investment in repair and maintenance is essential to increasing the usable life of infrastructure assets. Despite continued efforts by municipal governments, the report card uncovered that re-investment rates are well below minimum levels, and if this trend continues, the overall cost of maintaining infrastructure will increase substantially.

// In the end, it is not a question of investing or not investing, it's a question of **cost and good infrastructure management**. The bottom line is that the longer we wait to act on these repairs, the more expensive it will get. Canada needs to start planning for the future by re-investing in our existing assets now."

Raymond Louie, President of the Federation of Canadian Municipalities

So What Can We Do?

In order to provide effective infrastructure, public owners need to achieve efficiencies to capitalize on the funding that is available.

One way to achieve this goal is to embrace the inherent efficiencies of **standardized specifications and standard contract language**.

Standardized Specifications Provide Cost Savings

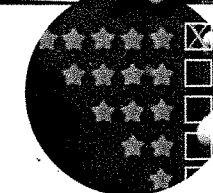
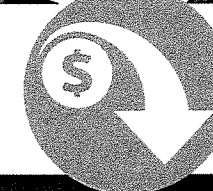
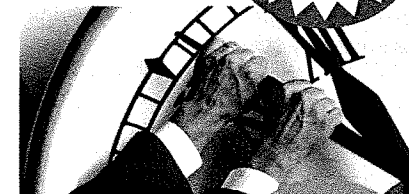
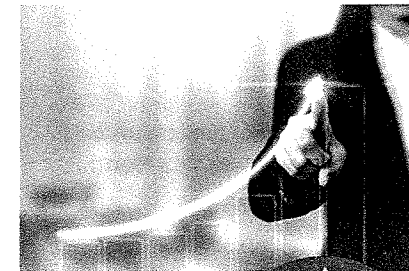
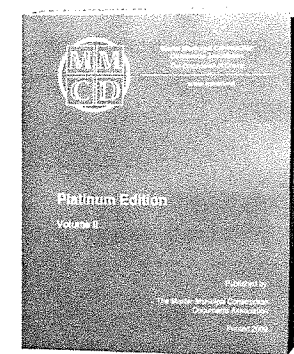
What Are Standardized Specifications?

Construction specifications describe both the materials and workmanship required to complete a project. Standardization of specifications means taking all of the great work being done by various governments across Canada to create "a best of the best" set of standard specifications.

Currently, different specifications are being maintained and utilized by each level of government. Specifications from different documents are often pieced together to create a new specification, but they weren't designed to work together and often produce conflicts within the specifications. This creates confusion, different expectations, and increased risk resulting in increased costs.

The solution is to take all of the proven specification work already in existence and summarize it into a master, collaborative, harmonized document which covers various conditions and projects. Each jurisdiction would then be able to use the specification that best applies to their specific conditions for climate, soil, and usage.

With limited public resources available to fund the modernization of government infrastructure, taxpayers can ill afford to have money wasted on contractors having to re-invent the wheel to bid each level of government's projects. This savings would benefit the actual construction of infrastructure.



Standard Contract Language Helps Reduce Costs

Through the use of standard contracts, all parties become familiar with the main framework that is used over and over again; this leaves the team time to focus on the unfamiliar supplementary conditions, and to ensure clarity of the agreed-upon terms. This reduces construction risk which ultimately reduces costs.

The best example of standard contracts on a national level comes from the Canadian Construction Documents Committee (CCDC) and in British Columbia, the Master Municipal Construction Documents Association (MMCD). In both cases the contract documents are developed through a committee of volunteers representing public owners, private owners, architects, engineers, contractors, and legal counsel. The objective is to be fair to all parties, to minimize risk and to provide an equitable means for resolving disputes.

Familiarity breeds efficiencies

When contractors understand the specifications and contract through repeated and consistent usage, they are able to price the project more accurately and competitively. Many private sector owners have adopted standard building design specifications and contracts to reduce costs and accelerate project construction.

Lack of familiarity with specifications increases risk and can lead contractors to either increase their price or ignore the tender altogether. If contractors choose not to bid, owners (and taxpayers) have fewer competitive bids from which to choose.

Receive better pricing

When estimators have standard specifications, they can build their bidding software to reflect these standards which reduces the risk factors and allows for better, more confident pricing.

Eliminate waste of our most valuable commodity—time

Time to read, time to understand, time to plan, time to build...time is an expensive commodity! The goal of standardization is to give more time in our schedules to focus on the nuances of the project; as opposed to trying to understand the multitude of specifications and contract clauses.

Reduce training costs

With the retirement of so many professionals in our industry, the experience of our workforce is decreasing for all construction industry partners, including owners, architects, engineers, and contractors. Standard specifications and contracts will allow repeated, frequent, and focused training that will develop the required skills and expertise. Knowledgeable and experienced employees will allow for more practical versus theoretical inspection techniques, and the confidence to explore innovative cost savings and environmentally-friendly concepts.

Minimize costly disputes

The construction world is complicated and disputes are fostered from inconsistencies and modifications. Uncertainty and lack of clarity equals opportunities for disputes. Disputes have an impact on total project costs and schedules.

Improve quality

In many cases, specifications and contracts are 20 years old and have been pieced together from many different sources. When specified products don't match the execution specifications, it is wasteful and costly to make corrections. Standardization will put trust back into knowing what is needed to complete the project to the highest standards and improve quality control enabling bidders to better know what to include.

Constance MacDonald

District of Sooke

SEP 13 2016

Received

From: Liz <lcookson@ubcm.ca>
Sent: Monday, September 12, 2016 5:07 PM
To: Liz Cookson
Subject: AVICC Member Update - Resolution R18 Island Corridor Foundation Financial and Governance Review
Attachments: 2016 Sept 2 Final Governance and Financial Review of the Island Corridor Foundation for AVICC Kelly Daniels aKd Resource.pdf

Please forward to elected officials, the CAO and Corporate Officer:

At the 2016 AGM and Convention, the membership passed the following resolution directing the AVICC to conduct a financial and governance review of the Island Corridor Foundation:

Whereas the Island Corridor Foundation (ICF) was established in 2003 to oversee the management and operations of the Esquimalt and Nanaimo (E&N) rail line which has a direct impact on many municipalities on Vancouver Island but these same municipalities have no direct representation on the ICF board;

And whereas although the rail service has not been operating for the past several years, and the services provided to municipalities along the corridor by the management of ICF have not met the standard expected, the costs to local governments to support the ICF continue to be significant;

Therefore be it resolved that AVICC work with impacted local governments and the ICF board to conduct a financial and governance review of the Island Corridor Foundation.

The AVICC Executive Committee retained Kelly Daniels of aKd Resource to conduct the review. Mr. Daniels presented his report with 18 recommendations to the representatives from the five member regional districts on Monday, September 12th. A copy of the report is attached for the information of the membership.

The report will be forwarded to the Island Corridor Foundation, and the AVICC Executive is also planning a session on the ICF at the 2017 Convention.

Regards,

Liz Cookson
Executive Coordinator, AVICC
Union of BC Municipalities
525 Government Street
Victoria, BC, V8V 0A8
(250) 356-5122

Original to File No. 0390-20	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	Mayor <input checked="" type="checkbox"/>
Council <input checked="" type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input checked="" type="checkbox"/>	CAO <input checked="" type="checkbox"/>
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	

Governance and Financial Review
of the Island Corridor Foundation
for the
Association of Vancouver Island
and Coastal Communities

September 2, 2016

aKd Resource



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The Assignment

At the 2016 convention of the Association of Vancouver Island and Coastal Communities (AVICC) a resolution (Attachment 1) was passed calling for a financial and governance review of the Island Corridor Foundation (ICF). To fulfill the objectives of the resolution the AVICC Executive contracted with Kelly Daniels to conduct the review with direction to:

- Clarify and confirm the issues, concerns and frustrations prompting the review;
- Review current bylaws and system structure to ensure the owners of the corridor are properly represented and their interests are protected;
- Conduct a high level review of ICF budget and 2015 financial statements; and
- Determine if the ICF's performance and accomplishments to date have been reasonable and if it is meeting the owners' expectations.

The First Nation members of ICF were not party to the resolution although it was intended to contact at least the ICF First Nation Board representatives for their perspectives.

The review was specifically not intended to mediate differences between the parties nor to evaluate or make recommendations as to the viability of providing rail service on Vancouver Island.

This report reflects the findings, analysis and recommendations to meet the deliverables as identified by the Executive.

Methodology

The following activities were undertaken:

- All elected officials from the 5 member Regional Districts (RD) were contacted through their Chief Administrative Officers (CAO) and offered an opportunity to be interviewed. Each Regional District was given the choice to set up a process suitable for them resulting in a range of approaches including: a single joint meeting with all Directors from the Regional District; telephone interviews; individual face-to-face meetings at Regional District offices; and written submissions. Approximately 40 people were heard during this process;
- The CEO and Chair of the ICF were interviewed;
- Meetings with senior Provincial officials;
- A document review of:
 - minutes from the last ICF Annual General Meeting;
 - notes for the previous 12 months of Board Meetings;
 - the ICF's bylaws;

- the ICF 2016 budget and 2015 Audited Financial Statements;
- the Schlenker v. Torgrimson Court of Appeal ruling;
- a subsequent legal opinion obtained from Stewart McDannold Stuart (SMS) for this review (Attachment 2) as to how this decision would relate to participation of local government politicians on the ICF Board regarding the new Regulation and whether the fiduciary duty of directors of the ICF precludes them from discussing ICF matters with their respective Regional District Boards; and
- a review of ICF website material including context, organization structure, objects and intent as well as progress toward goals.

ICF would have preferred a process of responding to specific issues and complaints but the review was designed for an independent, high-level evaluation of its governance and finances, not potentially an on-going question and answer exchange between ICF and Regional District members. We did review with them some of the general themes that were emerging from our interviews.

In a two hour meeting, to explain the process and obtain information to provide context and a clear understanding of ICF's governance and finances, the Chair and CEO expressed the opinion that many of our questions were administrative in nature and that it was inappropriate for Regional Districts to be involved in ICF's day to day affairs. Further attempts resulted in only partial information being provided.

While the First Nations members were not party to the original resolution the intention was to contact at least the ICF First Nation Board representatives for their input. This approach, however, was not supported by the ICF. They did not provide contact information for them, and we were told it was not necessary to come to the ICF Board meeting in July as planned. This is unfortunate since the First Nation perspective could have provided a fuller picture.

Context

When Rail America lost its largest freight customer in 2001 it announced that it intended to sell its assets and leave the island by the fall of 2003. In response a private organization calling itself the Vancouver Island Rail Corporation (VIRC), with Tanner Elton as its spokesperson, was formed to maintain rail on Vancouver Island and to operate the system. They initially worked with First Nation communities for support, particularly the Cowichan Tribes, and then approached AVICC with a proposal for a public-private partnership among the 5 Regional Districts and fourteen First Nations along the line.

The AVICC held a number of meetings to discuss the proposal from VIRC to enter into a public-private partnership to take ownership and operate the rail line. VIRC proposed the establishment of a Vancouver Island Corridor Foundation (a federally incorporated charitable foundation) made up of the affected regional governments and First Nations who would own and control the corridor. The Foundation would seek charitable status from Canada Customs and Revenue Agency and establish a Corridor Authority, a wholly owned subsidiary of the foundation, which would put into operation the objectives of the Foundation.

In 2003 AVICC passed a motion authorizing hiring a consulting firm to assess the proposal and make recommendations on:

- Whether a non-profit Foundation would be the most appropriate means to participate in this venture;
- The financial, business and other risks municipal governments and First Nations might face through participating in a private/public partnership of this nature; and,
- The financial requirements and exposure of member local governments within the following 6 years and in the long term.

The CAOs of the five Regional Districts were tasked with hiring the consultant and reporting to their respective Boards. Meyers Norris Penny (MNP) was retained to conduct the evaluation and in August of 2003 the CAOs forwarded the MNP report to their Boards with a covering report prepared by all five CAOs.

The result was that all five Boards approved the formation of a Foundation to own and manage the railway corridor. The Boards each appointed a representative to work on creating the foundation, including preparing “final documents, appraisals and environmental studies, and the business plan”. Those efforts essentially became the current bylaws and structure of the ICF.

Island Corridor Foundation Structure

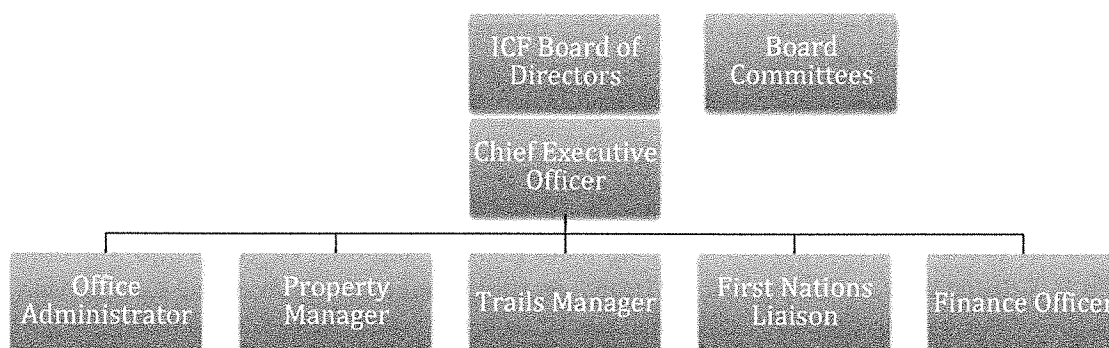
The ICF is the governing body made up from the five Regional Districts and fourteen First Nations who are along the corridor. As identified in its bylaws, the Foundation is governed by a Board of Directors made up of a representative nominated by each Regional District, five First Nation representatives who represent the eight First Nation groups supporting nominees to the Board, and two members at large. The Board is responsible for the administration of ‘the affairs of the Corporation in all things and [to] do all such other acts and things and make or cause to be made for the Corporation, in its name, any kind of contract which the Corporation may lawfully enter into and, save as hereinafter provided, generally, may exercise all such powers and do all such other things as the Corporation is, by its articles or otherwise, authorized to exercise and do.”

There is a Members Committee that is comprised of designated representatives from each Regional District and First Nation. The role of the Members Committee is rather vague in the ICF Bylaws (ie) "each member shall appoint a designated representative to exercise its rights, including voting rights, at any meeting of members." To date Members generally attend the Annual General Meeting, and preside over the appointment of the Board of Directors, the appointment of the Auditors, and the election of the Chair and Vice-Chair of the Board of Directors.

From an administrative perspective, the Chief Executive Officer is the sole staff person reporting to the Board of Directors. Currently this position is contracted to Granneke Management and Consulting Services, which provides services such as land management, maintenance of assets in good condition, trail development, and presentation of an annual budget. The Corporate Secretary role is performed by the only direct ICF employee while the Finance Officer and First Nation Liaison Officer are paid an honorarium directly by ICF

We understand that there were initially a number of operating committees to assist in meeting the mandate of the ICF but they were disbanded some time ago. More recently we are aware of two committees the ICF has established to provide advice and direction to the Board and to improve communication with the members; a Local Government Liaison Committee (LGLC) and a First Nations Liaison Committee (FNLC). We were not able to review terms of reference for these Committees.

A schematic representation of the structure, largely taken from the ICF website, follows:



The Foundation's by-laws provide a method for members to make changes to the bylaws by putting forward resolutions (section 2.6) at either a special meeting or the Annual General Meeting. The Board of Directors may, by resolution, make, amend or repeal any bylaws that regulate the activities or affairs of the Corporation. This process is outlined in section 14.1 of the Bylaws.

While the land within the corridor is legally owned by ICF, regional districts see themselves, along with First Nations, as owners of the corridor, partly because they are members of the Foundation, partly because of the efforts Regional Districts and First Nations made to save the corridor originally. As owners they feel they are entitled to more in-depth information than is provided on the ICF web-site.

Governance Review

The governance structure of the ICF was originally established to accomplish three primary objectives:

- to limit the owners' financial exposure and liability both in running a rail line and in owning and maintaining a land corridor of this size;
- to limit political interference in a complex structure involving regional governments and First Nations; and
- to take advantage of charitable status, a requirement for the initial transfer of the corridor.

No one interviewed expressed dissatisfaction with the structure of the organization per se. Suggestions were made for working more effectively within the existing structure with minor changes to the bylaws.

One suggestion related to the qualifications of ICF Board Directors. Currently the Regional District Directors on the ICF Board are nominated by recommendation of their Regional Boards. They are often chosen because of their interest in the business of the Foundation and not necessarily because of any particular skill set they will bring to the Board. It was suggested that individual Board appointments could be made from the general public based on expertise required by the ICF Board. This would be similar to the process often used by Regional Districts for appointments to Airport Commissions.

The general feeling was that, while such a process may be valuable once the rail is operating, the current process for nominating political representatives from the Regional Boards should remain. However, the member-at-large representatives on the Board should be chosen for particular skills that strategically bring added value to the Board table, for example financial, legal, business planning, rail operations, or fund-raising expertise.

Recommendation #1: That the ICF Board appoint members-at-large from the public based on a strategic evaluation of skill sets that will provide added value to the Board.

Recommendation #2: That in the future Regional District Boards consider nominating Board Members to the ICF Board from the community based on specific skill set requirements.

Four categories of issues were raised during the review:

- 1) Communication and transparency
- 2) Loss of trust on behalf of politicians and the public
- 3) Lack of effort by Regional District Board members to become informed
- 4) Lack of basic corporate planning and performance monitoring tools

1) Communication and Transparency Issues

The most common theme we found in our interviews with politicians was frustration over the lack of communication between the ICF and Regional District members, who regard themselves as co-owners of the corridor. Regional District Board members feel uninformed of the current status of ICF progress on meeting corridor goals and frustrated when their Board representatives are not able to talk to them due in large part to interpretations of the Schlenker decision (see below). This was particularly true of the newer RD Board members in their first term of office who lack history with the organization. Without up-to-date information they are unable to answer questions from their electorate causing embarrassment and over time, a weakening of support for the objectives of the Foundation. It also resulted in a considerable amount of misinformation since, in a vacuum of information, people will fill in the gaps.

A lack of transparency regarding the business case for rail on Vancouver Island has resulted in the lack of trust and support from even some of the most staunch supporters of rail.

The lack of communication has been exacerbated by a lack of understanding of the complexity of the environment in which the Foundation works, involving not only different requirements of Regional District and First Nation members, legal and funding requirements of two senior governments, operating partners, and several regulatory authorities (see below).

The Foundation is statutorily a separate and independent entity for valid reasons. Although it is an independent body and has no legal requirement to be transparent or overly communicative about its affairs, we see no practical reason for them to operate in such a closed manner. It is hurting their credibility and reducing support from politicians and the public.

Simple changes to the bylaws such as permitting the public to attend the Annual General Meeting and regular meetings would help reduce mistrust and would increase transparency. All non-confidential agenda items should be open to the public.

Recommendation #3: That the ICF Board amend section 4.1 of its bylaw to allow the public to attend the Annual General Meeting.

Recommendation #4: That the ICF Board amend its bylaw to designate a portion of each regular meeting as open to the public.

The ICF board has most recently implemented a number of initiatives to address this issue by distributing notes from their Board meetings, initiating a Community Liaison Committee and increasing the number of times the CEO attends Regional District Board meetings. The Frequently Asked Questions (FAQ) section of the ICF web-site is also valuable and should be expanded and updated on a regular basis.

Recommendation #5: That ICF schedule one regular, annual, presentation to the five Regional District Boards focusing on past year accomplishments and objectives for the coming year.

Recommendation #6: That AVICC schedule a regular session at their annual convention for ICF to hold a workshop that provides a business plan update and progress report, allows for a Q and A session to the Board of Directors and senior staff and incorporates interactive small group sessions where the ICF Board can receive input on specific topics/issues.

Recommendation #7: That ICF structure its Board agendas and minutes to allow for public, non-confidential portions of the minutes to be posted on their website and that section 7.7(c) of the ICF bylaws be amended to allow for such distribution.

Recommendation #8: That the FAQ section of the website be expanded and updated on a regular basis.

We found that Regional District directors expect to hear about the dealings of the ICF from their representatives on the ICF Board. They are perplexed and frustrated to find that their representatives not only refuse to discuss these matters but also leave the Regional Board table when items pertaining to the ICF are raised. This appears to stem not from direction of the ICF Executive but largely from interpretation of the 2013 Schlenker V. Torgrimson BC Court of Appeal decision, which broadened the interpretation of a pecuniary interest subject to the conflict of interest provisions of the Community Charter. For many, this has been interpreted to mean that Regional District Directors cannot discuss any affairs of the society.

The Schlenker V. Torgrimson decision was referred to in the CEO's report at the 2015 Annual General Meeting indicating that it had "virtually eliminated directors from reporting about the ICF to their respective regional boards or councils due to the conflict of interest ruling. The Provincial Government enacted a Conflict of Interest Exceptions Regulation in 2016 to address some of the resulting problems faced by local government politicians in similar circumstances, but it is clear that

relief is afforded only to those who are appointed, rather than nominated, as are the ICF Regional District representatives.

Two questions remain: 1) does the new Provincial regulation solve this problem for the ICF Board of Directors; and 2) to what extent can Regional District Board representatives report to their Regional District Boards on the activities of the ICF.

To address these questions a legal opinion was sought from Stewart McDannold Stuart (SMS) (Attachment 2). In essence this opinion states that:

- The Conflict of Interest Exceptions Regulation does provide relief for Regional District representatives on the ICF Board. A key factor in this opinion was the requirement for Regional Districts to appoint their members directly to the corporation or society. SMS concluded that while the bylaws of the ICF state that Regional Districts nominate a candidate, in essence the candidates are deemed to be appointed. The wording of the ICF Bylaw states that once the nominees have been selected, "the members (through their designated representatives **shall** meet and **shall elect** the nominees to the Board" [my emphasis]. In effect, the bylaws of the ICF mandate the election by the Members of the person nominated by the Regional District Board. SMS further suggests that "any doubt about a regional board's intent could be clarified by the board of the nominating regional district confirming and ratifying its elected official as its appointment to the Board of the ICF."

Recommendation #9: That Regional District use the wording "that (appointee) be confirmed and ratified as the (specific) Regional District's nominee to be appointed to the ICF Board."

- On the second question of ICF Board members having limited to no ability to speak to their respective Regional District Boards on ICF matters, SMS found that "there are circumstances in which it is perfectly proper for a board of directors to communicate with its membership, and that organizations established to represent the interest of their members may need to maintain good communication with those who have an interest in the organization." SMS is also very clear, however, that this communication must be tempered with the fiduciary duty Board members have to the corporation.

While a member of a society board should be cautious when representing the society so as not to put the business interests of the organization in jeopardy, it is clear that the ICF Board members are acting with an over abundance of caution by not speaking on more general ICF issues. By structuring the ICF Board agenda as recommended above, and providing directors with clear policy or a code of conduct, the Board members will more clearly understand what they can reveal publicly and what must remain confidential.

Recommendation #10: That ICF provide Board members with clear policy guidelines (Code of Conduct), based on the attached legal opinion, indicating the range of matters about which they can communicate to their Regional District Boards.

By adopting the principles of an open and accountable governing body the ICF will take a major step toward resolving many complaints.

2) Loss of Trust

A recurring theme in the interviews with RD Board members was the lack of trust in, and credibility of, the Chief Executive Officer (CEO) and by association the ICF Board. Much of this dissatisfaction was generated in the last couple of years when expectations were raised by overly optimistic predictions and public promises of funding expectations, contracts or agreements which then did not materialize. While not all of these instances were within the control of the ICF (for example federal funding has not been provided as expected due to the Snaw-na-as First Nation's lawsuit regarding the corridor lands within their territory) there is a general perception of over-promising and under-delivering, particularly on the part of the CEO. The CEO and ICF Board members have identified this as an issue and they have curtailed making similar pronouncements or projections but the damage to the trust and credibility of the Board, and particularly the CEO, lingers.

While ICF has acted to improve communication issues with members, it is apparent that the CEO continues to be a lightning rod for Regional District politicians' discontent. Whether it is his salary, the perceived lack of performance in achieving a train service on Vancouver Island, the fact he was found to have been in violation of the federal lobbying code of conduct, or the perception of his controlling and non-transparent approach to management, in their minds, he is a major source of the discontent and loss of credibility with the ICF.

While some of these perceptions may be grounded in reality they are nonetheless by association damaging to ICF. This is particularly true for many of those interviewed who saw the recent contract extension of the CEO to be an example of the level and quality of oversight by the Board of Directors.

However, it must also be said that there have been some significant gains in the development of the corridor. To appreciate this fully one has to understand the complexities of dealing with at least eight federal and provincial regulatory bodies, a private rail operator, disaffected rail companies who don't want to discuss rail on Vancouver Island anymore, two senior levels of government and many local and First Nation governments. There are also, we understand, approximately 1000 agreements that exist to keep the line active as well as ongoing corridor land use requests, and issues with adjacent landowners.

Lack of understanding about the complex environment and the resulting lack of trust could be relieved in part, if ICF Board members were more active in informing their Regional District Board members about the complexities facing the Foundation in its day to day operation as they work toward the long term objective of running a train on the corridor. Having ICF Board members more front and centre in communicating with the Regional District Boards would increase trust while removing some of the negative focus on the CEO.

Recommendation #11: That a regular agenda item for an ICF update be placed on Regional District Board agendas along with the ICF Board Meeting Notes when available.

While there may often be nothing to report it would be a regular reminder and an opportunity for questions from the RD Board members.

3) Lack of effort by Regional District members to become informed

While there is a responsibility and political imperative on the part of ICF to communicate better to the Regional District Board members and the public, Regional Board members also have a responsibility to get and keep themselves informed by taking advantage of information that is provided. Regional District Board members could be more conscientious about reading the Board Meeting Notes distributed to them, attending the twice yearly meetings of the newly created Community Liaison Committee, reviewing the ICF website on a regular basis, and attending and asking questions at sessions offered at the AVICC Conference.

4) Lack of basic corporate planning and performance monitoring tools

Local politicians lack confidence and trust partly because of a perceived absence of transparency on the part of the ICF regarding the viability of rail. Responsible for the use of public funds and answerable to their constituents, they are reluctant to authorize expenditures for something about which they feel inadequately informed, and for which there is neither a supportable business case nor a public business plan.

The FAQ section of the ICF website makes reference to a business plan, prepared in 2014 and recently updated, that suggests the rail operation and ICF will have “financial success”. This business plan is not available on the ICF website, has not been provided in response to requests by members, and was not made available for this review. Such a plan could be developed without disclosing sensitive financial or proprietary information relating to the current operator, Southern Railway of Vancouver Island (SRVI) or of the ICF. If it does what the website suggests, it would be a strong document to support grant funding and to address the concerns of many who believe rail operations on Vancouver Island are not financially viable. A public business plan to address just these issues was recommended in the 2003 MNP report.

There has been a suggestion that because of the over-riding mandate of the ICF as a land manager of the corridor it is not appropriate or required for the ICF to show a business case for rail but that it is the responsibility of the rail operator. However, the politicians and the public look to ICF to justify the expenditure of funds on trying to secure rail on the corridor. For the ICF not to make public a business plan that confirms and supports their commitment to pursuing rail on the corridor is not acceptable nor in the best interests of the citizens of Vancouver Island.

