



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on January 12, 2015 at 7:00 p.m

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)

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant
Staff Sgt. Jeff McArthur (left 7:38 p.m.)

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 item as new business:

NB-1 MOTION TO CLOSE THE MEETING TO THE PUBLIC:

Motion to close the meeting to the public immediately following Agenda Item RIC-1 under section 90(1)(a) of the *Community Charter* to discuss personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on November 3, 2014 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on November 6, 2014 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Inaugural Council meeting held on December 1, 2014 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on December 8, 2014 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on December 29, 2014 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on January 5, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on January 5, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

November 5, 2014 Board of Variance

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Transition Sooke Open Space Meeting Final Summary – Tony St. Pierre

Jeff Bateman, President, Transition Sooke introduced Tony St. Pierre, Facilitator for the Transition Sooke Open Space Meeting held October 18, 2014. Mr. Bateman reported that it is Transition Sooke's hope that the Open Space Meeting Final Report will assist Council in their Strategic Planning for the future.

Tony St. Pierre provided a powerpoint presentation and summary of the Transition Sooke Open Space Meeting Final Report as submitted. Mr. St. Pierre overviewed the recommendations that resulted from the workshop on the following issues:

- Energy independence and collaboration with the T'Sou-ke Nation
- Council/community relationship (structure, communications, integrity)
- Emergency Response Services
- Quality of Life (beautification, trails and parks, infrastructure)
- Health, Education and Social Services
- Jobs and the Environment
- Food Security, Sustainability & Local Food Economy

A discussion ensued between Council and Mr. St. Pierre as to future Transition Sooke Open Space Meetings, opportunities to work with T'Sou-ke Nation on energy projects, and Council's upcoming Strategic Planning Session.

Mayor Tait took the opportunity to thank Mr. Bateman and Mr. St. Pierre for the presentation.

MOVED and seconded to receive the Transition Sooke Open Space Meeting Final Report as presented.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Dick Thut, Sooke resident, commended Transition Sooke for their work and addressed Council as to the concept of composting to generate heat for the community.

Ellen Lewers, Sooke resident, inquired as to whether Council's upcoming Strategic Planning Session will be open to member of the public. Ms. Lewers suggested having the trees in the town centre (previously lit up for Christmas) be lit up with white lights. Ms. Lewers further provided comments as to agenda items; correspondence from Hudson's Hope and Council Conventions. Ms. Lewers inquired as to the RCMP Monthly Mayor Reports and occurrences under the *Mental Health Act*.

Jeff Bateman, Sooke resident, addressed Council as to the recommendation for the plebiscite question on Expansion of Oil Tanker Traffic through Coastal BC Waters and concerns that the resolution that Council submits will be read, filed and forgotten like so many others. Mr. Bateman advised that he hopes Council will find other ways of moving forward with this statement against Oil Tankers including a resolution to the upcoming AVICC Convention.

MOVED and seconded to move Agenda Item RA-1 RCMP Monthly Mayor Report – October and November 2014 to immediately following Public Question and Comment Period.

CARRIED UNANIMOUSLY

RI-1 RCMP Monthly Mayor Report – October and November 2014

Staff Sgt. Jeff McArthur addressed Council as to the RCMP Monthly Mayor Reports for October and November 2014 and provided further clarification as to occurrences under the *Mental Health Act*.

Staff Sgt. McArthur reported that the Sooke Detachment members have received training in stationary mobile radar and laser which may have some affect future traffic statistics. Staff Sgt. McArthur advised that enforcement during the holiday season was status quo; there were no more incidents than in previous years. The Staff Sgt advised the Detachment is at full staffing levels at this time with the exception of the Administrative position; the successful applicant is currently undergoing the security screening process.

A discussion ensued between Council and Staff Sgt McArthur as to the upcoming Strategic Planning Session and what the Detachments operational needs will be for the upcoming year including looking at the provision of 24 hour Police coverage to the community.

ACTION ITEM: By general consensus, Council requested that Staff Sgt. McArthur provide the following information for the Council's strategic planning session:

- RCMP operational "wish list", including costs associated with an increase of Police coverage to 24 hours/7 days per week
- Information on what other RCMP Detachments are doing in communities with similar demographics (size/population)

- Information on other means or mechanisms to achieve any operational changes within the Detachment's operational guidelines without increasing costs

MOVED and seconded to receive the RCMP Monthly Mayor Report for October and November 2014 for information.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 609, Sooke Core Sewer Specified Area Amendment Bylaw (147-22) – Sooke Community Association – Removal of Lot from Sewer Specified Area

MOVED and seconded that Bylaw No. 609, *Sooke Core Sewer Specified Area Amendment Bylaw (147-22)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Multi-Use Community Centre Facilities

MOVED and seconded to authorize the Mayor and staff to proceed with the planning process for new or renovated multi-use community centre facilities;
AND TO include the planning process in the 2015 Strategic Plan and 2015-2019 Five Year Financial Plan.

CARRIED UNANIMOUSLY

RA-2 Expansion of Oil Tanker Traffic through Coastal BC Waters

MOVED and seconded to refer the Expansion of Oil Tanker Traffic through Coastal BC Waters report back to staff to re-draft the resolution for Council consideration to reflect the results of the non-binding question on the 2014 municipal ballot.

CARRIED UNANIMOUSLY

RA-3 2015 Council Convention

MOVED and seconded to confirm attendance at the following 2015 Convention and Seminars as follows:

Council Member	LGLA	AVICC	FCM	UBCM
Mayor Maja Tait	x	x		x
Councillor Bev Berger			x	x
Councillor Rick Kasper	x		x	x
Councillor Ebony Logins	x	x		x
Councillor Brenda Parkinson	x	x		x
Councillor Kevin Pearson		x		x
Councillor Kerrie Reay				

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

Mayor Tait advised that once Council members begin to attend the various Board or Commission meetings that they have been appointed to, they will want to take the opportunity to report back to Council on meetings and events that they attend.

Councillor Parkinson reported that the Mayor's Advisory Panel on Arts and Beautification participated in making Christmas swags and decorating the Town Centre for Christmas and that it was well received by the community. Councillor Parkinson further reported that the Communities in Bloom Committee participated in the SEAPARC Festival of Trees and received first prize for the Communities in Bloom Christmas tree. A total amount of \$1,655.00 was raised and will be donated to the Children's Foundation.

RI-2 Sooke Fire Rescue Service – Monthly Staffing Report – October and November 2014

MOVED and seconded to receive the Sooke Fire Rescue Service – Monthly Staffing Reports for October and November 2014 for information.

CARRIED UNANIMOUSLY

RI-3 Finance Department Verbal Report – Review of Preliminary Assessment Information

Michael Dillabaugh reported that the 2015 Preliminary Assessment Role has been received and that the final Revised Assessment Role will be received in April 2015. Mr. Dillabaugh advised that although there has been a general decrease in residential properties, the total assessment has increased by 2.2 percent or 43 million dollars for all classes of properties in Sooke. Mr. Dillabaugh provided information as to non-market and market changes affecting the Assessment Role.

ACTION ITEM: Staff to provide Council with a copy of all classes of property in Sooke and the preliminary assessed values.

MOVED and seconded to receive the Finance Department Verbal Report – Preliminary Assessment for information.

CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 MOTION TO CLOSE THE MEETING TO THE PUBLIC:

MOVED and seconded to close the meeting to the public immediately following Agenda Item RIC-1 under section 90(1)(a) of the *Community Charter* to discuss personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence dated December 2, 2014 from Hudson's Hope Re: Referral of Proposed Site C Dam Project to BC Utilities Commission

MOVED and seconded to receive the correspondence dated December 2, 2014 from Hudson's Hope Re: Referral of Proposed Site C Dam Project to BC Utilities Commission for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence dated December 1, 2014 from Islands Trust to Minister of Transport Re: Pleasure Craft Sewage Dumping

MOVED and seconded to file the correspondence from Islands Trust to Minister of Transport Re: Pleasure Craft Sewage Dumping.

CARRIED UNANIMOUSLY

I-2 Correspondence dated December 16, 2014 from Rob Martin Re: Derelict Vessels in the Sooke Harbour and Basin

MOVED and seconded to direct staff to follow up with a formal complaint to senior government agencies as to Rob Martin's correspondence regarding Derelict Vessels in the Sooke Harbour and Basin.

CARRIED UNANIMOUSLY

I-3 Council Reader File – October, November and December 2014

MOVED and seconded to file the Council Reader File for October, November and December 2014.

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

RIC-1 October 27, 2014 Regular Council – In Camera Portion

RA-1 Sooke Road Roundabout – Memorandum of Understanding with MOTI

MOVED and seconded to approve the draft Memorandum of Understanding with the Province – Ministry of Transportation and Infrastructure regarding the implementation of the Sooke Road Roundabout Project;

AND authorize the Mayor and Chief Administrative Officer to sign the final version of the Memorandum of Understanding;

AND release this resolution when the Province and the District release the joint news release for the Memorandum of Understanding.

CARRIED UNANIMOUSLY

- Memorandum of Understanding
- News Release

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 8:34 p.m.

CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the meeting at 9:35 p.m.

CARRIED UNANIMOUSLY

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 January 26, 2015
7:00 p.m. in Council Chamber

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

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

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 as supplemental information:

- Agenda Item RA-1 *Supplementary Information* - Expansion of Oil Tanker Traffic through Coastal BC Waters
 - Correspondence received December 29, 2014 from Kinder Morgan Canada re: Trans Mountain Pipeline Expansion Project

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on January 12, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on January 16, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Jeff Bateman, Sooke resident, provided comments as to Expansion of Oil Tanker Traffic through Coastal BC Waters and stated that he believes this to be a municipal issue.

Ron Dumont, Sooke resident, provided comments as to Expansion of Oil Tanker Traffic through Coast BC Waters. Mr. Dumont advised that by opposing increased oil tanker traffic, people are not taking into consideration where oil and gas come from and we should be looking at alternate sources of energy.

Diane Bernard, Sooke resident commented as to Expansion of Oil Tanker Traffic through BC Coastal Waters stating that she would like to see the resolution move forward to other levels of government.

REPORTS REQUIRING ACTION

RA-1 Sooke Horseshoe Pitching Association – Sooke River Road Park Use, Management and Maintenance Agreement

MOVED and seconded to approve the *Use, Management and Maintenance Agreement* (“Agreement”) for an area of Sooke River Road Park, between the District of Sooke and the Sooke Horseshoe Pitching Association (“Association”);

AND TO authorize the Mayor and Chief Administrative Officer to sign the Agreement subject to the registration by the Association as a Society with the BC Corporate Registry.

CARRIED

Councillor Berger opposed the motion

RA-2 Re-Naming of “Cooper’s Cove”

Elida Peers, Sooke Historian thanked Council for allowing the re-naming of Cooper's Cove to come forward. Ms. Peers expressed the importance of people having a true understanding of the history behind geographical areas. Ms. Peers announced that the account of the building of the flow line will be coming out in print and will be available on April 19th, 2015. The flow line is an important historical component to Sooke’s history.

ACTION ITEM: Staff to investigate whether a portion of the right of way at Cooper’s Cove can be designated as park and bring back a report to Council on the matter.

MOVED and seconded to direct staff to proceed with the request for the official name change of “Cooper Cove” to “Cooper’s Cove”.

CARRIED UNANIMOUSLY

RA-3 Silver Spray Fire Protection Service Agreement

MOVED and seconded to approve a one year extension, 2015, to the Fire Protection and Suppression Service and Emergency Response Agreement between the District of Sooke and the Capital Regional District for fire protection in the Silver Spray Local Service Area at a fee equal to 1.1945 per \$1,000 assessed value.

CARRIED UNANIMOUSLY

RA-4 Expansion of Oil Tanker Traffic through Coastal BC Waters

MOVED and seconded that Council restate the District of Sooke’s opposition on the Expansion of Oil Tanker Traffic through Coastal BC Waters by re-sending the previous letter to the Minister of Environment with the results of the non-binding question on the 2014 Election ballot included in the letter;

AND THAT the following resolution be submitted to the Association of Vancouver Island and Coastal Communities:

“WHEREAS the result of the District of Sooke assent voting opportunity (community opinion) on November 15, 2014 was in the affirmative that the District of Sooke should join other municipalities in renewing and restating its opposition to the expansion of oil tanker traffic through British Columbia's coastal waters;

THEREFORE BE IT RESOLVED that District of Sooke renew and restate its opposition to the expansion of oil tanker traffic through British Columbia's coastal waters;

AND BE IT FURTHER RESOLVED that the Association of Vancouver Island Coastal Communities request the Union of British Columbia Municipalities and Federation of Canadian Municipalities to continue to petition the provincial and federal governments to stop the expansion of oil tanker traffic through British Columbia's coastal waters.”

CARRIED

Councillor Reay opposed the motion

MOVED and seconded to allow a member of the public to address Council.

CARRIED UNANIMOUSLY

Ken Ebbs Canavan, Sooke resident, expressed concerns as to the Expansion of Oil Tanker Traffic through Coastal BC Waters stating that the District of Sooke has already voted on the issue at the Local Election and he believes that the issue should not be debateable by Council following the public's vote.

RA-5 New Building Canada Fund Grant Application

MOVED and seconded to commit to funding the municipal share under the New Building Canada Fund Grant Fund, of the eligible project costs and all ineligible costs for the Grant Road Connector Project (Phillips to Charters portion) through Development Cost Charges and capital reserves or taxes.

CARRIED UNANIMOUSLY

ACTION ITEM: That staff provide Council with a financial breakdown as to the costs of the project prior to the New Building Canada Fund Grant Application being sent off on February 18th 2015.

REPORTS FOR INFORMATION

RI-1 Mayor and Council Verbal Report

Mayor Tait advised that she has invited Councillor Pearson to liaise (as a pilot liaison appointment) for the town centre sidewalks, roundabout and Highway 14 improvements. Councillor Pearson will be providing verbal updates to Council on the Highway 14 projects. Mayor Tait provided an update as to her Appointments to CRD Commissions and Boards and provided information to Council as to the issues of conflict of interest with Board Appointments. Mayor Tait reported on the CRD Regional Sustainability Strategy (RSS) advising that CRD staff will be attending the February 2nd Committee of the Whole meeting to get feedback on the RSS from Council. Mayor Tait reported on the upcoming Local Government Leadership Academy in Parksville. Mayor Tait overviewed some recent highlights in Sooke including a film crew filming at Camp Barnard and an article on mountain biking and the trail system in Sooke which has caught a lot of interest in the mountain biking facilities/areas in the region. Mayor Tait provided information as to a new mural at Hope Centre, the new executive at the Sooke Region Chamber of Commerce,

the Royal Canadian Marine Search and Rescue, and the Primary Health Care Working Group.

Councillor Pearson reported on attending the Juan de Fuca Water Distribution Commission meeting and provided information as to updates to the water system including an extension of the water line along West Coast Road to the Kemp Lake Water District.

Councillor Reay reported on being re-appointed to the Vancouver Island Regional Library Board and on attending the Vancouver Island Regional Library Board Annual General Meeting in Nanaimo. Councillor Reay provided statistics as to use of the Sooke library facility advising that even with digitalization, Library use is increasing.

Councillor Berger reported on elections for SEAPARC advising that Director Hicks has been appointed as Chair and she has been appointed Vice-Chair. The Board will be having its Strategic Planning Session in the near future where they will be discussing future recreational needs of the community. Councillor Berger also reported on hard ball coming to Sooke as a pilot project.

RI-2 Chief Administrative Officer's Verbal Report

Gord Howie reported that the implementation of the requirements under the Sunriver Land Development Agreement is moving along and will be finalized shortly. Mr. Howie provided an update as to Highway 14 upgrades advising that the District's website now has a designated page on the road improvements. The website will be updated as the roundabout and sidewalk projects move forward. Mr. Howie advised that Council will be holding its Strategic Planning Session on February 13th and that the CRD will be presenting the Regional Sustainability Strategy at the February 2nd Committee of the Whole meeting.

