



**MINUTES**  
**District of Sooke**  
**Regular Council Meeting**  
**February 14, 2017 7:00 PM**  
**Council Chamber**  
**2225 Otter Point Road**  
**Sooke, BC**

**COUNCIL PRESENT:**

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

**STAFF PRESENT:**

Teresa Sullivan, Chief Administrative Officer  
Brent Blackhall, Director of Financial Services  
Gabryel Joseph, Director of Corporate Services  
Jeff McArthur, RCMP  
Jennifer Royer-Collard, Corporate Services Assistant

**1. CALL TO ORDER**

Mayor Tait called the meeting to order at 7:02 p.m.

Mayor Tait provided a statement regarding how Lot A was acquired, the evolution of the library and provided clarity into current issues that have arisen over the past months.

**2. NEW BUSINESS/SUPPLEMENTARY INFORMATION**

No new business or supplementary information provided for this meeting.

**3. APPROVAL OF THE AGENDA**

**3.1 February 14, 2017 Regular Council Agenda**

**2017-44**

**MOVED** by Councillor Berger, seconded by Councillor Pearson:

THAT the agenda for the February 14, 2017, Regular meeting Council be approved, with item 8.1 "RCMP Report" to immediately follow the Adoption of Minutes.

**CARRIED.**

**In Favour:**

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

**4. ADOPTION OF MINUTES**

**4.1 Minutes for January 23, 2017 Regular meeting of Council**

**2017-45**

**MOVED** by Councillor Kasper, seconded by Councillor Pearson:

THAT the minutes of the January 23, 2017, Regular meeting of Council, be adopted as circulated.

**CARRIED.**

**In Favour:**

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

## **8. REPORTS FOR INFORMATION**

### **8.1 RCMP Report**

The Sooke RCMP Detachment Commander Staff Sergeant provided a verbal overview of crime statistics in the community. These items included:

- Prisoner numbers.
- Division of files amongst members.
- Time spent in rural areas.
- New member hired and starts in April.
- Training for members.
- Traffic enforcement.

## **5. PUBLIC QUESTION AND COMMENT PERIOD**

Council heard from the following member of the public:

1. Ellen Lewers, Sooke resident, spoke to the *Sewer Reserve Fund Bylaw No. 661, 2017*, in opposition of the CRD Consent *Request for Regional Parks Loan Authorization Bylaw No. 1, 2016*, and Library being build at SEAPARC.

## **6. BYLAWS**

### **6.1 Sewer Reserve Fund Bylaw No. 661, 2017.**

The Director of Finance provided an overview of the Sewer Reserve Fund Bylaw.

Council discussed the following:

- Previous report.
- Capital amounts in fund and usability.
- Reiterated the purpose of the bylaw, set out in the previous meeting.

**2017-46**

**MOVED** by Councillor Pearson, seconded by Councillor Berger:

THAT third reading of the *Sewer Reserve Fund Bylaw No. 661, 2017*, be rescinded.

**CARRIED.**

**In Favour:**

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

**2017-47**

**MOVED** by Councillor Kasper, seconded by Councillor Logins:

THAT number 3. of the *Sewer Reserve Fund Bylaw No. 661, 2017*, be amended to read, "Money in the reserve fund, and interest earned on it, may be used only for repairs and maintenance of the existing Sewer System, and not for future expansion of the current system".

**CARRIED.**

**In Favour:**

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

**2017-48**

**MOVED** by Councillor Pearson, seconded by Councillor Berger:

THAT the *Sewer Reserve Fund Bylaw No. 661, 2017*, be read a third time, as amended.

**CARRIED.**

**In Favour:**

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

**7. REPORTS REQUIRING ACTION**

**7.1 Community Grant Program Policy**

The Director of Corporate Services provided an overview of the written report, highlighting the available assistance to applicants, options for decision, and process changes.

Council Discussed:

- Line item options for organizations.
- Terms for Applications.
- Holding of funds until recipient is ready to receive.
- Differences between category A & B (past and future).

**2017-49**

**MOVED** by Councillor Logins, seconded by Councillor Parkinson:

THAT Council direct staff to include current Category A Grant recipients as one-time line items in the 2017 budget.

**CARRIED.**

**In Favour:**

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

**2017-50**

**MOVED** by Councillor Kasper, seconded by Councillor Logins:

THAT Council approve Policy No. 5.1, *Community Grant Program Policy, 2017*, as presented in the February 14, 2017, Community Grant Program Policy staff report.

AND THAT Council direct staff to schedule time during the 2017 budget deliberations to hear from all other 2017 grant applicants.

**CARRIED.**

**In Favour:**

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

7.2 **Remedial Action - 2364 Church Road**

The District of Sooke Bylaw Enforcement Officer presented to Council an overview of the written staff report. Adding additional information, that the property owner had made contact this morning to ensure they would comply. The request for a motion of support was still required, in the case they do not follow through with compliance.

Council Discussed:

- Circumstances surrounding property.
- Time line for remediation.

**2017-51**

**MOVED** by Councillor Parkinson, seconded by Councillor Logins:

THAT Council direct staff to take remedial action, regarding unsightly premises at 2364 Church Road, if remedial action is not completed by the property owner by March 1, 2017, to comply with the Bylaw No. 296, *Unsightly Premises and Objectionable Situations Bylaw, 2007*.

**CARRIED.**

**In Favour:**

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

7.3 **Consent Request - CRD Bylaw No. 4142, Regional Parks Loan Authorization Bylaw No. 1, 2016**

Council Discussed:

- Trail and railway future issues.
- CRD continual borrowing.