The Province's 2010 E&N Corridor Study indicated that "the future success of the E&N rail line is dependent on a number of factors, including:

- Increased population growth and transit-oriented development near the E&N corridor.
- Increased industrial and commercial development along the E&N rail corridor that would benefit from rail.
- Improved economic conditions, particularly in forestry, mining and tourism.
- Transit service improvements and connections in communities near the E&N rail line."

It behooves ICF to address these issues in a business planning manner that is clear and transparent and lets the corridor members, and the public, know that there is an action plan that is viable. The business plan would also help each level of government understand and ascertain what is required from them to make rail on Vancouver Island viable.

The Foundation's bylaws state that implementing strategic planning is one of the responsibilities of the CEO. We are not aware that such a document currently exists. A longer term vision for the corridor and ICF in the form of a strategic plan would give Regional District Boards, First Nations and the public clarity for the future and confidence in the direction of ICF. An expanded role for the member representatives would be a positive step to including the Regional Districts and First Nations in the long range planning of the corridor. Consideration should be given to amending the role of the Member Representatives to work with the CEO to direct the strategic planning process and **recommend** a plan to the Board of Directors for approval.

It is hoped that in making a **recommendation** of a strategic plan to the ICF Board, the arms-length relationship, which is critical to maintaining charitable status, would not be jeopardized. Regardless, a legal opinion will likely be required to explore an expanded role for the Member Representatives.

Recommendation #12: That ICF, with input from all stakeholders, develop a long term strategic plan to be reviewed annually and updated every three years and made public on the ICF website.

Recommendation #13: That ICF seek a legal opinion about expanding the role of the Member Representatives to direct the process of developing a strategic plan for recommendation to the ICF Board.

Making public a credible business plan will greatly assist in creating the needed public and political support to invest in rail on Vancouver Island. If a credible positive plan is not possible then informed decisions cannot be made on the future of the corridor.

Recommendation #14: That ICF make public a comprehensive business plan that addresses the strategic priorities of the ICF and the key components required to achieving a viable rail service on Vancouver Island.

Recommendation #15: That a review and update of the business plan be conducted annually and reported to the members at the Annual General Meeting.

The performance of the CEO was a consistent topic of comment during the interview portion of the review. To ensure best practices are followed in the oversight of the Foundation by the Board of Directors an annual review of the CEO should be conducted and based on achieving measureable benchmarks in the strategic focus areas and business plan objectives set annually by the Board. Knowing that there is a regular process of evaluation based on tangible and measureable performance expectations would also help to improve the reputation of the CEO and the Board.

Recommendation #16: That the CEO's annual performance review include an evaluation of progress toward measureable benchmarks in the strategic focus areas and business plan objectives set annually by the Board of Directors of the ICF.

Financial Review

A high level review of the finances of the Foundation was conducted by both the consultant and qualified outside sources. While the budget appears to be reasonable and appropriate for an organization of its size and complexity, there are concerns regarding the audited financial statements that need to be dealt with by the ICF Board and administration. It should be noted that an audit of the books was not undertaken but the comments below represent concerns that arose in a review of the 2015 financial statement. We were not able to confirm whether these concerns were being addressed through any strategy or financial plan. [Highlights are the author's.]

Specifically:

- Current assets of \$434,741 are insufficient to cover current liabilities of \$1,324,681, making liquidity a concern. A significant portion of the current liability is a debt to CIBC, which has the right to demand payment within one year. **The debt is secured by a first charge over all property owned by ICF, registered assignment of rents and a \$1.1 million registered first charge over the Nanaimo Train Station property. The charge over all property limits ICF from obtaining other financing if needed;**
- There is a current loan to SRVI of \$175,000 secured by a promissory note and a **second charge over all ICF's assets.** The new Long Term Operating Agreement, under negotiation, is expected to have a **general security agreement over all the present and after-acquired property, including accounts receivable.**
- The continued viable operations of ICF are dependent upon the continued support of the Canadian Pacific Railway which provides the primary source of revenue of \$329,940, although this is at odds with the 2016 budget which suggests the amount comes from a Telus lease. We assume this is a flow-through payment from CP due to a lease with Telus, but have not been able to confirm that.
- In addition to the credit and liquidity risks identified above, ICF debt has floating rates for interest resulting in interest rate risk.

Recommendation #17: That the ICF Board ensure the business plan includes a strategy to address the financial issues noted in the 2015 Notes to the Financial Statements.

As identified in section 8.2(e) of the ICF bylaws, and confirmed by the CEO, the Board of Directors receives at every Board meeting “an accounting of all transactions and a statement of the financial position of the Corporation” from the Treasurer of the Corporation. It is our understanding that the responsibilities of the Treasurer, as identified in the bylaws, is being undertaken by the position of Financial Officer as noted in the organization structure above.

Local governments are billed directly by SRVI for maintenance on the rail crossings within their jurisdictions. While the posted budget shows a minor amount of money committed to the maintenance of the Alberni Sub Station, a larger amount for crossings along the line does not appear in the budget.

We assume the contract with SRVI provides for SRVI to be the sole entity to provide maintenance to the crossings. If this is true ICF needs to be transparent in managing this work to ensure local governments can have confidence that the work performed

is billed out at a rate that is competitive in the market place and that the ICF books show the true cost of maintaining the rail line. The alternative would be to require municipalities to maintain the crossings themselves.

Recommendation #18: That all financial transactions for line and crossing maintenance be shown in the annual budget as revenue and expense amounts and billing be managed by the ICF.

Summary and Conclusions

The governance structure was initially designed to ensure a balance of representation and power among First Nations and Regional Districts, as well as to allow for charitable status so that a tax receipt could be provided to CP and Rail America to compensate them for the transfer of land. The structure is therefore important and generally appears to be doing the job originally intended.

However, the ICF Board and Administration have taken an unnecessarily restrictive attitude towards the independent nature of the Foundation that, while legal, is not supportable or necessary to the extent they have implemented and in fact has been very damaging to their reputation with many Regional Districts. It has resulted in a loss of trust and political support for their efforts. The Board and management must adopt a much more open and transparent relationship with their members.

A significant majority of Regional District Board members interviewed expressed a high degree of disillusionment with the CEO and his management style as well as his ability to achieve rail on Vancouver Island. Early poor communication and unfulfilled promises have resulted in a significant loss of trust and confidence in the CEO that also reflects badly on the ICF Board. The damage to their reputation will be a significant hurdle to overcome in their efforts to gain back political support at the local level. The CEO's contract was extended in the spring of 2016 by the ICF Board for a further two years. Recent efforts to improve communication with, and awareness of, members have been positive and should continue. Further steps as identified in the recommendations need also to be implemented.

A legal opinion obtained as part of this review confirms that the new Provincial Regulation on Conflict of Interest Exceptions provides relief for Board Members of the ICF Board. Furthermore, that Board members can, and should, provide a stronger level of communication about the activities of the Foundation. It is recommended that a code of conduct be adopted to provide clear direction to Board members on this matter.

It is recognized that ICF in their regular dealings must walk a fine line to ensure their charitable status is monitored and liability risk is kept to a minimum. The need for transparency and accountability must be weighed against this risk and maximized whenever and wherever possible.

To reiterate, the structure is basically a sound one and with minor adjustments will guide the Board well. It is the day to day performance and attitude of the organization that has resulted in a loss of trust, confidence and credibility.

It is crucial, if ICF is ever to repair broad RD Board member support, that they make public a strategic plan for the corridor and a business plan for rail operations on Vancouver Island.

Recommendations:

To the Association of Vancouver Island and Coastal Communities:

Recommendation #6: That AVICC schedule a regular session at their annual convention for the ICF to conduct a workshop that provides a business plan update and progress report, allows for a Q and A session to the Board of Directors and senior staff and incorporates interactive small group sessions where the ICF Board can receive input on specific topics/issues.

To the Island Corridor Foundation:

Recommendation #1: That the ICF Board appoint members-at-large from the public based on a strategic evaluation of skill sets that will provide added value to the Board.

Recommendation #3: That the ICF Board amend section 4.1 of its bylaw to allow public attendance at the Annual General Meeting.

Recommendation #4: That the ICF Board amend its bylaw to designate a portion of each regular meeting as open to the public.

Recommendation #5: That ICF schedule one regular, annual, presentation to the five Regional District Boards focusing on the past years accomplishments and objectives for the coming year.

Recommendation #7: That ICF structure its Board agendas and minutes to allow for public, non-confidential portions of the minutes to be posted on their website and that section 7.7(c) of the ICF bylaws be amended to allow for such distribution.

Recommendation #8: That the FAQ section of the website be expanded and updated on a regular basis.

Recommendation #9: That Regional Districts use the wording "that (appointee) be confirmed and ratified as the (specific) Regional District's nominee to be appointed to the ICF Board."

Recommendation #10: That ICF provide Board members with clear policy guidelines (Code of Conduct), based on the attached legal opinion, indicating the range of matters about which they can communicate to their Regional District Boards.

Recommendation #12: That ICF, with input from all stakeholders, develop a long term strategic plan to be reviewed annually and updated every three years and made public on the ICF website.

Recommendation #13: That ICF seek a legal opinion about expanding the role of the Member Representatives to direct the process of developing a strategic plan for recommendation to the ICF Board.

Recommendation #14: That ICF make public a comprehensive business plan that addresses the strategic priorities of the ICF and the key components required to achieving a viable rail service on Vancouver Island.

Recommendation #15: That a review and update of the business plan be conducted annually and reported to the members at the Annual General Meeting.

Recommendation #16: That the CEO's annual performance review include an evaluation of progress toward measureable benchmarks in the strategic focus areas and business plan objectives set annually by the Board of Directors of the ICF.

Recommendation #17: That the ICF Board ensure the business plan includes a strategy to address the financial issues noted in the 2015 Notes to the Financial Statements.

Recommendation #18: That all financial transactions for line and crossing maintenance be shown in the annual budget as revenue and expense amounts and billing be managed by the ICF.

To Regional District Boards:

Recommendation #2: That in the future Regional District Boards consider nominating Board Members to the ICF Board from the community based on specific skill set requirements.

Recommendation #11: That a regular agenda item for an ICF Update, be placed on Regional District Board agendas along with the ICF Board Meeting Notes when available.

Attachment 1: AVICC Resolution

R18 Island Corridor Foundation City of Langford

Whereas the Island Corridor Foundation (ICF) was established in 2003 to oversee the management and operations of the Esquimalt and Nanaimo (E&N) rail line which has a direct impact on many municipalities on Vancouver Island but these same municipalities have no direct representation on the ICF board;

And whereas although the rail service has not been operating for the past several years, and the services provided to municipalities along the corridor by the management of ICF have not met the standard expected, the costs to local governments to support the ICF continue to be significant;

Therefore be it resolved that AVICC work with impacted local governments and the ICF board to conduct a financial and governance review of the Island Corridor Foundation.



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August 12, 2016

File No.: 682 004

Email: kapow2@shaw.ca

aKd Resource
Mr. Kelly Daniels
5124 Brenton Page Road
Ladysmith, BC V9G 1L6

Dear Mr. Daniels

RE: Island Corridor Foundation and Conflict of Interest Issues

We have been asked to provide our opinion on matters relating to the Island Corridor Foundation and in particular, the role of elected officials who serve as appointees to the Board of Directors of the Island Corridor Foundation.

The particular questions we have addressed in this opinion are the following:

1. Would the Conflict of Interest Exceptions Regulation, BC Reg. 91/2016 (the "Regulation") recently enacted by the Province provide any relief to members of the Board of Directors of the Island Corridor Foundation who are elected officials serving on the boards of regional districts?; and
 2. Does the fiduciary duty that directors of the Island Corridor Foundation owe to the Island Corridor Foundation or the *Schlenker* decision preclude such persons from discussing ICF matters with their respective regional district boards?
-
1. **Would the Conflict of Interest Exceptions Regulation, BC Reg. 91/2016 (the "Regulation") recently enacted by the Province provide any relief to members of the Board of Directors of the Island Corridor Foundation who are elected officials serving on the boards of regional districts?**

The Province has recently enacted the Regulation in order to alleviate some of the concerns created by the decision of the BC Court of Appeal in *Schlenker v. Torgrimson* 2013 BCCA 9. The Regulation provides relief for elected officials who also sit as directors on the boards of societies and corporations in the following fairly limited circumstances:

1. In the case of societies (including extra-provincial societies), the relief extends to situations where a matter that falls within the definition of "specified interest" comes before the board of a local government and one (1) or more of the elected officials also

sit on the board of the society because of an appointment to the society board by the local government.

2. In the case of corporations, the matter must also be a “specified interest” as defined in the Regulation, the corporation must be one that was incorporated by a public authority and not only must the elected official have been appointed by the local government to the board of the corporation, but the corporation must also be providing a service to the local government.

As you can see from this, it is not every situation where a director sits on the board of a society or corporation that is the subject of a vote at a regional district board meeting that will be covered by the Regulation. Moreover, even for situations where the elected official has been appointed to the board of the society or corporation, it is not every vote on every matter that will be protected. The vote must involve a “specified interest” defined as follows:

- (a) an expenditure of public funds to or on behalf of an entity;
- (b) an advantage, benefit, grant or other form of assistance to or on behalf of an entity;
- (c) an acquisition or disposition of an interest or right in real or personal property that results in an advantage, benefit or disadvantage to or on behalf of an entity;
- (d) an agreement respecting a matter described in paragraphs (a), (b) or (c).

Is the ICF a Society or a Corporation?

In my opinion the ICF is likely a corporation.

“Society” is defined in the Regulation as having the same meaning as in the B.C. *Society Act*. The definition of “society” also includes an extra-provincial society.

In the *Society Act*, an extra-provincial society is defined as being “formed outside British Columbia”. The Island Corridor Foundation (“ICF”) was not technically formed “outside” British Columbia, but formed in British Columbia under federal legislation, the *Canada Not-For-Profit Corporations Act*. While the ICF resembles a society created under the *Society Act*, it likely does not meet the definition of “society” in the Regulation. In my opinion it is more likely that the ICF should be considered as a “corporation” for the purposes of the Regulation.

Therefore, the Regulation will only apply to the directors who are on the Board of the ICF if:

- (a) the members are “appointed” by the regional board as that term might be interpreted under the Regulation;
- (b) the ICF provides a service to the regional district that has appointed an elected official to the ICF board of directors; and
- (c) where the matter falls within the definition of “specified interest” under the Regulation.

Does the ICF Provide a Service to a Regional District?

Typically the ICF would not, in its role as the operator of a rail line, provide a service to a regional district.

Under the *Local Government Act* “service” in relation to a regional district is defined in part as:

“(a) an activity, work or facility undertaken or provided by or on behalf of the regional district ...”

However, one of the purposes of the Island Corridor Foundation is stated to be creating trails, parks, gardens, greenways and other public areas for use of members of the public along the length of the Island corridor railway line on the southern part of Vancouver Island. If the ICF provides land for trails to a regional district for use and benefit to be managed through the regional district’s regional trail service, this would, in my opinion, likely be considered a service to a regional district in this context.

Given that, even if the Island Corridor Foundation does not qualify as an “extra-provincial society” as defined in the *Society Act* of British Columbia, in our opinion it would constitute a corporation to which the Regulation could apply in circumstances where it makes lands available to regional districts for public trail purposes.

Are ICF Directors appointed to the Board of the ICF by a regional district?

On the issue of the manner in which ICF directors are elected to the Board, there is some ambiguity about whether the phrase “appointed to” would actually cover the situation of the Island Corridor Foundation.

In the case of the ICF, Bylaw 5.1 provides that the “the board shall be comprised of an equal number of directors from Regional Governments (the “Regional Government Directors”)...”

However, the process for the ICF is that Bylaw 5.2(a) provides that “The Regional Government Members shall each nominate one (1) director for election to the board. Such persons need not be elected public officials”. There is no requirement in the bylaws that the person so nominated be an elected official. Under bylaw 5.2(d) once the nominees have been selected, “the members (through their designated representatives **shall** meet and **shall elect** the nominees to the board” (my emphasis). This process reflects the wording of the *Canada Not-for-profit Business Corporations Act* which provides for election of directors by the members and no provisions to reject the nominees. The ICF bylaws appear to leave the member representatives with no alternative but to “elect” the “nominees” to the Board but puts the authority for the selection of the actual director to represent each member squarely in the control of the nominating member itself. Accordingly a regional district putting forward the name of a nominee can be assured that such nominee is going to be that regional district’s appointee to the Board of the ICF.

The term “appoint” is not defined in the Regulation but there is case authority from the Federal Court in which it was given a broad reading to include a ‘designation’ and not just a formal

Ministerial appointment: *Houle v. Canada (Minister of Employment and Immigration)*, [1997] 2 F.C. 493.

At paragraph 22 of the decision, the court stated the following:

“22 I attach no particular significance to the use of the word “designate” in subs. 61(1) of the *Immigration Act*, 1976 and to the use of the words ‘appointed’ and ‘appointment’ in ss. 22 and 23 of the *Interpretation Act*. The effect of what was done by the Governor in Council on December 19, 1969 was that the plaintiff became a vice-chairman of the immigration appeal board, a public officer in the public service of Canada. Whether he was appointed, constituted, designated, named or called to that office would nevertheless, in my opinion, subject him to the limitations imposed by reason of s. 22 and 23 of the *Interpretation Act*.”

There is a reasonable argument that a regional board which puts forward the name of an elected official as its nominee is, for its purposes and within the meaning of the Regulation, “appointing” that person to be its representative on the ICF board, given the bylaws of the ICF which mandate the election by the members of the person nominated. To paraphrase the court in *Houle*, the effect of what is being done is that the director so nominated becomes that regional district’s appointment to the board of the ICF.

Given the nature of the Regulation (providing relief from disqualification), in my opinion it is not unreasonable to give the word “appoint” a broader rather than narrower interpretation.

Any doubt about a regional board’s intent could be clarified by the board of the nominating regional district confirming and ratifying its elected official as its appointment to the Board of the ICF, remembering that the intent of the Regulation is to empower elected officials to represent their boards and councils while sitting as the designated appointee on the boards of other entities—a reflection of the fact that there truly is no reasonable basis for holding such persons to be in positions of pecuniary conflict of interest. Then, if there were ever to be a challenge, the Board would have a resolution confirming that its nominee is to be the Board “appointed” ICF director within the intent of section 2 of the Regulation.

The best approach to eliminate any uncertainty would be for the bylaws of the Island Corridor Foundation to be amended to provide for a process of direct appointment by the regional district and First Nation members, but that may be problematic given the wording of the *Canada Not-for-profit Corporations Act* under which the ICF is incorporated, which does not appear to provide that flexibility.

2. Must local government appointees refrain from communicating any confidences of the ICF Board of Directors to their respective regional districts?

As a general principle, directors of a corporation, including a corporation such as ICF incorporated under the *Canada Not For Profit Corporations Act*, owe fiduciary duties to the corporation of which they are appointed directors. This point was reiterated in the case of *Society Act* directors by the Court of Appeal in *Schlenker*. While the *Schlenker* decision does

not apply directly to the ICF which is not incorporated under the *Society Act*, the same principles would apply to ICF directors who also owe a fiduciary duty to the ICF as a separate corporate entity from their regional districts.

In the case of a not for profit society incorporated under the *Canada Not-for-profit Corporations Act*, the common law would impose fiduciary duties on such person. These common law duties would include a duty to preserve the confidences of the Board of directors.

However, that duty is not an absolute one. In some circumstances, the members of a not for profit corporation such as the ICF will have a legitimate interest in being kept aware of matters that materially affect the interests of the members. In some circumstances where there is no apparent prejudice to the ICF, it may not be considered a breach of fiduciary duty on the part of directors to make information available.

In *Wang v. British Columbia Medical Association* 2014 BCCA 162, a member of the Board of Directors of the BCMA who was involved in a fractious dispute with other members of the board, sued the BCMA directors that she felt had wrongly disclosed to BCMA members information about her battle with the board directors.

In its analysis of the validity of such a claim (before dismissing it), the B.C. Supreme Court had spent time considering the nature of the relationship between not for profit organizations and their members. In reviewing an earlier case involving communications about a member of the English bar, *Kearns v General Council of the Bar* [2003] 1 W.L.R. 1357 (Eng. C.A.) and stated:

“...It matters not at all whether Mr. Stobbs and the Bar Council are properly to be regarded as owing a duty to the Bar to rule on questions of professional conduct such as arose here, or as sharing with the Bar a common interest in maintaining professional standards. What matters it that the relationship between them is an established one which plainly requires the flow of free and frank communications in both directions on all questions relevant to the discharge of the Bar Council’s functions.” (emphasis in original)

The B.C. Supreme Court also stated the following:

“...Here, the board of directors of a private society was communicating through its spokesperson to its members in connection with the conduct of one of the directors and its effect on the board’s function. ...in the context of a whole history of communications dealing with the increasing tension between Dr. Wang and the rest of the board. Dr. Wang had not hesitated to communicate to her perceived constituents on these issues.” (emphasis in original)

This was a case where the Code of Conduct designated the President of the BCMA as being free to communicate with the general membership as the official spokesperson – rather than a one-off communication between a director and the members, however the Court does not posit that Dr. Wang, herself a member of the board, had communicated with some members of the society following directors’ meetings. And noted that she too was protected by the

qualified privilege that attached to her statements against actions in defamation from other members of the board:

"A board should be able to communicate to the members of the Association it governs about matters that were interfering with its ability to function, without the threat of civil liability for defamation. That is why the defence exists. It provides equal protection to Dr. Wang with respect to the many potentially defamatory comments she published concerning board members and others."
(my emphasis)

Schlenker v Torgrimson addressed a regional board vote; it did not address mere communication of information that remained governed by the common law fiduciary obligations of ICF directors. It is clear from the *Wang* decision that there are circumstances in which it is perfectly proper for a board of directors to communicate with its membership, and that organizations established to represent the interests of their members may need to maintain good communications with those who have an interest in the organization.

Therefore a blanket statement by ICF prohibiting all communication between ICF directors reporting back to the individual members (who have themselves each nominated an individual for appointment to the Board) has no real foundation in law, even under the *Schlenker v Torgrimson* decision.

That said, the fact that there may be limited circumstances in which disclosure of a Board confidence may not be a breach of fiduciary duty does not mean that this duty is to be taken lightly. I would advise against individual directors making unilateral disclosures which compromise the legitimate legal interests of the ICF without the direction of the ICF Board. Individual directors doing so could place themselves at legal risk for breach of a fiduciary obligation.

In the case of the BCMA, it had adopted a Code of Conduct for Board directors which allowed for individual directors to communicate with the members. Given the representative nature of the ICF, and the legitimate interests of the regional and First Nations members in the governance and operations of the ICF, it may make sense for the ICF to have a similar Code of Conduct, similarly allowing for communication of information between the directors representing the members and the boards or band councils of those members. This reflects a common sense position that a "wall of silence" is not necessary or desirable to insulate the governing body of an organization from its members.

In extreme circumstances, if members of the ICF believe that the interests of the members are not being adequately protected by the Board of Directors, there are remedies available under the *Canada Not-for-profit Corporations Act* to apply to the court for relief against this situation.

Section 253 of the *Canada Not-for-Profit Corporations Act* provides:

Application to court re oppression

253 (1) On the application of a complainant, a court may make an order if it is

satisfied that, in respect of a corporation or any of its affiliates, any of the following is oppressive or unfairly prejudicial to or unfairly disregards the interests of any shareholder, creditor, director, officer or **member**, or causes such a result:

- (a) any act or omission of the corporation or any of its affiliates;
- (b) the conduct of the activities or affairs of the corporation or any of its affiliates; or
- (c) the exercise of the powers of the directors or officers of the corporation or any of its affiliates.

Obviously, it would be preferable to have a system of appropriate communication between the directors and the members so that circumstances never gave rise to the need for an expensive and divisive court action just to protect the legitimate expectations and interests of the parties that formed the corporation in the first place. A Code of Conduct for ICF Board members which recognized the need to balance their duties to the ICF as an organization with the legitimate interests of the ICF member which they are nominated to represent could assist in improving communications and provide for the kinds of open and frank flow of information that would benefit all parties.

Yours truly,

STEWART McDANNOLD STUART

Per:

A handwritten signature in black ink, appearing to read 'Colin Stewart', with a stylized flourish at the end.

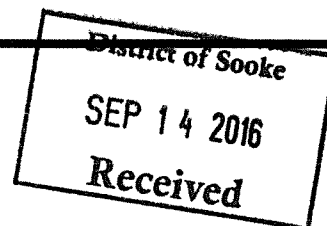
Colin Stewart *

CS/dw

*Law Corporation

Constance MacDonald

From: Denis, Louise L GCPE:EX <Louise.Denis@gov.bc.ca>
Sent: Wednesday, September 14, 2016 8:13 AM
Subject: Sept. 26 - Provincial Government Invitation
Attachments: Invitation SBRT Sept26.pdf



Please join the Honourable Coralee Oakes, Minister of Small Business and Red Tape Reduction, and Chair of the Small Business Roundtable, and the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development for the annual presentation of the Small Business Roundtable's "**Open for Business Awards**" presentation.

The event will take place on Monday, September 26th at 11:00 a.m. The invitation is attached.

Kindly RSVP directly to myself by return email, **leaving the subject line intact please.**

Warm regards.

Louise Denis

Events Coordinator, Event Services
Corporate Planning and Events
Government Communications and Public Engagement
250 893-1723 (cell) Louise.Denis@gov.bc.ca

Original to File No. 0220-01	
For Action by:	Copy to:
Mayor <input type="checkbox"/>	Mayor <input checked="" type="checkbox"/>
Council <input type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input type="checkbox"/>	CAO <input checked="" type="checkbox"/>
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	



Please join

The Honourable Coralee Oakes

Minister of Small Business and Red Tape Reduction, and
Chair of the Small Business Roundtable

and

The Honourable Peter Fassbender

Minister of Community, Sport and Cultural Development

for the annual presentation of the Small Business Roundtable's
"Open for Business Awards"

11:00 a.m.

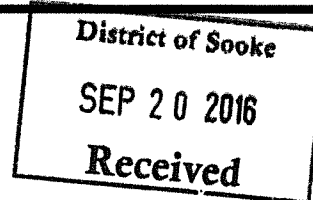
Monday, September 26th, 2016

Location:
Reception Hall
Parliament Buildings
Victoria

Please RSVP to Louise Denis – Events Coordinator
Louise.Denis@gov.bc.ca

Constance MacDonald

From: skye ladell <skyeladell@me.com>
Sent: Monday, September 19, 2016 8:08 PM
Subject: An invitation from Rupert and Franny Yakelashek



Dear Friends,

Our family is pleased to announce that Rupert (12) and Franny (9) Yakelashek have won a First Place International Eco-Hero Award for their Blue Dot environmental rights advocacy work. This honour was given to them by Action for Nature, an international nonprofit organization based in San Francisco, California that recognizes young people between the ages of 8-16 who are taking important steps to solve tough environmental problems. Since their inception in 2003 they have recognized 150 young people from 21 countries and 25 US states.

On September 25th, 2016, Rupert and Franny's Eco-Hero Award will be presented to them by Sarika Cullis-Suzuki, Ocean Networks Canada and Board Member of the David Suzuki Foundation, at a brief ceremony at the Royal British Columbia Museum. On October 8, 2016 Rupert and Franny will speak at Action for Nature's annual Eco-Hero Award celebration in San Fransisco.