RI-3 Sooke Fire Rescue Service Monthly Staffing Report – December 2014

MOVED and seconded to receive the Sooke Fire Rescue Service Monthly Staffing Report – December 2014 for information.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Consent for CRD Bylaw No. 3974, *Sooke and Electoral Area Recreation and Facilities Services Combination Bylaw No. 1, 2014*

MOVED and seconded to give consent to CRD Bylaw No. 3974, *Sooke and Electoral Area Recreation and Facilities Services Combination Bylaw No. 1, 2014*.
CARRIED UNANIMOUSLY

C-2 Correspondence dated January 7, 2015 from Amalgamation Yes Re: Capital Region Amalgamation Study

MOVED and seconded to file the correspondence dated January 7, 2015 from Amalgamation Yes Re: Capital Region Amalgamation Study.
CARRIED UNANIMOUSLY

C-3 Correspondence dated January 7, 2015 from Victoria Family Court and Youth Justice Committee Re: Closure of the Victoria Youth Custody Services Centre

MOVED and seconded to file the correspondence dated January 7, 2015 from Victoria Family Court and Youth Justice Committee Re: Closure of the Victoria Youth Custody Services Centre.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:19 p.m.
CARRIED UNANIMOUSLY

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 TUESDAY, February 10, 2015
7:00 p.m., Council Chamber

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

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant
Staff Sgt. Jeff McArthur (left at 7:50 pm)

CALL TO ORDER

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

Fire Chief Sorensen took the opportunity to introduce the following new volunteer firefighters for the Sooke Fire Department:

- Brian Zutz
- Andrew Fulthorpe
- Shane Robertson
- Peter Kornacki
- Wes Raposo
- Chris Daoust (not in attendance)

APPROVAL OF THE AGENDA

MOVED and seconded to move Agenda Item RI-1 RCMP Monthly Mayor Report to immediately following *Adoption of Council and COW Meeting Minutes*.

CARRIED UNANIMOUSLY

MOVED and seconded to remove Agenda Item D-2 Creating Homefulness Society/Woodwyn Farms from the agenda.

CARRIED UNANIMOUSLY

MOVED and seconded to add the following item as new business:

NB-1 MOTION TO CLOSE THE MEETING TO THE PUBLIC:

Motion to close the meeting to the public immediately following Agenda Item I-1 under section 90(1) of the *Community Charter* to discuss:

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;

90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 *[annual municipal report]*.

CARRIED UNANIMOUSLY

MOVED and seconded to approve the agenda as amended.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on January 26, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on February 2, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Greater Victoria Coalition to End Homelessness – Update on Homelessness in the Region – Andrew Wynn Williams, Executive Director

Andrew Wynn-Williams, Executive Director, provided a powerpoint presentation and overview of Housing and Homelessness in Greater Victoria. Mr. Wynn-Williams overviewed the following:

- Definition of Homelessness
- Spectrum of Housing and Supports
- Drivers of Homelessness
 - Vacancy Rates
 - Average Rent
 - Income
- Number of People Experiencing Homelessness in Greater Victoria
- Number of People at Risk of Homelessness in Greater Victoria
- Housing Solutions
- Overview of Shelter Users
- Patterns of Homelessness in Greater Victoria
- Supportive Housing Needs
- Affordable Housing Needs
- Role of Municipal Government
- Costs of Homelessness
- Public Support to End Homelessness

Mr. Wynn-Williams advised that there is a significant housing shortage in Greater Victoria for those with lower incomes which is a key driver of homelessness in the region; the cost of providing housing will be less than the cost of managing homelessness as a crisis. A discussion ensued between Council and Mr. Wynn-Williams as to the 2014 data collected by the CMHC Housing Market and the BC Housing Association for Sooke and other municipalities in the Capital Regional District.

Mayor Tait thanked Mr. Wynn-Williams for the presentation.

D-3 Sooke Elderly Citizens Housing Society – “Challenges of using mobility scooters in Sooke: - Carol Mallett & Bill Jones

Carol Mallett, Ayre Manor volunteer, provided a powerpoint presentation and addressed Council as to the challenges of using mobility scooters in Sooke. Ms. Mallett introduced Bill Jones who is new to riding mobility scooters and assisted in collecting the information for the presentation. Ms. Mallett stressed the importance that mobility scooters serve to those who have mobility challenges but wish to maintain their independence. Ms. Mallett overviewed the following concerns for mobility scooter riders in the town centre:

- Challenges to scooters riding on sidewalk due to obstacles, small spaces for manoeuvring, lack of ramping, dangerous slopes and reduced visibility for vehicle drivers and scooter riders
- Concerns that scooter riders are often forced to travel on the roads that are unsafe due to traffic, uneven pavement, speed bumps and drainage infrastructure (grates)
- Challenges for scooter riders in stores and other public spaces due to lack of scooter parking, narrow openings and obstacles in the aisles

Ms. Mallett reported that wheelchair users, cyclists, parents with strollers and people with walkers all experience similar issues while navigating through the town centre and several accidents with scooter riders have occurred around the town. Ms. Mallett asked for Council's consideration in removing or remediating mobility scooter hazards in the town centre, consider running an awareness campaign for mobility scooters and include accessibility (District of Sooke Accessibility Report) as a component in future design and development in Sooke

Bill Jones provided information to Council as to incidents that Ayre Manor residents have experienced due to obstacles in the town centre. Mr. Jones reiterated that not only mobility scooter riders are affected but also people in wheelchairs, mothers with strollers and others with mobility issues.

A discussion ensued between Council, Ms. Mallett and Mr. Jones as to the following:

- The previous Council tried to arrange a contract with the Sooke Region Chamber of Commerce to have a program that would encourage local businesses to become more age friendly; it is important that the Chamber receive the information that has been presented this evening
- The Legion is looking at prices to have a tree encroaching on the sidewalk in front of the Legion removed
- Whether information was gathered from high traffic areas beyond the town centre
- Importance of getting this type of information out to the public

RI-1 RCMP Monthly Mayor Report – December 2014

Staff Sgt. McArthur provided an overview of the RCMP Monthly Mayor Report for December 2014. The Staff Sgt. reported on the Detachment's recent purchase of a new restraint chair which has become useful on at least one occasion. Staff Sgt. McArthur reported on enforcement actions over the past month involving arrests for methamphetamine trafficking, property offenses a domestic assault.

A discussion ensued between Council and Staff Sgt. McArthur as to an update on the public servant administrative position, 24/7 RCMP coverage in Sooke, and high impact crash sites in Sooke. Staff McArthur will be providing information to Council on these items at the upcoming Strategic Planning session.

MOVED and seconded to receive the RCMP Monthly Mayor Report – December 2014 for information.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

MOVED and seconded to allow members of the public to address Council as to the 2012 Sooke River Pedestrian Crossing report.

CARRIED UNANIMOUSLY

Sheila Needs, Soule Road resident, stated that she recently submitted a letter and petition to Mayor and Council as to the Sooke River Pedestrian Crossing at Soule Road. Ms. Needs stated that the previous Council did not approve the plan and that she is not in support of the plan.

Robert Barry, Soule Road resident, provided comments as to the Sooke River Pedestrian Crossing plan. Mr. Barrie advised that they did their due diligence when purchasing their property and were advised by the District that there were no future plans for Soule Road.

Mayor Tait clarified that the Sooke River Pedestrian Crossing report was received by the previous Council and the Council did not move forward with the project.

Randy Michelson, Soule Road resident, commented on the Soule Road location for the Sooke River Pedestrian Crossing and the costs associated with proposed bridge; and advised that Sooke River Road is a dangerous road for pedestrians and cyclists.

Shirley Roodbol, Soule Road resident, stated that she does not support the Sooke River Pedestrian Crossing at Soule Road. Ms. Roodbol read and submitted a written statement.

Elizabeth Dennison, Soule Road resident, advised that she is not in favour of the Sooke River Pedestrian Crossing at Soule Road. Ms. Dennison commented on the safety for traffic and pedestrians on Soule Road and at the intersection at Sooke River Road and Soule Road.

Ken Ebbs-Canavan, Calvert Road resident, commented that the Sooke River Pedestrian Crossing plan was not approved by residents in the area and that Soule Road is a poor location for the crossing. Mr. Ebbs-Canavan advised that there is extensive flooding that occurs in that location every five to six years and that the ground is very unstable.

Council discussed:

- The Sooke River Pedestrian Crossing Plan has been “shelved” since 2012 with the identified location of Soule Road

- Concerns as to why the issue of the Sooke River Pedestrian Crossing is being discussed at this time and that Council does not have the background information to be able to discuss the matter
- There was no financial discussion by the previous Council on the crossing and they did not move forward with the project
- Concerns that Soule Road is very narrow and may not be a suitable location for the crossing

Sheila Needs, provided additional comments advising that if Council were to shelve the report again, the property owners would be left in a situation where the sale of the properties would be difficult.

Mayor Tait advised that Council will be discussing priorities for this term during the upcoming Strategic Planning session and Council will be bringing priority items forward for discussion. Council may decide to look at the issue of the Sooke Pedestrian Crossing Plan to see if there should be a revision to the Plan.

Elizabeth Dennison advised that over the years, she has provided information to the District regarding the flood plains and would like Council to receive this information.

MOVED and seconded to shelve the Sooke River Pedestrian Crossing Plan for the Soule Road location for the remainder of this Council's term of office.

MOTION WITHDRAWN

MOVED and seconded to direct staff to bring forward a report on the Sooke River Road Pedestrian Crossing - Soule Road to Sun River Nature Park for Council review and to determine if it is the preferred option for the crossing.

CARRIED UNANIMOUSLY

ACTION ITEM: Council requested that staff contact the Soule Road residents at the time the Sooke River Road Pedestrian Crossing Report comes forward to Council.

BYLAWS

B-1 Bylaw No. 610, *Revenue Anticipation Borrowing Bylaw, 2015*

MOVED and seconded that Bylaw No. 610, *Revenue Anticipation Borrowing Bylaw, 2015* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 610, *Revenue Anticipation Borrowing Bylaw, 2015* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 610, *Revenue Anticipation Borrowing Bylaw, 2015* be read a third time.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Maintenance Service Contracts – 2015-2015 Contract Extension

MOVED and seconded to authorize the Mayor and Chief Administrative Officer to sign the renewal agreements with **Arterra Landscaping** for the Ornamental Area Maintenance Services Contract and the Public Washroom Maintenance Services Contract;

AND FURTHER authorize the Mayor and Chief Administrative Officer to sign the renewal agreement with **Angela Sinclair** for the Trails and Walkways Maintenance Services Contract.

AND FURTHER authorize the Mayor and Chief Administrative Officer to sign the renewal agreement with **Steve's Portable Sawmill and Tree Service** for the Greenspace Maintenance Services Contract.

AND FURTHER authorize the Mayor and Chief Administrative Officer to sign the renewal agreement with **Drew Porter** for the John Phillips Memorial Park Maintenance Services Contract.

CARRIED UNANIMOUSLY

ACTION ITEM: Council requested that staff provide the amounts that each of the individual Maintenance Service Contract firms have been paid separate from their contracts.

REPORTS FOR INFORMATION

RI-2 Mayor and Council Reports (Verbal)

Mayor Tait reported that she and staff met with the Ministry of Transportation and Infrastructure (MoTI) on February 2nd to discuss the roundabout, improvements to Highway 14 and Church Road intersection. Mayor Tait advised that the design of the roundabout will be completed by the end of February or early March and that the design is similar to the roundabout in Lake Cowichan which allows for the navigation of logging trucks. Also, discussions took place as to signage; school crossings and wayfinding signs in the town centre. Mayor Tait reported on attending the Local Government Leadership Academy (LGLA) Forum in Parksville. Mayor Tait advised that she has not yet received a reply from Kinder Morgan to attend an upcoming Council meeting. Mayor Tait reported on an interview she had with Chek News featuring the Harbourview Sea to Sea CRD Park.

Councillor Kasper reported on the Local Government Leadership Academy in Parksville where Council received an update as to a 2 percent increase in Gas Tax Funding, had discussions on the importance of fiscal responsibility and the roles of the Elected Officials. Councillor Kasper further reported that Sooke is one of the 50 percent of municipalities that have put together a Strategic Plan. Councillor Kasper also attended the Regional Planning Committee noting that Council must ensure that the District of Sooke's position and interests are heard and reflected in the Regional Sustainability Strategy.

Councillor Berger reported on a SEAPARC grant application to construct an artificial turf field at Fred Milne Park. Councillor Berger also reported on participating in Literacy Week events with a grade five class.

Councillor Pearson reported on attending the Juan de Fuca Water Distribution Commission meeting and advised that they are still waiting to hear on funding for the extension of the water line on West Coast Road to the Kemp Lake Water District

Councillor Parkinson read and submitted her Councillor report.

Gord Howie reported that the Year End Report provides a history of the District's activities from the previous year and forms a portion of the Annual Report that will be presented later this year along with information on Council's Strategic Plan.

RI-3 New Building Canada Fund Grant Application

MOVED and seconded to direct staff to prepare the New Building Canada Fund Grant Application for the Grant Road Connector Project (Phillips to Charters portion) with the culvert option.

CARRIED

Councillor Logins opposed the motion

RI-4 2014 Year End Report

MOVED and seconded to receive the 2014 Year End Report for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Council Reader File – January 2015

MOVED and seconded to file the Council Reader File – January 2015.

CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 MOTION TO CLOSE THE MEETING TO THE PUBLIC:

Motion to close the meeting to the public immediately following Agenda Item I-1 under section 90(1) of the *Community Charter* to discuss:

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;

90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 9:27 p.m.

CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the meeting at 10:39 p.m.

CARRIED UNANIMOUSLY

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

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

DELEGATIONS

D-1 Timberwest – Corporate Profile, Activity & Operations around Sooke – Domenico Iannidinardo, Vice President of Sustainability, Chief Forester

Domenico Iannidinardo provided an overview of the Timberwest corporate profile, and operations in the Sooke region. Mr. Iannidinardo reported that Timberwest has been in operations for more than 100 years and manages lands that are both public and privately owned. Mr. Iannidinardo advised that Timberwest is privately owned and their land in this region makes up approximately 20 per cent of the lands in Sooke and the Capital Regional District. There are approximately 20 logging trucks per day hauling through the community of Sooke; of those, 10 trucks belong to Timberwest. The company works closely with First Nation communities in the region on a variety of projects including the WIND power project and silver culture. Mr. Iannidinardo reported that 2015 looks to be a typical year for production in the region.

A discussion ensued as to the following:

- Logging truck traffic travelling through Sooke versus taking the circle route through Lake Cowichan
- Concerns as to the speed that logging trucks travel through Sooke and along Highway 14
- Most appropriate way for residents to report speed limit violations with logging trucks
- Consideration to the resurfacing improvements and construction of the roundabout beginning this summer; working with the MoTI
- Many residents of Sooke benefit from the Timberwest woodlot program to salvage timber
- Whether Timberwest has plans to provide public access to recreational areas such as Bear Creek Reservoir

Council thanked Mr. Iannidinardo for his presentation.

D-2 Our Horizon – Warning Labels on Gas Pumps – Eric Gray

Erin Gray, volunteer, provided a powerpoint presentation and overview of the Our Horizon initiative to encourage municipalities to have warning labels placed on gas station pumps in order to create more awareness of climate change. Ms. Gray advised that climate change is an issue that does not provide feedback making people less likely to make the appropriate changes. Ms. Gray further advised that the warning labels will provide a direct impact, encourage a more positive attitude and make people feel comfortable in their roles in climate change. Ms. Gray stated that municipalities in British Columbia have the authority to require gasoline retailers to place climate change labels on their gas pumps. Ms. Gray asked for Council's support for the labels and support of a resolution going forward to the UBCM Convention in September 2015. A discussion ensued between Council and Ms. Gray as to the following:

- Who would be responsible for the costs, distribution and maintenance of the labels on the gas pumps

- Whether Our Horizon have looked into having a resolution sent to the Association of Vancouver Island Coastal Communities Convention in April 2015

MOVED and seconded to receive the information from Our Horizon as to Warning Labels for Gas Pumps.

