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## REGULAR COUNCIL MEETING AGENDA

OPEN PORTION at 7:00 pm

February 22, 2016

Council Chambers

2225 Otter Point Road, Sooke, B.C.

<b>INTRODUCTION OF NEW BUSINESS/SUPPLEMENTARY INFORMATION</b>		<b>Page #</b>
<b>Item RI-2 Supplementary Information</b>	<b>Sooke Fire Rescue Service Quarterly Report</b> <ul style="list-style-type: none"><li>REVISED Staff Report including statistics for First Responder Medical Class and Mutual Aid Requests</li></ul>	1
<b>NB-1 New Business</b>	<b>Bylaw No. 630, Zoning Amendment Bylaw (600-2)</b> <ul style="list-style-type: none"><li>Council to consider amendment to Bylaw No. 630 at 2<sup>nd</sup> reading and schedule Public Hearing</li></ul>	5



File No. 7200-01

**REPORT FOR INFORMATION**  
Regular Council  
Meeting Date: February 22, 2016

To: Teresa Sullivan, Chief Administrative Officer  
From: Sooke Fire Rescue Department  
Re: **Quarterly Fire Department Report**

**RECOMMENDATION:**

**THAT COUNCIL** receive the Sooke Fire Rescue Service 2015 4<sup>th</sup> Quarter Report for information.

**1. Executive Summary:**

The following report summarizes the fourth quarter activities (October-December 2015) of the Sooke Fire Rescue Department.

Respectfully,

\_\_\_\_\_  
Fire Chief

Approved for Council Agenda

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Engineering

\_\_\_\_\_  
Planning

\_\_\_\_\_  
Corp. Services

\_\_\_\_\_  
Finance

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CAO

## Sooke Fire Rescue Department Staffing Report

YEAR		2001	2014		2015			
MONTH		Dec	Sept	Dec	Mar	Jun	Sept	Dec
<b>Career Staff</b>	Full time day staff	2	5	5	5	5	5	5
<b>Station 1</b>	<b>Active Volunteer Firefighters</b>	<b>29</b>	<b>17</b>	<b>15</b>	<b>19</b>	<b>16</b>	<b>14</b>	<b>16</b>
	Firefighters on LOA		1	2	1	2	2	0
	Recruit Firefighters Training		0	4	0	0	0	0
	Firefighter on Light Duty Only		1	0	0	0	0	0
	<b>Sub Total</b>	<b>29</b>	<b>19</b>	<b>21</b>	<b>20</b>	<b>18</b>	<b>16</b>	<b>16</b>
<b>Station 2</b> including members from Sun River Muster Station	<b>Total Active Firefighters</b>	<b>11</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>4</b>	<b>7</b>	<b>8</b>
	<i>Responding from Station 2</i>	<i>11</i>	<i>3</i>	<i>3</i>	<i>4</i>	<i>2</i>	<i>3</i>	<i>3</i>
	<i>Responding from Sunriver</i>	<i>N/A</i>	<i>4</i>	<i>5</i>	<i>5</i>	<i>2</i>	<i>4</i>	<i>5</i>
	Firefighters on LOA		1	1	0	4	1	0
	Recruit Firefighters Training		0	2	0	0	0	0
	<b>Sub Total</b>	<b>11</b>	<b>8</b>	<b>11</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Support Services</b>	Apparatus Driver Only	0	2	1	2	1	1	0
	Safety Educators	5	5	6	6	6	6	5
	Dispatcher	3	1	0	0	1	1	1
	Chaplain	0	1	1	1	1	1	1
	First Responder Instructor	0	2	0	1	1	1	1
	Inspector	0	1	1	1	1	1	1
	Leave of Absence		0	2	1	1	0	0
	<b>Sub Total</b>	<b>8</b>	<b>12</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>11</b>	<b>9</b>
<b>Total Career Firefighters</b>		<b>2</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Total Active Volunteer Firefighters</b>		<b>40</b>	<b>24</b>	<b>23</b>	<b>28</b>	<b>20</b>	<b>21</b>	<b>24</b>
<b>Firefighters LOA</b>			<b>3</b>	<b>3</b>	<b>1</b>	<b>5</b>	<b>3</b>	<b>0</b>
<b>Total FF on Light Duty</b>			<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Suppression</b>		<b>42</b>	<b>34</b>	<b>31</b>	<b>34</b>	<b>30</b>	<b>29</b>	<b>29</b>
<b>Total Driver Only</b>			<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>
<b>Total Recruits</b>			<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Support Services</b>		<b>8</b>	<b>10</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>9</b>
<b>Total Membership</b>		<b>50</b>	<b>45</b>	<b>48</b>	<b>46</b>	<b>42</b>	<b>40</b>	<b>38</b>