Rupert and Franny feel very proud to have played a small part in the ever growing Blue Dot environmental Rights movement. They are deeply grateful for the opportunities, support and encouragement they have received from so many of you along their advocacy journey.

Award Presentation Details:

Sunday, September 25, 2016, between 1:00 - 1:15 pm
Royal British Columbia Museum, Clifford Carl Hall (main floor public area), Victoria, British Columbia
Everyone is welcome, especially kids!
No RSVP required.

Thank you to the Royal British Columbia Museum for generously allowing this presentation ceremony to kick off their Science Literacy Week event. "Kid Science" will take place from 1:00 - 3:00 pm.

For more information about the award ceremony please contact us at skyeladell@mac.com or 250.661.1375.

With immense gratitude,

Skye, Shane, Rupert and Franny

Skye Ladell/ Rupert, Franny and Shane Yakelashek
2523 Belmont Avenue
Victoria, BC
V8R 4A5

Original to File No. 0000-01	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	Mayor <input checked="" type="checkbox"/>
Council <input checked="" type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input checked="" type="checkbox"/>	CAO <input checked="" type="checkbox"/>
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Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	

Patti Rear

Subject: FW: Off-leash Park files from 2009 to 2016
Attachments: 2013 sooke-mirror.jpg; February-12,-2013-+---2009-Pond-Park-Study.jpg;
February-12,-2013-P.1.jpg; February-12,-2013-P.-2---2009-Pond-Park----Broomhill.jpg;
February-12,-2013-P.3.jpg; February-16,-2015-P.-1.jpg; February-16,-2015-P.-2-Pond-
Park-no-good.jpg; February-23,-2015-The-end.jpg; May-24,-2011---P.1.jpg;
May-24,-2011-P.-2.jpg

From: SAFARS - Feral Cat Rehabilitation Center [<mailto:safars.org@hotmail.com>]

Sent: September-12-16 10:53 AM

To: Patti Rear <prear@sooke.ca>

Subject: Off-leash Park files from 2009 to 2016

Hi Pat:

Can you send these files to Councilors, please?

Thank you for helping us!

Margarita

District of Sooke Parks & Trails Master Plan
Appendix B: Existing Parks Inventory

APPENDICES

March 2009

Ponds Park

SITE INFORMATION

Ownership: District of Sooke

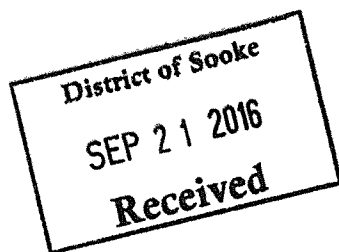
Size: 1.26 ha (3.10 acres)

Neighbourhood: Broomhill

Classification: Rainwater Management Park/
Neighbourhood ParkAccess: Rhodonite Drive, Acreman Place,
Pond Place, Church Road,
Townsend Road, Nott PlaceNeighbourhood Context: Comprehensive Development
(Single Family), Multi Family
Residential, Town Centre
Residential

INVENTORY

Vegetation	Size/Area	Condition	Description
Maintained area – lawn and trees	90% of park 1.13 ha	B-C	Mown lawn; unirrigated; several new trees planted throughout the park – some show signs of poor health.
Naturalized area – Rainwater facility	10% of park 0.13 ha	B	Rainwater management areas in multiple locations on east side of park; some invasive species present. Gravel infiltration trenches are located beside walking paths; in some locations, filter cloth has become exposed.
Facilities & Structures	Qty/Size	Condition	Description
Feature Boulders	3	A	One very large boulder and 2 smaller ones along pathway
Trails	Length/Width	Condition	Description
Primary gravel path	530m long/ 2.5m wide	B-C	Linear gravel path the entire length of the park with connecting paths to roadways and cul-de-sacs; some maintenance and weeding required; wood edging along the connecting



Original to File No. 6240-20	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> Alan
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> Teresa
Corporate Services	<input checked="" type="checkbox"/> Gabriel
Development Services	<input checked="" type="checkbox"/> Ron
Financial Services	<input checked="" type="checkbox"/> Brent
Fire	<input type="checkbox"/>
Other	<input type="checkbox"/>

DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on May 24, 2011 at 7:00 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant
Staff Sgt. Steve Wright

CALL TO ORDER

Mayor Evans called the meeting to order at 7:00 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with item RI-4 being moved to immediately after the Public Information item.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on May 9, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on May 9, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

MOVED and seconded that the following minutes be received for information:

April 13, 2011	Capital Regional District Board
April 6, 2011	CRD – Sooke & Electoral Area Parks and Recreation Commission
March 8, 2011	Victoria Regional Transit Commission
April 26, 2011	Victoria Regional Transit Commission

CARRIED UNANIMOUSLY

Public Input:

There was no public input.

MOVED and seconded to authorize the issuance of Development Variance Permit PLN00880 for 6660 Sooke Road, legally described as Lot 1, Section 10, Sooke District, Plan VIP67155, Except Part in Plan VIP87872 to vary the following from Bylaw No. 109, *Sign Regulation Bylaw, 2003*:

(a) To vary section 6.6.5(a) to allow the total display surface of a freestanding sign to be increased from 7.4m² (80ft²) to 13.93m² (149.9ft²)

(b) To vary section 6.6.5 (b) to allow the height of the freestanding sign to be increased from 6m (20ft) to 8m (26.2ft)

CARRIED UNANIMOUSLY

RI-4 Petition from Residents - Off-leash Dog Park

MOVED and seconded to receive the Petition from Residents - Off-leash Dog Park report for information;

AND TO direct staff to work with developers and the group of concerned citizens to establish an off-leash dog park and bring forward a report with a negotiated price for Council consideration.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Policy No. 8.7, *Excess or Extended Services – Latecomer Policy, 2011*

MOVED and seconded to adopt Policy No. 8.7, *Excess or Extended Services – Latecomer Policy, 2011*.

CARRIED UNANIMOUSLY

Bylaw No. 495, *Latecomer Interest Rate Bylaw, 2011*

MOVED and seconded that Bylaw No. 495, *Latecomer Interest Rate Bylaw, 2011* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 495, *Latecomer Interest Rate Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

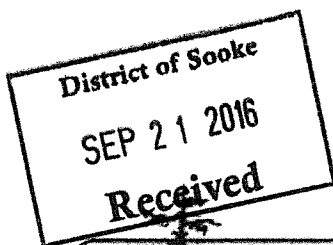
MOVED and seconded that Bylaw No. 495, *Latecomer Interest Rate Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

Bylaw No. 496, *Delegation Bylaw Amendment Bylaw (474-1)*

MOVED and seconded that Bylaw No. 496, *Delegation Bylaw Amendment Bylaw (474-1)* be introduced and read a first time.

CARRIED UNANIMOUSLY



Original to File No. 6240-20	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	Mayor <input checked="" type="checkbox"/>
Council <input checked="" type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input checked="" type="checkbox"/>	CAO <input checked="" type="checkbox"/>
Corporate Services <input checked="" type="checkbox"/>	Corporate Services <input checked="" type="checkbox"/>
Development Services <input checked="" type="checkbox"/>	Development Services <input checked="" type="checkbox"/>
Financial Services <input checked="" type="checkbox"/>	Financial Services <input checked="" type="checkbox"/>
Fire <input type="checkbox"/>	Fire <input type="checkbox"/>
Other <input type="checkbox"/>	Other <input type="checkbox"/>

File No. 5810-01

REQUEST FOR DECISION
Regular Council
Meeting Date: February 12, 2013

To: Gord Howie, Chief Administrative Officer
From: Laura Byrne, Parks and Environmental Services Coordinator
Re: Off-leash Dog Park
Ponds Park Corridor

SUGGESTED ACTION:

THAT COUNCIL direct staff to execute the public consultation process to establish an off-leash dog park in the Ponds Park Corridor.

1. Executive Summary:

On September 17, 2012 The Land Use and Environment Committee recommended that Council direct staff to prepare an outline for a public consultation process to address concerns with respect to the development of an off leash dog park in John Phillips Memorial Park. Concerns with site drainage requirements and potential for conflicting uses (proposed) in the area recommended by the John Phillips Memorial Trust Committee in 2006 have spurred staff to endorse the Ponds Park Corridor as the preferred location. This recommendation is supported by the Parks and Trails Master Plan, 2009.

The Parks and Trails Master Plan 2009 suggests Ponds Park be considered for an off-leash dog park given its size and location of the open field area. Staff believes that the lack of site drainage issues at this site, site area, access to public trails and proximity to residential areas is also an advantage for the selection of this site.

2. Background

A petition with 457 signatories in support of an off-leash dog park was submitted to the District on March 8, 2011 by a group of concerned citizens. The group, led by Jacklyn Orza addressed Council on June 11, 2012; the matter was referred to staff with direction to find a suitable location for the facility and bring back options for consideration.

On October 9, 2012 Council directed staff to prepare an outline for a public consultation process to address concerns with respect to the development of an off leash dog park in John Phillips Memorial Park.

Concerns with the drainage and potential for conflicting proposed uses in the park area recommended by the John Phillips Memorial Trust Committee in 2006 has led staff to endorse the Ponds Park Corridor as recommended in the Parks and Trails Master Plan, 2009 (Attachment 1). Locating the off-leash park in areas where there is adequate parking and good access is important. Ponds Park is a good candidate for a facility of this kind as it is centrally located in a residential area, has good access on the trail network and adjacent street parking.

3. Analysis:

Establishing an off-leash dog park provides Sooke residents with a safe facility to permit dogs to socialize and exercise off-leash. Ponds Park has been identified as a potential site for this type of facility (Attachment 2 and 3).

Staff recommends the following four step process to engage stakeholders and the public to site and conceptually design an off-leash dog park at this location:

1. Citizen group and stakeholder meeting with staff to establish a mutual understanding of the public process, and determine firm financial and in-kind commitments of the citizen's group and the business community.
2. Work session for the creation of a conceptual plan based on collaboration with the citizen's group and stakeholders discussing siting the proposed park on the Ponds Park property, design elements and appropriate materials.
3. Public input using social media and webpage for input outlining the consultative process and conceptual design, public meeting with a mail out invitation to property owners within 100 m of the proposed site with the goal to identify issues.
4. Presentation to Council of final draft conceptual design with a comprehensive report detailing concerns that arise from members of the public and proposed measures to mitigate these concerns.

At the direction of Council this process could likely be completed within six months of initiation.

4. Strategic Relevance:

The Parks and Trails Master Plan 2009 suggest that an off-leash dog park is an important feature in a community. Other developments may consider integrating off-leash dog parks into their design in the future however establishing this facility in this location now responds to an immediate need.

An off-leash facility would provide options to the District to consider designating 'on-leash' or 'no dogs' permitted parks in an effort to protect seasonally-sensitive ecosystems and enjoyment of the parks for all residents. Changes to the existing

Pond Park Corridor - GOOD CANDIDATE
136
GOOD PARKING + ACCESS - RESIDENTIAL AREA
Page 129 of 215

District of Sooke Bylaw No. 101, *Community Parks Bylaw, 2002* to require pets to be on-leash rather than under effective control would in turn allow for straightforward and incontestable by-law enforcement in popular parks. On-leash areas could be designated in parks that are currently plagued with dog-feces related issues as the droppings of leashed dog are much more likely to be cleaned up than an off-leash dog.

5. Financial Impacts:

It is expected that a basic facility, including fencing and signage would cost approximately \$14,000 for fencing, access trails, waste disposal system and signage. Optional amenities such as a water service, lighting, benches, and play features would cost an additional \$11,000. Citizen groups' in-kind support and support from the business community may offset these costs. This does not include upgrades to parking facilities as required or ongoing park maintenance costs. The 2013-2017 Financial Plan's Greenspace Enhancement Program identifies this as a potential capital project.




The citizen's group request in their business plan that advertising signage, in accordance with Sooke bylaws be permitted. This is a way to acquire funding for the park at construction and generate funds for improvements and maintenance. Businesses may be willing to pay up to \$500 per year to advertise and potentially generate revenue for the District of Sooke.

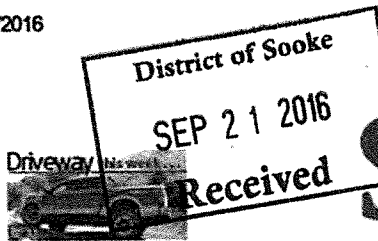
Attached Documents:

1. Excerpt from Parks and Trails Master Plan, 2009
2. Map 1: Ponds Park
3. Map 2: Orthophoto and conceptual location



Laura Byrne
Parks and Environmental Services Coordinator

Approved for Council Agenda	
 Engineering	 Corp. Services
_____ Finance	 CAO



SOOKE NEWS MIRROR

Clouds and sun 11°

HOME NEWS SPORTS BUSINESS ENTERTAINMENT COMMUNITY LIFESTYLES OPINION DRIVEWAY IMPRESS

PLACE CLASSIFIED AD BROWSE CLASSIFIEDS BC JOBS CROWDFUNDING



Local Job Postings.

Black Press

RAISE MONEY NOW!

Connect with Us

NEWS

Off-leash dog park closer to reality

Like 2 G+ 0 Tweet

 by Pirjo Raits - Sooke News Mirror
 posted Feb 20, 2013 at 5:00 AM

One of the people who originally spoke out loudly for a off-leash dog park in Sooke is no longer involved in the process, but says the location would be a good space. Jacklyn Orza spearheaded a petition which resulted in 457 signatures from supporters wanting to establish a off-leash dog park.

District of Sooke council on Feb. 12, directed staff to begin a public consultation process to establish such a park in the Ponds Park corridor.

In September 2012 the Land Use Committee recommended a public consultation process for an off-leash dog park in John Phillips Memorial Park but concerns were raised about site drainage requirements and the potential of conflicting uses in the park.

This spurred staff to consider the alternate site sandwiched in the Broomhill area with access off Rhodonite Drive, Acreman Place, Pond Place and Townsend Road.

The 1.3 hectare park contains a gravel path and is separated from residential lots by fences, vegetation and wetlands. It is expected that a fence would have to be built, signs and access trails put in. Staff estimates this to cost approximately \$14,000. Optional amenities such as water service, benches, lighting and play features would cost another \$11,000. Staff feel citizen group's in-kind support and local business support could offset these costs.

Councillor Rick Kasper stated he did not recall earmarking any money for this park.

Mayor Milne said he felt the location was fairly central and in a "high and dry location."

Are You a Homeowner?
 Money is Available.
 APPLY ONLINE
 CapitalDirect.ca

LocalWorkBC.ca
 YOUR BEST SOURCE FOR LOCAL JOBS

Breakfast Cook
 Pioneer House, Duncan

Complex Day Manager
 Nova Pacific - Wedgewood, Duncan

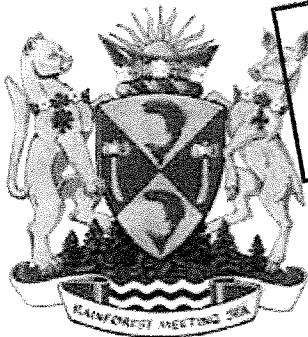
Part-time Sales Clerk
 Lynn's Vitamin Gallery, Duncan

Customer Service Associate
 Maple Bay Marina, Duncan

Click here to place a job ad or call us at 1-855-678-7833

We encourage an open exchange of ideas on this story's topic, but we ask you to follow our guidelines for respecting community standards. Personal attacks, inappropriate language, and off-topic comments may be removed, and comment privileges revoked, per our Terms of Use. Please see our FAQ if you have questions or concerns about using Facebook to comment.

Original to File No. 6240-20	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> NA
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> CAO
Corporate Services	<input checked="" type="checkbox"/> Corporate Services
Development Services	<input checked="" type="checkbox"/> Development Services
Financial Services	<input checked="" type="checkbox"/> Financial Services
Fire	<input type="checkbox"/> Fire
Other	<input type="checkbox"/> Other



District of Sooke
SEP 21 2016
Received

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held
February 16, 2015 at 7:00 pm
Council Chamber, 2225 Otter Point Road

Original to File No. 6240-20	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> Maja
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> Teresa
Corporate Services	<input checked="" type="checkbox"/> Gabriel
Development Services	<input checked="" type="checkbox"/> Ron
Financial Services	<input checked="" type="checkbox"/> Kent
Fire	<input type="checkbox"/>
Other	<input type="checkbox"/>

COUNCIL PRESENT

Mayor Maja Tait
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson

STAFF PRESENT

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Tina Hansen, Corporate Assistant

ABSENT: Councillor Berger, Councillor Kerrie Reay

1. **Call to Order**

The meeting was called to order at 7:00 p.m.

2. **Approval of Agenda**

MOVED and seconded to approve the agenda with the following items as supplemental information:

- Correspondence received February 16, 2015 from Gail Hall
- Correspondence received February 14, 2015 from Patricia Marsh

CARRIED UNANIMOUSLY

3. **Off-leash Dog Park Discussion**

Mayor Tait advised that the purpose of this evening's meeting is for Council discussion on the off-leash dog park as the District has received inquiries on the issue. There is interest in the community to have a dedicated off-leash dog park as well as requiring dogs on-leash only for Whiffin Spit Park.

Gord Howie provided an overview of the timeline for the off-leash dog park to date. Mr. Howie reported that the off-leash dog park group was able to raise \$500 in funds towards the preferred location at Ponds Park Corridor.

Committee Discussion:

- The raising of additional funds by the off-leash dog park group to go towards the Park
- Importance of receiving input from members of the public on the issue of dogs in community parks
- Status of the Spiritwood Development proposal to develop an off-leash dog park in the Spiritwood Development location
- There is an identified need for an off-leash dog park somewhere in the community but the budget process should be completed prior to making any decisions on the issue
- Concerns as to costs associated with the additional parking at Ponds Park Corridor and concerns as to the close proximity of the dog park to residences

Meeting Date: February 16, 2015

Adopted on: February 23, 2015

District of Sooke

Committee of the Whole Meeting Minutes

Page 132 of 215

POND PARK - NO GOOD = TOO CLOSE TO RESIDENCES

MAYOR TAIT

John Phillips

BACK AGOIN TO CONSIDER

- Council may need to look at revisiting the John Phillips Memorial Park Plan and also look at other parks that could be suitable locations
- Council to consider off-leash dog parks when reviewing new development applications
- Importance of making a decision on the issue as sport facilities (Throup Road ball park and Fred Milne soccer fields) are experiencing problems with dogs and refuse

Public Input

Ellen Lewers, Sooke resident, provided comments as to the Off-leash dog park and how the dog park will affect the upcoming budget. Ms. Lewers also advised that people do not leash their dogs on the Galloping Goose Trail and on Whiffin Spit and are leaving dog waste bags along the side of the trail. Ms. Lewers does not support the amount in the budget for "doggie bags."

Mayor Tait advised that Council will need to take the budget into consideration and that there will need be public input for members of the public on the issue of the off-leash dog park. In terms of "leashing" dogs, there is the issue of how that would be enforced.

Bonnie Sprinkling advised that the "off-leash dog park" group was advised that Council would be discussing the issue this evening.

Council further discussed:

- The City of Kelowna has a "Take a Bag Leave a Bag" Program which could help reduce the costs of "doggie bags"
- Concerns that dog owners are leaving the bags on the side of the trail
- Additional garbage cans have been installed in various locations in order to help control the used "doggie bags" that are being left behind

MOVED and seconded to receive the two Public Information Packages on the Off-Leash Dog Park.

CARRIED UNANIMOUSLY

Action item: Staff to provide Council with the current statistics as to dog licences issued within the District of Sooke and the amount of funds allocated for doggie bags in the financial plan.

4. Current Issues

There was no further input from members of the public.

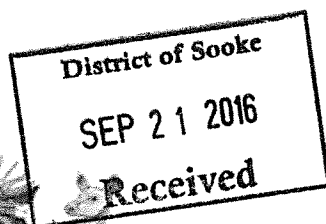
5. Adjournment

The meeting was adjourned at 7:27 p.m.

Certified Correct:

Maja Tait
Mayor

Bonnie Sprinkling
Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on February 23, 2015
7:00 p.m., Open Portion, Council Chamber

Original to File No. 6240-20	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> Maja
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> Teresa
Corporate Services	<input checked="" type="checkbox"/> Gabriel
Development Services	<input checked="" type="checkbox"/> Rob
Financial Services	<input checked="" type="checkbox"/> Brent
Fire	<input type="checkbox"/>
Council	<input type="checkbox"/>

COUNCIL PRESENT

Mayor Maja Tait
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson

STAFF PRESENT (Open Portion)

Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tara Johnson, Planner II (left at 7:55 pm)
Tina Hansen, Corporate Assistant

ABSENT: Councillor Ebony Logins, Councillor Kerrie Reay

CALL TO ORDER

Mayor Tait called the meeting to order at 7:00 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the following items and new business/ supplemental information:

- **NB-1 New Business: Correspondence dated February 23, 2015 from Sooke Elderly Citizens' Housing Society RE: Request that Council fund Development Permit Application fees**
- **Agenda Item C-1 Supplementary Information: Correspondence dated January 26, 2015 from Rupert Yakelashek, Songhees and Esquimalt First Nations RE: Declaration of the Right of a Healthy Environment**
 - Correspondence received February 23, 2015 from the City of Port Moody
 - Correspondence received February 23, 2015 from Jeremy Newell

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on February 10, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

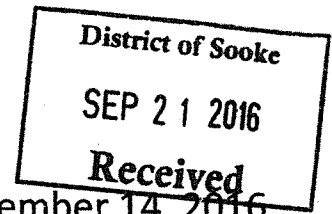
MOVED and seconded that the minutes of the Committee of the Whole meeting held on February 16, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

THE END OF A 4 YEAR WAITING
BATTLE FROM RESIDENTS -

Mayor Tart, Sooke Council,

0390-20
Maja
Council
Teresa



Dear Mayors, Councillors, Regional District Directors

September 14, 2016.

We have been "raising awareness" to the issue of **Human trafficking/sexual exploitation, youth and child exploitation, youth porn use/addiction** with civic leaders in BC for the past 4 years.

This culminated in 2 UBCM Resolutions last September B53 on Human Trafficking and B80 on Rape Culture (see yellow sheet). We are encouraging civic leaders to implement and fund these resolutions.

We are also encouraging the implementation of Bill C-36 "The Protection of Communities and Exploited Persons Act" (see yellow sheet).

Human trafficking/sexual exploitation is the fastest growing crime in the world, in Canada and locally. It is a "low risk, high return" crime that has been "invisible" to the public. However, as the demand for commercial paid sex increases, due to an unhindered internet, the supply must increase, making our youth and children vulnerable and targets.

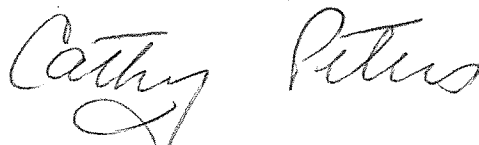
We have included 10 strategies for Councils to consider in stopping this egregious crime.

Please let us know what you are doing in your communities. Please let us know if you need more information. Please let me know if I can present to your Council.

Most Sincerely, Mrs. Cathy Peters; former inner city high school teacher, volunteer for 2 Federal MP's (John Weston- West Vancouver, BC & Joy Smith-St. Paul/Kildonan, Manitoba) , speaker and advocate addressing Human Trafficking/Sexual Exploitation in BC.

10 strategies for cities and municipalities to consider:

1. Learn about the issue. Read the books "Invisible Chains" by UBC law professor Benjamin Perrin, "Pornland" by Dr. Gail Dines (world expert on porn research), have staff take the OCTIP (Office to Combat Trafficking in Persons) free online course. Encourage police to take HT course on the Police Knowledge Network.
2. Incorporate the United Nations 4 Pillars to stop Human trafficking/sexual exploitation: **Prevention, Protection, Prosecution, Partnerships.**
3. **Prevention:** raise awareness in community. "Education is our greatest weapon". ie. Children of the Street Society does school programs.
4. Encourage "Men end exploitation" movements: ie. Moosehide Campaign, Fortress Foundation (in Victoria).
5. Use communications to support a cultural mindshift. Ontario has "Saving the girl next door program", the RCMP has the "I'm Not for Sale" campaign.
6. **Protection:** help victims, have exit strategies in place for them, consider 24-7 "wrap-around programs" ie. Salvation Army "Deborah's Gate", Covenant House, Servants Anonymous.
7. **Prosecution:** increase policing budget, training and priorities. Have "john" deterrants in place, **enforce Bill C-36 "Protection of Communities and Exploited Persons Act" which addresses "demand"** ie. perpetrators, johns, facilitators.
8. Train community stakeholders: Health care workers, fire department, municipal business licensing managers to recognize human trafficking/sexual exploitation ie. Fraser Health Authority has a human trafficking protocol, Surrey Fire department is trained to recognize HT indicators.
9. **Partnerships: Collaboration:** with other cities and municipalities at local government associations, Police agencies and RCMP, 3 levels of government (civic, provincial, federal); UBCM, FCM with Resolutions.
10. No decriminalization of prostitution because the vulnerable (aboriginal girls/women, youth, children) in our communities will be targets to be lured, groomed and exploited for the sex trade. **Goal: safe communities.**



B53**HUMAN TRAFFICKING; NCLGA Executive**

WHEREAS human trafficking is a real and devastating issue in British Columbia;

AND WHEREAS significant work & research has been done as of late to aid in the prevention and prosecution of human trafficking throughout Canada:

THEREFORE BE IT RESOLVED that UBCM call on the RCMP, local police forces and local governments to work collaboratively in order to implement the recommendations found within the National Task Force on Sex Trafficking of Women and Girls in Canada's recent report ("NO MORE' Ending Sex -Trafficking in Canada") as well as the Province of British Columbia's "Action Plan to Combat Human Trafficking."

ENDORSED BY THE NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

UBCM RESOLUTIONS COMMITTEE RECOMMENDATION

B80**RAPE CULTURE IN CANADA; NCLGA Executive**

WHEREAS sexual assaults continue to be committed across Canada, and victims are of every age, race, income and gender;

AND WHEREAS sexual assaults are under reported, and prosecution and conviction rates are low:

THEREFORE BE IT RESOLVED that UBCM advocate for an intergovernmental task force to be convened to determine the steps needed to erase the "rape culture" that is pervasive in schools, universities, workplaces and elsewhere across Canada;

AND BE IT FURTHER RESOLVED that the task force be mandated to elicit testimony from victims in order to determine the steps needed to improve the reporting, arrest and conviction rates across Canada.

ENDORSED BY THE NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

UBCM RESOLUTIONS COMMITTEE RECOMMENDATION

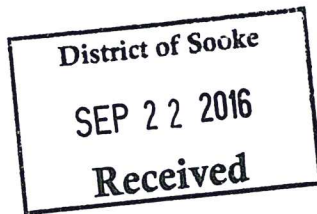
Canadian Federal Bill C-36: “The Protection of Communities and Exploited Persons Act”

(versus the New Zealand Model of Decriminalization):

1. **Targets the demand** by targeting the buyer of sex; the predator, pimp, trafficker, john are criminalized
2. Recognizes the seller of sex is a victim; usually female and is not criminalized
3. Exit strategies put in place to assist the victim out of the sex trade.