CARRIED UNANIMOUSLY

ACTION ITEM: Council requested that the information from Our Horizon as to Warning Labels on Gas Pumps go to a Council Committee such as the Climate Change Action Committee for future discussion.

PUBLIC QUESTION AND COMMENT PERIOD

Rupert Yakelashek, Victoria resident (student), read his submission and request to Council to consider passing a Declaration of the Right to a Healthy Environment. Mr. Yakelashek advised that he participated in the David Suzuki Blue Dot Tour event and since the tour a number of cities across Canada have made similar declarations. Mr. Yakelashek has worked with the City of Victoria and other municipalities in the Capital Region on passing a declaration. Mr. Yakelashek asked for Council's consideration in passing a similar declaration for the Right to a Healthy Environment.

Franny Yakelashek, Victoria resident (student) read her statement to Council as to the Right to a Healthy Environment. Miss Yakelashek advised that she also attended the David Suzuki Blue Dot Tour event with her brother Rupert. Miss Yakelashek advised that she attends many activities in Sooke and asked Council to consider passing a Declaration.

Nathan Harlan, Victoria resident (student), read his statement to Council as to the Right to a Healthy Environment advising that he supports the proposal and that it is important to him because everyone has the right to clean environment. Nathan believes that the resolution is a step in the right direction to creating a healthy environment for everyone.

Erin Harlan, Victoria resident (student), read her statement to Council as to the Right to a Healthy Environment advising that we cannot live without it. Erin noted that other municipalities have also agreed to support the proposal.

Terrance Martin, Sooke resident, addressed Council as to the Timberwest presentation and concerns that Timberwest has hardened their stand on access to lands. Mr. Martin also addressed Council as to the Capital Regional District watershed and concerns as to the potential closing of the watershed and limited communications with the public.

Alexandra Martin, Sooke resident, addressed Council as to parking for the Sooke Horseshoe Pitch at Sooke River Road Park. Ms. Martin asked that Council consider parking arrangements so that it does not interfere with or obstruct parking at the Fred Milne soccer field.

Jeff Bateman, Sooke resident, took the opportunity to thank Rupert Yakelashek and his friends for coming from Victoria to speak to the issue of the Right to a Healthy Environment. Mr. Bateman advised that on the plebiscite question on "No Oil Tanker Traffic", 97 percent of students at a local elementary school voted in favour of the

question. Mr. Bateman would like to see Council take the information on Warning Labels for gas pumps to the Climate Change Action Committee.

MOVED and seconded to move Agenda Item C-1 Correspondence dated January 26, 2014 from Rupert Yakelashek, RE: Declaration to the Right to a Healthy Environment to immediately following Public Question and Comment Period.

CARRIED UNANIMOUSLY

C-1 Correspondence dated January 26, 2015 from Rupert Yakelashek, Songhees and Esquimalt First Nations RE: Declaration of the Right to a Healthy Environment

MOVED and seconded to make the Declaration of the Right to a Healthy Environment similar to that of the City of Port Moody.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 610, *Revenue Anticipation Borrowing Bylaw, 2015*

MOVED and seconded that Bylaw No. 610, *Revenue Anticipation Borrowing Bylaw, 2015* **be** adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* – 6509 Sooke Road – Rezone to Service Commercial (C3)

MOVED and seconded that Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to schedule a Public Hearing for Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 West Island Consulting Inc. – Approving Officer Contract

MOVED and seconded to approve the Consultant Service Agreement with West Island Consulting Inc. for Approving Officer services;

AND authorize the Mayor and Chief Administrative Officer to execute the agreement on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

RA-2 Tsunami Hazard Zone Signs

MOVED and seconded to authorize staff to install Tsunami Warning signs at the following locations identified as Priority Hazard Zones:

- Whiffin Spit Park
- Ella Beach
- The old Butler log sorting area along West Coast Road at the western end of the District of Sooke
- Billings Spit area

AND TO carry out public communication including a News Release, as to the installation of Tsunami Hazard signage in conjunction with the Emergency Management BC Tsunami Preparedness Week in March, 2015.

CARRIED UNANIMOUSLY

RA-3 2015 Sponsorships

MOVED and seconded to postpone a decision on Agenda item RA-3 2015 Sponsorships until Council has received the Preliminary 2015-2019 Five Year Financial Plan.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Mayor Tait reported that the Ministry of Transportation and Infrastructure (MoTI) will be working on a design for street lighting at the crosswalk at Sooke Elementary School and will be looking into costs for pedestrian activated crosswalks at Sooke Elementary and John Muir schools. Mayor Tait advised that she has drafted a letter to BC Hydro with regard to the fallen hydro pole incident that occurred last week. Mayor Tait also advised on a Memo she will be sending to Council regarding Council Committee and liaison appointments for consideration. Kinder Morgan has confirmed their attendance to the April 7th Committee of the Whole meeting. Mayor Tait provided updates as to media inquiries and opportunities.

Councillor Parkinson read and submitted her Council report.

Councillor Kasper provided information to Council as to the possible closure of public access to the Leech River Watershed. Councillor Kasper advised that historically, the area has been open to the public providing a wide range of activities and uses to the public. This could be something that Council may wish to look into further. Councillor Kasper also advised that Council may wish to look at bringing discussions forward on the feasibility of the provision of water to Otter Point Road residents to the municipal boundary.

Councillor Pearson also spoke to the issue of water on Otter Point Road advising that it is incumbent that Council support. Councillor Pearson also spoke to the issue of access to

the Weeks Lake area, not necessarily motorized access but access to the public for activities such as hiking, mountain biking and trail riding.

Councillor Parkinson announced that the Pink Shirt Day will be held at the Evergreen Kiosk on Wednesday, February 25th, 2015 in support of Anti-Bullying.

RI-2 BC Climate Action Revenue Incentive Program (CARIP)

MOVED and seconded to receive the BC Climate Action Revenue Incentive Program (CARIP) for information.
CARRIED UNANIMOUSLY

RI-3 Sooke Fire Rescue Service Monthly Staffing Report – January 2015

MOVED and seconded to receive the Sooke Fire Rescue Service Monthly Staffing Report for January 2015 for information.
CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 New Business: Correspondence dated February 23, 2015 from Sooke Elderly Citizens' Housing Society RE: Request that Council fund Development Permit Application fees

MOVED and seconded to postpone a decision on Agenda Item NB-1 Correspondence dated February 23, 2015 from Sooke Elderly Citizens' Housing Society, until Council has received the Preliminary 2015-2019 Five Year Financial Plan;
AND THAT staff encourage the Sooke Elderly Citizens' Housing Society to apply for their Development Permit.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-2 Correspondence dated February 17, 2015 from the City of Victoria RE: Governance Review - Guidelines for Study on Amalgamation

MOVED and seconded to file the correspondence dated February 17, 2015 from the City of Victoria.
CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence dated February 14, 2015 from Ministry of Transportation and Infrastructure: News Release – Cycling funding supports active, healthy communities

MOVED and seconded to file the correspondence dated February 14, 2015 from the Ministry of Transportation and Infrastructure.
CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Mayor to acknowledge Notice of Motion by Councillor Kerrie Reay for consideration by Council at the March 9th, 2015 Regular Council meeting (section 41 of the *Council Procedure Bylaw*).

NOTICE OF MOTION:

"THAT COUNCIL address locating the library in John Phillips Memorial Park"

NM-2 Mayor to acknowledge Notice of Motion by Councillor Kerrie Reay for consideration by Council at the March 9th, 2015 Regular Council meeting (section 41 of the *Council Procedure Bylaw*).

NOTICE OF MOTION:

"THAT COUNCIL address the parking on Sooke River Road, this is a public safety item."

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to close the meeting to the public under section 90(1) of the *Community Charter* to discuss:
90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 8:34 p.m.
CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the meeting at 9:30 p.m.
CARRIED UNANIMOUSLY

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 March 9, 2015
7:00 p.m., Open Portion, Council Chamber
Closed Portion to immediately follow

COUNCIL PRESENT

Mayor Maja Tait
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson (7:04)
Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Staff Sgt. Jeff McArthur
Sarah Temple, Finance and Administration
Assistant - recorder

CALL TO ORDER

Mayor Tait called the meeting to order at 6:59 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to move Agenda Item RI-1 RCMP Monthly Mayor Report to immediately following Receipt of Draft Council Committee Minutes for Information.
CARRIED UNANIMOUSLY

MOVED and seconded to approve the agenda as amended.
CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on February 23, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on March 2, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 2, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

RI-1 RCMP Monthly Mayor Report - January 2015

Staff Sgt. Jeff McArthur provided a PowerPoint presentation and presented information on 24 hour policing. Staff Sgt. McArthur stated that \$342,628 is the minimum amount of additional funding that would be required for 24 hour policing.

MOVED and seconded to receive the RCMP Monthly Mayor Report for January 2015 for information.

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Sooke Region Chamber of Commerce

Sean Dyble, President of the Sooke Region Chamber of Commerce addressed Council and provided a PowerPoint presentation regarding the Sooke Region Chamber of Commerce's activities.

D-2 David Spiers – Exotic Animal Prohibitions

Mr. Spiers provided a PowerPoint presentation regarding Exotic Animal Prohibitions. Mr. Spiers is new to Sooke and is an owner/breeder of exotic animals. Mr. Spiers encouraged Council to consider the Provincial Wildlife Act's *Controlled Alien Species Regulation* as a guideline for amending Sooke's list of prohibited animals.

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, Sooke resident, addressed Council and spoke to the idea of locating a new library in John Phillips Memorial Park. Ms. Hall advised that this land is a dedicated park and that it should be protected as greenspace.

Margarita Dominquez, Sooke resident, spoke to the number of cats that are impounded by the CRD as a part of the Animal Control Services Agreement as compared to the Victoria Pet Food Bank and Feral Cat Rehabilitation Society (formerly SAFARS). Ms. Dominquez advised that her organization has rescued far more cats in the past year and would like Council to consider contracting the Victoria Pet Food Bank and Feral Cat Rehabilitation Society for the control of cats.

Carmen Neumann, Sooke resident, addressed Council to request a review of *Bylaw No. 293, Animal Control and Impounding Bylaw* to include controlling cats at large, licensing cats and generally requiring cat owners to be more responsible for their pets.

Elaine Ellinger, Sooke resident, spoke in support of keeping John Phillips Memorial Park preserved as greenspace.

John Brohman, Otter Point resident, spoke against prohibiting the feeding of wildlife. Mr. Brohman believes that it will be difficult to distinguish intentional and unintentional feeding

of wildlife, such as gardens and fruit trees and advised that enforcing such a bylaw will be difficult and expensive.

Elaine Ellinger, Sooke resident, spoke in favour of fining people for feeding wildlife. Ms. Ellinger disagreed that such a bylaw would be expensive to enforce and instead sees it as a source of revenue.

Carmen Neumann, Sooke resident, added that under the District of Sooke Bylaw No. 392, section 54 it states that persons convicted of an offence under said Bylaw are liable for the cost of prosecution.

BYLAWS

B-1 Bylaw No. 612, *Sooke Core Sewer Area Amendment Bylaw (147-23)* – Sooke Core Sewer Specified Area – Proposed Boundary Adjustment – 7120 West Coast Road

MOVED and seconded to receive the Petition for Local Area Service for the property located at 7120 West Coast Road (legally described as Lot B, Sections 2 and 3, Sooke District, Plan 12144)

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 612, *Sooke Core Sewer Area Amendment Bylaw (147-23)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 612, *Sooke Core Sewer Area Amendment Bylaw (147-23)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 612, *Sooke Core Sewer Area Amendment Bylaw (147-23)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to bring forward a report examining a potential amendment to Bylaw No. 612, *Sooke Core Sewer Area Amendment Bylaw* with a formula to increase the Capital Expansion Charge either annually, or every 5 years.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Amendment to Animal Control Bylaw

MOVED and seconded to direct staff to amend Bylaw No. 392, *Animal Regulation and Impounding Bylaw* to prohibit the feeding of wildlife within the District of Sooke.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to bring forward a report on exotic animal prohibitions in neighbouring municipalities and the provincial *Wildlife Act -Controlled Alien Species Regulation*;

AND TO explore the use of *Bylaw No. 268, Nuisance Property Bylaw*, for enforcement action.

CARRIED UNANIMOUSLY

ACTION ITEM: Staff to report back on changes to CRD structure regarding Animal Control and Bylaw Enforcement officers.

RA-2 CRD Animal Control Services Agreement

MOVED and seconded to approve the Animal Control Services Agreement with the Capital Regional District for 2015;

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

CARRIED UNANIMOUSLY

ACTION ITEM: Staff to explore other options for Animal Control and report back to Council in advance of the 2015 Animal Control Services Agreement expiring.

RA-3 Council Committee and Liaison Appointments

MOVED and seconded to endorse the establishment of the following Committees and direct staff to draft Terms of Reference for the Committees for Council approval:

Long Term Financial Planning Committee (Standing Committee)
Parks and Trails Advisory Committee (Select Committee)
Sooke Community Centre Advisory Committee (Select Committee)

AND FURTHER TO endorse the Council appointments to the following Select and Standing Committees for 2015:

Climate Change Action Committee (Select Committee)	Councillor Ebony Logins
Community Grant Review Committee (Select Committee)	Councillor Kerrie Reay Councillor Bev Berger
Emergency Planning Committee (Select Committee)	Councillor Brenda Parkinson
Parks and Trails Advisory Committee (Select Committee)	Councillor Brenda Parkinson
Long Term Financial Planning Committee (Standing Committee)	Councillor Kerrie Reay Councillor Rick Kasper

AND FURTHER TO amend the Terms of Reference for the Community Grant Review Committee;

AND FURTHER TO amend the Terms of Reference for the Emergency Planning Committee;

AND FURTHER TO direct staff to advertise for volunteer public members for appointment by Council to District of Sooke Committees for 2015 as required;

AND FURTHER TO endorse the Council liaison appointments to the following community organizations for 2015:

Organization	Liaison
District of Sooke and T'Sou-Ke Mation MOU Working Group	Mayor Maja Tait Councillor Ebony Logins Councillor Brenda Parkinson Staff: Gord Howie, CAO
Te'Mexw Treaty Advisory Committee	Mayor Maja Tait Staff: Gord Howie, CAO
Primary Health Care Working Group	Mayor Maja Tait
CRD MOU Working Group	Councillor Brenda Parkinson
Sooke Community Association (Community Services Agreement)	Councillor Kerrie Reay
Sooke Regional Historical Society (Community Services Agreement)	Councillor Brenda Parkinson
Sooke Region Tourism Association (Community Services Agreement)	Councillor Ebony Logins
Victoria Family Court Committee & Youth Justice Committee	Councillor Ebony Logins
ORV Local Government Working Group	Councillor Kevin Pearson
Wildlife Working Group	Councillor Brenda Parkinson
Mayor's Advisory Panel – Arts and Beautification	Councillor Brenda Parkinson

AND FURTHER TO endorse the Mayor's appointment of Councillor Kevin Pearson as liaison to the Highway 14 - Sooke Road improvement projects.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-2 Mayor and Council Reports (verbal)

Mayor Tait reported that the overhead lighting installation is underway in front of Sooke Elementary School. BC Hydro reports that they are also increasing their tree pruning efforts. Mayor Tait reported that Music Producer John E is remaking 1985's "Tears are not Enough", and is recording in Sooke. She and Councillor Kasper recently attended an event regarding the recording and its efforts to raise money for homelessness. There are also two film productions scheduled to take place in Sooke.