As of January 9, 2016 there are six new recruits that have just begun training. If successful, they will begin active duty approximately mid April 2016.

### Sooke Fire Rescue Department - Monthly Incident Compilation Report

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	total
Structure Fire	1	3	1	4	1	2	3	1	2	0	1	4	23
Chimney Fire	1	0	1	0	0	0	0	0	0	0	1	2	5
Appliance Fire	1	3	0	0	1	0	1	2	1	0	3	1	13
Vehicle Fire	1	1	1	1	0	0	0	0	0	0	1	5	10
Brush Fire	0	0	0	0	0	5	3	3	1	0	0	0	12
Beach Fire	0	0	0	0	0	3	2	0	0	0	0	0	5
Dumpster Fire	2	0	0	0	1	0	1	0	0	0	1	0	5
Bark Mulch	0	0	0	0	0	4	1	3	1	0	0	0	9
Explosion	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Incident	6	3	3	8	4	9	8	9	14	10	2	9	85
Rescue	1	1	0	1	0	1	1	1	0	0	0	0	6
Hazardous Condition	3	5	2	5	5	2	7	6	3	6	10	3	57
Public Assist	1	2	0	2	2	0	5	1	0	4	11	3	31
Alarm Bells	8	3	5	7	10	2	10	10	5	5	5	1	71
First Responder													0
Medical Class A	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical Class B	4	3	3	1	1	4	3	0	0	0	0	0	19
Medical Class C	20	10	20	14	13	15	13	15	8	18	16	17	179
Medical Class D	30	20	23	27	29	17	30	18	27	27	20	25	293
Medical Class E	2	2	0	2	2	0	1	3	1	3	0	3	19
First Responder Totals	56	35	46	44	45	36	47	36	36	48	36	45	510
Burning Complaint/concern	4	3	12	12	14	14	11	8	27	10	4	3	122
Mutual Aid Requests	1	1	0	2	0	1	3	2	1	0	2	2	15
MA - Metchosin	1	0	0	2	0	1	1	0	1	0	1	0	7
MA - Otter Point	0	1	0	0	0	0	1	2	0	0	1	0	5
MA - East Sooke	0	0	0	0	0	0	1	0	0	0	0	2	3
<b>TOTAL 2015</b>	<b>85</b>	<b>59</b>	<b>71</b>	<b>84</b>	<b>83</b>	<b>78</b>	<b>100</b>	<b>80</b>	<b>90</b>	<b>83</b>	<b>75</b>	<b>76</b>	<b>964</b>
<b>Total 2014</b>	<b>39</b>	<b>66</b>	<b>43</b>	<b>58</b>	<b>57</b>	<b>53</b>	<b>90</b>	<b>53</b>	<b>60</b>	<b>58</b>	<b>76</b>	<b>59</b>	<b>712</b>

Not only was 2015 a very busy year for the fire department, December 31st ended in a bang, requiring all of the departments skills and resources to come into play as that morning firefighters had to contend with five emergency calls in the space of just over two hours. December has proven to be an extremely busy month overall with crews responding to many fires and other emergency calls. This included 4 house fires, one in which a man suffered second and third degree burns. Another fire, located in East Sooke required the combined efforts of three departments and resulted in substantial damage to the residence, but fortunately

no injuries as the boy in the home escaped safely with all his pets. In addition, a total of 5 vehicle fires have been extinguished this month. In all but one of the vehicle fire cases, it appears arson was the cause and investigation by the RCMP continues. December was by no means unusual this year as this month was just the end of a most eventful year, as total calls attended by the fire department increased by a full 33% over the same period in 2014. With a corresponding drop of 25% in volunteer staffing has made this year the busiest and most challenging on record. 2015 set records for the most number of fires (82), the most number of motor vehicle crashes (91) and the most number of medical emergency calls (498) in the 102 year history of the department. In reviewing long term statistics the fire department has seen an increase in call volume of approximately 10% per year when averaged over the past 25 year reporting period.