Reasons to say NO to legalization/decriminalization:

- human trafficking, juvenile/child prostitution, and organized crime explodes
- sex tourism explodes (USA to Canada)
- international crime syndicates move in
- the sex industry grows and becomes legitimized and normalized in the culture
- porn/prostitution/rape culture are a toxic mix and all become normalized. Every girl and woman will become vulnerable and a possible target. Canada becomes a pimp and prey culture.
- significant violence against girls and women will increase. Prostituted girls and women currently experience extreme violence, torture, degrading and brutal acts.
- the health and the community /public safety all become compromised in our communities to the point they will not be safe, vibrant, healthy or working.
- once children are involved in the sex industry our society breaks down.
- aboriginal girls and women are the first casualties.



Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

Original to File No. 0360-20	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> Mayor
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> CAO
Corporate Services	<input type="checkbox"/> Corporate Services
Development Services	<input type="checkbox"/> Development Services
Financial Services	<input type="checkbox"/> Financial Services
Fire	<input type="checkbox"/> Fire
Other	<input type="checkbox"/> Other

September 20, 2016

Mayor Maja Tait and Council
District of Sooke
2205 Otter Point Rd.
Sooke, BC V9Z 1J2

Dear Mayor Tait and Council,

Re: Adopted 2017 – 2021 Financial Plan

On behalf of the Board of Trustees of Vancouver Island Regional Library (VIRL), please find enclosed important information regarding the recently adopted **2017 – 2021 Financial Plan**. This information can also be found on the VIRL website: www.virl.bc.ca/about-us/reports-and-plans.

As dictated by provincial legislation, the VIRL Board has adopted a balanced budget for 2017. The Financial Plan and supporting information (which includes an "At a Glance" sheet, informative video, press release and VIRL's recent report "*Assessing the Economic Impact of Vancouver Island Regional Library on our Member Communities*") provides you with the necessary details to address questions that may arise in your community.

The Vancouver Island Regional Library Board has adopted a balanced budget of \$35,583,706. Municipal and rural levies will contribute \$21,247,495 to the library budget, an average increase of 4.25% or a per capita increase of \$1.59. The weighted vote was 91% in favour of the budget. The focus of the 2017 budget is to ensure that VIRL continues to meet its service standards, and to incorporate the requirement to keep costs in line while meeting the needs of our communities. The 2017 budget supports the Board's Strategic Plan: Your Voice, Your Library, and reinforces the principles of the Consolidated Facilities Master Plan.

It is our goal to balance the pressures of maintaining existing services and evolving business, in order to meet the expectations of our communities with available funding and resources. The Board's commitment to financial sustainability and quality service delivery for our communities is further underscored in the **2017-2021 Financial Plan**.

Sincerely,

Bruce Jolliffe
Chair, Vancouver Island Regional Library Board of Trustees

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Woss

Constance MacDonald

District of Sooke

SEP 22 2016

Received

From: Jill Preston <jpreston@oakbay.ca>
Sent: Thursday, September 22, 2016 11:38 AM
To: Jill Preston
Subject: Request for Amendments to the University Act Regarding Grants-in-Lieu of Taxes Formula
Attachments: Request for Amendments to the University Act Regarding Grants-in-Lieu Formula.pdf
Importance: High

Please find attached correspondence on the above noted topic for consideration prior to UBCM 2016.

Sincerely,

Jill Preston
Administrative Secretary
The Corporation of the District of Oak Bay
2167 Oak Bay Avenue
Victoria, BC V8R 1G2
phone: (250)598.3311 ext. 7411
jpreston@oakbay.ca

Original to File No. 0390-00	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	NASA
Council <input checked="" type="checkbox"/>	Council
CAO <input checked="" type="checkbox"/>	Teresa
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	



THE CORPORATION OF THE DISTRICT OF OAK BAY
MUNICIPAL HALL – 2167 OAK BAY AVENUE – VICTORIA, B.C. V8R 1G2
PHONE (250) 598-3311 FAX (250) 598-9108 WEBSITE: www.oakbay.ca

September 21, 2016

OFFICE OF THE MAYOR

Dear UBCM Members:

Request for Amendments to the University Act Regarding Grants-in-Lieu of Taxes Formula

Oak Bay Municipal Council is requesting your support at the upcoming Union of British Columbia Municipalities for resolution no. B15 *Payment by Universities for Services Provided by Municipalities*.

The resolution wording is as follows:


WHEREAS section 27(2)(w) of the University Act empowers the University Board of Governors to pay to a municipality a grant in a year not exceeding the lesser of the amount that would be payable as general municipal taxes in the year on property of the university within the municipality if the property were not exempt from these taxes or the amount specified by the minister or calculated in the manner specified by the minister; and

WHEREAS the payments to communities on behalf of universities has declined sharply over the last decade;

THEREFORE BE IT RESOLVED that the UBCM request that the Province of BC amend the University Act to require that the university grants-in-lieu-of-taxes formula better reflect forgone municipal taxes and that rates paid by universities be in keeping with payment-in-lieu-of-taxes paid by the Government of Canada for Federal properties.

Given the decline over the last decade in grants-in-lieu payments to communities, despite increasing need of universities for municipal services, we hope that you will join us in supporting resolution no. B15 at the convention next week.

Yours truly,

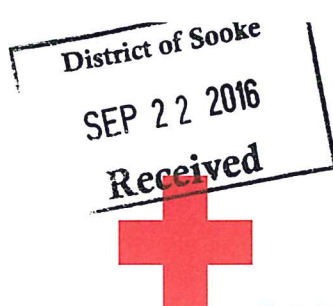


Nils Jensen
Mayor

NJ/jp

cc Oak Bay Municipal Councillors



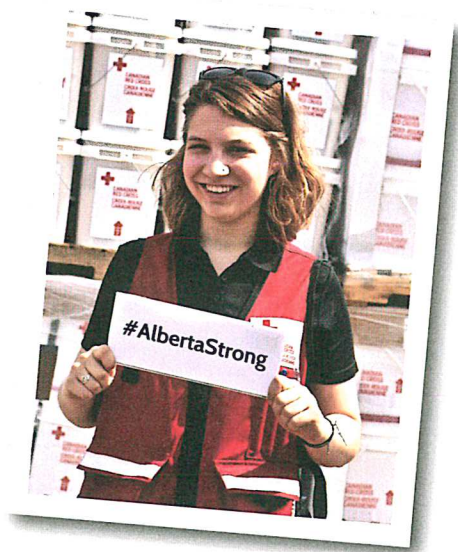


**CANADIAN
RED CROSS**

September 7, 2016

District of Sooke
2205 Otter Point Rd
Sooke, BC V9Z 1J2

Original to File No. U500-01	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	Mayor <input checked="" type="checkbox"/>
Council <input checked="" type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input checked="" type="checkbox"/>	CAO <input checked="" type="checkbox"/>
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	



Look at what we achieved all together.

Dear Supporter,

Three short months ago, communities in and around Fort McMurray were faced with a terrible reality. Wildfires tore through the area, destroying over 2,400 homes and buildings and forcing residents to flee their homes and businesses. It was a time of uncertainty and fear. People left behind everything. The images were stark and the feeling was desperate.

But, Canadians were there to help. Thanks to you, impacted individuals and families received shelter and emergency kits, as well as cash support for food, clothing, children's goods and other necessary items.

We thank you not just for your donation and for making this response possible. We thank you for trusting us to get the job done. Your support, combined with the support of individuals, community groups, governments and corporate partners, has already had a lasting impact for the people of Fort McMurray.

I can tell you, this response has been far-reaching and complex, involving thousands of staff members and volunteers and with new solutions created to get help to people in need. However, we will never forget the simple fact that your choice to give to the Canadian Red Cross is what has made all of this possible.

I invite you to read through our three month update to see how Canadians responded to this situation and how the Canadian Red Cross has been able to help as a result. We are committed to sharing the story of the people of Fort Mac, long after the cameras have left, while the recovery continues.

With sincere appreciation for your partnership,

Ronan

Ronan Ryan
Head of Emergency Fundraising



THANK YOU

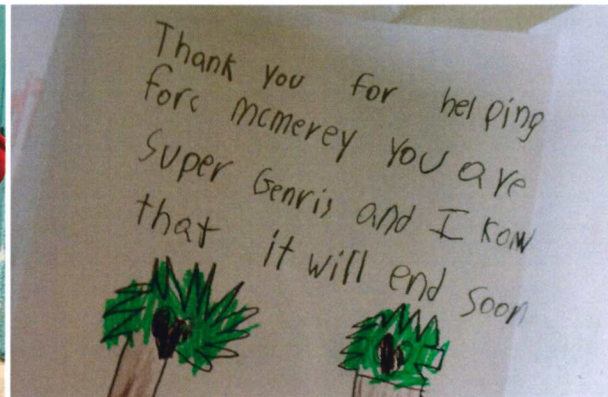
District of Sooke

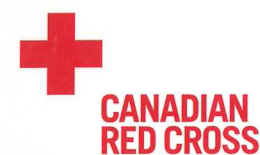
Your generosity is helping those affected by the
2016 Alberta Fires recover and rebuild their lives

Conrad Sauvé
Canadian Red Cross

September 7, 2016

Date





Alberta Fires

THREE MONTH UPDATE

Thank you!

Page 144 of 215

The Canadian Red Cross would like to thank our generous supporters – individuals, families, community groups, businesses – and our dedicated staff and volunteers from every corner of the country for coming together as one Red Cross family during this terrible ordeal.

We would also like to recognize the Government of Canada and the Government of Alberta for backing Canadians' generosity through matching donations and for turning to the Red Cross to help deliver the assistance people need.

Thank you all for being part of this incredible chain of solidarity.

Stay informed about your donation at work:

www.redcross.ca/albertaimpact | WeCare@redcross.ca | 1-800-418-1111



August 3, 2016

Three months after the devastating fire, you have made an incredible difference in the lives of those forced from their homes and communities. When evacuated people began arriving back at the Fort McMurray airport, your support allowed our staff and volunteers to be on hand to welcome them home and say *We're still here for you*.

And thanks to you, we always will be.



Help and Hope from Coast-to-Coast



DEAR SUPPORTERS,

Four weeks after the fire in Alberta, as residents started to return, we asked Canadians to write a note of encouragement. The response was overwhelming: we received over 3,000 messages in the first day alone from every province and territory. Here's just one example:

Know that you are not alone, and the rest of Canada is behind you. We have all been touched by this tragedy that has affected you, and we hope that life will soon return to normal.

Our volunteers wrote out dozens of them on squares of colorful paper and put them up in our Fort McMurray office for returning evacuees to see. Such touching words of encouragement reflected the incredible solidarity you have shown towards fellow Canadians.

For the past three months, our teams have worked tirelessly turning your support into help for those impacted by this tragedy. And together, we have done a great deal to ensure individuals and families received the help they needed to get through those difficult weeks away from home.

Today, as we reflect on our collective efforts, we know that the individuals and families impacted by this disaster face a long road to recovery. At the Red Cross office in Fort McMurray, our staff and volunteers continue to meet daily with local residents, providing them with cash support for food, clothing, lodging, children's items and other basic needs.

And while many people have been able to return, some have not. With your support, we are reaching out to those still away from their home, ensuring that no matter where they are, the Red Cross is by their side.

I am deeply grateful for your support and your trust. As our work moves ahead, we will continue taking great pride in delivering your kindness and generosity to those in need.

Sincerely,

Conrad Sauvé
President & CEO

Your generosity at work – Financials

The Canadian Red Cross would like to thank generous individuals, provincial governments, community groups and corporate partners for donating more than \$165 million to date in support of people impacted by the Fort McMurray fire.

MATCHING FUNDS

- **\$104 million** thanks to the Government of Canada
- **\$30 million** thanks to the Government of Alberta

GRAND TOTAL TO DATE
\$299 million

RED CROSS ALLOCATION OF FUNDS TO DATE

- **\$146 million** in support to **individuals and families** – providing assistance such as emergency shelter, registration, food, clothing, transportation and financial assistance in the form of electronic fund transfers, cheques, vouchers and gift cards.
- **\$50 million** allocated for support to **community groups** to ensure needs of the community are reflected in relief and recovery activities.
- **\$4.5 million** provided in support of emergency financial assistance for **small businesses**.

PROJECTED AREAS OF SPENDING

- **\$50 million** in support to **individuals and families** – providing financial housing assistance to help with rent or mortgage payments, as well as the replacement of furniture, appliances and household goods. Support will also help with the rebuilding of homes through collaboration with experts in the area of clean-up, repair and rehabilitation of homes.
- **\$25.5 million** in support to **small businesses** to help address recovery priorities.
- **\$12 million** to support **community resilience** – experience has shown us that one of the important parts of recovery is to help the people and communities affected by the disaster to better prepare for future events. As the recovery efforts unfold, you will see this work encompassing personal preparedness at the household level, in addition to collaboration and coordination within the broader community.

The fundraising cost related to this emergency appeal will not exceed five per cent. All remaining funds will be used for Red Cross operations to support vulnerable people, families and communities. This includes a small portion of funds, one and a half percent, which ensures the Canadian Red Cross is ready and prepared to respond to future disasters.

Fundraising costs are associated to the total funds donated to date (\$165 million), not the grand total including the matching funds. It is important to note that these allocations reflect the needs that have been identified to us at this point in the response. We know that many needs emerge over time and, as we respond to those needs, the above allocation amounts may be adjusted.

HOW YOUR DONATION HAS HELPED SO FAR

\$84 Million +

in direct cash assistance through direct deposits, cash cards, cheques and money grams

90,000 +

emergency items distributed, including clean up kits, after fire kits and hot meals

37,600 +

individuals have checked-in with the Red Cross to receive further support after returning home

9,400 +

plane and bus tickets to help people return home

930 +

families provided a hotel room after returning home to Fort McMurray

107,000 +

calls received or placed from **13 call centres** to help people receive assistance

2,630 +

Red Cross personnel contributing **174,860 + hours** to helping those in need

Fort McMurray mother returns home

GRACE CARABEO DIDN'T EVEN THINK OF calling the Red Cross for assistance when she left Alberta.

After being forced from her community due to the wildfire, Grace was living with relatives in the small town of Courtice, just east of Toronto.

Like many evacuated people, the fires caused an unexpected financial burden to Grace and her family. Getting back to Alberta was one more stress she had to deal with during this difficult time.

“My daughter said, ‘Try asking the Red Cross here. Maybe they will be able to help you once you get back.’”

So Grace called the Red Cross hotline. She never expected any help while in Ontario because she believed Red Cross assistance was only available for people in Alberta.

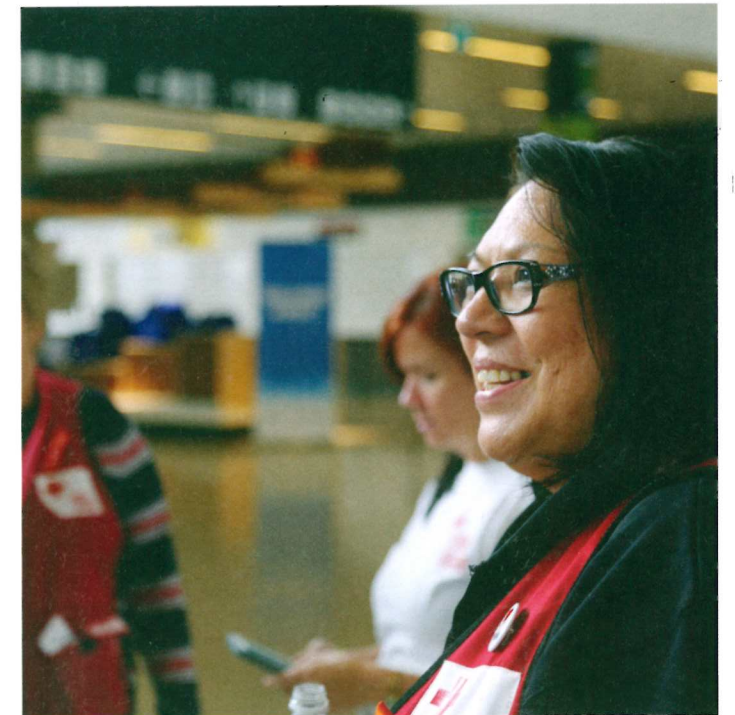
“But an angel came to me one day,” said Grace, who met with local Red Cross volunteer Guy Lepage and received assistance to get her and her family home.

For Grace, the support meant everything. Her family did not have insurance so they needed more than just funds to get back home. Fortunately, the Red Cross was also able to help her with rent, clothing, medication and cleaning products for her apartment.

“It helped us, not only with finances, but you know the stress that people feel during a tragic event and you are not working and you don’t know how to start again,” said Grace. “I am very grateful, really thankful.”

TOP: When Grace and thousands of other Fort McMurray residents began returning home, Red Cross volunteers were at the airport to greet them with smiles and much-needed supplies.

LEFT: “The Red Cross helps people and it does not matter where they come from,” said Guy Lepage, who has been a volunteer for more than a decade.



“My daughter said, ‘Try asking the Red Cross here. Maybe they will be able to help you once you get back.’”

Healing takes time and help comes in all forms

At the Red Cross office in Fort McMurray, impacted individuals and families come through the door every day looking for help. Red Cross volunteers take the time to understand their unique situation and work to meet their specific needs.

Volunteer **Ha Lu** recently spent two weeks with our team in Alberta. Here's what she said about her experience:

TELL US ABOUT WHEN YOU ARRIVED. WHAT WAS THE CITY LIKE?

By the time I arrived in Fort McMurray in early July, it had been just over a month since residents had been allowed to return. The stores had reopened, the power was back on, and drinking water had been restored in most areas.

AT THIS POINT IN THE RECOVERY, WHAT ARE PEOPLE GOING THROUGH?

For those who lost their homes and business, recovery has not been easy. As a volunteer caseworker, I worked one-on-one with families who were struggling to meet the necessities of life, unable to return to work, pay rent in a new apartment, replace medical devices, or find a place to live.

WAS THERE A PARTICULAR CASE THAT MADE AN IMPACT ON YOU?

I remember one woman — a single mom — who lost her home in the fire, was just so grateful we could help her pay for groceries for the next month while she got back on her feet. She left the office in tears, knowing that no matter what happened, Red Cross would be there to support her.

WHAT WOULD YOU SAY TO SOMEONE WHO DONATED TO THIS RESPONSE?

Our job is to ensure that the most vulnerable don't fall through the cracks and this wouldn't be possible without you. Your contribution has already made a huge impact and will continue to do so in the coming months and years.



Ha has been a volunteer since 2007. In addition to assisting with local responses, she has been deployed to assist after the forest fires in Slave Lake in 2011 and during the floods in Thunder Bay in 2012.

Strengthening the community from the ground up

The Red Cross knows that community groups play a critical role in providing services to assist people and the entire community recover from disaster.

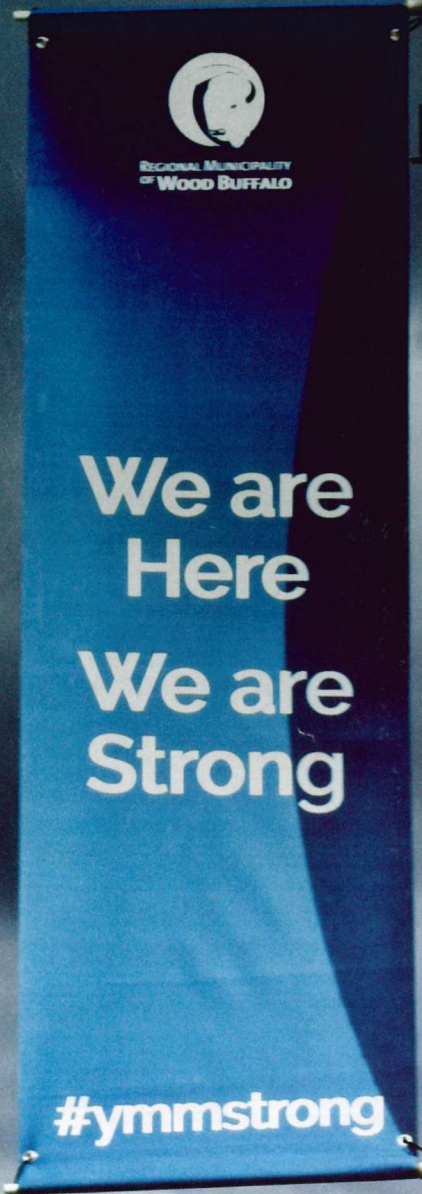
That's why we work alongside community groups to strengthen local initiatives and services, and ensure our efforts are not duplicated. This means providing support to local organizations such as food banks and groups that offer child and youth-friendly spaces.

Thanks to your generosity, the Red Cross has committed \$50 million to support community initiatives that will help the Fort McMurray area. Our Community Organization Partnerships Program will fund a range of initiatives identified by community groups, municipalities, registered charities and other organizations affected by the Alberta Fires.

"We have a shared responsibility to ensure that donor dollars go to the areas of greatest need and impact," said Diane Shannon, Executive Director, The United Way of Fort McMurray.

"We are proud to be working with our partners at the Canadian Red Cross to ensure this happens in a way that is well-informed, transparent and accountable. Together with other vital community partners we will identify gaps, optimize resources, and get funding allocated as soon as possible."

For a list of our community partners to date, visit www.redcross.ca/CommunityPartnerships.



Constance MacDonald

From: Minister, CSCD CSCD:EX <CSCD.minister@gov.bc.ca>
Sent: Thursday, September 22, 2016 4:17 PM
Subject: 169059: Ride Sourcing Consultation Summary Report
Attachments: Ride Sourcing Stakeholder Engagement Summary Report.pdf

District of Sooke

SEP 23 2016

Received

Importance: High

September 22, 2016

Ref: 169059

Dear Friend:

As you may know, over the last several months Minister Stone and I met with a number of stakeholders across the province to discuss the challenges and opportunities of ride sourcing in British Columbia's passenger transportation sector.

Through these consultations, we heard a range of valuable comments and recommendations, which are reflected in the attached Stakeholder Engagement Summary for your review. Please note that the themes and recommendations outlined in this report reflect the views of those who provided feedback, and do not reflect a provincial position.

The feedback we receive will help to inform any decisions that our government may make with respect to this important issue. If you have any comments on the findings of this consultation, please email them to: RideSourcing@gov.bc.ca.

Sincerely,

Peter Fassbender
Minister of Community, Sport and Cultural Development
and Minister Responsible for TransLink

Original to File No. 0400-20	
For Action by:	Copy to:
Mayor <input type="checkbox"/>	Maya
Council <input type="checkbox"/>	Chantal
CAO <input type="checkbox"/>	Teresa
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	



RIDE SOURCING IN B.C. STAKEHOLDER ENGAGEMENT SUMMARY

September 2016

The Honourable Peter Fassbender

Minister of Community, Sport and
Cultural Development and
Minister Responsible for TransLink

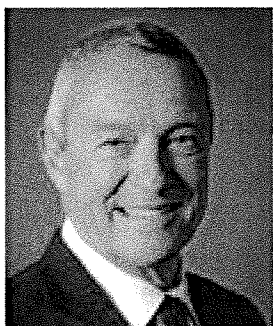




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MESSAGE FROM THE MINISTER



In today's modern world, app-based technologies have transformed the day-to-day lives of consumers and the way we access services. The advent of transportation network companies (TNCs), specifically, presents consumers with opportunities for new

passenger transportation services through the use of technology. Our government understands that British Columbians want choice and convenience, and as a government, we encourage innovation and competition. We embrace change and are excited to look to the future.

However, while new services can provide consumers with more transportation options, they cannot come at the expense of passenger and driver safety. It is also important to recognize the investments and jobs created by those individuals who already provide passenger transportation services in our province.

Our government believes that before we can have a productive conversation about any changes to passenger transportation services, we must first have a clear understanding of the perspectives of British Columbians regarding the role that passenger transportation plays in their lives. And, we must be informed by a clear understanding of the regulatory environment within which these services are currently delivered.

To help us gain this understanding, the Honourable Todd Stone, Minister of Transportation and Infrastructure has clarified the nature of the current regulatory environment, and I was pleased to lead consultations on behalf of the Government of British Columbia, in collaboration with Minister Stone. The conversations took place across the province, and I heard from a diverse group of stakeholders. These included representatives from the taxi and limousine industry,

transportation network companies, local governments, business and tourism associations, accessibility groups and industries that are affected by commercial passenger transportation regulations, such as insurance and consumer protection groups. In doing so, I was able to hear first-hand a range of insightful comments related to the opportunities and challenges of our Province's vehicle for hire industry.

The following report provides an overview of the:

- current vehicle-for-hire industry in B.C. and the regulatory framework in which it operates;
- methodology of the consultations undertaken since spring 2016; and,
- feedback from the many stakeholders who participated in the consultations.

I wish to thank the participants who took part in the productive consultations that will help to inform our government in determining possible next steps for a "Made in B.C." approach that takes into account the interests of sector participants and consumers. At the end of the day, the path we take will balance the interests of all stakeholders, protect passenger safety and address the public's desire for more choice, convenience and competition.

Our government looks forward to any additional comments that you may have relating to ride sourcing and would be pleased to receive your feedback at: RideSourcing@gov.bc.ca



Peter Fassbender

Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink



I. B.C.'S TAXI INDUSTRY - REGULATORY FRAMEWORK & BACKGROUND

Regulatory Framework

The taxi/limousine sector is an important contributor to local economies. Across British Columbia there are currently more than 390 taxi/limousine licensees operating over 3,600 vehicles in about 110 municipalities. The sector employs more than 10,000 drivers, in addition to dispatch, vehicle maintenance and operations staff.

Unlike most other provinces, in B.C. the taxi industry is regulated at both the provincial and municipal levels, through six statutes (see Appendix II). The provincially mandated Passenger Transportation Board (PTB) determines the number of taxis that can operate within a municipality, sets the areas those taxis can operate in and determines fare structures. It may also implement policies and programs to address the personal safety of drivers and passengers, and accessibility for all riders, including those with disabilities.

Provincial legislation addresses passenger safety, vehicle safety and insurance. All vehicle-for-hire operators in B.C. must hold a National Safety Code Certificate. The National Safety Code (NSC) is a set of national standards supported by provincial regulations and administered through the Commercial Vehicle Safety and Enforcement Branch in the Ministry of Transportation and Infrastructure. The NSC standards establish minimum safety standards for commercial vehicles and drivers that must be met by all commercial carriers.

Provincial legislation also authorizes local governments to write by-laws that establish the requirements for commercial/business licensing, which may include how many and what types of vehicles can operate, and which can provide specific permitting requirements for drivers in each jurisdiction (Appendix II).

The Registered Owner of a passenger directed vehicle (i.e. vehicles-for-hire, taxis, limousines) must purchase the mandatory Basic vehicle insurance from ICBC. The Registered Owner may purchase additional insurance coverage over and above mandatory ICBC Basic insurance (e.g., extended liability protection, collision and comprehensive insurance) from ICBC or from private insurers in a competitive environment. Currently, there are no insurance coverage options for TNCs with ICBC.

What Makes Ride Sourcing Unique

Ride sourcing connects passengers to vehicles-for-hire through the use of a mobile smartphone app. Passengers who wish to access the services of a TNC vehicle must download a ride sourcing app on their smart phone and have a credit card on file. Using Global Positioning System technology (GPS), the passenger's location is catalogued when the passenger requests a ride through the app and the nearest driver partner is matched with the passenger.

Typically, the app will provide information to riders to help driver and passenger connect including the first name and a photo of the driver and the vehicle type and licence plate number. The app will also offer options for estimating the cost of the ride, rating drivers and paying the trip fare. TNC drivers are often non-professional drivers who use personal vehicles to provide rides for a fare.