The Te'Mexw Treaty Association has invited Council to one day workshop on March 20. Mayor Tait will be attending. A new radio starting in Forks, Washington is starting operations and will be approaching local businesses for advertising. Mayor Tait has directed them to the Chamber of Commerce. In the last month, Mayor Tait has had meetings with the Food Bank, who report that they are seeing a 22% increase in demand, and local realtors, who report a 37% increase in Real Estate activities over 2014. Additionally, Mayor Tait has made presentations to the Sooke Rotary Club, attended a reception for the Lieutenant Governor, and attended practice night with Sooke Fire Rescue at Otter Point Fire Training Centre. Mayor Tait also reported that the Sooke Bike Park Grand Opening will be held on March 28, from 12-2 and that Kinder Morgan will be presenting at a COW meeting on April 7, 2015.

ACTION ITEM: Staff to bring forward a report on the impact of Home Builder Licencing.

MOVED and seconded to schedule the April 7, 2015 meeting with Kinder Morgan as a regular delegation to the Committee of the Whole, without Public Question and Comment Period and with Public Input to follow.

CARRIED UNANIMOUSLY

Councillor Bev Berger reported that while she was unable to attend the last meeting, SEAPARC is purchasing a new Zamboni and is moving forward with a grant application for the proposed turf field at Fred Milne Park.

Councillor Brenda Parkinson reported that there was an excellent turnout for an anti-bullying day event on Wednesday, Feb 25th. Seedy Saturday also enjoyed an excellent turnout of February 28th. The Sooke Region Chamber of Commerce held a mixer on March 5th with a very informative presentation from Staff Sgt. Jeff McArthur. Councillor Parkinson also attended the fire training night at Otter Point's training centre and found it to be informative. Councillor Parkinson reported that the training centre is a great resource for local firefighters as the next closest one is in Nanaimo.

Councillor Kerrie Reay reported that she was unable to attend the CREST meeting in February, but that the next meeting is in May.

RI-3 Payments to Parks Contractors

MOVED and seconded to receive the report as to payments to Parks Contractors for information.

CARRIED UNANIMOUSLY

NEW BUSINESS

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Council Reader File – February 2015

MOVED and seconded to file the Council Reader File for February 2015.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

**NM-1 Notice of Motion by Councillor Kerrie Reay from February 23, 2015
Regular Council meeting for consideration by Council (section 41
of the *Council Procedure Bylaw*).**

NOTICE OF MOTION:

"THAT COUNCIL address locating the library in John Phillips Memorial Park"

MOVED and seconded that Council amend the resolution to add "pending receipt of a staff report on the feasibility of locating the library on the park property and negotiations with the Vancouver Island Regional Library".

CARRIED

COUNCILLOR PARKINSON OPPOSED THE MOTION

MOVED and seconded that Council address locating the library in John Phillips Memorial Park pending receipt of a staff report on the feasibility of locating the library on the park property and negotiations with the Vancouver Island Regional Library.

CARRIED

COUNCILLOR PARKINSON OPPOSED THE MOTION

ACTION ITEM: Staff are to include in the report the following:

1. What would the siting of the library in John Phillips Memorial Park look like;
2. What would the requirements be to change the use of the park property for a library;
3. Retaining the title to the property similar to Lake Cowichan's agreement;
4. Include community space in the facility;
5. Other lands looked at in the past;
6. Information from VIRL as to their specification for a library.

**NM-2 Notice of Motion by Councillor Kerrie Reay from February 23, 2015
Regular Council meeting for consideration by Council (section 41
of the *Council Procedure Bylaw*).**

NOTICE OF MOTION:

"THAT COUNCIL address the parking on Sooke River Road, this is a public safety item."

MOVED and seconded that Council address the parking on Sooke River Road, this is a public safety item.

CARRIED UNANIMOUSLY

MOVED and seconded that Council amend the resolution to add "pending receipt of a staff report on options to maximize parking on the east and west side of Sooke River Road near the sports fields and consultation with the Sooke Community Association".

CARRIED UNANIMOUSLY

MOVED and seconded that Council address the parking on Sooke River Road, this is a public safety item, pending receipt of a staff report on options to maximize parking on the east and west side of Sooke River Road near the sports fields and consultation with the Sooke Community Association.

CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 10:00 p.m.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC:

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations;
- 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- 90(1)(g) litigation or potential litigation affecting the municipality;
- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:30 p.m.

CARRIED UNANIMOUSLY

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
March 23, 2015
5:30 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

ABSENT: Councillor Kevin Pearson

CALL TO ORDER

Mayor Tait called the meeting to order at 5:30 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED to Motion to close the meeting to the public under section 90(1) and 90(2) of the *Community Charter* to discuss:

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

The Committee of the Whole meeting scheduled at 6:00 p.m. adjourned at 7:10 p.m.

Mayor Tait called the open portion of the Regular Council meeting to order at 7:14 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the following items as new business/supplemental information:

- Item PH-1 Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* – 6509 Sooke Road
 - Public Submissions received on or before March 23, 2015:
 - G.A. OBriain and L.J. OBriain
 - Gerard V. LeBlanc
- Item NB-1 Vancouver Island Regional Library Facility in the District of Sooke
- Item NB-1 Supplemental Information
 - Public Submission received March 20, 2015 from Val Davey

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on March 9, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

DELEGATIONS

D-2 Jonathan Francoeur – Recording of Council Meetings

Jonathan Francoeur addressed Council as to his suggestion to hire a local resident to conduct audio podcasting of District of Sooke Council meetings. Mr. Francoeur stated that he has an interest in Council meetings but that it is difficult for him to attend. Mr. Francoeur inquired as to the District's contracted services for the provision of webcasting and asked whether Council would consider hiring a local business to do the webcasts as well as podcasts of Council meetings.

D-3 Gail Armitage – Team Coordinator, Dogwood Initiative – Sooke Chapter RE: Kinder Morgan Presentation

Gail Armitage, Dogwood Initiative Sooke Chapter, addressed Council as to the upcoming Kinder Morgan presentation scheduled for April 7th, 2015. Ms. Armitage thanked Council for honouring the results of the November 2014 plebiscite question opposing expansion of oil tanker traffic through coastal BC waters by forwarding a motion to the Association of Vancouver Island Coast Communities (AVICC). Ms. Armitage requested that Council consider supporting the resolutions at the upcoming AVICC meeting in April.

Katie Armitage, Sooke resident, provided comments as to the connection she has had with the environment and with wildlife since childhood. Ms. Armitage addressed Council as to the Exxon Valdez oil spill and how it affected the environment, wildlife, and people who worked the front lines during the clean up; people do not discuss the health aspects of front line workers due to the exposure to carcinogenic toxins.

Gail Armitage asked Council to consider asking the questions provided by the Dogwood Initiative to the Kinder Morgan delegation.

D-1 District of Sooke Age-Friendly Action Plan 2015 – Marlene Barry and Andrew Moore, Sooke Region CHI

Councillor Logins declared a conflict of interest with this Agenda item as she is a member of the Sooke Region Community Health Initiative (CHI) and left the meeting at 7:32 p.m.

Marlene Barry and Andrew Moore provided a powerpoint presentation and overview of the District of Sooke Age-Friendly Action Plan 2015 as submitted. Ms. Barry advised that the Age-Friendly Action Plan needs approval by Council and to be published on the District of Sooke website in order for Sooke CHI to proceed with the application for an Age-Friendly designation.

Ms. Barry also asked for Council's commitment to the following key points in order to implement the Age-Friendly Sooke Strategy:

- Help seniors' help themselves and others by providing guidance and support to making a Sooke Youth and Seniors Centre a reality.
- Review and consider fully funding CHI's Work Plan, submitted in October 2014 under the terms of the District of Sooke and Sooke CHI Service Agreement, and give CHI the means to transform the plan into reality with additional funding of \$12,500.

MOVED and seconded to approve the District of Sooke Age-Friendly Action Plan 2015 as submitted;

AND TO direct staff to publish the Plan on the District of Sooke website.

CARRIED UNANIMOUSLY

Councillor Logins returned to the meeting at 7:43 p.m.

UNFINISHED BUSINESS

UB-1 2015 Sponsorships

MOVED and seconded to approve the annual sponsorships for 2015 for the following non-profit organizations or events:

- Sooke Lions Club
- Sooke Fall Fair Society
- Sooke Fine Arts Society
- Sooke Community Choir
- Edward Milne Community School Grads
- Anti-Bullying Campaign
- Fire Safety Campaign
- Sooke Region Chamber of Commerce
- Sooke Food CHI
- Navy League of Canada, Sooke Branch

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to bring forward a Policy on Sponsorships for review by the Community Grant Review Committee.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Catherine Keogan, Sooke resident, stated that recently the Sooke Fine Arts Society in conjunction with the Sooke Community Arts Council, Prestige Hotel and other local food providers held a fundraiser resulting in the presentation of a \$1,100 cheque to the Sooke Food Bank. Ms. Keogan advised that this is a good example of how some of the local community organizations that are funded through the District of Sooke can get together to support some of the other local groups in town.

Ellen Lewers, Sooke resident, provided comments as to Sponsorships for community groups. Ms. Lewers advised that the Sooke Fall Fair has requested sponsorship for “keeper photos” for participants instead of keeper trophies that the Fall Fair has provided in previous years.

Jeff Zigay, Sooke resident, commented as to Council’s recent motion to look at locating the Vancouver Island Regional Library facility in John Phillips Memorial Park. Mr. Zigay stated that he does not agree with locating the library facility outside of the Town Centre or rezoning lands outside the town centre for commercial use.

Diane Bernard, Sooke resident, provided comments as to the location of the Vancouver Island Regional Library advising that the facility needs to be appropriately placed. Ms. Bernard additionally spoke to the Ms. Armitage’s presentation advising that she believes that Council should take the questions provided by the Dogwood Initiative and put them directly to Kinder Morgan.

Margarita Dominguez, Sooke resident, addressed Council as to the District of Sooke Animal Control Bylaw and Sooke Zoning Bylaw advising that there is no mention in either of the bylaws for “animal rescue groups.” Ms. Dominguez requested that Council consider amending the bylaws to include animal rescue. Ms. Dominguez also spoke to the recent changes within the CRD with Animal Control and Bylaw Enforcement.

Jeff Bateman, Sooke resident, advised that he supports comments made by Ms. Armitage and Ms. Bernard as to the Kinder Morgan delegation and hopes that Council supports the resolutions as to expansion of oil tanker traffic at the upcoming AVICC Convention. Mr. Bateman also took the opportunity to thank Mayor Tait for coming to adjudicate their scrabble tournament at EMCS this coming Saturday.

Errol Anderson, Sooke resident, provided comments as to the upcoming Kinder Morgan delegation and the proposed questions submitted by the Dogwood Initiative. Mr. Anderson stated that he hopes that Council will ask their own questions of Kinder Morgan in order to gain a sense of both sides of the issue.

Ellen Lewers, Sooke resident, supports Mr. Zigay’s comments as to the location of Vancouver Island Library facility and to making the town centre accessible to seniors. Ms. Lewers believes that a multiplex facility that includes the Library, and a place for seniors and youth is a good idea.

Loretta Boerkamp, Sooke resident, asked Council to consider borrowing the funds now to build the library and seniors centre rather than wait as costs to borrow funds and to build will cost much more in the future. Ms. Boerkamp would like to the facility in a central location and believes that the District's parkland should remain as park.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearings – 6509 Sooke Road

- **Bylaw No. 611, *Zoning Amendment Bylaw (600-15)***

Tara Johnson provided a powerpoint presentation and summary of the rezoning application for 6509 Sooke Road.

Mayor Tait called the Public Hearings for Bylaw No. 611 to order at 8:14 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 hearings.

Public Submissions:

Lorne Christensen, Sooke resident, supports the rezoning application and stated that the current Industrial Zone permits uses that are much more onerous than the proposed zone allows. Mr. Christensen believes that the rezoning will be beneficial to Sooke.

Nafees Aidroos, Sooke resident, stated that she is not opposed to the rezoning application but has concerns as to some of the permitted uses under the proposed zone including body shop, paint shop and machine shop. Ms. Aidroos commented as to issues of noise and diesel fumes from the property and advised that she would like to see additional storage on the site and a decrease in building height to 8 meters to be more in keeping with the neighbourhood. Ms. Aidroos supports the requirements for illumination and buffering.

Bruce McMillan, Sooke resident, advised that he supports the rezoning application and stated that he believes the proposed zoning will be a positive thing for the community as there will be improvements made to building and the property.

Ellen Lewers, Sooke resident, supports the rezoning application and stated that she hopes that the screening from the property will include plantings that look good but do not block the view of the seascape.

Shannon O'Keeffe, Applicant representative, addressed Council on behalf of the applicant. Ms. O'Keeffe advised that the owners would not be opposed to an 8 meter building height. Ms. O'Keeffe advised that there are no plans of using Lanark Road as an entrance to the property. The owners will be making improvements to the exterior of the building and there will not be any waste lying around the property.

Linda Daynard, Sooke resident, supports the rezoning application. Ms. Daynard commented as to moving to Sooke from Toronto and how much she enjoys the natural setting of Sooke. Ms. Daynard hopes that there will be common consideration between neighbours and that the applicants will keep their property tidy.

Ryan Lesyshen, Sooke resident, supports the rezoning application and the removal of the blackberry bushes on property. Mr. Lesyshen inquired as to whether there will be improvements made to the rear of the building.

MOVED and seconded to receive the written submissions as part of the Public Record for the Public Hearing for Bylaw No. 611, *Zoning Amendment Bylaw (600-15)*.

CARRIED UNANIMOUSLY

Mayor Tait called three times for submissions to the Public Hearings for Bylaw No. 611. Hearing none, she closed the public hearing at 8:29 pm.

Council consider third reading of Bylaw No. 611

MOVED and seconded that Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* be read a third time.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 612, Sooke Core Sewer Specified Area Amendment Bylaw (147-23)

MOVED and seconded that Bylaw No. 612, *Sooke Core Sewer Specified Area Amendment Bylaw (147-23)* be adopted.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports (Verbal)

Gord Howie provided an update as to Highway 14 projects which include the roundabout, the sidewalk project on Highway 14 from Church to Otter Point, the intersection improvements at Church Road and Ministry of Transportation and Infrastructure (MoTI) improvements to Highway 14. Mr. Howie advised that MoTI will be issuing the Tender Call for these projects in early April 2015. The province has agreed to provide funding in the amount of \$300,000 and will provide the overall management of the entire project.

Mayor Tait reported on the Capital Regional District (CRD) approval for a SEAPARC grant application for the construction of an all-weather turf field at Fred Milne Park. Mayor Tait advised that Councillor Kasper will be attending the CRD Board meetings this week and that she will be attending the CRD Strategic Planning session. Mayor Tait will be an adjudicator at an upcoming scrabble tournament being held at EMCS. Mayor Tait provided updates as to the SEAPARC Bike Skills Park grand opening, the upcoming AVICC Convention and the CRD kitchen scraps composting program.

Councillor Parkinson reported on the recently held fundraiser with Sooke Fine Arts Society and the Sooke Arts Council advising that in addition to the \$1,100 that went to the Sooke Food Bank, \$1,100 also went to the Sooke Youth Arts Group.

- RI-2 Sooke Fire Rescue Department Monthly Staffing Report – February 2015**
MOVED and seconded to receive the Sooke Fire Rescue Department Monthly Staffing Report for February 2015 for information.
CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 Vancouver Island Regional Library Facility in the District of Sooke

MOVED and seconded that Council rescind the motion of March 9, 2015 as follows:
“**THAT COUNCIL** address locating the library in John Phillips Memorial Park pending receipt of a staff report on the feasibility of locating the library on the park property and negotiations with the Vancouver Island Regional Library.”