With volunteer recruiting a major concern, a very aggressive recruiting campaign was launched in conjunction with the Metchosin Fire Department. This proved to be a very successful joint venture. Several applications were received for both departments. Following testing and interviews a total of twelve new members were selected with six for each department. The new recruits have since attended an orientation session and have been issued all their books and study material and are eagerly awaiting the start of their training program that begins on January 9<sup>th</sup>, with their first class to be held at the Sooke Fire Station. January 10<sup>th</sup> will be their second session and it will be held at the Metchosin Fire Hall. This will continue every other weekend for the next 3.5 months until they successfully complete all of the basic training requirements. Just this portion of their training will require each student to invest almost 150 hours to classroom and practical skill training as well as additional time for homework and studying for their exams just to achieve a basic firefighter certification. As you can see, this is a huge commitment by each of these new members as well as their families. It also takes a great deal of time and commitment on the part of the instructors to provide these sessions and to evaluate each student.

The Sooke Fire and Emergency Program Awards Banquet was held in November. It was very well attended and enjoyed by all. It was wonderful to see so many of the Honorary Firefighters and their spouses in attendance as well. Several awards were presented including Officer of the Year "Gordon Kouwenberg", Firefighter of the Year "Jason Dixon", Support Service Member of the Year "Laura Hooper, Recruit Firefighter of the Year "Chris Daoust" and Emergency Program Volunteer of the Year "Nicole Kedge." Long Service Awards were also presented with Chief Sorensen receiving his Provincial 35 Year Service Bar and Assistant Chief Barney receiving his 20 Year Federal Exemplary Service Medal.

This years Fire Department "Santa Run" was another overwhelming success and a milestone being the 20<sup>th</sup> Anniversary of the event. Thanks to many dedicated volunteer firefighters, their family and friends who decorated the fire trucks and traveled the cold streets of Sooke, they amassed an enormous pile of food and goodies for the Sooke Christmas Bureau. This event coupled with the "Help Fill a Fire Truck Campaign" that takes place at local malls throughout December netted over \$10,000.00 in cash along with tons of food and gifts worth an estimated total value at or near \$100,000.00. Once again the generosity and Christmas spirit of residents of the Sooke area was demonstrated.

I would like to thank the men and women of the Sooke Fire Rescue Department for their tremendous support and dedication this past year as they are all truly our Community Heroes. We stand by ready for the next emergency and look forward to the challenges of 2016.



File No. 6530-01

**REQUEST FOR DECISION**  
Regular Council  
Meeting Date: February 22, 2016

To: Teresa Sullivan, Chief Administrative Officer  
From: Planning Department  
Re: **Amend Bylaw No. 630 – Add uses to C1 Zone**

**RECOMMENDATION**

**THAT COUNCIL** amend Bylaw 630 to include the following uses “Micro Brewery” and “Artisan Industry” in the Neighbourhood Commercial (C1) Zone, and add under Conditions of Use that the micro brewery not exceed 500m<sup>2</sup> and Artisan Industry not exceed 200m<sup>2</sup>;

**AND THAT COUNCIL** direct staff to schedule a Public Hearing in accordance with the *Local Government Act* and *Community Charter* notice requirements.

**A. Executive Summary:**

It has come to the attention of staff that Bylaw 630, presented to Council on February 9, 2016, did not include ‘Micro Brewery’ of no more than 500m<sup>2</sup> and ‘Artisan Industry’ of no more than 200m<sup>2</sup> in the Neighbourhood Commercial (C1) Zone.

For consistency throughout the bylaw, it is recommended that these uses also be added to the C1 Zone.