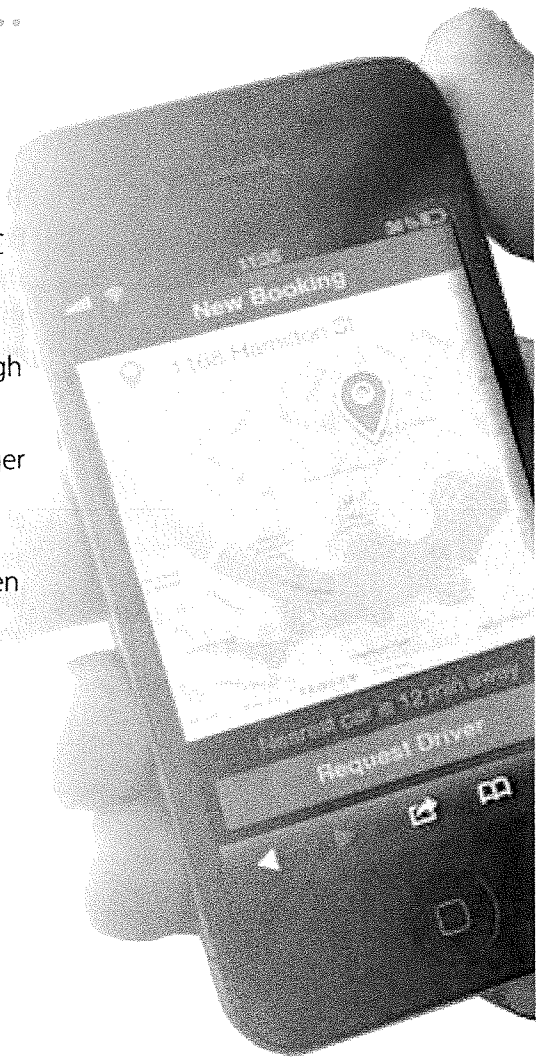
TNCs differ from taxis in a number of ways. For example, TNCs allow drivers to use their personal vehicles to provide part-time, vehicle-for-hire services, whereas taxis operate as full-time vehicles-for-hire.

Approaches to Ride Sourcing in Canada

Across Canada, TNCs have begun to operate in local jurisdictions. Edmonton was the first Canadian city to approve and regulate ride sourcing through a city by-law on March 1, 2016. Its new regulatory framework for vehicles-for-hire supports consumer choice and passenger safety while complying with provincial regulations that legalize TNCs.

In the following months local governments in Calgary, Ottawa and Toronto also passed by-laws to regulate TNCs in their respective jurisdictions. In June 2016, Quebec passed legislation requiring TNC companies to purchase a taxi permit, and continues discussions with the taxi and ride sourcing industry on the final structure of its regulatory framework. Other jurisdictions across Canada have undertaken stakeholder engagements, consultations and/or surveys to explore potential approaches to taxi and TNC regulations.

B.C.'s current safety and economic regulatory framework for passenger transportation does not make provisions for today's technology and service options. In addition, there is no insurance product provided by ICBC that is priced for part-time, flexible vehicles-for-hire. Under the existing insurance regime, vehicle owners are required to purchase taxi or limousine insurance which is priced to reflect full time, higher risk commercial use.





II. STAKEHOLDER ENGAGEMENT OVERVIEW

Commitment to Stakeholder Engagement

The potential entry of ride sourcing into the province has implications for the B.C. economy, the taxi and limousine industry, local governments, consumers, the hospitality industry and other stakeholders. Consequently, it is important that government understands and carefully weighs the potential economic and social impacts of any new entrants to the province's passenger transportation sector.

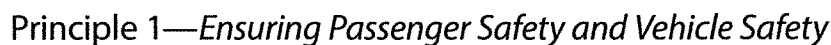
To this end, the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development and the Honourable Todd Stone, Minister of Transportation and Infrastructure, engaged in comprehensive, multi-stakeholder consultations over the spring, summer and fall of 2016. Through a targeted engagement process, the Ministers have had the opportunity to hear and understand a range of perspectives on the challenges and benefits that ride sourcing offers for British Columbians. Feedback was received from a wide range of stakeholders including representatives from:

- the taxi/limousine industry;
- TNCs;
- local governments;
- business and tourism associations;
- accessibility groups; and,
- industries affected by vehicle-for-hire regulations, such as insurance and consumer protection groups.

Ensuring that stakeholders were heard through this dialogue is critical to government's analysis of ride sourcing, and provides important information for any future decisions.

Emerging Principles

Over the course of the consultations, a number of frequently articulated principles emerged. These principles, along with associated recommendations, reflect the views and opinions of stakeholders with whom the Ministers consulted, and are provided for information. This input will be a key aspect of government's consideration of this issue, but does not reflect a provincial position.



Stakeholder recommendations on how to achieve this included:

- Some stakeholders also observed that the entry of additional vehicles into the market could lead to lower fares. In turn, this increases the likelihood that individuals will choose to use vehicles-for-hire rather than driving under unsafe conditions, leading to an overall increase in road safety.

The issue of leased vehicles for vehicles-for-hire operations was also raised as a consideration. More specifically, in a situation where a leasing company owns a vehicle that is used as a taxi, bus, or limousine, that company remains fully liable for any claims that could arise from a vehicle-related accident.

Principle 2—*Meeting Consumer Demand*

The need to ensure that there are enough vehicles on the road to meet consumer demand for services was raised by a number of stakeholders. Several noted difficulties in accessing taxis quickly in urban centres, particularly during peak hours, holidays and special events. By extension, these types of shortages were also perceived by some as an issue of unsatisfactory customer service.

To address consumer demand, some stakeholders suggested that the Province should consider:

- increasing the number of taxi licenses, particularly in urban centres to meet customer demand in a timely manner; and,
- allowing TNCs to operate in B.C. to meet the growing consumer demand for passenger transportation services that can be secured easily and quickly through app-based technology.

Remove red tape to improve transportation affordability and flexibility.

TOURISM INDUSTRY

The greatest potential benefactor of ridesharing would be consumers.

BUSINESS ASSOCIATION

New transportation service should adhere to the current regulations.

TAXI INDUSTRY STAKEHOLDER

Adopt a regulatory framework that ensures public safety, fairness, equity.

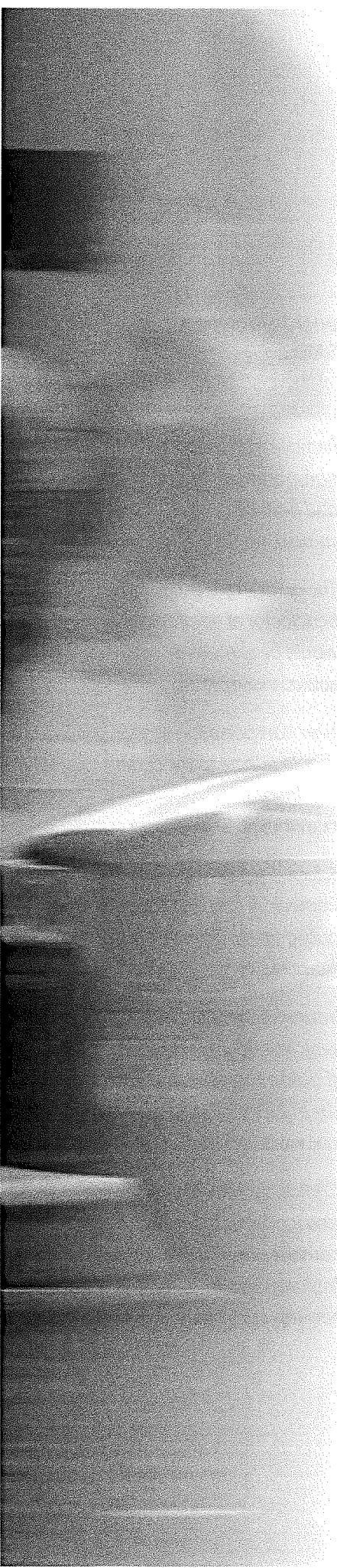
MUNICIPALITY

Insurance premiums for vehicles and inspections should apply to everyone in the industry.

TAXI INDUSTRY STAKEHOLDER

*Choice, competition
and innovation are the
cornerstones of a vibrant
business-friendly economy.*

BUSINESS ASSOCIATION



Principle 3—*Guaranteeing Accessibility*

A number of stakeholders highlighted the need to ensure that any new entrants to the passenger transportation sector are able to meet the needs of residents and visitors with accessibility issues. Specific feedback addressed a range of associated issues including:

- not compromising the supply of accessible vehicles and ensuring that there are sufficient vehicles to meet the needs of seniors and people with disabilities;
- requiring that all vehicles-for-hire provide a range of booking and payment options; and,
- ensuring that drivers are trained to work with people with disabilities and that high quality services are provided for passengers.

Some stakeholders also suggested that there may be an opportunity for government to develop incentives and establish requirements for TNCs that would support ongoing delivery of accessible services for seniors and people with disabilities.

Principle 4—*Ensuring a Fair and Level Playing Field*

Many stakeholders cautioned against creating a two-tier regulatory framework with different rules for TNCs and the existing passenger transportation sector, and expressed the view that all passenger transportation service providers, including TNCs, taxis and limousines, should be subject to similar regulatory requirements. This would ensure fairness across the sector (a level playing field) and a balanced, safe environment for consumers and industry service providers.

Some respondents were concerned that the entry of large numbers of TNCs to the passenger transportation sector could result in a reduction in the value of existing taxi shares. This could negatively impact the livelihood of sector participants, many of whom have made significant investments in the industry, within the parameters of the existing regulatory environment.

Some suggestions from stakeholders to address these issues include:

- implementing consistent regulatory requirements for all passenger transportation providers in the areas of insurance, passenger and vehicle safety requirements, licensing and accessibility standards;
- requiring that all new entrants to the passenger transportation sector pay applicable federal and provincial taxes including Goods and Services, personal or corporate taxes;

- enforcing the same fare structures and rules for TNCs, taxis and limousines; and,
- amending the framework that regulates the passenger transportation sector industry to allow for greater competition between existing and new service providers —many stakeholders suggested that current passenger transportation service providers could satisfy consumer demand for app-delivered services if provided with a modernized regulatory framework.

Principle 5— *Building a Streamlined and Modernized Passenger Transportation Sector*

Some stakeholders suggested that B.C.'s passenger transportation sector is overregulated, and hampered by overlapping provincial and municipal regulatory requirements. They suggest that this has resulted in a complex and unwieldy sector where participants must interact with two levels of government, and in a regulatory structure that is challenged to respond to changing consumer interests.

Several also expressed the view that the current regulatory framework has led to lengthy delays in licensing applications and to supply caps that unnecessarily restrict the number of vehicles-for-hire. It was suggested that the resulting disconnect between supply and demand can negatively affect service standards and the ability for providers to meet the full scope of consumer interests.

A number of stakeholders suggested these challenges could be addressed by modernizing B.C.'s passenger transportation licensing structure, including by:

- amending and streamlining existing industry requirements in the vehicle licensing structure to reduce complexity and overlap in regulatory requirements between the province and municipalities; and,
- considering a regulatory model that requires all vehicles-for-hire to meet uniform, provincially-specified driver safety requirements to operate in B.C. This could enable consistent inter-municipal regulations and reduce duplicative or unique permitting requirements prescribed by individual municipalities.

Several stakeholders also suggested that existing passenger transportation providers could enhance their services through the use of value-added app based services, including through features such as providing passengers with trip costs in advance of their securing a ride.





III. MOVING FORWARD

Government is committed to transparent and open consultation with British Columbians on issues that affect them. Stakeholders have provided valuable and thoughtful feedback on ride sourcing and their perspectives of associated issues and opportunities. This study is intended to provide an overview of what was heard through that process.

The information provided by stakeholders will be an important part of government's consideration of this issue, and its assessment of the possible impacts of potentially allowing new entrants into the passenger transportation sector.

Feedback on the findings of this consultation can be provided at:
RideSourcing@gov.bc.ca

APPENDIX I

DEFINITIONS FOR THE PURPOSE OF THIS STUDY

“app based” is a term used to describe a type of software that can be used for a variety of purposes. In this study this term is used to describe the phone application software used to match up a driver partner with a passenger or passengers.

“driver partners” is a term used by ride sourcing companies to describe the individuals who drive for the ride sourcing company as independent contractors.

“Passenger Transportation Board” is an independent tribunal in British Columbia, established under the Passenger Transportation Act, whose primary responsibility is to make decisions on applications relating to the licensing of vehicles-for-hire and inter-city buses in B.C.

“ride sourcing” is a means of connecting riders with drivers via a website or smart phone app. A passenger uses a website or smart phone app, provided by a third party facilitator, to request or hail a ride. The driver typically uses a personal vehicle to transport the passenger for payment (a fare).

“transportation network companies” means companies that provide ride sourcing through app based software.

“vehicle-for-hire” means any vehicle that is used for the transportation of passengers for payment and includes taxis, limousines and ride sourcing vehicles. This term is synonymous with passenger transportation vehicles.





APPENDIX II

CURRENT STATUTES REGULATING B. C. TAXI INDUSTRY

- **Passenger Transportation Act - 2004**

The Act requires any vehicle operated by a person who charges or collects compensation for transporting passengers to hold a passenger transportation licence.

- **Commercial Transport Act - 1959**

The Act sets out the safety rules and standards for the mechanics of the vehicles including inspections, vehicle configuration and safety standards. The Minister of Transportation and Infrastructure is responsible for commercial vehicle safety and enforcement.

- **Insurance (Vehicle) Act - 2007**

The Act establishes the vehicle-related basic and optional insurance products that can be provided by ICBC and private insurers. Vehicle owners are required to purchase insurance specific to the activities/risks of the vehicle.

- **Motor Vehicle Act - 1924**

The Act defines requirement for Class 4 (restricted) driver's licence, which are the responsibility of ICBC, under the administration of the Minister of Public Safety and Solicitor General. The Act also covers vehicle safety standards, semi-annual inspections and enforcement tools.

- Class 4 (Restricted) Requirements – must have or be eligible for a class 5, minimum age is 19, no more than 4 penalty points in past 2 years, no motor vehicle related criminal code convictions in past 3 years and must pass a medical exam every 5 years.

- **Local Government Act - 2000 and Community Charter - 2003**

Under the Community Charter, councils are given a broad power, subject to limitations, to licence. The specific regulation of carriers and licensing of commercial vehicles is found in the Local Government Act.

- **Vancouver Charter - 1953**

The Vancouver Charter allows the City of Vancouver to issue commercial vehicle licences and set conditions on the operation of passenger transportation vehicles in Vancouver, including the supply of vehicles.

NOTES

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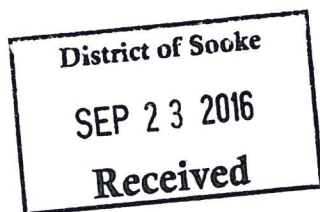
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September 16, 2016

Mayor Maja Tait
District of Sooke
2205 Otter Point Road
Sooke, BC V9Z 1J2

Dear Mayor Tait,

Re: "Earth Science: A Sustainable Investment in BC's Future"

On behalf of the Geoscience BC Board of Directors, I would like to thank you for your previous support and interest in Geoscience BC. We celebrated our 10th anniversary last year. We are pleased to share our annual update titled "*Earth Science: A Sustainable Investment in BC's Future*". The brochure highlights a selection of our achievements and contributions which have provided vital information to guide land use and development decisions attracting exploration interest and investment in British Columbia.

The interest and support of First Nations, all levels of government and the resource sector has played a strong role in the continuing success of Geoscience BC since its inception in 2005. Geoscience BC has established a reputation as an independent, respected and trusted delivery mechanism for publicly available earth science data. We are proud of our ability to efficiently react and respond to the earth science needs expressed by First Nations, communities and the resource sector.

Geoscience BC's programs have contributed to new exploration investment, job creation, and increased local business opportunities throughout the province. Our work also plays an important role in supporting informed decision-making on land use planning and resource development. We are continuing to work closely with the BC government to establish long term predictable funding so Geoscience BC can continue its valuable work.

We thank you for your previous support and interest in Geoscience BC and look forward to seeing you at the Union of BC Municipalities convention in Victoria. If you have any questions related to Geoscience BC or our planned and proposed activities, please do not hesitate to contact me or my colleague Bas Brusche, Vice President External Relations (brusche@geosciencebc.com, tel. 604-662-4147).

Sincerely,

Robin Archdekin
President and CEO
archdekin@geosciencebc.com
Tel. 604-662-4147

Original to File No. 0390-20	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	Maia <input checked="" type="checkbox"/>
Council <input checked="" type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input checked="" type="checkbox"/>	Teresa <input checked="" type="checkbox"/>
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	

cc. Geoscience BC Board of Directors

FUTURE PROJECTS

Clean Energy Projects

Geoscience BC has a number of clean energy projects planned and underway designed to expand the use of renewable energy and address climate concerns. This also helps the provincial and federal governments to achieve their legislated Climate Action commitments.

BC Natural Gas Atlas Project Helps Trace Source of Fugitive Gas Emissions

Geoscience BC is also exploring new ways to make BC's Natural Gas sector cleaner and help the province meet its green house gas emissions target. We recently launched a project to sample and profile natural gas from producing wells in northeastern BC. This initiative will help researchers identify and track the starting point of fugitive natural gas emissions aiding remediation efforts and reducing greenhouse gases.

Mineral Discovery and Sustainable Mine Development

Geoscience BC will continue using innovative technology to help resource explorers make new discoveries and develop new mines. From examining the smallest of mineral grains in a rock, to flying surveying aircraft vast distances, to employing the latest satellite technologies - all scales of research will be considered.

New research projects will examine the effects of mine development on water resources and the terrestrial environment. Mine closure research will support ecosystem restoration challenges.

"Geoscience BC's earth science research has become a vital tool for First Nations, enabling us to contribute in a productive manner to land use planning and resource development."

Dallas Smith
President, Nanwakolas Council

Geoscience BC gratefully acknowledges the financial support of the Province of British Columbia. We are continuing to work with the BC government on long term predictable funding.

Collaboration

Geoscience BC's reputation as a trusted, independent earth science organization has enabled us to collaborate with First Nations and communities and partner with governments, the resource sector and academia on earth science that provides tangible benefits for all British Columbians.



For More Information



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info@geosciencebc.com
www.geosciencebc.com



SEPTEMBER 2016

EARTH SCIENCE: A Sustainable Investment in BC's Future

What is Geoscience

Earth science, or geoscience, is the scientific study of the Earth and its many different natural geologic systems. It includes the study and investigation of Earth's minerals, soil, water and energy resources. The collection of credible, up-to-date earth science data helps with identification and management of resources.



About Geoscience BC

Geoscience BC is an independent, non-profit organization that generates earth science in collaboration with First Nations, local communities, governments, academia and the resource sector. Our independent earth science enables informed resource management decisions and attracts investment and jobs.

Innovation

British Columbia's well-deserved reputation as a preferred destination for international investment is directly linked to the province's commitment to technical and environmental innovation. Geoscience BC works closely with leading researchers to employ innovative exploration techniques that help unlock BC's resource potential. This supports fact-based decision-making on land use and guides best practices on how to extract natural resources in an environmentally-sustainable manner.



Energy & Environment

Water is fundamentally important to sustaining ecosystems, communities and economies across the province. Geoscience BC has worked closely with First Nations, local communities and the resource sector to conduct several important targeted water surveys in northeast BC where access to groundwater is crucial for all. Our work guides policies for sustainable use, helps identify new water sources and plays an important role in protecting this vital resource.

Geoscience BC's Horn River Basin Aquifer Project identified and mapped several deep saline aquifers which energy companies now use to reduce reliance on surface water. Based on this research, Encana Corporation and Apache Corporation (now Chevron

and Woodside) identified the Debolt aquifer as a saline (non-drinking) water source for their operations and jointly built the Debolt Water Treatment Plant. The plant has significantly reduced surface water use and is expected to fulfil over 75% of the water needed by the company.

Following up on the success of the Horn River Basin Aquifer Project, Geoscience BC's research in the Montney trend in northeastern BC resulted in a detailed database of deep saline aquifers. This may serve as source wells for operations and possible deep disposal zones. Mapping and classifying aquifers in the Montney trend enabled the energy sector to identify the best options for sourcing water, significantly reducing surface water usage.

\$150
MILLION

invested by the oil & gas sector for the construction of water treatment plants in northeastern BC.

Geoscience BC's groundwater studies in the Horn River Basin and Montney trend identified and mapped deep saline aquifers (non-drinking water) which have been used by energy companies to reduce reliance on surface water.

"Geoscience BC's research on groundwater, safe fluid disposal zones and seismicity has been invaluable in helping the oil and gas sector obtain its social licence to operate and pursue high-quality opportunities in the province."

Tim McMillan
President & CEO, Canadian Association of Petroleum Producers

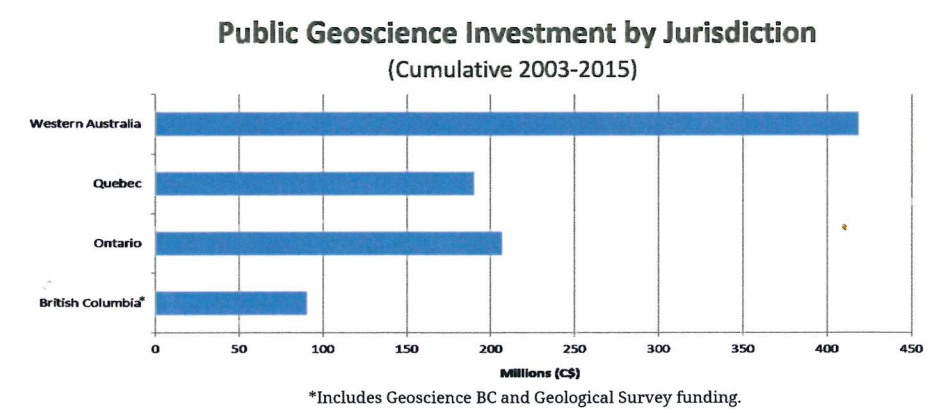
Northeast Water Strategy

Geoscience BC's Peace Project, the largest airborne groundwater mapping project in BC, identified and mapped potential groundwater sources in northeast BC. At the request of local First Nations and regional governments, the program was extended to four areas where First Nations and communities asked for more information about their local ground water. The Peace Project data is an integral component in support of the Northeast Water Strategy (NEWS). This is a coordinated approach among Treaty 8 First Nations, communities, government and the energy sector effectively monitoring and managing water resources in the northeast. This strategy complements the Province's new Water Sustainability Act, which enforces regulation of groundwater usage in BC.



Mining

Over the last decade, Geoscience BC has mapped approximately 50% of the province, attracting continued exploration investment. This research has played a key role in BC, attracting over 21% of Canadian exploration investment, up from just 6% in 2005. This investment has helped identify new mineral deposits. In the early part of the decade, two mines were closing for every mine opening – in 2005, BC had 17 mines. Today, BC has 18 operating mines, with 8 mines currently on care and maintenance and 2 under construction, for a total of 28.



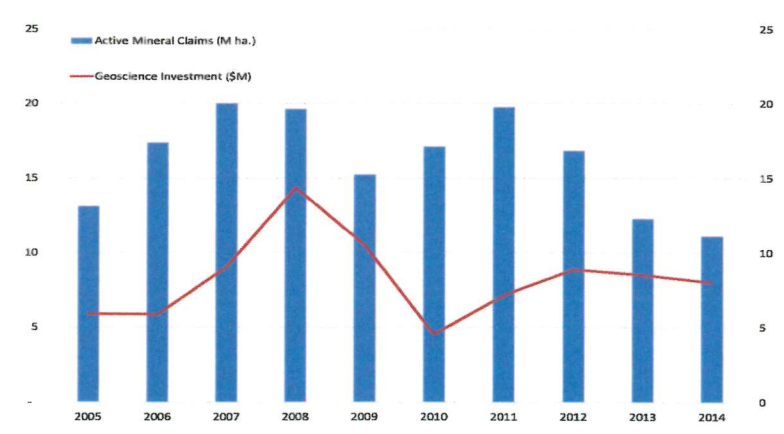
\$22.3
MILLION

Geoscience BC has attracted \$22.3 million in additional private funding from industry and others since its inception.

"Public geoscience data is the critical infrastructure of the minerals and energy sectors, much as railroads, roads, bridges and ports are to our economy as a whole. Discovery of new deposits and responsible development and operation of new mines depends on modern and updated geoscience data, maps, knowledge and ideas."

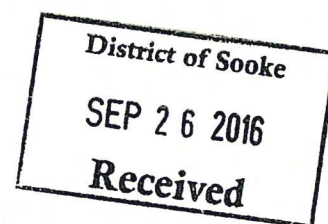
Dr. Norman Keevil,
Chairman of the Board, Teck Resources

Geoscience Investment and Mineral Claim Activity



\$86
MILLION

of mineral exploration investment in the Geoscience BC QUEST project area. Geoscience BC's \$5.0 million 2007 QUEST project set off a staking rush that covered 780,000 hectares. Since 2007, the \$1.5 billion Mt. Milligan mine has opened and the region promises more discoveries in the future.



September 21, 2016

Ref: 168782

Her Worship Mayor Maja Tait
and Councillors
District of Sooke
2205 Otter Point Rd
Sooke, BC V9Z 1J2

Original to File No. 0390-20	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	N/A
Council <input checked="" type="checkbox"/>	Council
CAO <input checked="" type="checkbox"/>	Teresa
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	

Dear Mayor Maja Tait and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for successfully achieving your goal of corporate carbon neutrality for the 2015 reporting year.

As a signatory to the Climate Action Charter, you have demonstrated your commitment to work with the Province of British Columbia and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. With the recent release of the B.C. Climate Leadership Plan, your leadership and commitment continues to be essential to building on progress already made and ensuring the achievement of our collective climate action goals. For more information about B.C.'s Climate Leadership Plan, please go to:
<https://news.gov.bc.ca/releases/2016PREM0089-001501>.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has achieved Level 1 and Level 2 recognition, and additionally met the goal of corporate carbon neutrality for the 2015 reporting year, you have been awarded Level 3 recognition – 'Achievement of Carbon Neutrality'.

In recognition of your significant achievements, the GCC is very pleased to provide you with carbon neutral branding for use on websites and letterheads. An electronic file with the 2015 logo will be provided to your Chief Administrative Officer. Also enclosed is a 2015 Climate Action Community Carbon Neutral window decal, for use on public buildings.

.../2



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of local leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program for B.C. local governments for the 2015 reporting year. This is a multi-level program that provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (*Charter*) signatory.

Recognition is provided on an annual basis to local governments who demonstrate progress on their *Charter* commitments, according to the following:

Level 1: Progress on Charter Commitments

All local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments will receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measurement

Local governments who achieve Level 1 recognition, have completed a corporate carbon inventory for the reporting year, and demonstrate that they are familiar with the Community Energy and Emissions Inventory (CEEI) will receive a 'Climate Action Community 2015' logo, for use on websites, letter head and similar.