AND THAT COUNCIL approve a request to the Vancouver Island Regional Library to proceed with a Request for Proposal (“RFP”) to obtain an appropriate site for the library in the District of Sooke within the Town Centre;

AND THAT COUNCIL authorize the Mayor and Chief Administrative Officer to advise the Vancouver Island Regional Library (“VIRL”) of the District’s request for an RFP;

AND THAT COUNCIL authorize the Mayor and Chief Administrative Officer to proceed with the VIRL to undertake the steps necessary to finalize the RFP and the construction of the Sooke library facility, including when required the necessary borrowing request for a new library in the District of Sooke.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence received March 3, 2015 from Sooke Family Resource Society RE: Pancake Breakfast Marketing Information (Request for Sponsorship)

Councillor Logins declared a perception of bias with this Agenda Item as her mother is employed by Sooke Family Resource Society and left the meeting at 8:51 p.m.

MOVED and seconded to sponsor \$25 for the Sooke Family Resource Society’s Wadams Way Pancake Brunch.

CARRIED UNANIMOUSLY

Councillor Logins returned to the meeting at 8:53 p.m.

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence dated March 9, 2015 from City of Port Moody RE: Proposed Closure of Burrard Thermal Plant – Resolution for Consideration at LMLGA and UBCM Conventions

MOVED and seconded to file the correspondence dated March 9, 2015 from the City of Port Moody.

CARRIED UNANIMOUSLY

- I-2 Correspondence dated March 12, 2015 from WildARC BC** RE: Invitation to Tour BC SPCA's Wild Animal Rehabilitation Centre

MOVED and seconded to file the correspondence dated March 12, 2015 from WildARC BC.

CARRIED UNANIMOUSLY

- I-3 Correspondence dated March 16, 2015 from AVICC** RE: Update on Natural Gas Operating Agreements

MOVED and seconded to file the correspondence dated March 16, 2015 from AVICC RE: Update on Natural Gas Operating Agreements.

CARRIED UNANIMOUSLY

- I-4 Correspondence dated March 17, 2015 from Panorama Recreation** RE: Kraft Hockeyville 2015

MOVED and seconded to file the correspondence dated March 17, 2015 from Panorama Recreation.

CARRIED UNANIMOUSLY

- I-5 Correspondence dated March 18, 2015 from Victoria Pet Food Bank and Feral Cat Rehabilitation Society** RE: District of Sooke Animal Control and Zoning Bylaws

MOVED and seconded to file the correspondence dated March 18, 2015 from Victoria Pet Food Bank and Feral Cat Rehabilitation Society.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 9:02 p.m.

MOVED and seconded to reconvene the closed portion of the Regular Council meeting at 9:05 p.m.

CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the meeting at 10:00 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Maja Tait
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on March 30, 2015 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

ABSENT: Councillor Logins

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED 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)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:07 p.m. in the Council Chambers.

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda with the addition of Public Question and Comment Period.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, Sooke resident, provided comments as to the Distribution of Property Classes. Ms. Lewers indicated that equalizing the tax impacts among the classes affects Manages Forest Land, Recreation/Non-profits and Farms in particular, it will negatively impacts non-profits and farms. Ms. Lewers asked Council to take this into consideration when making a decision on the distribution among property classes for 2015 property taxes

Terrance Martin, Sooke resident, also provided comments as to the Distribution of Property Classes in particular the equal distribution of property taxes to Managed Forest Land. Mr. Martin addressed Council as to the issue that companies like TimberWest

already receive low property assessments under the *Managed Forest Act*. Mr. Martin stated that tax payers and municipalities are subsidizing these companies and the companies are not providing recreational access to their lands. Mr. Martin asked Council to resolve to work with himself and the BC Wildlife Federation to gain access through the Boneyard route along Sooke River and to follow the City of Campbell River in raising property taxes for Managed Forest Land.

BYLAWS

- B-1 Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* – 6509 Sooke Road**
MOVED and seconded that Bylaw No. 611, *Zoning Amendment Bylaw (600-15)* be adopted.
CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

- RA-1 2015-2019 Five Year Financial Plan**
ACTION ITEM: Staff to include a note in the 2015-2019 Five Year Financial Plan that Council would like to look at the feasibility for the development of the Brownsey Boulevard and Goodmere Road Connection.
- MOVED** and seconded to direct staff to adjust the 2015-2019 Five Year Financial Plan to reflect a 0% tax increase for 2015;
AND THAT staff use the remaining percentage of the Assessment Revenue to lower the tax impact for 2016.
CARRIED UNANIMOUSLY
- MOVED** and seconded to approve the proposed 2015-2019 Five Year Financial Plan;
AND TO direct staff to prepare the 2015-2019 Five Year Financial Plan Bylaw and the 2015 Tax Rate Bylaw.
CARRIED UNANIMOUSLY
- ACTION ITEM:** Staff to look at including a pamphlet or letter from Mayor and Council explaining the distribution of property taxes in the 2015 Property Tax Notices.
- RA-2 Distribution among Property Classes of 2015 Tax Impact**
MOVED and seconded to direct staff to equalize the tax impact across all the property classes.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 7:44 p.m.
CARRIED UNANIMOUSLY

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 April 13, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Katherine Lesyshen, Planner II (left at 8:14 p.m.)
Tara Johnson, Planner II (left at 8:14 p.m.)
Tina Hansen, Corporate Assistant

ABSENT: Councillor Bev Berger

CALL TO ORDER

Mayor Tait called the meeting to order at 6:01 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- Section 90(1) (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- Section 90(1) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- Section 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;
- Section 90(1) (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];

Section 90(2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:03 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda as circulated.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 10, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 10, 2015 reconvened March 11, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 23, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on March 23, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on March 30, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on April 7, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on April 8, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Laurie Wallace, West Coast Design and Development Services Ltd. - representing the Applicant, addressed Council as to the rezoning application for 6645 Sooke Road. Ms. Wallace provided comments relating to concerns over the recommended site specific restrictions with the rezoning of the property to Town Centre Mixed Use Zone (CTC) and to the additional requirements for road dedication for Logan Lane. Ms. Wallace added that requiring a minimum height of two storeys and limiting the gross floor area will restrict the possibility of a public library in this location.

Jeff Zigay, Applicant, 6645 Sooke Road, advised that he had not been notified by the District that his rezoning application was being presented to Council this evening. Mr. Zigay advised that he has been working with staff to rezone his property and would like to see the rezoning to Town Centre Mixed Use Zone (CTC) move forward but has concerns as to the additional site specific restrictions that staff is recommending. Mr. Zigay asked Council to support the rezoning to a CTC Zone without the site specific restrictions and to push his rezoning application forward in a timely manner.

Ellen Lewers, Sooke resident, provided comments as to the Use of Cooper's Cove Highway Right of Way for Park Purposes advising that she believes the property should remain as a parking lot but be cleared for improved public access to the water. Ms. Lewers also provided comments as to the 2015 Revised Assessment Roll and Proposed 2015 Tax Rates advising that even with the 0% increase to property taxes, there is still a percentage increase to recreation/non-profit and farm property classes.

Mary Brooke, Sooke Voice News, advised that it was a pleasure to attend the AVICC Convention over the weekend and to see Mayor Tait bringing forward the District of Sooke resolution on increased oil tanker traffic. Ms. Brooke also provided comments as to the Correspondence on the expression of interest to host the Commonwealth Games in Victoria in 2022; she has concerns as to whether the Victoria and BC economies could support hosting such an event.

Richard Thut, Sooke resident, suggested that the Federal government should require all tankers to have containment booms on board so that if a spill were to occur, it could be contained. Mr. Thut also suggested that vessels carry oil tanks on board to collect the oil.

BYLAWS

B-1 Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* – 6645 Sooke Road

Jeff Zigay, Applicant, stated that he believes that some of the recommended prohibited uses are mute as he would not be considering these uses for his property. Mr. Zigay advised that he has an issue with the limited gross floor area restriction of 500m² as there could be some interesting uses for the property that could become limited. Mr. Zigay advised that he applied for CTC zoning and does not agree to density bonusing.

MOVED and seconded to refer Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* back to staff to re-draft and bring back to the April 27th, 2015 Regular Council meeting;

AND TO direct staff to re-draft Bylaw No. 613 to amend the zoning at 6645 Sooke Road to Town Centre Mixed Use (CTC) Zone, with the requirements discussed by Council including affordable housing at \$500 per dwelling unit, covenant for road dedication for Lindcroft Road and Brownsey Boulevard only and such prohibited uses as agreed to by the property owner.

CARRIED UNANIMOUSLY

Jeff Zigay also commented that to restrict residential uses to upper storeys only would be quite restrictive and that it would be nice to be able to provide walkouts that could be incorporated with commercial uses for those that may require entry level living.

REPORTS FOR INFORMATION

RI-2 Use of Cooper's Cove Highway Right of Way for Park Purposes

Scott Taylor, adjacent property owner to Cooper's Cove, stated that he has been operating his restaurant and school in this location for the past sixteen years. Mr. Taylor advised that they are not on the municipal sewer system and are being impacted by the constant requests from people walking the Galloping Goose to use their washroom facilities. Also, Mr. Taylor advised that the business is losing potential income due to the entrance and egress to and from the highway right of way. Mr. Taylor advised that he would like to see a Traffic Impact Assessment completed to see how to improve access in/out of the property better.

Randy Clarkston, Sooke resident, suggested looking into whether the CRD would be willing to contribute to a Traffic Impact Assessment for the right of way. Mr. Clarkston advised that the recently installed pedestrian light has calmed traffic in this location somewhat.

Scott Taylor further advised that there had been CRD discussions to make an access to the parking lot by installing a bridge or walkway to the trail. Mr. Taylor suggested that the District engage in discussions with the CRD.

ACTION ITEM: Council directed Staff to look into the feasibility and costs of the following overall improvements to the Cooper's Cove Right of Way:

- Improvements to the area for parking and access to the water
- Options for washroom facilities
- Improvements to signage including no overnight parking/camping signage

AND THAT staff enter into discussions with the CRD and MoTI as to improved access/egress into the right of way and adjacent property.

RI-3 2015 Revised Assessment Roll and Proposed 2015 Tax Rates

MOVED and seconded to receive the 2015 Revised Assessment Roll and Proposed 2015 Tax Rates report for information.

CARRIED UNANIMOUSLY

RI-1 Mayor and Council Reports (Verbal)

Councillor Reay reported on attending the Vancouver Island Regional Library (VIRL) Board meeting on March 28th and advised that the Board unanimously supported to proceed with the Request for Proposal process for a new library facility in Sooke. Councillor Reay reported that there have already been a number of inquiries from developers and land owners who are interested in the RFP process.

Councillor Parkinson reported on attending the Sooke Region Museum meeting on April 1st and provided information as to a Woodside Farm historical video, the Night Time Market at the Museum and a Charles Tillman book launch. Councillor Parkinson provided information to Council as to inadequate parking at the Museum advising that it was suggested that Mayor Tait, Director Hicks and Steve Knoke from SEAPARC meet to

discuss a possible plan for parking at the Museum. Councillor Parkinson also reported on attending a Wild ARC Open House and the AVICC Convention.

Councillor Pearson reported on attending the Juan de Fuca Water Commission meeting advising that there will be repairs made to some of the A/C pipes in Sooke over the next two years. Councillor Pearson reported that the Sooke Lake Reservoir is at 100 percent capacity at this time.

Councillor Kasper reported on attending a number of Capital Regional Board meetings on behalf of the Mayor over the past several weeks. Councillor Kasper also reported on attending the AVICC Convention where he had an opportunity to speak with other municipalities in regard to affordable housing. Councillor Kasper advised that Sooke was highlighted as a contributor directly and indirectly in making the affordable housing project in Sooke a success. Councillor Kasper also reported on an upcoming series of CRD Integrated Water Services Public Open Houses where there will be an opportunity for members of the public to provide input on the closure of the Leech Water Shed.

Councillor Logins reported that the Sooke Region Tourism Association has just undergone a revamping of their website and that the soft launch of the new website will be in May 2015.

Mayor Tait reported on the recent grand opening of the SEAPARC Bike Skills Park and Mayor Tait took the opportunity to thank Councillor Kasper for attending a number of CRD Board meetings advising that Sooke is being well represented at the Board meetings. Mayor Tait reported that four members of Council attended the Te'Mexw Treaty Agreement in principal signing ceremony. Mayor Tait also attended the AVICC Convention advising that the District of Sooke's resolution on the increase of oil tanker traffic was approved unanimously as well as two other resolutions came forward; one for a review of the National Energy Board (NEB) and one for a review of the process.

Councillor Kasper took the opportunity to thank Mayor Tait for presenting Council's resolution on increased oil tanker traffic at the AVICC Convention advising that the Mayor's presentation was very diplomatic and respectful of all people's views on the issue, furthermore The presentation was straight forward and matter of fact and very well done.

CORRESPONDENCE REQUIRING ACTION

- C-1 Correspondence dated March 24, 2015 from Victoria Leaf Club** RE: Legislation Changes to Improve Vehicle Charging Infrastructure
MOVED and seconded to receive the correspondence dated March 24, 2015 from the Victoria Leaf Club for information.
CARRIED UNANIMOUSLY
- C-2 Correspondence dated March 3, 2015 from David Black** RE: Commonwealth Games
MOVED and seconded to authorize the Mayor to sign on behalf of the District of Sooke, along with other local Mayors, the letter to the Commonwealth Games Federation expressing interest in hosting the 2022 Commonwealth Games in Victoria.
CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

April 13, 2015 Regular Council – In Camera Portion

- **RA-1 2015 Strategic Plan**

Gord Howie reported that Council has now completed and approved their 2015 Strategic Plan. The Strategic Plan will be made available to the public at the next Regular Council meeting.

MOVED and seconded that Council approve the 2015 Strategic Plan;

AND THAT COUNCIL release the 2015 Strategic Plan to the public immediately on the District of Sooke website and with a News Release; and at the next Council meeting.

CARRIED UNANIMOUSLY

- **RA-2 Project Agreement (Highway 14 Improvements) – Ministry of Transportation and Infrastructure**

MOVED and seconded that Council approve in principle the Project Agreement (Highway 14 Improvements) – Ministry of Transportation and Infrastructure with the amendments as to the transit stops and Highway 14 access addressed;

AND THAT COUNCIL authorize the Mayor and Chief Administrative Officer to sign the Project Agreement on behalf the District of Sooke;

AND THAT COUNCIL release this resolution and the Project Agreement at the next Regular Council meeting.

CARRIED UNANIMOUSLY

- **RA-3 6519 Steeple Chase – Fence on Municipal Right of Way**

MOVED and seconded that Council direct staff to remove the fence and not allow the use of the municipal right of way at 6519 Steeple Chase.

AND THAT COUNCIL release this resolution to the public.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

- **I-1 Council Reader File – March 2015**

MOVED and seconded to file the Council Reader File for March 2015.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:43 p.m.

CARRIED UNANIMOUSLY

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 April 27, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

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)

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Katherine Lesyshen, Planner II (left at 9:05 pm)
Tara Johnson, Planner II (left at 9:05 pm)
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

CALL TO ORDER

Mayor Tait called the meeting to order at 6:03 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- Section 90(1)(c) labour relations or other employee relations;
- Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.
- Section 90(1) (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:04 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the following as new business/supplemental information:

- Item D-1 Linda Teneycke, Sooke Fine Arts Society – Youth art project at municipal boat launch (electrical building)
 - Times Colonist Article dated April 22, 2015 “Murals to tell story of George Jay Elementary School”
- Item D-2 Mike Thomas and Kim Metzger – Sooke Food Bank
 - Food supply list provided by Sooke Food Bank

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on April 13, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on April 20, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Linda Teneycke, Sooke Fine Arts Society – Youth art project at municipal boat launch (electrical building)

Linda Teneycke, Executive Director, Sooke Fine Arts Society provided a powerpoint presentation and addressed Council as to an art project by youth to paint a mural on the District of Sooke municipal boat launch electrical building located at the Prestige Hotel. Ms. Teneycke advised that they are looking for Council's approval to move forward with the project.