The amended Bylaw 630 is attached. The proposed changes are highlighted.

**Attached Documents:**

1. Draft Bylaw No. 630 (600-22)

Respectfully,

Katherine Lesyshen, MCIP, RPP  
Planner II

Approved for Council Agenda

\_\_\_\_\_  
Corp. Services

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Finance

\_\_\_\_\_  
CAC

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Dev Services





## DISTRICT OF SOOKE

### BYLAW No. 630

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A bylaw to amend Bylaw No. 600, *Sooke Zoning Bylaw, 2013* for various text amendments.

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

1. This Bylaw is cited as *Zoning Amendment Bylaw (600-22)*.
2. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is amended in **Schedule 401 – Neighbourhood Commercial (C1)**:
  - a. By adding “Micro Brewery” and “Artisan Industry” to section 401.2 *Permitted Uses – Principal Uses* and re-numbering the sub-sections as appropriate;
  - b. by adding “Accessory dwelling unit, one per lot” to section 401.2 *Permitted Uses – Accessory Uses* and re-numbering the sub-sections as appropriate.
  - c. by deleting and replacing section 401.8 f) *Conditions of Use* with the following:

“401.8 f)        Accessory dwelling units must be located above or to the rear of the principal use.”
  - d. By adding immediately after section 401.8 g) *Conditions of Use* the following:

“401.8 h)        Gross floor area for a Micro Brewery must not exceed 500m<sup>2</sup>.  
401.8 i)        Gross floor area for Artisan Industry must not exceed 200m<sup>2</sup>.”
3. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 402 – General Commercial (C2)**:
  - a. by adding “Micro Brewery” and “Artisan Industry” to section 402.2 *Permitted Uses – Principal Uses* and re-numbering the sub-sections as appropriate;
  - b. by adding “Accessory dwelling unit, one per lot” to section 402.2 *Permitted Uses – Accessory Uses* and re-numbering the sub-sections as appropriate;
  - c. By deleting and replacing section 402.8 c) *Conditions of Use* with the following:

- "402.8 c)      Accessory dwelling units must be located above or to the rear of the principal use."
      - d.    by adding immediately after section 402.8 e) *Conditions of Use* the following:
        - "402.8 f)      Gross floor area for a Micro Brewery must not exceed 500m<sup>2</sup>.
        - 402.8 g)      Gross floor area for Artisan Industry must not exceed 200m<sup>2</sup>."
- 4. Bylaw No. 600, Sooke Zoning Bylaw, 2013 is further amended in **Schedule 403 – Service Commercial (C3)**:
  - a. by adding "Micro Brewery" and "Artisan Industry" to section 403.2 *Permitted Uses - Principal Uses* and re-numbering the sub-sections as appropriate;
  - b. by adding "Accessory dwelling unit, one per lot" to section 403.2 *Permitted Uses - Accessory Uses* and re-numbering the sub-sections as appropriate;
  - c. By deleting and replacing section 403.8(d) *Conditions of Use* with the following:
    - "403.8 d)      Accessory dwelling units must be located above or to the rear of the principal use."
  - d. by adding immediately after section 403.8(e) *Conditions of Use* the following:
    - "403.8 f)      Gross floor area for a Micro Brewery must not exceed 500m<sup>2</sup>.
    - 403.8 g)      Gross floor area for Artisan Industry must not exceed 200m<sup>2</sup>."
- 5. Bylaw No. 600, Sooke Zoning Bylaw, 2013 is further amended in **Schedule 404 – Commercial Recreation (C4)**:
  - a. by adding "Micro Brewery" and "Artisan Industry" to section 404.2 *Permitted Uses - Principal Uses* and re-numbering the sub-sections as appropriate;
  - b. By deleting and replacing section 404.8 c) *Conditions of use* with the following:
    - "404.8 c)      Accessory dwelling units must be located above or to the rear of the principal use."
  - c. by adding immediately after section 404.8 e) *Conditions of Use* the following:
    - "404.8 f)      Gross floor area for a Micro Brewery must not exceed 500m<sup>2</sup>.
    - 404.8 g)      Gross floor area for Artisan Industry must not exceed 200m<sup>2</sup>."
- 6. Bylaw No. 600, Sooke Zoning Bylaw, 2013 is further amended in **Schedule 405 – Town Centre Mixed Use (CTC)**:

- a. by adding "Micro Brewery" to section 405.2 *Permitted Uses - Principal Uses* and re-numbering the sub-sections as appropriate;
  - b. by adding "Accessory dwelling unit, one per lot" to section 405.2 *Permitted Uses - Accessory Uses* and re-numbering the sub-sections as appropriate;
  - c. By deleting and replacing section 405.8 d) *Conditions of Use* with the following:  
"405.8 d)      Accessory dwelling units must be located above or to the rear of the principal use."
  - d. by adding immediately after section 404.8 h) *Conditions of Use* the following:  
"405.8 h)      Gross floor area for a Micro Brewery must not exceed 500m<sup>2</sup>.  
405.8 i)      Gross floor area for Artisan Industry must not exceed 200m<sup>2</sup>."
7. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 501 – Light Industrial (M1)**:
- a. by adding "Accessory dwelling unit, one per lot" to section 501.2 *Permitted Uses - Accessory Uses* and re-numbering the sub-sections as appropriate.
  - b. by deleting and replacing section 501.8 c) *Conditions of Use* with the following:  
"501.8 c)      Accessory dwelling units must be located above or to the rear of the principal use."
8. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 502 – General Industrial (M2)**:
- a. by adding "Accessory dwelling unit, one per lot" to section 502.2 *Permitted Uses - Accessory Uses* and re-numbering the sub-sections as appropriate.
  - b. by deleting and replacing section 502.8 c) *Conditions of Use* with the following:  
"502.8 c)      Accessory dwelling units must be located above or to the rear of the principal use."
9. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 503 – Heavy Industrial (M3)**:
- a. by adding "Accessory dwelling unit, one per lot" to section 503.2 *Permitted Uses - Accessory Uses* and re-numbering the sub-sections as appropriate.
  - b. by deleting and replacing section 503.8 e) *Conditions of Use* with the following:

“503.8 e)      Accessory dwelling units must be located above or to the rear of the principal use.”

10. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 504 – Aquatic Industrial (M4)**:

- a. by adding “Accessory dwelling unit, one per lot” to section 504.2 *Permitted Uses - Accessory Uses* and re-numbering the sub-sections as appropriate.
- b. by deleting and replacing section 504.8 c) *Conditions of Use* with the following:

“504.8 c)      Accessory dwelling units must be located above or to the rear of the principal use.”

11. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 505 – Technical Industrial Business Park (M5)**:

- a. by adding “Accessory dwelling unit, one per lot” to section 505.2 *Permitted Uses - Accessory Uses* and re-numbering the sub-sections as appropriate.
- b. by deleting and replacing section 505.8 b) *Conditions of Use* with the following:

“505.8 b)      Accessory dwelling units must be located above or to the rear of the principal use.”

12. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 601 – Public Recreation (P1)**:

- a. by deleting and replacing section 601.8 a) *Conditions of Use* with the following:

“601.8 a)      Accessory dwelling units must be located above or to the rear of the principal use.”

13. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 602 – Community Facilities (P2)**:

- a. by deleting and replacing section 602.8 *Conditions of Use* with the following:

“602.8 a)      Accessory dwelling units must be located above or to the rear of the principal use.”

14. Bylaw No. 600, *Sooke Zoning Bylaw, 2013* is further amended in **Schedule 603 – Public Utilities (P3)**:

b. by deleting and replacing section 603.8 *Conditions of Use* with the following:

“603.8 b)      Accessory dwelling units must be located above or to the rear of  
the principal use.”

Introduced and read a first time the 9<sup>th</sup> day of February, 2016

Read a second time the 9<sup>th</sup> day of February, 2016

Amended the    day of    , 2016

Public Hearing held the    day of    , 2016

Read a third time the day of    , 2016

Adopted on the    day of    , 2016

Certified Correct:

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Kerrie Reay  
Acting Mayor

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Tina Hansen  
Deputy Corporate Officer