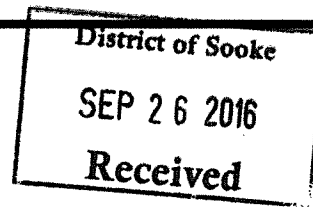
Level 3: Achievement of Carbon Neutrality

Local governments who achieve Level 1 and Level 2 recognition and achieve carbon neutrality in the reporting year will receive a 'Climate Action Community – Carbon Neutral 2015' logo, for use on websites, letter head and similar.

To be eligible for this program, local governments will need to complete a Climate Action Revenue Incentive Program (CARIP) Climate Action/Carbon Neutral Progress Survey and submit it online to the Province in accordance with the program guidelines. Determination of the level of recognition that each community will receive will be based on the information included in each local government's annual CARIP report. Additional information on CARIP reporting is available online at: www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm.

Constance MacDonald

From: Wendy Kingsley <aa@ccrd-bc.ca>
Sent: Friday, September 23, 2016 12:07 PM
To: Alison Kennedy Sayers
Subject: FW: UBCM - Physician Assistants Resolution
Attachments: physician assistants.mp3



Please vote in favour of the following resolution submitted by the Central Coast Regional District board in support of introducing Physicians Assistants (PA) into BC:

B 124 Recognition and Regulation of Physician Assistants

Therefore be it resolved that UBCM strongly encourage the provincial Ministry of Health to recognize and regulate Physician Assistants so that they may practice in BC, with establishment of an appropriate system for liability coverage, and regulatory oversight by an organization similar to the College of Physicians and Surgeons of BC, as one of the steps toward meeting health care demands and alleviating physician shortages in all areas of the province.

Attached please find the audio recording of Gregor Craigie's interview with Dr. Nick Withers from a CBC program in early September regarding PA's being introduced into BC

Please disseminate to those attending the UBCM convention.

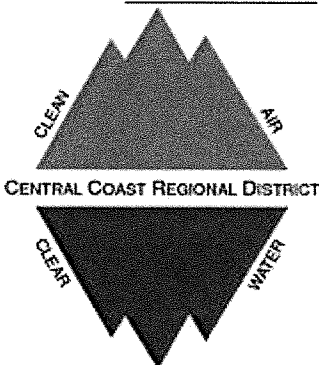
Thank you.

On behalf of the Board of
CENTRAL COAST REGIONAL DISTRICT

Alison Sayers
Central Coast Regional District
Chair and Director Area C

Original to File No. 0390-20	
For Action by:	Copy to:
Mayor <input type="checkbox"/>	NAO
Council <input type="checkbox"/>	Council
CAO <input type="checkbox"/>	Teresa
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	

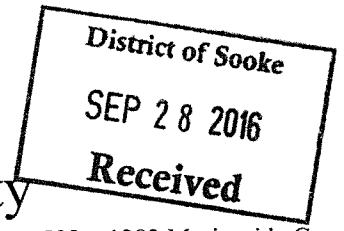
PO Box 186, Bella Coola BC V0T 1C0
PH: 250 799-5291 Fax: 250 799-5750
Website: www.ccrd-bc.ca



Youth Parliament of British Columbia



Alumni Society



509 – 1383 Marinaside Cr
Vancouver, BC V6Z 2W9

(604) 604-646-6623
registrar@bcyp.org

Dear Sir or Madam:

8 September 2016

Re: British Columbia Youth Parliament, 88th Parliament

The British Columbia Youth Parliament's 88th Parliament will hold its parliamentary session in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2016. The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the December parliamentary session and in community service activities throughout the year. **Youth Parliament is a one year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. Youth Parliament is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$310** registration fee. Thanks to fundraising efforts, a portion of the cost of transportation and accommodation is covered for all members. Financial support is available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant's chance of being selected as a member. We also provide resources for applicants attempting to secure funding from community sources, including schools and service clubs (see www.bcyp.org/joinus.html).

Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Harbour Towers Hotel in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

I have enclosed an application form and two copies of a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. If your municipality sponsors a "youth of the year" award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for our organization. A soft copy of the form is available from our website at www.bcyp.org/joinus.html, along with soft copies of the brochure and a promotional poster.

All applications must be received by October 27, 2016. Applicants will be notified whether they have been selected in early November. If you require more information, please contact me by telephone or e-mail as indicated above, or visit our website at www.bcyp.org.

Yours truly,

Rhonda Vanderfluit
Registrar, Youth Parliament of B.C. Alumni Society

Original to File No. 0400-20	
For Action by:	Copy to:
Mayor <input type="checkbox"/>	<input checked="" type="checkbox"/> Nana
Council <input type="checkbox"/>	<input checked="" type="checkbox"/> Council
CAO <input type="checkbox"/>	<input checked="" type="checkbox"/> Teresa
Corporate Services <input type="checkbox"/>	<input type="checkbox"/>
Development Services <input type="checkbox"/>	<input type="checkbox"/>
Financial Services <input type="checkbox"/>	<input type="checkbox"/>
Fire <input type="checkbox"/>	<input type="checkbox"/>
Other <input type="checkbox"/>	<input type="checkbox"/>

British Columbia Youth Parliament (BCYP) is youth taking responsibility and initiative to make a positive impact in their communities. BCYP is a non-profit, non-partisan, parliamentary education and service organization. BCYP is an extraordinarily unique organization — for youth and by youth.

For a full year, 95 members pool their resources, creativity and determination for a common purpose: to advance, better, and improve the lives of the youth of British Columbia. BCYP brings together youth from across the province and unites them to fulfill the motto of “Youth Serving Youth”. The youth of BCYP reach out and make a difference across British Columbia.

Page 11 of 215

Why?
Because they can.

And more importantly, because they care.

For more information on BCYP and its projects visit our website

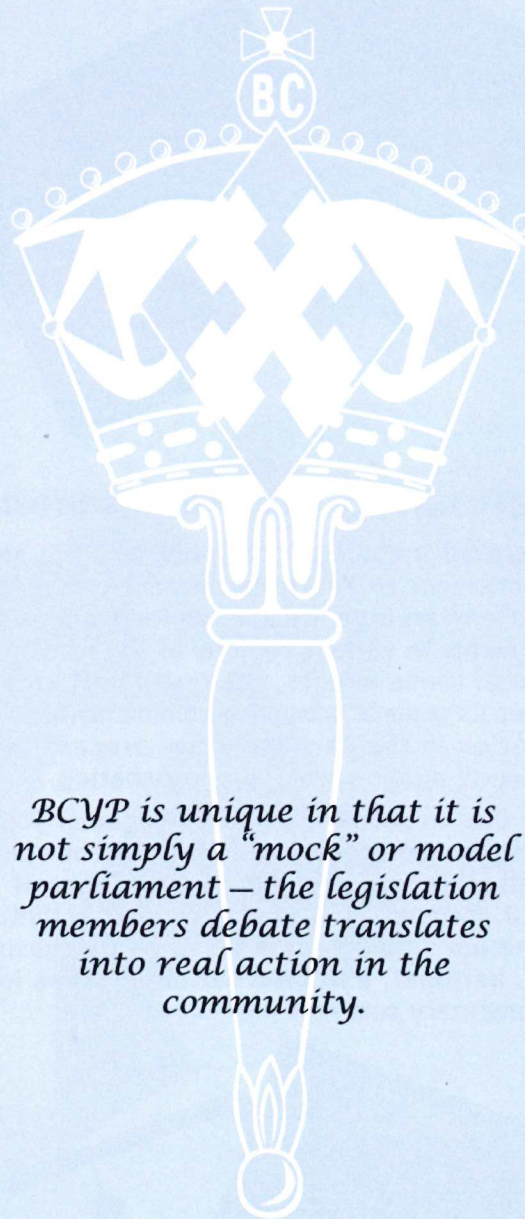
www.bcyp.org

or contact the Premier

premier@bcyp.org

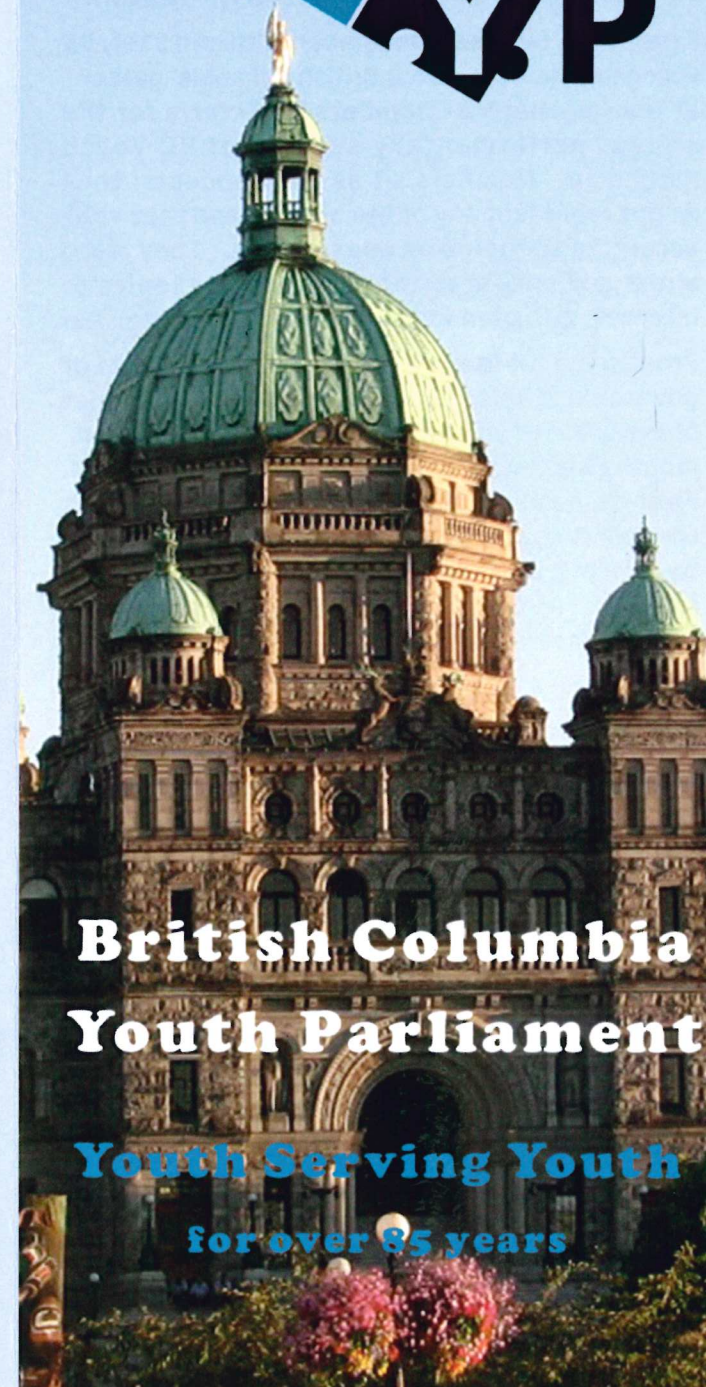
For registration information contact our Registrar

registrar@bcyp.org



BCYP is unique in that it is not simply a “mock” or model parliament — the legislation members debate translates into real action in the community.

BCYP



**British Columbia
Youth Parliament**

Youth Serving Youth

for over 85 years

Why We Are a Parliament

British Columbia Youth Parliament began as the TUXIS Older Boys' Parliament in 1924. In 1974, upon the admittance of girls, it became BC Youth Parliament, and 2013 marked its 85th Session.

Every year, between December 27th and 31st, 95 young people from across British Columbia gather at the Legislative Chambers in Victoria for the annual parliamentary session of BC Youth Parliament. Members sit as independents; they do not represent any political party and they vote according to their own consciences. They learn about parliamentary process, debate topics of interest, and plan activities for the coming year.

Proposed activities are presented in the form of government bills. The debate is led by a Cabinet of experienced youth parliamentarians who spend months before preparing to present their plans. Full-time members are also able to raise issues through debate on government legislation and by writing and presenting Private Members' Resolutions dealing with issues ranging from local to international in scope.

Once BCYP's bills are passed they must be put into effect. This is where BCYP differs from other youth parliaments in that BCYP is not a "model" or "mock" parliament — the legislation members pass translates directly into positive action in the community.



Regional Youth Parliaments

To increase the number of youth who are able to participate in Youth Parliament activities, BCYP members organize and run Regional Youth Parliaments in various regions of the province. Through these events, BC Youth Parliament furthers its goals of promoting community service, education in the parliamentary process, and training in public speaking and debating.

More local in scope than BCYP, Regional Youth Parliaments hold weekend-long sessions aimed at high school students between the ages of 14 and 18. Members gather to plan their activities for the upcoming year, as well as discussing local, national, and international issues in a parliamentary setting.

Youth Serving Youth

BCYP members plan and participate in group service events organized around the province. Members come together to volunteer with different organizations or special events, or serve to the community in ways of their own devising. They volunteer with summer camps, food banks, charity walks, soup kitchens, community support services, and other service organizations.

As well, all over British Columbia throughout the year, individual members of BCYP perform solo acts of service to their communities and lend a hand through their involvement with other organizations. Across the province, BCYP members help others in myriad ways, limited only by their imaginations and the will to carry out the projects they envision.



Community Fundraising

Each year BCYP organizes a variety of fundraising events across the province. Members work in groups and in their communities to raise the funds required to run BCYP's projects and cover its operational expenses. They also engage in service-related fundraising, working in groups and individually to raise money for a variety of causes.

Fundraisers range from pledge events and car washes to auctions and carnivals. Members also solicit donations from local businesses and prominent members of their local communities.



PERSONAL STATEMENT

At the Parliamentary Session in Victoria, Members of BCYP participate in parliamentary debating and plan activities and community service for the upcoming year. During the year, Members are responsible for service and fundraising in their communities, and organize and participate in projects such as Regional Youth Parliaments, fundraising events, community outreach projects, and other service and debating activities.

Please attach a **one-page** personal statement, outlining:

1. Why you would like to be a Member of BCYP;
2. What type of activities you have been/are, or intend to become, involved with in your community;
3. Any activities you have been/are involved with that relate to debate or public speaking;
4. With reference to the preceding paragraphs, how you believe you can personally contribute to BCYP, including its parliamentary debates and other activities.

YOUTH PARLIAMENT EXPERIENCE

Have you attended BCYP before? ☐ Yes ☐ No

If **yes**, do you wish to become a member of the Alumni Society?

☐ Yes ☐ No ☐ Already on the list

If **"Yes" or "Already on the list"** above, do you consent to receive e-mail communications from the Alumni Society, which may include requests for donations or other items of a commercial nature? (Note: answering "No" below means you will not receive any e-mails, including the Alumni Society's newsletter *The Speaker*.)

☐ Yes ☐ No

Have you attended a Regional Youth Parliament as a Member or Ambassador?

☐ Yes ☐ No If yes, which one(s)? _____

How did you **first** hear about BCYP? (Please choose one option)

☐ From a teacher ☐ From a group leader ☐ Saw a poster/brochure (where? _____)

☐ Through a Regional Youth Parliament ☐ From a member or alumnus of BCYP or a RYP
(which one? _____) (name of individual: _____)

☐ Facebook ☐ Other (please specify: _____)

WAIVER

In consideration for acceptance to British Columbia Youth Parliament (BCYP), the undersigned on behalf of the Applicant and all heirs, executors and administrators, waives any and all claims for damages against BCYP and the Youth Parliament of British Columbia Alumni Society, and their directors, officers, and agents for any and all injuries or loss which the Applicant may suffer during, or in connection with any BCYP Session, trip, or any other activity, or transportation to or from Session or any other activity.

Applicant's Signature: _____

If under 19, Signature of Parent or Guardian: _____

Printed Name of Parent or Guardian Signing: _____

(Applicant should sign even if a parent or guardian is also required to sign.)

APPLICATION PROCEDURE

Complete the attached application form and forward it with your personal statement and registration fee to:

Rhonda Vanderfluit, Registrar
509 – 1383 Marinaside Cres.
Vancouver, BC V6Z 2W9

e-mail: registrar@bcyp.org

Fax: 604-731-0081

Applications must be **received** by **Thursday, October 27, 2016** by mail, fax, or e-mail attachment.

REGISTRATION FEE

The registration fee for each member is **\$310**. A cheque or money order made payable to the **Youth Parliament of B.C. Alumni Society** must be sent with the application form, or follow a fax or e-mail application as soon as possible (any acceptance is not final until a registration fee is received). Registration fees will be returned to those not accepted. NSF cheques are subject to a \$45 fee.

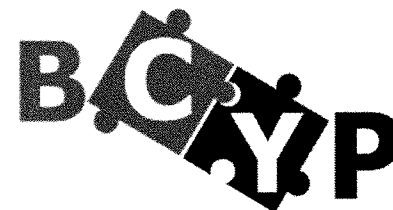
Further financial support is available. For more information, please contact the Registrar **before** the October 27 application deadline. Requests for financial assistance cannot be considered after applicants have been accepted as members.

CANCELLATION

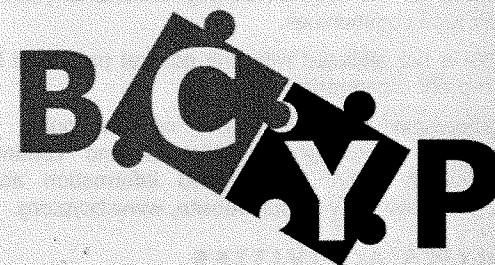
Accepted members who cancel on or before December 12 will receive a refund of their registration fee minus a \$25 cancellation fee, unless travel tickets have been purchased in which case no refund is issued. No refunds will be issued to any member cancelling after December 12.

THANKS TO OUR SPONSOR

British Columbia Youth Parliament is sponsored by the Youth Parliament of BC Alumni Society, a registered, non-profit organization composed of past members of BCYP.



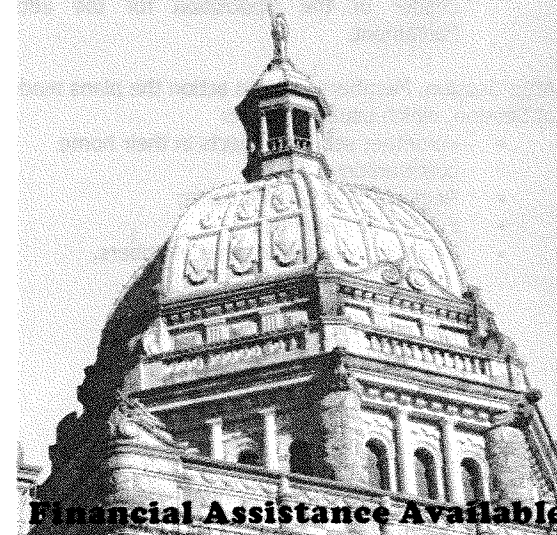
British Columbia Youth Parliament



Parliamentary Session
December 27 - 31, 2016
Victoria, BC

Information and Application Form

88th Parliament 2016-2017



WHAT IS BCYP?

British Columbia Youth Parliament (BCYP) is a youth organization that recognizes every young person’s potential to lead and serve in the community. Since 1924, BCYP has provided a forum for young people to develop skills in leadership, organization, public speaking, and the parliamentary process, and to put these skills into practice through service to youth in their local communities.

BCYP is not affiliated with any political party and is a non-profit organization.

Membership in BCYP begins with attending the Parliamentary Session in Victoria and continues throughout 2017. For detailed information about BCYP’s activities, visit our website, www.bcyp.org.

BCYP’S ACTIVITIES

BCYP’s year begins with the Parliamentary Session from December 27 – 31, 2016. Members sit in the Legislative Assembly in Victoria and use the parliamentary style of debate to plan educational and service projects, establish BCYP’s financial commitments, and amend BCYP’s governing legislation.

At Session, Members:

- Meet young people from all over the province;
- Debate Cabinet’s legislation which sets out BCYP’s activities for 2017;
- Debate current local, national, and international issues;
- Learn about debating and the rules of parliamentary procedure;
- Elect BCYP’s Premier, Deputy Speaker, and Leader of the Opposition for the 88th Parliament.

After Session, Members put into action the plans made at Session, which usually include:

- Volunteer service projects in their home communities;
- Regional Youth Parliaments;
- Fundraising events;
- Social activities with other Members.

WHO CAN ATTEND?

Each year 95 youth are “elected” to BCYP as representatives of their communities. Each applicant must be nominated by an organization committed to youth (i.e. a school, community group, club or church). Five members of that group must indicate their support by signing the application form.

To be eligible for membership you must be:

- Age 16 – 21 (inclusive) as of Dec. 31, 2016;
- A resident of British Columbia;
- Nominated by an organization committed to youth;
- Willing and able to participate in BCYP’s activities for one year.

Due to the limited number of seats in the Provincial Legislature, only 95 applicants will be selected to become Members.

SESSIONAL ARRANGEMENTS

Accommodations: Accommodation at the Harbour Towers Hotel in Victoria is provided for all Members for the nights of December 27 – 30 (inclusive). Members share rooms, but not beds, with other Members of the same gender.

Transportation: Transportation for Members residing outside the Victoria area is included in the registration fee. Members living in the Interior, North, or North Island will be required to travel on December 26 and January 1.

Meals: Each Member is responsible for the cost of all meals in Victoria. Some dinners will be at assigned restaurants, others free-choice.

PRE-SESSIONAL INFORMATION

The Registrar will notify all applicants by mail as to their acceptance status in mid-November. Accepted Members are provided with an orientation package prior to Session and are invited to attend one of the Pre-Sessional Workshops held in different regions of the province. The details of the workshops will be announced in the acceptance letters.

FOR MORE INFORMATION

Inquiries from applicants, parents and nominating organizations are welcomed. Please contact:

Rhonda Vanderfluit, Registrar
registrar@bcyp.org
604-646-6623

APPLICATION FORM – EIGHTY-SEVENTH PARLIAMENT

NAME: _____ GENDER: _____

CURRENT ADDRESS (including temporary/University residence):

STREET / PO BOX: _____ CITY: _____

POSTAL CODE: _____ TELEPHONE: (____) _____

E-MAIL: _____ CELL PHONE: (____) _____

PERMANENT ADDRESS (i.e. parents) or STREET ADDRESS if different from above:

STREET / PO BOX: _____ CITY: _____

POSTAL CODE: _____ TELEPHONE: (____) _____

TRANSPORTATION TO VICTORIA REQUIRED FROM:

CURRENT/TEMPORARY ADDRESS ☐ PERMANENT ADDRESS ☐ OTHER: _____

BIRTHDATE: (MM/DD/YYYY) _____ SCHOOL/UNIVERSITY: _____

NOMINATING ORGANIZATION: _____

STREET: _____ CITY: _____

POSTAL CODE: _____ TELEPHONE: (____) _____

CONTACT TEACHER / COORDINATOR NAME: _____ E-MAIL: _____

SIGNATURE OF TEACHER / GROUP COORDINATOR: _____

Would you (teacher/coordinator) like to receive a print and e-mail copy of the application package each year?
(please circle) : Yes / No / Already on the list

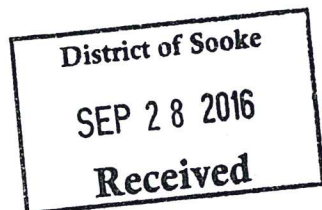
THE FOLLOWING MEMBERS/STUDENTS of _____ NOMINATE
(NAME OF ORGANIZATION/SCHOOL)

_____, A MEMBER/STUDENT OF OUR ORGANIZATION/SCHOOL TO SIT AS A BCYP MEMBER.

FIVE NOMINATING SIGNATURES REQUIRED: (other members/students of the organization/school)

	NAME	SIGNATURE	TELEPHONE
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Application form must be **RECEIVED** by October 27, 2016.



September 22, 2016

District of Sooke
Her Worship Mayor Maja Tait
2205 Otter Point Road
Sooke, BC, V9Z 1J2

Original to File No. 0400-70	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> Maja
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> Teresa
Corporate Services	<input type="checkbox"/>
Development Services	<input type="checkbox"/>
Financial Services	<input type="checkbox"/>
Fire	<input type="checkbox"/>
Other	<input type="checkbox"/>

Dear Mayor Tait:

In my capacity as Chair of OneAbility and as Executive Director for CanAssist at the University of Victoria, it is my distinct pleasure to share a copy of the first Annual Year in Review for OneAbility.

OneAbility is a collective impact collaborative of Greater Victoria comprised of individual champions and organizations who have come together to focus on recreational and high performance sport for those living with disabilities across the age and disability spectrum.

We are proud of what has been accomplished in OneAbility's first year and are excited about the priorities identified for the coming year. We also look forward to pursuing opportunities that will emerge as planning begins for the next summer and winter Paralympic games. Clearly there are opportunities to enhance program offerings locally, while at the same time, contribute to research, best practices and training in support of improving awareness, increased participation in recreational programming and enhanced high performance results on both a provincial and national level.

I hope you enjoy reading our report. I would be pleased to meet with you to discuss the report or to answer any questions you might have regarding the accomplishments for 2015/16 and the priorities for 2016/17.

Sincerely,

Robin Syme,
Executive Director
T: 250-721-7123; Email: rsyme@uvic.ca



University
of Victoria

PO Box 1700, STN CSC
Victoria BC Canada V8W 2Y2
T 250.721.7123 F 250.721.7299

Page 176 of 215

www.canassist.ca

Annual Review

2015 – 2016



*a unique collaboration of Greater Victoria organizations
working together to increase awareness and availability of
adapted sport and recreation opportunities
for people of all abilities*

OneAbility – 2015-2016 Annual Review

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 Opportunities6

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OneAbility – 2015-2016 Annual Review

Overview

OneAbility is a collaboration of over 20 community organizations that are dedicated to working together to increase participation in sports and recreation for people of all abilities in Greater Victoria.

This unique group formed in 2015 in order to improve local programming options, build capacity, and raise awareness about **the importance of making sports and recreation more accessible and inclusive for people facing a wide range of physical and cognitive barriers.**

OneAbility's collaborative approach reduces competition for resources within the region, instead helping to ensure that members benefit from each other's individual and collective strengths. In its first year, OneAbility has demonstrated success employing a collective impact model, through which each of the community partners contributes to the vision of the whole. Every member organization participates in at least one of six "constellation groups," which focus on areas such as program development, awareness building, event hosting or education.

The group also works together to develop innovative technologies that contribute to the body of research in adapted sport and enhance athletic performance in the field of play.

With no external funding to date, OneAbility has beaten the odds, making several significant accomplishments during its first year and continuing to impress local, provincial and national stakeholders with its members' commitment to collaboration and their dedication to improving opportunities for people of all abilities.

This document provides highlights of OneAbility's activities during its first year and outlines the path forward for 2016-2017.



OneAbility partner organizations

OneAbility – 2015-2016 Annual Review

Year in review

One Ability's first year – fiscal 2015-2016 – was highly successful, with all goals being achieved or in progress as of March 2016 (please see Appendix A). Partner organizations have been excited to work together toward a very worthwhile common purpose, pooling their resources and expertise. Despite some challenges along the way – **in particular the need to secure ongoing funding that ensures OneAbility's work is sustainable over the longer term** – a strong sense of momentum, teamwork and optimism has been created, along with numerous accomplishments and several very positive prospects for the year ahead.