Sarah Bradley, Program Manager, Pacific Centre Family Services explained that they have been working with Edward Milne Community School (EMCS) and that the project is a collaborative community art project engaging youth in Sooke and also supports intergenerational engagement. The concept is to have artist from Sooke Fine Arts Society work with youth on a mural in the community and for the community.

Ms. Teneycke provided information as to the project reporting that they would like to depict outdoor activities related to Sooke. Ms. Teneycke advised that they would also like Council's permission to have the bulletin board, fees sign and drop box that are currently fixed to the building moved in order to accommodate the murals.

Ms. Teneycke and Council discussed:

- Having the artwork depict sports fishing and the fishing industry, hiking and other outdoor activities
- The students are from a grade twelve class at EMCS and are involved in the project as part of work experience
- Look at doing other murals in Sooke; the Sooke Fine Arts Society's 30th Anniversary may be an opportunity to complete a mural project in Sooke
- Moving the fees sign and cash box behind the building door and having staff look for an alternate location for the bulletin board

MOVED and seconded to approve the Sooke Fine Arts Society youth art project for the District of Sooke Municipal Boat Launch electrical building;

AND to authorize the work to proceed and staff to work with the Society on the project;

AND to direct staff to investigate funding to cover the costs of the base paint for the building from the sewer budget or the Sooke Program of the Arts reserve.

CARRIED UNANIMOUSLY

D-2 Mike Thomas and Kim Metzger – Sooke Food Bank

Mike Thomas and Kim Metzger, Sooke Food Bank volunteers provided an overview of the Sooke Food Bank services, the current financial situation and plans for sustainability of the Food Bank. Ms. Metzger reported on the growing numbers of people dependent on the services of the Food Bank advising that they have been unable to maintain stock to the point of having to be supplemented by other food banks. Ms. Metzger advised that with the little funding they receive and the increased use, the facility may not be able to continue operating. Mr. Thomas and Ms. Metzger invited Council to visit the Food Bank Facility to see first-hand what issues they are facing.

A discussion ensued as to the following:

- How food banks are supported in other areas
- What Council can do in order to support the Sooke Food Bank
- The Food Bank is applying for other funding sources; Casino funds will not be received until the fall
- The Sooke Food Bank supports other local community groups such as the Crisis Centre, Sooke Seniors, Meals on Wheels and CASA
- The Sooke Food Bank has received previous funding through the District of Sooke Community Grants Program
- Look at providing additional funding to the Sooke Food Bank from the Community Grants budget or Council Contingency Fund

MOVED and seconded to direct staff to issue immediately the Annual Community Grant cheque in the amount of \$6000 to the Sooke Food Bank prior to the adoption of the 2015 Financial Plan Bylaw.

CARRIED UNANIMOUSLY

MOVED and seconded to provide an additional \$2,000 to the Sooke Food Bank from the Council Contingency Fund.

CARRIED UNANIMOUSLY

D-3 Ron Fedosenko – Zoning and Business Operations at 6545 Sooke Road

Ron Fedosenko, Sooke resident, addressed Council as to his property and existing building at 6545 Sooke Road. Mr. Fedosenko advised that the new tenant applied for a commercial business licence with the District of Sooke and was denied a licence due to the property being zoned residential. Mr. Fedosenko also advised that there have been non-conforming uses operating on the property since the 1940's and that he pays commercial taxes on the property. Mr. Fedosenko asked that Council consider issuing the business licence to his tenant.

Gord Howie explained that the issue is that the building has been used as a private office for several years and Mr. Fedosenko has not applied for a business licence. Council could consider options such as directing staff to issue a business licence not in compliance with the *Sooke Zoning Bylaw*. That option may set a precedent with other properties that have non-conforming uses. Council could also consider leaving it to the property owner to apply for rezoning and expedite the application, ie. waive Public Hearing, or, Council could direct staff to come back with a report providing further information and options for Council consideration.

MOVED and seconded to direct staff to issue a business licence to the current business operating at 6545 Sooke Road without requiring compliance with the *Sooke Zoning Bylaw* as to the use of the property.
CARRIED UNANIMOUSLY

D-4 Jared Sklepowich – Bylaw Enforcement on Boulevards and Private Property

Jared Sklepowich, Sooke resident addressed Council as to concerns of recent bylaw enforcement on the fencing/hedging that he installed on the boulevard adjacent to his property. Mr. Sklepowich provided photos to Council of other properties in Sooke that have also landscaped/treed on the boulevards. Mr. Sklepowich believes that if he is forced to have his hedge removed then there should also be equal enforcement on other properties that have encroached onto District right of ways. Mr. Sklepowich provided an explanation as to why he did not wish to enter a Licence to Occupy with the District of Sooke.

ACTION ITEM: Mr. Howie to advise Council whether the District of Sooke has a Policy that deals with the issue of landscaping/trees that encroach on the District's right of ways.

MOVED and seconded to refer the matter back to staff to provide a report to Council with further information and options available for Council consideration for Mr. Jared Sklepowich's hedge and fence encroachment and in general, how to deal with landscaping/trees that encroach on the District of Sooke right of ways.
CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to **not** carry out Bylaw Enforcement action on 6519 Steeple Chase at this time.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Dave Nelson, Sooke resident addressed Council as to the roundabout project in the Town Centre. Mr. Nelson stated that he does not support having a roundabout in this location and believes that it is going to cause more traffic issues than what currently exists. He also has concerns as to the difficulties that logging trucks may have navigating through the roundabout. Mr. Nelson believes that a traffic light would be a better solution in this location and asked Council to reconsider moving forward with the roundabout in the Town Centre.

BYLAWS

B-1 Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* – 6645 Sooke Road

MOVED and seconded that Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* be introduced and read a first time.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* be read a second time.
CARRIED UNANIMOUSLY

MOVED and seconded to schedule a Public Hearing for Bylaw No. 613 in accordance with the requirements of the *Community Charter* and the *Local Government Act*;
CARRIED UNANIMOUSLY

MOVED and seconded to direct that prior to final adoption of Bylaw No. 613, the owner enter into section 219 (LGA) covenants with the District of Sooke to address road dedication and affordable housing, and that Council authorize the Mayor and the Chief Administrative Officer to execute the section 219 covenants when required.
CARRIED UNANIMOUSLY

B-2 2015 Five Year Financial Plan and Property Tax Rate Bylaws

Bylaw No. 614, Five Year Financial Plan Bylaw, 2015

MOVED and seconded that Bylaw No. 614, *Five Year Financial Plan Bylaw, 2015* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 614, *Five Year Financial Plan Bylaw, 2015* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 614, *Five Year Financial Plan Bylaw, 2015* be read a third time.

CARRIED UNANIMOUSLY

Bylaw No. 615, Property Tax Rate Bylaw, 2015

MOVED and seconded that Bylaw No. 615, *Property Tax Rate Bylaw, 2015* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 615, *Property Tax Rate Bylaw, 2015* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 615, *Property Tax Rate Bylaw, 2015* be read a third time.

CARRIED UNANIMOUSLY

B-3 Bylaw No. 616 Zoning Amendment Bylaw (600-17) – 2435 Phillips Road

Councillor Berger declared a conflict of interest with this agenda item as her husband is a sub-contractor for Citta Construction Ltd. who is a contractor for Sun River Estates and left the meeting at 8:54 p.m.

MOVED and seconded that Bylaw No. 616, *Zoning Amendment Bylaw (600-17)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 616, *Zoning Amendment Bylaw (600-17)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded to schedule a Public Hearing for Bylaw No. 616 in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

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

REPORTS REQUIRING ACTION

RA-1 Development Permit Amendment for 3045 Phillips Road - Lot 10

MOVED and seconded to authorize issuance of a Development Permit Amendment PLN01129 for Lot 10, Section 13, Otter District, Plan VIP86661 to remove condition 4a from Development Permit PLN00331 that requires residential sprinkler systems be installed in each dwelling;

AND TO add the following condition to the Development Permit:

“In order to provide adequate access to each dwelling unit for fire apparatus:

- i. The driveways must be no greater than 15% grade.
- ii. All driveways to access each dwelling unit shall be paved.
- iii. A hammerhead turn-around will be constructed large enough to accommodate an emergency vehicle at the top end of the driveway. “

CARRIED UNANIMOUSLY

RA-2 Development Permit for 6764 Ayre Road

MOVED and seconded to approve the issuance of Development Permit PLN01141 to allow for the expansion of Ayre Manor on the property legally described as Lot 11, Section 3, Sooke District, Plan 16754;

AND TO approve the offset of the development permit application fee from the Council Contingency Fund.

CARRIED UNANIMOUSLY

RA-3 BikeBC - Cycling Infrastructure and Partnerships Program (CIPP) Conditional Grant Agreement

MOVED and seconded to approve the Conditional Grant Agreement with the Ministry of Transportation and Infrastructure (MOTI) related to the BikeBC – Cycling Infrastructure and Partnerships Program;

AND TO authorize the Mayor and CAO to sign the Conditional Grant Agreement on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

RA-4 Committee Terms of Reference

MOVED and seconded to approve the Terms of Reference for the following Council Committees:

- Long Term Financial Planning Committee (Standing Committee)
- Parks and Trails Advisory Committee (Select Committee)
- Sooke Community Centre Advisory Committee (Select Committee)

CARRIED UNANIMOUSLY

MOVED and seconded to appoint Councillor Logins to the Sooke Community Centre Advisory Committee.

CARRIED UNANIMOUSLY

RA-5 Request for Proposal – District of Sooke Fire Department Service Review

MOVED and seconded to direct staff to proceed with a request for proposal to retain a consultant to carry out a comprehensive review of the Sooke Fire Rescue Department and to provide recommendations to Council, including the fire service level options available to Council under the *British Columbia Structure Firefighter Competency and Training Playbook* and a long term apparatus replacement program for the District;

AND THAT the Proposal also reference Fire Underwriter's Survey requirements and Sooke Fire Rescue Department procedures.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Sooke Fire Rescue Service Quarterly Fire Department Report

MOVED and seconded to receive the Sooke Fire Rescue Service Quarterly report for information.

CARRIED UNANIMOUSLY

RI-2 Mayor and Council Reports (Verbal)

Mayor Tait reported that the Vancouver Island Emergency Preparedness Conference was held at the Prestige Hotel this past weekend was very well attended and a success.

Mayor Tait took the opportunity to thank Chief Sorensen and volunteers for their work in organizing the event. Mayor Tait also reported on the upcoming Rotary Auction and Fair that will be held on Saturday, May 2nd, and the Victory Day in Europe Day celebration on May 3rd at the Sooke Legion.

Councillor Parkinson reported on attending the Regional Housing Trust Fund Commission meeting, Sooke Community Arts Council "Family Arts Fair" at SEAPARC, and the Wadams Way Breakfast at CASA. Councillor Parkinson also reported on the Sooke Region Museum Book Launch and Tea where author Charles Tolman published his book depicting the history of how water was brought to Victoria from the Sooke area. Councillor Parkinson attended the CRD Leech Water Supply Area Open House noting that the event was not well attended. Councillor Parkinson also participated in a public safety workshop at the Fire Department on how to use a fire extinguisher, attended the Regional Housing Trust Fund meeting and the Vancouver Island Emergency Preparedness Conference.

Councillor Logins reported on attending the Wild Wise Sooke (previously Wild Sooke BC) meeting. Councillor Logins informed Council that the Sooke Region Tourism Association had their nominations for President, Vice-President, Treasurer and Secretary. Councillor Logins also reported that the Sooke Martial Arts Association participated in the Victoria Cup martial arts event and the Small Town Big Talent Show was also held in Sooke.

Councillor Kasper reported on attending the CRD Strategic Planning Session advising that the third draft version of the Strategic Plan will be going to the CRD Board on Wednesday. Councillor Kasper also reported that he will be attending a meeting with other CRD Board members and representatives from the National Energy Board (NEB) to gain a sense of their views on the Kinder Morgan issue.

Mayor Tait provided an update as to Kinder Morgan and the National Energy Board. Mayor Tait reported on baseball now being in Sooke and that the all-weather field will be a big part of the community. Mayor Tait also reported on two local recording artists in Sooke

Councillor Reay reported that she is beginning to see comments on Facebook related to resident's concerns of an increase in rats due to the CRD kitchen scraps program.

RI-3 CAO Update (Verbal)

Mr. Howie provided his CAO Update during Report of In-Camera Resolutions.

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence dated April 13, 2015 from City of Colwood re: 8th Annual Emergency Preparedness Display and Fair

MOVED and seconded to file the correspondence dated April 13, 2015 from the City of Colwood.

CARRIED UNANIMOUSLY

I-2 Correspondence dated April 20, 2015 from Libni Pardo re: Sooke Road Roundabout

MOVED and seconded to file the correspondence dated April 20, 2015 from Libni Pardo.

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

RIC-1 2015 Strategic Plan

Gord Howie provided an update as to the 2015 Strategic Plan. Mr. Howie advised that Council completed approximately 90% of the 2014 Strategic Plan and that it is anticipated that Council will complete the majority of the projects in their current Strategic Plan. Mr. Howie also reported on additional maintenance projects that are planned to get underway prior to the summer.

RIC-2 Project Agreement (Highway 14 Improvements) – Ministry of Transportation and Infrastructure

Mr. Howie reported that Council has entered into an agreement with the Ministry of Transportation and Infrastructure (MoTI) for the Highway 14 improvements Project. Mr. Howie advised that MoTI has issued the Tender for the project and are expecting to receive tender packages within the next few weeks.

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:58 p.m.

CARRIED UNANIMOUSLY

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 May 11, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Mayor Maja Tait
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kerrie Reay (arrived at 7:05)

STAFF PRESENT (Open Portion)

Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief (arrived at 7:36)
Medea Mills, Bylaw Enforcement
Katherine Lesyshen, Planner II
Tara Johnson, Planner II
Sarah Temple, Recorder

ABSENT: Councillors Bev Berger and Kevin Pearson

CALL TO ORDER

Mayor Tait called the meeting to order at 6:04 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:00 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda, with the removal of Agenda Item RA-3 "Operation of Boat Launch" and to add the following items to the agenda as Supplemental Information:

Bylaw No. 617, Animal Regulation and Impounding Amendment Bylaw (392-2)

Public submissions received:

- Leona Jensen - May 7, 2015
- Sandee Whitney - May 7, 2015
- Fran Dash – May 7, 2015

- Jasmine's Excavating – May 7, 2015
- Dante Chicano – May 7, 2015
- Deborah Gayler – May 11, 2015

CARRIED UNANIMOUSLY

MOVED and seconded to extend the Community Services Agreement with the Boat Launch Operator, 0881301 B.C. Ltd., for one month in order to meet with the proponent.
CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on April 27, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on May 4, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Presentation: KPMG – District of Sooke 2014 Financial Statements:

Due to the Sooke Road closure, representatives from KPMG were unable to attend. Michael Dillabaugh presented an overview of the 2014 Audited Financial Statements.

MOVED and seconded to accept the 2014 Audited Financial Statements, the School Tax Audit Report and the Provincial Home Owner Grant Audit Report.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Margerita Dominguez, Sooke resident, addressed Council and inquired as to the process that led to CRD Animal Control officers arriving at her cat rescue shelter. Ms. Dominguez asked Council where the cats will be taken to if they are removed from her care.