**2017-52**

**MOVED** by Councillor Berger, seconded by Councillor Logins:

THAT Council deny consent to the adoption of CRD Bylaw No. 4142, *Regional Parks Loan Authorization Bylaw No. 1, 2016* in accordance with section 346 of the *Local Government Act*,

AND THAT Council direct staff to notify the Capital Regional District of Council's decision.

**CARRIED.**

**In Favour:**

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

7.4 **Mayor's Caucus Registration**

**2017-53**

**MOVED** by Councillor Pearson, seconded by Councillor Reay:

THAT Council authorize Mayor Tait to attend the *Mayor's Caucus* to be held February 22 - 24, 2017, in Oak Bay;

AND THAT the costs for registration be expended from the *2017 Council Travel/Conferences/Education* budget.

**CARRIED.**

**In Favour:**

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

7.5 **Budget Transfers**

The Director of Finance provided a summary of the staff report.

Council Discussed the following:

- Concerns with the reallocation of these funds.
- Contract provisions with the RCMP.
- The effect on the line items with moving the funds.

**2017-54**

**MOVED** by Councillor Logins, seconded by Councillor Reay:

THAT Council authorize staff to transfer the 2017 budget for Long-term Plans of \$20,000 to the Official Community Plan (OCP) line item.

**CARRIED.**

**In Favour:**

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

**2017-55**

**MOVED** by Councillor Logins, seconded by Councillor Reay:

THAT Council authorize staff to transfer the 2017 budget of \$28,150 for the Chamber of Commerce to the budget for the Contract with RCMP (\$12,00) and the budget for the Other Outside Services (\$16,150).

**CARRIED.**

**In Favour:**

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

**2017-56**

**MOVED** by Councillor Reay, seconded by Councillor Logins:

THAT Council authorize staff to transfer \$16,000 of the budget for Records Management to the budget for Other Outside Services.

**CARRIED.**

**In Favour:**

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

**2017-57**

**MOVED** by Councillor Reay, seconded by Councillor Logins:

THAT Council authorize staff to transfer the 2017 budget of \$1,307 for the CR Action Team to budget for Relief Worker Remuneration.

**CARRIED.**

**In Favour:**

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

7.6 **Morwenna Holdings Ltd.**

The Chief Administrative Officer explained the reasoning behind the extension. Which includes budget preparations for 2017 and bargaining, as well as submitted invoices.

Council expressed their concern for the extension, additional services, bargaining, and funds moving from Council contingency.

**2017-58**

**MOVED** by Councillor Logins, seconded by Councillor Reay:  
THAT Council authorize the Mayor and CAO to extend the services of Morwenna Holdings Ltd. from January 31, 2017 to March 31, 2017;

AND THAT Council direct staff to pay invoices submitted by Morwenna Holdings Ltd. for 2017 out of the Council Contingency budget.

**Before the motion was voted on, it was amended as follows:**

**2017-59**

**MOVED** by Councillor Logins, seconded by Councillor Parkinson:  
THAT Council amend the motion to include "To a maximum of \$10,000" for 2017 out of the Council Contingency budget.

**CARRIED.**

**In Favour:**

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

**9. NEW BUSINESS**

No new business added.

**10. CORRESPONDENCE**

**10.1 Correspondence Items**

**2017-60**

**MOVED** by Councillor Pearson, seconded by Councillor Reay:  
THAT the correspondence from January 18 - February 6, 2017, be received for information.

**CARRIED.**

**In Favour:**

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

**2017-61**

**MOVED** by Councillor Kasper, seconded by Councillor Pearson:  
THAT Council direct staff to send a response letter to the Victoria Chamber of Commerce outlining our tax rates.

**CARRIED.**

**In Favour:**

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

**11. COUNCIL REPORTS FOR INFORMATION**

**Mayor and Council reports (verbal)**

- Councillor Kasper reported on the LGLA Forum he attended. Providing handouts to fellow Council Members and suggest that the pdf be added to the District website.
- Councillor Pearson reported on attending the Juan de Fuca Water Commission.
- Mayor Tait reported on the committees she chairs and sits on.
- Councillor Reay provided a summary statement on her background as a Councillor and does not intent to run for re-election.

**12. REPORT OF IN-CAMERA RESOLUTIONS**

12.1 At the In-Camera Council meeting held on January 23, 2017, the following items were released to the public:

**December 12, 2016**

- THAT Council discussed Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw*

**January 23, 2017**

- THAT the following motion was passed:
  - THAT Council Rise and Report on the Servicing Costs for the new Sooke Public Library.

**13. MOTION TO CLOSE THE MEETING TO THE PUBLIC**

The meeting was closed to the public at 10:00 p.m.

**2017-62**

**MOVED** by Councillor Logins, seconded by Councillor Berger:

THAT the meeting be closed to the public under section 90 (1) (k) of the *Community Charter*.

**CARRIED.**

**In Favour:**

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

The meeting was re-opened to the public at 10:31 p.m.



**14. ADJOURNMENT**

**2017-63**

**MOVED** by Councillor Pearson, seconded by Councillor Reay:  
THAT the meeting be adjourned at 10:32 pm

**CARRIED.**

**In Favour:**

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

**Certified Correct:**

*Original signed by*

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**Maja Tait**  
**Mayor**

*Original signed by*

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**Gabryel Joseph**  
**Corporate Officer**