Key accomplishments

- created an effective, collaborative impact model for OneAbility
- formed six constellation groups, which focus on specific themes; each partner organization contributes staff to at least one constellation group that best aligns with its goals, resources and expertise
- initiated several exciting new adapted recreation programs in the region (see New programs on page 5)
- collaborated on funding applications and, as a result, have begun to demonstrate that groups can accomplish significantly more by working together both at the planning and implementation stages (for example, an application to Own the Podium for a Wheelchair Rugby project)
- greatly reduced competition between organizations, thereby facilitating a way for each partner to build on its strengths and contribute to the whole (for example, the partnership between the Pacific Institute of Sport Excellence (PISE) and the University of Victoria)
- attracted multi-level publicity and exposure for activities, programming, leadership and education (for example, a full-page profile in the BC Government's Accessibility 2024 Two-Year Update, as well as considerable media coverage)
- met with numerous groups and individuals interested in adapted sports and recreation, such as: the BC Sport Branch, ViaSport, Canucks Autism Network, Canadian Paralympic Committee (CPC), and the CEO of the Abilities Centre (Ontario)
- developed an online presence that is a resource both in Greater Victoria and beyond its borders with the OneAbility website at <https://onlineacademiccommunity.uvic.ca/1ability> (the site will be moving soon to www.OneAbility.ca); each constellation group contributed to different aspects of the site, ensuring that its content is rich and meaningful)
- developed several webinars (for example, an Inclusive Physical Literacy webinar)

*"It is a true success to be able to pull together so many like-minded individuals who can share ideas, **collaborate...**, work together as a team, provide more cohesive and collaborative services, **prevent duplication of services/projects, and pool resources.** The committees on which I sit often chat via e-mail outside of meetings and are **much more connected** as a result of OneAbility's vision."*

- Amie Renaud, Coordinator of Services,
Recreation Integration Victoria

OneAbility – 2015-2016 Annual Review

New programs

Demonstrating OneAbility's capacity as a leader in programming and education, the group has successfully implemented several innovative new programs. Examples include:

- a new [blind soccer program](#) at the University of Victoria (UVic's CanAssist engaged students from the Faculty of Exercise Science, Physical and Health Education who spear-headed the new program, which is unique in BC)
- a [sledge hockey program](#) (developed with support from the Victoria Wheelchair Sport Club and Sportability, this is the first such program on Vancouver Island)
- the first annual [Para Sport Community Development Week](#), which aims at improving education and knowledge around local adapted programming
- educational programs, such as inclusive physical literacy webinars and workshops, which reached a broad audience of almost 300 people
- *Changing Minds Changing Lives* workshops, led by PISE, which help educate people about adapted physical activity.



*"The key success of OneAbility's first year was the sense of **meaningful collaboration** that each partner experienced. Members report success from OneAbility as a result of the 'tremendous work in having community leaders come together in unique and powerful fashion.' Individual program capacity was increased, knowledge of resources and referrals within the region were boosted, and there was an overall sense of reduced competition between stakeholders. In essence, **OneAbility helped transform long-time competitors into partners.**"*

- Alyssa Hindle, Inclusion Coordinator, CanAssist at the University of Victoria

OneAbility – 2015-2016 Annual Review

Key Challenges

A key challenge for OneAbility during its first year involved creating a clear framework for member organizations to contribute to the group. OneAbility recognizes the importance of ensuring that this framework be sensitive to individual needs, especially in areas such as scheduling, other commitments, and areas of interest and expertise. As a result, members were matched to the appropriate constellation group and assigned appropriate tasks.

Funding
Recognition
Time-commitment
Member-accountability
Communication

Moving forward, OneAbility will refine how member groups communicate with each other by utilizing communication tools and implementing a reporting structure. This process will also help to ensure members are accountable for their tasks and other commitments.

The greatest challenge, however, is the **need to identify sources of ongoing funding**. In its first year, OneAbility received significant financial support and leadership from CanAssist at the University of Victoria. A key goal for the year ahead will be to secure ongoing funding and support of this worthwhile new collaboration.

Opportunities

Recognition
Programs/Education
Building-Awareness
Website Event

Key opportunities include OneAbility's demonstrated capacity to be a leader in programming and education; building awareness among professionals and the general public; and hosting a large-scale para sport event. Members also recognize the opportunities that result from having developed a OneAbility website, which can be a powerful resource for programmers, educators, researchers, coaches and athletes, as well as a way to build recognition for the work OneAbility does in the community.

"A key opportunity of OneAbility is showing the power of collaboration to make lasting change in a community."

– Jonathan Ritchot, Adapted Strength and Conditioning Specialist, PISE

OneAbility – 2015-2016 Annual Review

Moving forward

At a year-in-review meeting attended by all OneAbility groups, several priorities were identified. The following table outlines each priority, including clear goals and supporting notes.

2016-2017 Goals

Priority	2016-17 Goals	Notes
Secure funding	Develop a strategy to leverage existing funding	<ul style="list-style-type: none"> • This will avoid competition among partners that rely on provincial funding • Determine the funding each partner is prepared to commit to establish a position dedicated to OneAbility's functions, and leverage local support for matching funds
	Identify one significant corporate partner	
	Implement constellation group commitment for grant applications	
Host major event	Develop a hosting partnership package to attract disability sport organizations to bring events to the Greater Victoria region	<ul style="list-style-type: none"> • Create an inventory of event capacity needs and identify gaps in competitive calendar at all levels (i.e. invitational, regional, provincial and national competitions) • Align with provincial, national and disability sport organization goals
Further develop OneAbility website	Develop a process for managing the OneAbility website	
	Develop or collect videos of each activity and sport to create an activity inventory for website	<ul style="list-style-type: none"> • Differentiate between high-performance and recreational activities
	Share website with local school districts and health authorities	
	Ensure website is fully accessible	<ul style="list-style-type: none"> • Describe photos and videos with captions • BC Blind Sports to assist in this audit
Develop accountability and internal communication plan	Establish a dedicated facilitator	<ul style="list-style-type: none"> • Create a job description
	Determine OneAbility partner goals and motivations to match their contribution with their interests, skillset and capacity	<ul style="list-style-type: none"> • Identify what motivates each organization to assist in keeping everyone accountable
	Develop a communications plan based on a shared responsibility model	<ul style="list-style-type: none"> • Option to implement "Slack" software or another communications tool on website
Improve programs, training, education and awareness	Work with four current non-disability sports and add adapted options to their programming	<ul style="list-style-type: none"> • Utilize existing resources to help local sport organizations recruit and create programs
	Create a package of how-to steps for adapting different sports	<ul style="list-style-type: none"> • Base this on resources from partners

OneAbility – 2015-2016 Annual Review

In closing

OneAbility has made huge strides in its first year. The group of almost two dozen community partners is a remarkable demonstration of an effective collaboration in action. The teamwork, passion, and commitment exemplified by each of member organization are at the heart of OneAbility's terrific initial success and its promise for the future.

OneAbility looks forward to the year ahead and to making a tangible and lasting difference in the area of adapted sports and recreation in Greater Victoria and beyond.



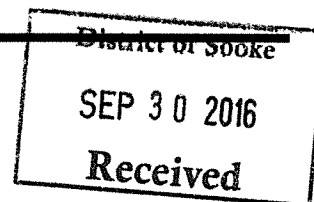
OneAbility – 2015-2016 Annual Review

Appendix A – 2015-2016 Goal review

Priority	2015-16 Goals	Notes
Become leaders in adapted physical activity; establish an innovation hub	Develop a work plan for joint work on wheelchair rugby project	✓ Successful A wheelchair rugby project with CanAssist, Camosun, UVic and Own The Podium has implemented a new contract style to remove administration fees.
	Create an inventory of disability sport and recreation organizations and activities in Greater Victoria and identify what capacity enhancements can build their reach	In progress... Recreation Integration Victoria has matching funds with MITACS and is applying to the “Enabling Accessibility” fund to do a complete measurement of 50+ recreation facilities in the area to be presented via an online app by October 31, 2017.
Create a regional strategy that influences the provincial and national Para strategy	Determine organizational structure	✓ Successful
	Obtain funding for the first three years	In progress... OneAbility has had local, provincial and national exposure (Canadian Paralympic Committee, the BC Sport Branch, etc.). Collaborative grants have been submitted, reducing regional competition.
Be a destination for Para sport Hosting	Host 2 training camps in the region in 2015	✓ Successful Hosted wheelchair rugby, and para-triathlon camps. Moving forwards, aim to retain them, and include others. Become a stepping point for 2020 in Tokyo.
Build education and training opportunities in the region on disability sport, accessibility and inclusion	Develop an academic adapted sport specialization at Camosun College	In progress... Timeline extended due to the pace of educational institutions; this goal is part of 1-3 year plan at Camosun. OneAbility has stronger connections now, with UVic and Camosun co-chairing the OneAbility group on education.
	Engage Pacific Institute for Sport Excellent (PISE) expertise in inclusion training for UVic staff	✓ Successful There is interest from the PISE instructors to present in academic courses; and UVic Vikes and PISE confirm their successful partnership.
	Compile accessibility lessons and identify strategies to assist with accessible buildings.	In progress... Compile the lessons learned from building PISE and UVic’s CARSA and in Accessibility 2024; include these in a resource on building inclusive facilities.
Increase the profile and reputation of Para sport and participation of people with disabilities	Include adapted sport representation at CARSA Opening & PISE Sport Day	✓ Successful
	Increase UVic program offerings	✓ Successful
	Identify funding sources to purchase equipment	In progress... Funding sources identified, but none yet successful.

Constance MacDonald

From: Susan Percival <spercival@sd62.bc.ca>
Sent: Friday, September 30, 2016 9:40 AM
To: Constance MacDonald
Subject: EMCS 20th Anniversary Celebrations
Attachments: 20th anniversary postcard invite.jpg; 20th anniversary poster JPG.jpg



Greetings from EMCS:

We wanted to be sure that you knew about our upcoming celebrations! As a valued community partner, the District of Sooke has been a big part of our successes over the years.

Attached are the details of the evening and we would be honoured if you are able to join us.

Yours truly

Susan Percival
Career Center Coordinator
Edward Milne Community School
250-642-5211 ext.1180
spercival@sd62.bc.ca

Original to File No. 0400-70	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> Nava
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> Teresa
Corporate Services	<input type="checkbox"/>
Development Services	<input type="checkbox"/>
Financial Services	<input type="checkbox"/>
Fire	<input type="checkbox"/>
Other	<input type="checkbox"/>

Please join us for our

EMCS Anniversary Celebrations

It's the 20th Anniversary of the "New" School
and the 70th Anniversary of a High School in Sooke

We're getting together for an evening to celebrate! There will be recent and new Murals to view, appies by outstanding Culinary Arts students, other student talent showcases, a basketball game, reminiscing and presentations in the theatre, ending with a T'Souke Nation Blessing of the building.

Thurs. October 13, 5-8 p.m.

5-5:30 Basketball Co-Ed Alumni/Staff Game

5:30-6:30 Food, Student Showcases, Mix & Mingle under the *Whale*

6:30-7:30 Presentations and Story Telling in the Theatre

7:30 T'Souke Nation Blessing Ceremony





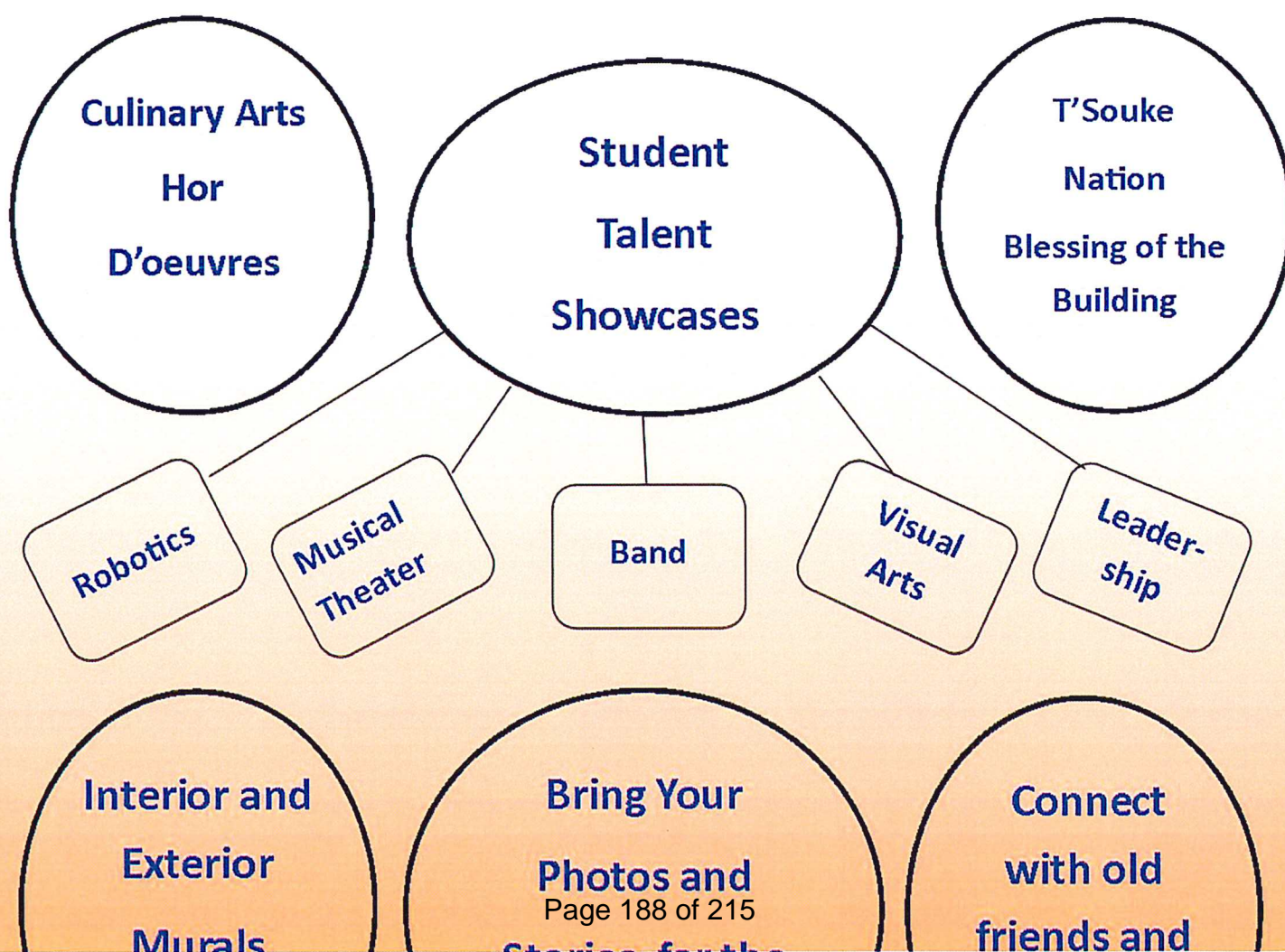
Edward Milne Community School 20th Anniversary Celebrations

& 70th Anniversary of a High School in Sooke

Thursday, October 13th, 2016
5-8 p.m.

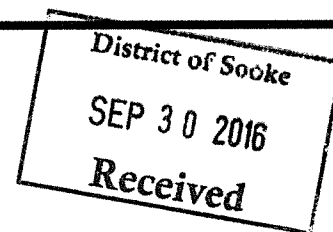
5-5:30 Alumni/Staff Basketball Challenge Game

Meet the Artists of the new Timeline Legacy Mural



Constance MacDonald

From: MCF Info MCF:EX <MCF.Info@gov.bc.ca>
Sent: Friday, September 30, 2016 9:57 AM
To: Info
Subject: Letter from the Honourable Stephanie Cadieux



Ref: 229383

Her Worship Mayor Maja Tait and Council
District of Sooke
E-mail: info@sooke.ca

Original to File No. 0400-20	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	Mayor <input checked="" type="checkbox"/>
Council <input checked="" type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input checked="" type="checkbox"/>	CAO <input checked="" type="checkbox"/>
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
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Other <input type="checkbox"/>	

Dear Mayor Tait and Council:

As Minister of Children and Family Development, I am delighted to once again proclaim October as Foster Family Month. This is the 26th Anniversary of Foster Family Month in British Columbia - a time to recognize and celebrate foster families for their tremendous contributions and commitment to the children, youth and families in our communities.

The Ministry of Children and Family Development and Delegated Aboriginal Agencies provide supports and services to children and families in your community. With approximately 7,200 children- and youth-in care-across British Columbia, government relies on caregivers to open their hearts and homes and provide a safe and nurturing environment for our province's most vulnerable.

Foster Family Month is an opportunity to show our appreciation and thank caregivers for their incredible kindness and generosity, as well to recognize and celebrate the day-to-day support, comfort and compassion they provide to the children and youth in their care, each and every day.

The Fostering Connections Web site has materials, including printable posters and videos, to help raise awareness of fostering in your community. To access this information, please open the following link at: <http://fosteringconnections.ca/>.

I encourage you to recognize Foster Family Month wherever possible. Your personal acknowledgement and recognition of caregivers in your community will help show these remarkable families that their hard work and efforts are valued, appreciated and greatly needed.

On behalf of the Government of British Columbia and its citizens, thank you for your recognition and continued support of caregivers in your community.

Sincerely,

ORIGINAL SIGNED BY

Stephanie Cadieux
Minister of Children and Family Development

District of Sooke

SEP 30 2016

Received



Original to File No. 0400-01	
For Action by:	Copy to:
Mayor	<input checked="" type="checkbox"/> Mayor
Council	<input checked="" type="checkbox"/> Council
CAO	<input checked="" type="checkbox"/> CAO
Corporate Services	<input type="checkbox"/>
Development Services	<input type="checkbox"/>
Financial Services	<input type="checkbox"/>
Fire	<input type="checkbox"/>
Other	<input type="checkbox"/>

September 21, 2016

Dear Friends:

Housing markets and costs have been a huge preoccupation for the public and policy makers this summer. Most dramatically, the provincial government implemented a 15 per cent tax on foreign real estate purchasers in Metro Vancouver. But that's far from the only significant measure that's been implemented or is pending or contemplated.

The focus, however, has been almost exclusively on pulling back demand. And isn't it inherently contradictory to try to regulate and tax ourselves towards better affordability?

What about the equally important need to build up supply? That's what this issue of the *BC Construction Monitor* deals with. We need to face the reality that we have a market imbalance in the Lower Mainland, and it's inconceivable that we can fix that without a meaningful increase in supply. That's the key message we're hearing from the growing volume of "YIMBY" – Yes in my Backyard – voices, in Metro Vancouver and in other imbalanced housing markets.

Fortunately, there are real opportunities to boost supply, as we detail in this Monitor. For one thing, municipalities can pick up the pace and bring down the cost of approval processes for new housing. And there's potential for the sort of gentle diversification that creates more housing; while also better using transit and other infrastructure, and at the same time maintaining neighbourhood character.

It's good that we've moved from a hand-wringing to an action stage on housing affordability. But we need to take the right actions. We hope this issue of the *BC Housing Monitor* contributes to the discussion of what those actions should be. Please share it with friends and colleagues, and we welcome your input and feedback at info@icba.ca

Responsible housing development is an important part of ICBA's broader campaign to grow the BC economy and the focus of our latest social media campaign that tackles increasing housing supply and cutting red tape. If you haven't done so already, I encourage you to check the "Growing the Economy" tab at www.icba.bc.ca, sign the petition and make your voice heard.

Regards,

Philip Hochstein
President

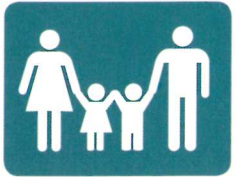
Fitting in More Housing: Lots of Approaches, Lots of Benefits

Densification is an obvious way to increase the housing supply in a given area. But it comes with a lot of additional benefits, and can be achieved in many ways besides just tall towers.

Not Just More Housing, but also...



- ... a **Lighter Footprint**
 - Reduced urban sprawl
 - Better use of transit
 - Lower heating/cooling costs



- ... **Healthier Neighbourhoods**
 - More diversity of residents
 - New vibrancy in old neighbourhoods



- ... **Lower Costs**
 - Land cost/unit down
 - Municipal servicing costs down
 - Supply/demand balance improved

“Increasing the number of homes in the region will inevitably alter the character of neighbourhoods, but in exchange, can produce thriving communities where average families can live, work and play.”

– Province op-ed, September 2016

Lots of Ways to Get There

- Higher Buildings
- Laneway & Other Infill Housing
- Denser/More Efficient Site Usage
- More Efficient Street Grids
- Smaller Lot Sizes
- Reduced Parking Requirements



Source: Canada Mortgage and Housing Corporation

“We think that building more housing is part of the solution to the housing crisis in our city. This is based on the common-sense idea that, if there is more housing for people, more people will have more housing. Meanwhile, apartments are illegal on 81% of Vancouver’s residential land, severely restricting where relatively affordable, multi-family units can be built.”

– Recently Formed “YIMBY” group, Abundant Housing Vancouver



The BC CONSTRUCTION MONITOR is an ICBA publication providing ahead-of-the-curve information and statistics on the BC construction industry and issues relevant to it.

The Monitor draws on analyses and outlooks from various sources, and provides current and substantive insight. This regular publication is intended for industry executives, government decision makers, journalists and other opinion leaders.

You can receive the Monitor in print or digital formats, and let us know if you have colleagues who would also be interested in it. We also welcome your feedback and story suggestions. Please email us at info@icba.ca.

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Prince George, BC
V2L 1N2

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Supply is Falling Far Short in Vancouver
But There are Ways to Build More
Diverse Approaches and Benefits on Density

SEPTEMBER 2016

Affordable Housing: Let’s Build, Not Regulate our Way There



Philip Hochstein

It’s been an active and interesting few months on the housing file in British Columbia. There was a sharp step-back in sales in Metro Vancouver over the summer, in the wake of the retroactive 15% tax on foreign real estate purchasers. But it’s not at all clear that the long-term impact of this and other recent housing-related actions will be all that significant. The problem is that we’re trying to regulate – and, ironically, tax – our way to affordable housing; and with an almost exclusive focus on decreasing demand. But even if we brought foreign investment

in Metro Vancouver real estate to a full stop, what about the tens of thousands of new households that will be formed through population growth in the years to come? Among the ranks of those struggling to find acceptable housing here are a growing number of pro-housing “Yes-in-my-Backyard” or YIMBY activists. And they are calling for an at least equal focus on the crucial supply side of the equation. In this Monitor, we detail how intense the supply-demand imbalance has become, and we identify some of the ways of moderating it. Certainly a reduction in the large municipally imposed regulatory burden has to be part of the solution, since research demonstrates that housing supply is particularly sensitive to added delays and uncertainty.

And if current owners and residents are genuinely concerned about affordability for newcomers and the next generation, they need to accept that existing communities must adapt to accommodate more housing. Fortunately, there are opportunities to create density unobtrusively, and there are a whole range of benefits that come along with doing so. It’s near impossible to address an issue of severe scarcity and lack of affordability by focusing on demand alone. We’re keeping one hand firmly tied behind our backs if that’s the strategy we stick with. Instead, let’s tackle this challenge full on: let’s shift our focus away from trying to regulate down demand, and instead build more of the housing that British Columbians need.

We’re Building Homes, But Not Enough

Builders are stepping up to meet huge housing demand in Greater Vancouver. In the first quarter of 2016, there was a record level of more than 7,000 housing starts, and new home construction is expected to remain above recent averages through 2016 and 2017. But even with a steady climb in residential building, the supply of available homes has been dropping. And ongoing population growth will make this an even harder curve to bend.

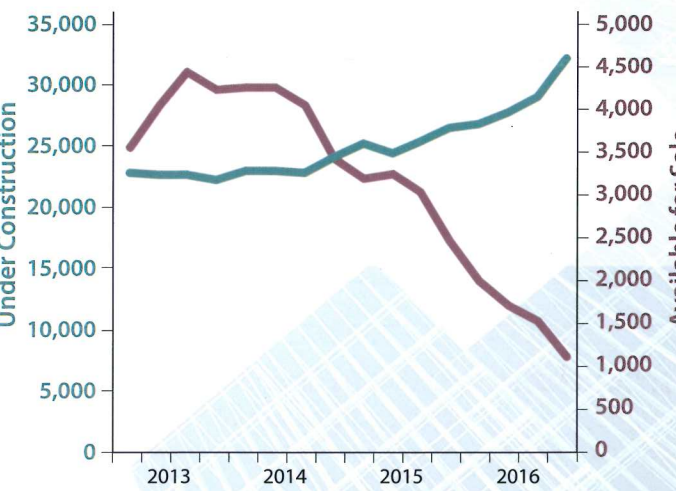
Greater Vancouver:
Projected Population Growth

2016 2,542,469

+ ~37,000 per year =

2025 2,877,798

Homes Under Construction and Available for Sale, Greater Vancouver



Source: Canada Mortgage and Housing Corporation, BC Stats



Independent Contractors and Businesses Association of BC

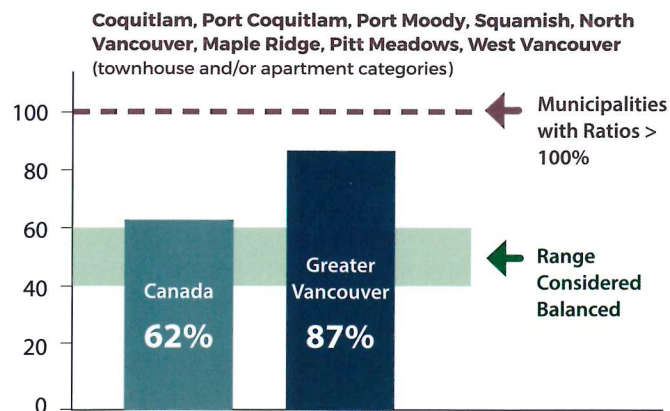


Vancouver Housing: We Could be Making More of it

Vancouver Housing: Supply is Far < Demand

Home sales have been growing much faster than new listings in Greater Vancouver – pushing this ratio up well above the range that is considered balanced. In some areas, sales have actually outpaced new listings, depleting already very low inventory.

Sales-to-Listings Ratio



Sources: Canada Mortgage and Housing Corporation, Canadian Real Estate Association. Greater Vancouver figures as of May 2016, Canada figures as of July 2016.

Greater Vancouver Q1 2015 to Q1 2016



Inventory of Homes on Market

Time to use up available inventory at current rate of sales:



Increasing Supply: Regulate Better

The cost of a new housing unit in Metro Vancouver includes, on average, close to \$30,000 in project approval and regulatory compliance costs. And regulatory delays and uncertainty further strangle off growth in housing supply.

Housing Units Awaiting Approval **69,500**
In 6 large Metro Vancouver municipalities

How Can we Unblock this Backlog?

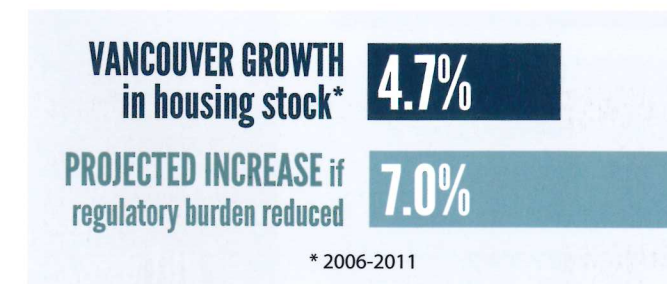
...Process Approvals Faster

Growth in housing supply is especially sensitive to regulatory delays. A recent study projected that a six-month increase in municipal approval timelines would cut supply growth by more than half.



...Reduce the Overall Regulatory Burden

The same study projected that supply growth in Vancouver would increase by close to half if its currently heavy regulatory burden dropped to the median level in Greater Vancouver.