Fran Dash, Sooke resident, addressed Council and spoke to the petition organized by the Sooke Animal Food and Rescue Society asking for land to be given to the organization for an animal shelter. Ms. Dash stated that 2200 Sooke residents had signed this petition. Ms. Dash also spoke to the proposed limitation of 4 cats per household and queried how ownership of the cats would be determined and if there would be a grandfather clause for those who currently own more than 4 cats.

Natalia Danylyshen, Sooke resident, addressed Council and asked that Council support the work of the Victoria Pet Food Bank & Feral Cat Rehabilitation Society when amending bylaws. Ms. Danylyshen asked specifically in relation to the proposed amendments to Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw* that Council:

- a. amend a limit exception of 15 cats to cat rescue groups.
- b. protect residents who already have more than 4 cats with a grandfather rule for the rest of the cats they have starting from the day this bylaw passes.
- c. amend bird-feeders as an exception to the “no feeding wildlife” bylaw.

Mary Brooke, Sooke resident, addressed Council to inquire if the zoning of the Feral Cat Rehabilitation Centre allows for a designated kennel at that location. Ms. Brooke stated that it would be punitive for a small, home based business to have to rezone their property. Ms. Brooke also questioned the validity of a complaint-based bylaw enforcement system that protects the identity of the complainant and their motivation.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearing – Bylaw No. 616, Zoning Amendment Bylaw (600-17) – 2435 Phillips Road

Tara Johnson gave a PowerPoint presentation and summary of the rezoning application and phased development agreement for 2435 Phillips Road.

Mayor Tait called the Public Hearings for Bylaw No. 616 to order at 7:29 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 hearings.

Public Submissions:

Ken Ebbs- Canavan, Sooke resident, addressed Council and spoke about a buffer zone of trees along the west side of the Sooke River that was promised at the Sun River rezoning to residents of the east side of the river. Mr. Ebbs-Canavan stated that the buffer zone has been breached in some areas and he is now able to see Sunriver from his property on the other side of the river. Mr. Ebbs-Canavan also stated that he currently hays the lower field of the Sunriver Nature Park in order to reduce the fire hazard in the area and he is concerned about maintaining access for his equipment.

Randy Michelsen, Sooke resident, addressed Council and asked for clarification of which areas are to be developed and which areas are to be maintained as park land. Mr. Michelsen stated his objection to the loss of additional park land.

Christiana St. Pierre, Sooke resident, addressed Council to inquire as to what the proposed zoning amendments will allow and disallow in terms of future use as there is still a subdivision approval to take place.

Ms. Johnson responded to Ms. St. Pierre and clarified that the proposed zoning amendment is to allow for the amenity area only and that the remainder of Area E will remain zoned for single family housing, not townhouses or apartments. The proposed changes are site specific and will not apply to other areas in Sunriver.

Mayor Tait called three times for submissions to the Public Hearings for Bylaw No. 616. Hearing none, she closed the public hearing at 7:39 pm.

Council Discussion:

- Definition of commercial use as any use that would trigger the approval of a business license. Private use by strata members for group functions would not be considered commercial.
- Ownership of buffer zone. The District of Sooke owns a trail and park land along the west side of the river. At subdivision stage, additional surveying will be required and will determine ownership of the tree line.
- Clarification that there is no change in the allowable amount of housing units in Area E. The density and use (single family dwellings) as per the zoning bylaw are not being changed.
- Requirement of a 15 metre setback for buildings and structures from ALR land, such as the Sunriver Nature Park.

Action Item: Staff to advise developer to refrain from removing any trees until such time as a survey plan is done and ownership of the trees can be determined.

MOVED and seconded that Bylaw No. 616, *Zoning Amendment Bylaw (600-17)* be read a third time.

CARRIED UNANIMOUSLY

BYLAWS

B-1 2015 Five Year Financial Plan and Property Tax Rate Bylaws

- **Bylaw No. 614, *Five Year Financial Plan Bylaw, 2015***
- **Bylaw No. 615, *Property Tax Rate Bylaw, 2015***

MOVED and seconded that Bylaw No. 614, *Five Year Financial Plan Bylaw, 2015* be adopted.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 615, *Property Tax Rate Bylaw, 2015* be adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw (392-2)*

Mayor Tait gave an overview of Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw (392-2)*

Committee of the Whole recommendations of May 4, 2015

A. Feeding of Wildlife

THAT COUNCIL amend Bylaw No. 392, *Animal Regulation and Impounding Bylaw, 2009* as to feeding of wildlife as follows:

- a. Add or amend the following definitions:
 - "Wildlife" is as defined in the provincial *Wildlife Act*.
- b. Add or amend the following sections as follows:
 - 54. Feeding Wildlife
Except for bird feeders, no person shall provide any wildlife with food either directly or by leaving or placing in, on or about land or premises any food,

food waste, or other material that is or is likely to be attractive to wildlife for the purpose of feeding those animals, other than a Conservation Officer acting in the performance of his or her duties, or a person acting under the direction of or with the permission of a Conservation Officer.

- o 55. For certainty, the prohibition in section 54 does not apply in relation to hunting and trapping activities carried out in accordance with the Wildlife Act and its regulations.

- c. Add an MTI designation to Schedule D as follows:

Offence	Bylaw Section No.	Fine
<i>Feeding of Wildlife</i>	53	\$100.00

CARRIED UNANIMOUSLY

B. Regulation of Wild and Exotic Animals

THAT COUNCIL amend Bylaw No. 392, *Animal Regulation and Impounding Bylaw, 2009* as to wild and exotic animals as follows:

- a. Add or amend the following definitions:
 - o **“Wild or Exotic Animal” is as defined in the provincial *Wildlife Act* or *Controlled Alien Species Regulation*.**
- b. Add or amend the following sections:
 - o **Keeping of Wild or Exotic Animals**
No person shall keep or harbour any wild or exotic animal anywhere in the District except as permitted under the British Columbia *Wildlife Act* and *Controlled Alien Species Regulation*.

- c. Remove Schedule E.

- d. Amend Fees:

- (e) Wild or Exotic Animal

- (i) seizure and impoundment: \$100.00

- (ii) maintenance and sustenance charge for each 24 hour period or part thereof that the wild or exotic animal remains in the pound: \$ 50.00

CARRIED UNANIMOUSLY

C. Control of Cats

THAT COUNCIL not amend Bylaw No. 392, *Animal Regulation and Impounding Bylaw, 2009* as to control of cats.

CARRIED UNANIMOUSLY

D. Cat Rescue

THAT COUNCIL authorize the Mayor to provide a letter of support on behalf of Council to the SAFARS / Victoria Pet Food Bank & Feral Cat Rehabilitation Society.

CARRIED UNANIMOUSLY

E. Housekeeping Amendments

THAT COUNCIL amend Bylaw No. 392, *Animal Regulation and Impounding Bylaw, 2009* with the housekeeping amendments as presented.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw (392-2)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw (392-2)* be a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw (392-2)* be read a third time.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Sooke Transition Town – Wild Wise Sooke

MOVED and seconded to approve the transfer of the 2015 Category A Community Grant awarded to BC Conservation Foundation's "Wild Safe BC" program to Sooke Transition Town Society's "Wild Wise Sooke" program.

CARRIED UNANIMOUSLY

RA-2 Proposed Strata Title Conversion of Previously Occupied Dwelling Located at 2080 / 2082 Drennan Street

MOVED and seconded to grant Approval in Principle for the strata title conversion of the previously occupied dwelling located on Lot 2, Section 14, Sooke District, Plan EPP44547 as outlined on proposed strata plan EPS2348 subject to meeting all the requirements of Council Policy Np. 8.6, *Residential Strata Title Conversion Policy, 2010*;

AND TO direct staff to work with the applicant to finalize all technical details related to the application before bringing it back before Council for consideration of approval of the final strata plan.

CARRIED UNANIMOUSLY

RA-4 Confined Space Rescue Agreement with School District No. 62

MOVED and seconded to approve the Confined Space Rescue Agreement with School District # 62;

AND To authorize the Mayor and Chief Administrative Officer to sign the Confined Space Rescue Agreement with School District # 62

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 RCMP Quarterly Report

MOVED and seconded to receive the report for information.

CARRIED UNANIMOUSLY

RI-2 Implications of Potential Sale of Soule Road Right of Way

MOVED and seconded to receive the report for information.

CARRIED UNANIMOUSLY

RI-3 Mayor and Council Reports (Verbal)

- Discussion of closure of Sooke Road due to Motor Vehicle accident

- Mayor Tait advised that Councillor Berger will be chairing the next Regular Council meeting on May 25th
- Mayor Tait advised that the Primary Health Care Services Working Group is finalizing a formal report on their work to improve diagnostic imaging services to the community, as well as their “A GP for Me” program and improvements to physician recruitment.
- Councillor Reay reported that the next meeting of the Community Grant Review Committee is on Thursday, May 14

CORRESPONDENCE FOR INFORMATION

- I-1 Council Reader File - April 2015**
- I-2 Correspondence received May 5, 2015 from Margarita Dominquez, SAFARS/Victoria Pet Food Bank & Feral Cat Rehabilitation Society**
- I-3 Correspondence received May 6, 2015 from Krystal Hamelin re: Animal Control Bylaw**
- I-4 Correspondence received May 7, 2015 from Kai Yates re: Animal Control Bylaw**
- I-5 Correspondence received May 7, 2015 from Wanda Sanford re: Animal Control Bylaw**

MOVED and seconded to file all correspondence for information.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Notice of Motion by Councillor Kerrie Reay acknowledged by the Mayor for consideration by Council at the May 25, 2015 Council Meeting:

"WHEREAS on February 23, 2015 the District of Sooke endorsed a resolution that recognizes that a healthy environment is inextricably linked to the well being of a community and endorsed a Declaration of the Right of a Healthy Environment including, among other things, the right to clean water in the District of Sooke;

AND WHEREAS on April 29, 2015 at the Committee of the Whole meeting of the Capital Regional District the draft Regional Sustainability Strategy (RSS) was presented and discussed which proposes that water service to the Juan de Fuca Electoral area, unlike municipalities would not be available to all residents.

THEREFORE BE IT RESOLVED that the Mayor write a letter advising that the District of Sooke does not support the proposed Regional Sustainability Strategy that deprives individuals and families living in the Juan de Fuca Electoral Area the opportunity to access safe and clean drinking water."

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:31 p.m.

CARRIED UNANIMOUSLY

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 May 25, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Katherine Lesyshen, Planner II (left at 8:15 pm)
Media Mills, Bylaw Officer (left at 8:38 pm)
Tina Hansen, Corporate Assistant
Staff Sgt. Jeff McArthur (left at 7:19 pm)

ABSENT: Mayor Maja Tait

CALL TO ORDER

Acting Mayor Berger called the meeting to order at 5:55 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 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;
- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Acting Mayor Berger called the open portion of the Regular Council meeting to order at 7:04 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to move Agenda Item RI-1 RCMP Quarterly Report to immediately following receipt of Draft Council Committee Minutes for Information.

CARRIED UNANIMOUSLY

MOVED and seconded to approve the agenda with the following items as new business/supplemental information:

- **Item D-3 Delegation – Margarita Dominguez – SAFARS / Victoria Pet Food Bank & Feral Cat Rehabilitation Society**
 - **Public submissions received:**
 - Susan Todman – May 21, 2015
 - Kai Yates – May 21, 2015
 - Margarita Dominguez – May 25, 2015

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on May 11, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

May 14, 2015 Community Grant Review Committee

CARRIED UNANIMOUSLY

RI-1 RCMP Quarterly Report

Staff Sgt. Jeff McArthur provided a powerpoint presentation as to the RCMP Quarterly Report for January to March 2015. Staff Sergeant McArthur reported that the statistics provided are based on comparatives within the Island District and shows an increase of 25% in the Sooke Detachments file load and an increase of 11% in clearance rates. Staff Sgt McArthur further reported that the Detachment has significantly increased street checks as part of their crime reduction initiatives which has resulted in a reduction in crime by 9%.

Staff Sgt McArthur overviewed offenses for Sooke reporting that there has been an increase in both violent crime and property crime occurrences and a slight decrease in drug offenses. Staff Sgt. McArthur noted an increase in assaults and sexual assaults for Sooke; well above the average as compared with neighbouring RCMP Detachments. Staff Sgt McArthur provided a summary of property crimes.

Staff Sgt. McArthur overviewed the following Sooke Detachment priorities for 2015:

1. Improved road safety in Sooke and area
2. Build and maintain positive relations with partners
3. Target prolific property offenders
4. Achieve marked increase in community safety
5. Target and disrupt organized crime members within Sooke

A discussion ensued between Council and Staff Sgt. McArthur as to the following:

- Whether break and enters to business occur at certain days/times of the week and whether most occur during the times where there is no police coverage
- Whether there are statistics on the rate of convictions that occur as a result of arrests
- Whether the limitation of policing coverage contributes to the increase in crime
- Discussion as to statistics/causes for violent crimes

- Discussion as to the recent MVA and road closure of Highway 14 and use of a Traffic Analyst

DELEGATIONS

D-1 Denyse Koo & William Schutte – Scouts Canada, Pacific Jamboree 2015

William Schutte, Scouts Canada, addressed Council as to the Scouts Canada Pacific Jamboree being held the week of July 11th to 18th at Camp Barnard. Mr. Schutte reported that the gathering will host approximately 2500 youth ages 11-18 and 500 adults who will be participating in a number of adventure activities (logging sports, kayaking, mountain biking). Mr. Schutte noted that there has been a number of participation from volunteers in the Sooke and Victoria communities. This will be the first Jamboree following four years of planning; a second Jamboree will be held in 2019.

D-2 Regional Director Mike Hicks – CRD Regional Sustainability Strategy

Mike Hicks, Regional Director Juan de Fuca Electoral Area, addressed Council as to the Capital Regional District (CRD) Regional Sustainability Strategy which will be brought forward to the CRD Board this Wednesday, May 27th. Director Hicks advised that the document states very clearly that the 13 municipalities have the right to extend water within their boundaries but that the Juan de Fuca Electoral Area will not be able to extend water beyond their water containment areas. Director Hicks stated that the JDF Electoral area is not being afforded the same opportunities as the other municipalities. Director Hicks commented on the importance of the provision of water stating that water is a “right” for all residents. Director Hicks advised that the CRD Regional Sustainability Strategy must be approved by consent of all 13 municipalities and asked Council to stand by their neighbours in the JDF Electoral Area by supporting Councillor Reay’s Notice of Motion on the CRD Regional Sustainability Strategy.

D-3 Margarita Dominguez – SAFARS / Victoria Pet Food Bank & Feral Cat Rehabilitation Society

Margarita Dominguez provided a powerpoint presentation and addressed Council as to the difference between “No-Kill” Animal Rescue Groups like SAFARS and organizations such as the CRD and SPCA. Ms. Dominguez advised that she believes the existing laws to be discriminatory against the small groups that are trying to help the animals and that the CRD and SPCA do not work with these animal groups. Ms. Dominguez further advised that people are leaving their pets behind when they move instead of taking them to the CRD or SPCA in fear that they will be euthanized. Ms. Dominguez asked Council to consider allowing SAFARS an increase in the permitted number of cats to 15 so that they can continue to operate. Ms. Dominguez advised that SAFARS is not able to afford the costs associated with rezoning a piece of land and that there are risks to rezoning another person’s property.

Acting Mayor Berger advised that Council considered the bylaw amendments as to cats in the Animal Control Bylaw at the last Council meeting and did not adopt the amendments. Acting Mayor Berger further advised that the Zoning Bylaw permits kennels in certain zones, Council has discussed the issue and will be standing by their decision.

PUBLIC QUESTION AND COMMENT PERIOD

Jeff Bateman, Sooke resident, provided comments as to the Notice of Motion by Councillor Reay regarding the Regional Sustainability Strategy, the recommendation from the Community Grant Review Committee to provide funding to WildWise Sooke, the rezoning application for 6645 Sooke Road and the Delegation by Ms. Dominguez and her request to permit 15 cats in her location.