Sources: <https://news.gov.bc.ca/releases/2016FIN0028-001239>, July 2016; Fraser Institute, *New Homes and Red Tape*, and *The Impact of Land Use Regulation on Housing Supply in Canada*

End the Regulatory Insanity

Residential construction in the City of Vancouver has and continues to become more complex, costly and drawn-out – as the following experiences of an individual property owner trying to build a home illustrate.

Requirements to Remove a Tree

Review By-law 9958 – **46 Pages**

Plans/Applications/Reports Needed – **3-4**

Arborist fees – **\$560-\$650**

Not including tree removal and replacement costs

Service Providers Required

Realtor, Land Surveyor, Lender, Architect/Designer, Certified Energy Advisor, Structural Engineer, General Contractor, Geo-technical Engineer, Interior Designer, ISA Certified Arborist, Landscape Designer/Landscape Architect, Lawyer/Notary

Monthly Carrying Cost of House During Process **\$4,000**

Final Timeframe to Obtain 8 Required Permits **9 Months**

Total Fees Payable on Permit Issuance, at Three Different City Hall Counters **\$36,306.80**

Source: www.buildinginvancover.com

Increasing Supply: Use the Landbase Better

While the City of Vancouver has a relatively high density by Canadian standards, most of its landbase is set aside for single-family and low-rise residences. This suggests lots of potential to creatively fit in more housing.



Landbase Reserved for: **65% of Vancouverites live on 20% of the landbase**

MOST DENSE Neighbourhood West End
218 PEOPLE/HA

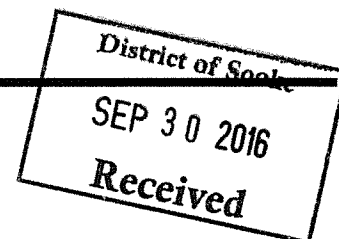
LEAST DENSE Neighbourhood Shaughnessy
20 PEOPLE/HA

Neighbourhoods WITH DENSITY OF **<40 PEOPLE/HA**
7 out of 22

Source: Vancouver census materials and analyst estimates cited in Metro News, August 5, 2016.

Constance MacDonald

From: earl richards <[REDACTED]>
Sent: Thursday, September 29, 2016 4:35 PM
To: Info
Subject: Tar Sands Spill Gulf Islands 29 SEP 2016



Original to File No. 0220-01	
For Action by:	Copy to:
Mayor <input checked="" type="checkbox"/>	Mayor <input checked="" type="checkbox"/>
Council <input checked="" type="checkbox"/>	Council <input checked="" type="checkbox"/>
CAO <input checked="" type="checkbox"/>	CAO <input checked="" type="checkbox"/>
Corporate Services <input type="checkbox"/>	
Development Services <input type="checkbox"/>	
Financial Services <input type="checkbox"/>	
Fire <input type="checkbox"/>	
Other <input type="checkbox"/>	

With over 400 tar sands tankers per year transiting the Haro Strait and the Boundary Pass, it is a disaster that is going to happen. The Haro Strait, tanker transit route is too close to Victoria. The cancer-causing benzene is a by-product of a toxic, tar sands spill. On 21 MAR 2011, while flying over the Gulf Islands, I looked out the window and saw below a 350 foot bulk carrier with white hull and a light, brown weather deck, with its bow on the shore. What happened? Do you know or does any one in your office know? This accident must have been covered-up, because I cannot find anything in Google on this incident. In Vancouver, the bulk carriers dock at Vancouver Wharves, which is owned by Kinder Morgan. The grounding was on the flight path between Victoria airport and Calgary airport. Comparing the outline of the islands to the outline of the islands in Google maps, it appeared to have run aground on the north shore of Mayne Island. So what? This incident shows how easily a tar sands tanker can have an accident, with the resulting environmental destruction and ecological destruction. A toxic, tar sands spill from a tanker down into the Haro Strait, will kill all forms of aquatic life and it's "Bye, Bye Willows Beach and it's Bye, Bye the Oak Bay Islands Ecological Reserve." The tanker corporations do not have any equipment to clean-up a spill. The tar sands have to be stopped at the AB/BC border. Let's keep beautiful Sooke, British Columbia.

Earl Richards

Constance MacDonald

SEP 30 2016

Received

From: Pamela Wangkhang <pamela.wangkhang@vancouverfoundation.ca> on behalf of Kevin McCort <kevin.mccort@vancouverfoundation.ca>
Sent: Friday, September 30, 2016 2:53 PM
Subject: Vancouver Foundation Vital Signs - NOT FOR RELEASE UNTIL OCTOBER 4
Attachments: Vancouver-Foundations-2016-Vital-Signs-Full-Report-DRAFT.pdf

On October 4, 2016, Vancouver Foundation will release our first provincial Vital Signs Report.

We have partnered with Community Foundations across the province to produce this report. It is a snapshot of the issues affecting the quality of life across British Columbia. This report aims to inspire civic engagement and provide focus for public debate. We have lots to celebrate and be proud of, but there are also things we need to think about if we want to make our communities stronger and more vibrant. We have chosen to report on things residents love and issues they are concerned about. More than 7,100 residents responded to our survey.

In advance of our public launch, we would like to share an embargoed copy of our Vital Signs report and short video for your information. We hope these will inspire conversations and engagement in our communities. **Please do not release this until October 4, 2016.**

I am pleased to send you the draft Word document of our report (attached as PDF) to give you a sense of the content of our final report. This DRAFT report is for your information only and I ask that you not forward or release it as the final report (currently in production) will be ready on Monday and will have a design treatment that will allow for public distribution.

The regional reports and video (link below) are also being provided to you in advance. **Please do not release these prior to October 4th.** These may be forwarded, shared and released on October 4.

Regional reports: <https://vancouverfoundation.dattodrive.com/index.php/s/7gHeMQ6oKooBZlq>

Vital Signs video: <https://vancouverfoundation.dattodrive.com/index.php/s/ZSenBJelpM5SFm9>

We also plan to offer presentations to Municipal governments along with our Community Foundation partners. Please do not hesitate to contact us if you would like more information on this report, our research or to connect with local Community Foundations.

Regards,

Kevin McCort, B.Sc, MBA, **President and CEO**

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[FRONT COVER]

Vancouver Foundation's 2016 Vital Signs

DRAFT - EMBARGOED UNTIL OCT 4

[Vital Signs Logo] [Vancouver Foundation logo] [CFC Logo]



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[INSIDE COVER]

Foreword

How do people across British Columbia feel about their communities? What are we most concerned about? What are we doing well? Where do we need to improve? These are the kinds of questions Vancouver Foundation explores through our 2016 Vital Signs report.

Community Foundations need to understand the communities they serve. At Vancouver Foundation, we call this being **Community Inspired**. This year we have produced a provincial report for the first time, in partnership with Community Foundations across British Columbia. We were curious to learn about any regional differences in our experiences, and keen to support other Community Foundations to collect data about their local communities.

Over 7,000 people told us about the things they love, the issues they face, and how connected they are to their local community. Overall we heard some encouraging news. People in BC love the natural beauty of our province, we feel positive most of the time, and rate our quality of life as high. But there are some key areas – housing, safety, and employment – where we are experiencing issues differently depending on where we live. As a Community Foundation, these challenges require our attention.

This report offers some suggestions – by listening to community – on ways we can strengthen our communities. But as a philanthropic partner to organizations across BC, we believe there are more opportunities that could emerge from the data and findings contained in this report. That is one of the reasons we have adopted an Open License policy to make sure that the full potential value of this work is unlocked.

We hope our 2016 Vital Signs report will spark discussion and action among the people who care about our communities. It will inform and guide our own work as a funder, partner, and convener, and we plan to use it to engage community and civic organizations in discussion about working together to build healthy, vibrant and livable communities across BC.

Thank you to the many organizations and individuals who gave their time and energy to this report.

Kevin McCort, President and CEO, Vancouver Foundation

Vancouver Foundation
With over 1,700 funds and total assets of \$1.06 billion, Vancouver Foundation is Canada's largest community foundation. In 2015, Vancouver Foundation and its donors made more than 4,300 grants, and distributions totaling approximately \$53 million, to registered charities across Canada. Grant recipients range from social services to medical research groups, to organizations devoted to arts and culture, the environment, education, children and families, youth, and animal welfare.

Executive Summary

How do people across BC feel about their communities?

Community Foundations across our province exist to build stronger communities by learning about the experiences and priorities of local people, and investing to create better places to live.

Our report shows that BC is a great place to call home, but depending on where we live, we experience different challenges to overcome. We invite organizations and individuals across BC to work in partnership with us on these challenges.

We feel good about where we live

We feel positive most of the time, and share a sense of leading meaningful and purposeful lives, regardless of where we live. We treasure the natural beauty of our province – particularly outside Metro Vancouver – enjoy our quality of life, and appreciate having friends and family close by. Depending on where we live, we enjoy our communities in different ways. In Metro Vancouver we particularly enjoy walkability and ease of moving around within in our communities, while in the rest of the province we have a great appreciation for lifestyle and recreation opportunities.

We are concerned about housing, safety, and employment

We experience concerns about housing, safety, and employment differently depending on where we live. We feel housing pressures strongest in Metro Vancouver, particularly in Vancouver and Richmond. Safety is our second highest concern overall, and our top concern if we live in the Fraser regions. We ranked employment and economy as our third concern overall and significantly higher in communities outside Metro Vancouver.

Most of us are active in our communities and report high levels of trust and safety in our neighbourhoods, but there are opportunities for better connections

Taking part in community life is important to us no matter where we live. We love our local libraries, community centres and recreation centres, and many of us give our time to volunteering. The majority of us feel safe walking alone in our neighbourhood after dark and believe our neighbours would return a lost wallet with the money inside. However, fewer of us agree that someone new moving onto our street would be welcomed into our neighbourhood.

We know about opportunities to be more involved in our communities

Most of us know how we want to get more involved in building stronger communities. We know about the opportunities that exist to contribute, and our preferred ways to do this include volunteering or participating in a local community project.

About this report

Methodology

Our survey was completed online by over 7,000 BC residents between June 14th and July 5th, 2016. The final sample was weighted to match Statistics Canada census data on the basis of gender, age, and region of residence. Community Foundations across British Columbia (including Vancouver Foundation) promoted the survey through websites, social media, and via email.

Approximately 70% of interviews were collected by Mustel Group, and 30% by Community Foundations. Respondents could complete the survey in English, Chinese, or Punjabi. Some responses included 'select all that apply' or 'select up to three options'. Results may not add up to 100% due to rounding and 'prefer not to say' responses.

See our website - www.vancouverfoundationvitalsigns.ca/ - for a full copy of the survey and more information about our methodology.

Regional Clusters

To enable Community Foundations and other organizations to view findings for the communities they serve, we asked respondents to identify where they live based on major centres where foundations are located. Respondents from smaller surrounding communities were asked to select the centre they live closest to. Communities were grouped into 'Regional Clusters' based predominately on BC Health Boundaries.

Vancouver	Southern Vancouver Island – Greater Victoria, Gulf Islands and Area
Richmond	Central and Northern Vancouver Island – Duncan, Nanaimo, Campbell River, Port Alberni, Clayoquot, Courtenay, Thetis Island, Qualicum, Parksville and Area
Fraser South – Surrey, Delta, White Rock, Langley and Area	Northeast – Quesnel, Prince George, Dawson Creek and Area
Fraser East – Mission, Abbotsford, Agassiz and Area	Northern Interior and Northwest – Prince Rupert, Smithers, Kitimat, Haida Gwaii and Area
Fraser North – Pitt Meadows, Maple Ridge, Coquitlam, Port Coquitlam, Port Moody and Area	Thompson/Cariboo/Shuswap – Salmon Arm, Kamloops, Clearwater, Revelstoke and Area
Central Metro Vancouver – New Westminster, Burnaby and Area	Okanagan – Vernon, Kelowna, Penticton and Area
North Shore and Sea to Sky – North Vancouver, West Vancouver, Squamish, Whistler and Area	Kootenay Boundary – Nakusp, Nelson, Castlegar, Trail, Kootenay Lake, Grand Forks and Area
Coast Garibaldi – Bowen Island, Sunshine Coast, Powell River and Area	East Kootenay – Kimberley, Cranbrook, Invermere, Golden and Area

Things we love

How do we feel about life? Why do we love calling BC home?

What makes our local communities great places to live?

Most of us feel good about living in BC. We share a positive outlook on life, and feel our lives have meaning and purpose. We love the natural beauty of our province, enjoy our quality of life, and appreciate having friends and family close by.

In Metro Vancouver, we value our local surroundings and amenities. We enjoy walking and moving around easily within our communities, and accessing our local parks and public spaces. Outside Metro Vancouver, residents enjoy lifestyle and recreation opportunities.

Top 5 reasons we love our communities
#1 Natural beauty / scenery (36%) #2 Overall quality of life (30%) #3 Friends and family close by (27%) #4 Walkability / easy to move around (21%) #5 Climate (19%)
Q2. What do you like most about living in your community? (Select up to three). Total respondents = 7,137 *Items were selected from a list of 21 choices.

We feel positive about life

Feeling positive about life is something we share across BC, regardless of where we live. We also share a sense of leading purposeful and meaningful lives – a feeling that increases as we get older.

We feel positive most of the time	We lead purposeful and meaningful lives
7.4/10	7.4/10
Q14. In general, how often do you feel positive? (0=Never, 10=Always) Total respondents = 7,137	Q15. In general, to what extent do you lead a purposeful and meaningful life? (0=not at all, 10=completely). Total respondents = 7,137

We love nature, enjoy our quality of life, and appreciate friends and family

Natural beauty and scenery, our overall quality of life, and having our friends and family close by are the top three reasons we like living in our communities. Our love for nature and our ratings for quality of life tend to be higher outside Metro Vancouver, but no matter where we live we appreciate having friends and family close by.

Natural beauty is the top reason we love BC
Metro Vancouver – 28% Outside Metro Vancouver – 46% British Columbia – 36%
Q2. What do you like most about living in your community? (Select up to three). Total respondents = 7,137 *Items were selected from a list of 21 choices.

Natural beauty is important to us in BC – it's the number one reason we love living here – and our love for nature is even greater when we live outside Metro Vancouver.

We choose natural beauty as the thing we love most about our community in 11 out of 16 regions – highest in Coast Garibaldi (62%), East Kootenay (56%), North Interior / Northwest (54%). Natural beauty was ranked highest by people from British (42%) and Aboriginal (41%) ethnic and cultural origins.

We value our quality of life as high in BC

- Metro Vancouver – 27%
- Outside Metro Vancouver – 34%
- British Columbia – 30%

We enjoy our overall quality of life across BC, making it the second most popular reason we love living in our community. We value our quality of life particularly highly in Coast Garibaldi (44%) and Central / North Vancouver Island (42%). We also rate quality of life higher if we are retired (39%) or self-employed (38%).

We appreciate having friends and family close by

- Metro Vancouver – 27%
- Outside Metro Vancouver – 26%
- British Columbia – 27%

Across the province, we appreciate having friends and family close by. People living in the North East (39%) and Richmond (36%) particularly value this aspect of their community.

We enjoy our communities in different ways

Depending on where we live, we enjoy our communities in different ways. In Metro Vancouver, we enjoy our ability to walk or move around easily within our communities, and to access our local parks and public spaces. Outside Metro Vancouver, we appreciate the lifestyle and recreation opportunities on offer, while climate has more appeal in some communities.

Walkability and ease to move around important in Metro Vancouver

- Metro Vancouver – 29%
- Outside Metro Vancouver – 11%
- Across British Columbia - 21%

We value walkability and ease to move around as the thing we like most about our community in Vancouver (47%) and New Westminster / Burnaby (35%). We also rate walkability and ease to move around higher if we live alone (28%) or are renting (26%).

Lifestyle and recreation opportunities enjoyed more outside Metro Vancouver

- Metro Vancouver – 12%
- Outside Metro Vancouver – 22%
- Across British Columbia - 17%

We particularly like the lifestyle and recreation opportunities in East Kootenay (47%), North Interior / Northwest (27%), and North Shore / Sea to Sky (25%).

Climate appreciated more in some regions

Our climate is especially appreciated by communities in the Okanagan (48%), Southern Vancouver Island (39%), and Central / North Vancouver Island (32%), in comparison to BC overall (19%).

Parks and public spaces enjoyed most in Metro Vancouver

- Metro Vancouver – 21%
- Outside Metro Vancouver – 10%
- Across British Columbia - 16%

Communities that particularly value their parks and public spaces include Fraser North (27%), New Westminster / Burnaby (26%), and Fraser Valley East (23%).

Issues we face

What concerns do we have about our communities? How do we experience these differently? What are the priorities to improve?

Our greatest concerns across BC are housing, safety and employment. But we experience these concerns differently depending on where we live in our province.

In Metro Vancouver, housing is our top concern – particularly in Vancouver, Richmond, and New Westminister/Burnaby. However, we are also feeling housing pressure in other regions including Southern Vancouver Island. In the Fraser regions, safety is our top concern. For every other region, employment is our greatest concern – especially for communities in the Kootenay Regions.

We asked people to choose from a list of 14 issues or concerns they have about living in their communities, and then further asked them to identify their most important priority for improving their greatest concern.

Top 5 concerns in our communities
#1 Housing – 19%
#2 Safety of Community (including crime) – 18%
#3 Employment Opportunities and the General Economic Environment – 13%
#4 Transportation or Getting Around – 9%
#5 Environment and Sustainability – 8%
Q3b. And of these, what would be the most important issue or concern? Total respondents = 7,137

We feel housing pressures strongest in Metro Vancouver

We experience housing pressures most in our large urban areas, particularly Metro Vancouver. Housing concerns are experienced regardless of income. Concerns are strongest if we are 34 or younger, newer residents in the community, non-homeowners, or of Asian descent.

- Metro Vancouver – 26%
- Outside Metro Vancouver – 12%
- British Columbia – 19%

We chose housing as our greatest concern in Vancouver (37%), Richmond (30%), New Westminister / Burnaby (29%), North Shore / Sea to Sky (24%), and Southern Vancouver Island (21%).

Our top priorities for improving housing options

- **#1** Improving the affordability of home ownership – 56%
- **#2** Improving the affordability of rental housing – 46%
- **#3** Increasing rental vacancy availability – 30%

Q3c. Which of the following do you believe is the most important priority for improving housing options in your community?
Total respondents = 1,263

We identify home ownership as an even greater priority if we live in Fraser North (71%), while rental housing affordability is of greatest concern in Thompson/Cariboo/Shuswap (89%).

We're concerned about safety across BC, particularly in the Fraser regions

Safety is our second greatest concern across BC overall, and our top concern if we live in the Fraser regions. We feel safety is an issue regardless of our age and gender, however non-homeowners and those from Asian countries express higher levels of concern. Our top three priorities for improving community safety are consistent across the province.

Safety concerns higher in the Fraser regions
Fraser South – 33%
Fraser East – 32%
Fraser North – 27%
British Columbia – 18%
Q3b. And of these, what would be the most important issue or concern? Total respondents = 7,137

Our top priorities for improving community safety

- #1** Reducing levels of property crime – 37%
- #2** Reducing use of illegal drugs – 33%
- #3** Increasing the visible presence of police – 32%

Q3c. Which of the following do you believe is the most important priority for improving safety in your community?
Total respondents = 1,269

Reducing levels of street disorder is our fourth priority, but varies greatly depending on region

Vancouver and Southern Vancouver Island – 41%
Okanagan and Thompson / Cariboo / Shuswap – 38%
British Columbia – 29%

We experience significantly greater employment and economic concerns in communities outside Metro Vancouver

Employment and the economic environment is our third greatest concern in BC overall, but of greatest concern outside Metro Vancouver, particularly if we are 55 or younger. It is the number one reason we move to a new community. We view providing more opportunities for full-time employment as the top priority to address economic and employment issues in our community, regardless of where we live across the province.

Employment concerns are greater outside Metro Vancouver
Metro Vancouver – 6% Outside Metro Vancouver – 22% British Columbia – 13%
Q3b. And of these, what would be the most important issue or concern? Total respondents = 7,137

We experience the greatest concerns about employment opportunities and the economy if we live in Kootenay East (41%) and Kootenay Boundary (36%). Finding employment (19%) is the top reason we move to a new area.

Our top priorities for improving employment and the economic environment

- #1** Providing more opportunities for full time employment – 53%
- #2** Providing more support for small business development – 26%
- #3** Decrease need to travel to a different community/region for work – 25%

Q3c. Which of the following do you believe is the most important priority for improving the economy and employment opportunities in your community.
Total respondents = 892.

We share providing more opportunities for full-time employment across the province as our top priority, regardless of age or where we live.

Our connections

How strong is our sense of belonging? What connections do we feel to our community? Are we ready to get more involved?

Across BC we are active in our communities, and two thirds of us feel a sense of belonging to our neighbourhood. Almost all of us have participated in a community activity, and regardless of our age, ethnicity or income, we enjoy visiting our local library, community centre or recreation centre. We also know how to be more involved in our communities, and our preferred ways to do so.

We generally feel safe walking in our neighbourhood after dark, and trust our neighbours would return a lost wallet or purse with the money still inside. But there are opportunities for better connections - particularly if we are unemployed or under 35, and further room for improvement, especially when it comes to welcoming new people moving onto our street.

Top 5 ways we are active in our community
#1 Visit a local library, community centre or recreation centre – 72%
#2 Donate to a cause – 67%
#3 Volunteer time to an organization – 50%
#4 Provide unpaid help to a non-family member – 47%
#5 Sign a petition – 43%
Q4. Thinking about the last 12 months, please indicate if you have done any of the following in your community. Total respondents = 7,137

Two thirds of us describe our sense of belonging to our local neighbourhood as strong.

Across the province, 66% of us describe our sense of belonging to our local neighbourhood as strong, but only 18% describe it as very strong suggesting room to further strengthen our local connections.

We feel the same about belonging regardless of gender, and feel a stronger sense of belonging as we grow older and live longer in our community. Our sense of belonging also increases if we have a spouse or partner (regardless of whether or not we have children), or if we are a single parent.

66%

Have a strong sense of belonging to their neighbourhood

32%

Describe their sense of belonging as weak

2%

Prefer not to say

Q5. How would you describe your sense of belonging to your local neighbourhood?
Total respondents = 7,137

Most of us trust people in our neighbourhood, but feel unsure if people moving onto our street would be welcomed

Across BC most of us trust our neighbours. In fact, the majority of us believe a wallet or purse would be returned with the money inside, and this increases as we grow older and live longer in our community.

70%

Think a lost wallet or purse would be returned, with the money inside, if it was found by a neighbour

Q12. If you lost a wallet or purse containing \$100 dollars, how likely do you think it would be returned to you, with the money inside, if it was found by one of your neighbours?
Total respondents = 7,137

In Metro Vancouver the perceived likelihood was 63%, and outside Metro Vancouver the likelihood was 77%.

Most of us feel safe in our neighbourhoods, but some experience concerns

78%

feel safe walking alone in their neighbourhood after dark

Base: Total (n=7,137)
Q10. Do you feel safe walking alone in your neighbourhood after dark?

Our feeling of safety while walking alone in our neighbourhood after dark is lower if we are female (70%), Aboriginal (68%), or if we are under 25 (65%). Our feeling of safety increases with higher levels of household income and education.

We feel unsure if people moving onto our street would be welcomed

Fewer than half of us feel that someone new moving onto our street would be welcomed into the neighbourhood.

45%

agree that someone new moving onto their street would be welcomed into the neighbourhood.

Q16. When someone new moves onto my street, they are welcomed into the neighbourhood?
Total respondents = 7,137

Only 13% of us strongly agree that someone new moving onto our street would be welcomed. Across BC, our responses range from a low of 33% to a high of 64%, suggesting room for improvement in all regions.

We know about opportunities to be more involved in our communities

The overwhelming majority of us – 94% – have participated in a community activity in the last year, and most of us know about opportunities to get more involved.

72%

Have visited a local library, community or recreation centre

Q4. Thinking about the last 12 months, please indicate if you have done any of the following in your community.
Total respondents = 7,137

71%

Know about opportunities to get more involved in our community, regardless of our age, ethnicity, or income.

Q7. If you wanted to contribute or be more involved in your community, would you know what opportunities exist to do so?
Total respondents = 7,137

Our top opportunities for strengthening connections

Across BC, our most common suggestion for getting involved in community is through volunteering. Our interest in volunteering remains the same regardless of our income, education, age, or family status.

However, the biggest opportunity to strengthen community connections is by participating in a neighbourhood project. The gap between those interested in participating in a local project, and those that have done so, represents the greatest opportunity to invite people across BC to strengthen communities together.

Ways we want to get involved in community	VS	Ways we are already involved in community
65% are interested in volunteering		50% have volunteered
53% would participate in a local project		18% have participated in a local project
Q8. If you wanted to be more involved in your community and help strengthen your community, which of the following would you be likely to do? Total respondents = 7,137		Q4. Thinking about the last 12 months, please indicate if you have done any of the following in your community. Total respondents = 7,137

What happens next?

Vancouver Foundation's 2016 Vital Signs is part of our ongoing commitment to understanding the priorities and experiences of community. We will use it to inform and guide our work as a funder, partner, and convener, and share it with organizations that we hope might create new opportunities from the data and findings.

We invite you to think about how the findings in our report can support your efforts to strengthen community across BC. Please share it with others in your community, and get in touch if we can help.

DRAFT - EMBARGOED UNTIL OCT 4

[INSIDE COVER #1]

How to use this report

Reflect on your experiences:

1. Ask if the findings mirror your own experience, and think about where you might be able to get involved to make a difference in your community.
2. Connect with your local Community Foundation to see if they have produced a local Vital Signs report which will provide you with more detailed information on issues in your area.

Take action:

1. Use this report as a conversation starter within your social networks or place of work, with elected officials, and with family and friends.
2. Consider volunteering with an organization in your community that is seeking to make a difference on an issue that is important to you.
3. Consider donating to a cause that inspires you.
4. Take part in a festival or neighbourhood gathering. Welcome newcomers. Spend time on what matters to your community.

Open Licence

Vancouver Foundation's Open License policy provides opportunities for others to develop ideas, content, products, and services in ways that benefit the community and unlock the full value of our work.

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[INSIDE COVER #2]

Acknowledgements:

Vital Signs® is a community check-up conducted by Community Foundations across Canada that measures the vitality of our communities and identifies significant trends in a range of areas critical to quality of life. Vital Signs is coordinated nationally by Community Foundations of Canada and with special thanks to the Toronto Foundation for developing and sharing the Vital Signs concept. For more information visit: www.vitalsignscanada.ca

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BC Community Foundations

Special thanks to the Community Foundation movement in British Columbia and in particular those Community Foundations who contributed to this survey.

Mustel Group

The Mustel Group is a team of collaborative experts delivering customized market research solutions in both the public and private sectors.

[Mustel logo]

Affinity Bridge

Vancouver-based creative technology team who work with environmental organizations, social non-profits, co-operatives, and social good enterprises from British Columbia and around the world.

[Affinity Bridge logo]

Find a Community Foundation Near You

Community Foundations help guide volunteer efforts and financial support to where it will have the greatest impact. Connect with your local community foundation to learn more about the difference they're making and the best way to contribute to make your community a better place.

communityfoundations.ca

[BACK COVER]

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