Alexandra Martin, Sooke resident, commented as to the Community Grant Review Committee's recommendation to Council for the South Island Recreation Association and their application for a Children's Splash Park. Ms. Martin indicated that in many cases building something new can be cheaper than revitalizing something that already exists such as the old Broomhill Park. Ms. Martin advised that there are alternate locations like SEAPARC that could be considered before placing additional funds into the Broomhill Park.

John Brohman, Otter Point resident, advised that he supports the Notice of Motion by Councillor Reay on the Regional Sustainability Strategy. Mr. Brohman advised that water is an important issue for residents of Otter Point as there are a lot of people struggling for water outside of the Kemp Lake Water system and stressed the importance of having water for fire protection in Otter Point.

Fran Dash, Sooke resident, provided comments as to the need for an animal shelter in Sooke as three people were looking for their lost cats this past weekend. Ms. Dash advised that SAFARS has many contacts and a website where information on missing animals can get out quickly. Ms. Dash asked that Council put a Notice of Motion on the floor in order to give SAFARS the ability to continue to help the animals.

Acting Mayor Berger clarified that the Sooke Zoning Bylaw clearly states that if someone would like to keep more than four animals on their property, they can apply to rezone.

Jasmine Guay, Sooke resident, advised that she has been a strong supporter of SAFARS and believes that Ms. Dominguez is asking for an exemption so that she can have more than four cats in her home.

Ellen Lewers, Sooke resident, provided comments as to the issue of cats advising that the District currently pays for the services of Animal Control through the CRD. Ms. Lewers also provided comments as to Councillor Reay's Notice of Motion on the Regional Sustainability Strategy and concerns as to the RSS limiting water for Sooke residents.

Natalia Danylyshyn, student, advised that she has been working with SAFARS for the past three years. Natalia commented that it is not in SAFARS budget to be able to pay for the costs to rezone a piece of property and that SAFARS works with the stray animals that the SPCA and CRD do not deal with.

Raven Markinson, student, advised that she has worked with SAFARS over the past year and spoke to the dedication and passion shown by Ms. Dominguez for animals.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearings - 6645 Sooke Road

- **Bylaw No. 613, *Zoning Amendment Bylaw (600-16)***

Acting Mayor Berger called the Public Hearing for Bylaw No. 613 to order at 8:00 p.m.

Acting Mayor Berger 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 hearings.

Katherine Lesyshen provided a powerpoint presentation and summary of the rezoning application for 6645 Sooke Road.

Public Submissions:

Jeff Zigay, applicant, addressed Council as to the rezoning application at 6645 Sooke Road. Mr. Zigay spoke to building height and gross floor area and stated that limiting the gross floor area could restrict the potential for any interesting proposals that could come forward. Mr. Zigay spoke to the public submissions received on the rezoning application.

Ellen Lewers, Sooke resident, advised that she supports the recommendations in the staff report as to height and gross floor area. Ms. Lewers advised that the OCP's vision for the Town Centre was to have the four story height restriction with buildings "stepped" into the landscape. Ms. Lewers is concerned that the proposed six stories will not "step" into the landscape and that the view of the Sooke Harbour will be lost.

Harry Hammer, Sooke resident, spoke in support of the rezoning application. Mr. Hammer stated that he hopes Council will bear in mind that we need flexibility in order to attract investors to Sooke and placing too many restrictions is not necessarily helpful.

Jeff Bateman, Sooke resident, provided comments as to the rezoning application. Mr. Bateman stated that he can see a six story signature building on the property for signature retail; something independent and unique to Sooke.

Acting Mayor Berger called three times for submissions to the Public Hearings for Bylaw No. 613. Hearing none, she closed the public hearing at 8:14 p.m.

Council to consider third reading of Bylaw No. 613

MOVED and seconded that Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* be read a third time.

CARRIED

Councillor Parkinson opposed the motion

BYLAWS

B-1 Bylaw No. 616, *Zoning Amendment Bylaw (600-17)* – 2435 Phillips Road

Acting Mayor Berger declared a conflict of interest with this agenda item as her husband is a sub-contractor for Citta Construction who builds for Sun River Developments and left the meeting at 8:15 p.m.

Councillor Kasper took over as Chair of the Regular Council meeting.

MOVED and seconded that Bylaw No. 616, *Zoning Amendment Bylaw (600-17)* be adopted.

CARRIED UNANIMOUSLY

Acting Mayor Berger returned to the meeting at 8:16 p.m.

B-2 Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw (392-2)*

MOVED and seconded that Bylaw No. 617, *Animal Regulation and Impounding Amendment Bylaw (392-2)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Community Grant Review Committee recommendations from May 14, 2015 meeting: *Category B Community Grant Applications*

Ecole Poirier Elementary School PAC

MOVED and seconded to approve the request from Ecole Poirier Elementary School PAC in the amount of \$7,000.

CARRIED UNANIMOUSLY

Edward Milne Community School

MOVED and seconded to approve the request from the Edward Milne Community School for the Student Art Bus Shelter Project in the amount of \$1,925.87.

CARRIED UNANIMOUSLY

Girl Guides of Canada – Milnes Landing Camp Committee

MOVED and seconded to approve the Girl Guides of Canada Milnes Land Camp Committee request in the amount of \$2,500.

CARRIED UNANIMOUSLY

Sooke Fine Arts Society

MOVED and seconded to approve the request from the Sooke Fine Arts Society in the amount of \$500 for the Pump House Murals project.

CARRIED UNANIMOUSLY

Sooke Food Bank Society

MOVED and seconded to approve the request from the Sooke Food Bank Society in the amount of \$3,075.

CARRIED UNANIMOUSLY

Sooke Harbour Players

MOVED and seconded to NOT approve the request from the Sooke Harbour Players.

CARRIED UNANIMOUSLY

Sooke Horseshoe Pitching Association

MOVED and seconded to NOT approve the request from the Sooke Horseshoe Pitching Association.

CARRIED UNANIMOUSLY

Sooke Therapeutic Yoga Society

MOVED and seconded to NOT approve the request from the Sooke Therapeutic Yoga Society for the purposes of a summer art program for children.

CARRIED UNANIMOUSLY

Sooke Transition Town Society – Bear Wise Sooke

MOVED and seconded to approve the request from the Sooke Transition Town Society for the Bear Wise project in the amount of \$4,000.

CARRIED UNANIMOUSLY

South Island Recreation Association

MOVED and seconded to NOT approve the request from the South Island Recreation Society.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to bring forward the feasibility of repairing and improving the Broomhill water park to the Parks and Trails Advisory Committee.

CARRIED UNANIMOUSLY

Sooke Community Choir Society

MOVED and seconded to NOT approve the request from the Sooke Community Choir Society.

CARRIED

Councillor Parkinson opposed the motion

Sooke River Bluegrass Festival Society

MOVED and seconded to NOT approve the request from the Sooke River Bluegrass Festival.

CARRIED

Councillor Parkinson opposed the motion

RA-2 Sooke Community Association Sani-Station

MOVED and seconded to direct staff to enter into an agreement between the District of Sooke and the Sooke Community Association for the public use of the Sani Station located at the Sooke River Campground;

AND TO authorize the Mayor and Chief Administrative Officer to execute the agreement;

AND TO authorize the funding for this agreement for 2015 from Council Contingency and include in the Five Year Financial Plan beginning in 2016.

CARRIED UNANIMOUSLY

RA-3 Use of District of Sooke Right of Ways

MOVED and seconded to give the property owner until June 30, 2015 to remove the hedge or structure (fence) that exists on District of Sooke right-of-way property adjacent to 6519 Steeple Chase;

AND TO authorize staff to coordinate the removal of the hedge or structure (fence) should it not be removed by the property owner by the June 30, 2015 deadline.

CARRIED UNANIMOUSLY

RA-4 2014 Development Cost Charges Report

MOVED and seconded to accept the 2014 Development Cost Charges Report and authorize staff to make the report available to the public.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-2 Mayor and Council Reports

Acting Mayor Berger reported on maintenance closures for the SEAPARC Skate Park and pool. Acting Mayor Berger also reported that SEAPARC will be holding its Strategic Planning Session on May 26th.

Councillor Logins reported on the first Community Centre Advisory Committee meeting held last week. The Committee will be making recommendations to Council on a three phase process; to work with community groups to develop a multiuse facilities plan, develop a preliminary concept design plan to meet the needs of the community and to develop a business case for the community centre to present to the community.

Councillor Kasper reported that he and Director Hicks attended a tour of the CRD camp site facility at the Sooke Potholes. Councillor Kasper advised that the CRD is working with T'Sou-ke Nation on opening the camp site and it is hoped that it will be open for the start of the summer season. Councillor Kasper also reported on the upcoming CRD Board Committee of the Whole meeting where the Regional Sustainability Strategy will be presented.

Councillor Parkinson reported that she attended the Regional Housing Trust Fund Commission meeting last week and that she stopped by the Sooke Fine Arts Society "pump house mural project". Councillor Parkinson advised that the mural is moving along and there will be images of whales, fishing, kayaking etc. that represent Sooke.

RI-3 CAO Update

Gord Howie reported that staff have been working on updating the Council priorities on information in the Strategic Plan. Mr. Howie advised that updates on the Strategic Plan will be provided to Council at the second meeting in June. Copies of Council's Strategic Priorities have been placed throughout the municipal hall for staff.

RI-4 BC Climate Action Revenue Incentive Program (CARIP)

MOVED and seconded to receive the BC Climate Action Revenue Incentive Program (CARIP) report for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence received May 4, 2015 from the City of Victoria RE: Homelessness in the Capital Region

MOVED and seconded to file the correspondence from the City of Victoria RE: Homelessness in the Capital Region.

CARRIED UNANIMOUSLY

I-2 Correspondence received May 19, 2015 from BC Emergency Health Services RE: BC Emergency Health Service Metro Deployment Review

MOVED and seconded to file the correspondence received from BC Emergency Health Services RE: BC Emergency Health Service Metro Deployment Review.
CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Notice of Motion by Councillor Kerrie Reay for consideration by Council:

MOVED and seconded that:
“**WHEREAS** on February 23, 2015 the District of Sooke endorsed a resolution that recognizes that a healthy environment is inextricably linked to the well-being of a community and endorsed a Declaration of the Right of a Healthy Environment including, among other things, the right to clean water in the District of Sooke;
AND WHEREAS on April 29, 2015 at the Committee of the Whole meeting of the Capital Regional District the draft Regional Sustainability Strategy (RSS) was presented and discussed which proposes that water service under the RSS would not be extended past municipal boundaries thereby resulting in individuals and families of the Juan de Fuca Regional District being unable to secure safe and clean water;
THEREFORE BE IT RESOLVED that the Mayor write a letter to the Capital Regional District advising that the District of Sooke does not support the proposed Regional Sustainability Strategy that deprives individuals and families living in the Juan de Fuca Regional District of the right to access safe and clean drinking water through the Capital Regional District water service.”
CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

MOVED and seconded to release the motion of March 9th, 2015 In Camera Meeting:
6519 Steeplechase – Fence on Municipal Right-of-Way
MOVED and seconded that Council authorize staff to coordinate the removal of the structure (fence) that exists on District of Sooke Right-of-Way adjacent to 6519 Steeplechase.
CARRIED UNANIMOUSLY
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:53 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Bev Berger
Acting Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on June 8, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT

Michael Dillabaugh, Acting Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

ABSENT: Councillor Brenda Parkinson

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(l) 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;
- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

CALL TO ORDER - Open Portion

Mayor Tait called the open portion of the Special Council meeting to order at 7:08 p.m.

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda as with the following as supplemental information:

- Bylaw No. 618, *Sooke Core Sewer Specified Area Amendment Bylaw (147-24)* – Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 7033 Wright Road
 - Bylaw No. 618 with Schedule A Map

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, Sooke resident, addressed Council as to the Award of Contract for the Sooke River Road Multi-use Trail and Parking Area. Ms. Hall spoke of concerns as to the requirements for the grant application and how it became a District of Sooke project. Ms. Hall also commented as to the CIPP Guidelines for the project and concerns of the costs associated with the project.

Loretta Deutscher, Sooke resident, addressed Council as to the Council Chambers elevator being out of order.

Ellen Lewers, Sooke resident, commented as to the Sooke River Road Multi Use Trail and Parking Area project. Ms. Lewers believes that the District of Sooke should not be spending any funds on this project and that the grant funds received from the Province should be returned.

Jared Sklepowich, Sooke resident, commented as to his property on Steeple Chase.

Margarita Dominguez, SAFARS/Victoria Pet Foodbank & Feral Cat Rehabilitation Society commented as to Council's letter of support to the Society.

Both Mr. Sklepowich and Ms. Dominguez were advised to bring their matters to the next Council meeting.

Karl Linell, President Sooke Community Association, addressed Council as to concerns of the location of the Sooke Horseshoe pitch on Sooke River Road and how it affects parking and the safety of users of Fred Milne Park. Mr. Linell advised that if the Sooke Community Association and SEAPARC receive the grant for an all-weather field at Fred Milne Park, parking and safety will become an even greater issue. Mr. Linell also spoke of concerns as to the fence erected by the Sooke Horseshoe Pitching Association as it is blocking access to the lower park area. Mr. Linell inquired as to why the Sooke Community Association was not notified as an adjacent property owner when the Sooke Horseshoe Pitching Association entered into a Licence to Occupy with the District of Sooke.

Herb Haldane, Otter Point resident, addressed Council as to the importance of ensuring a positive working relationship between the Sooke Community Association and the District of Sooke. Mr. Haldane also spoke to the importance of having a public consultation process for the location of the Sooke Horseshoe pitch and the Licence to Occupy. Mr. Haldane commented that the existing fence around the Horseshoe pitch is a public safety concern.

Ellen Lewers, Sooke resident, provided additional comments as to the Sooke River Road Multi Use Trail and Parking Area advising that the proposed bike trail will create safety issues due to traffic backing out of parking spaces.

BYLAWS

B-1 Bylaw No. 618, Sooke Core Sewer Specified Area Amendment Bylaw (147-24) – Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 7033 Wright Road

MOVED and seconded that Bylaw No. 618, *Sooke Core Sewer Specified Area Amendment Bylaw (147-24)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 618, *Sooke Core Sewer Specified Area Amendment Bylaw (147-24)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 618, *Sooke Core Sewer Specified Area Amendment Bylaw (147-24)* be read a third time.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Development Permit – 2700 Sunriver Way

Councillor Berger declared a conflict of interest with this agenda item as her husband is a sub-contractor for Citta Construction who is a contractor for Sun River Developments and left the meeting at 7:31 p.m.

MOVED and seconded to issue Development Permit PLN00912/928 for 2700 Sunriver Way, legally described as PID 004-621-131 and PID 026-066-858 for the purposes of environmental protection and subdivision into single family lots in accordance with:

Schedule A: Site Plan

Schedule B: Riparian Areas Regulation: Assessment Report (RAA)

Schedule C: Geotechnical Engineer's Supplemental Letter (May 13, 2015)

Schedule D: Erosion & Sediment Control/Stormwater Management (May 13, 2015)

AND THAT the following be included as conditions in the permit:

a. Prior to the commencement of land clearing and grading, sediment fencing shall be installed as per Schedule 'A' and 'B' to protect the Streamside Protection and Enhancement Area (SPEA);

b. Upon completion of land clearing and grading, the developer shall install permanent fencing as per Schedule 'B' in consultation with a Qualified Environmental Professional to prevent encroachment into the SPEA;

c. Prior to subdivision approval, a 'No Build/No Disturbance Covenant' shall be registered on Title of lots adjacent to the SPEA;

d. Monthly Environmental Inspection Reports shall be submitted to the District of Sooke Planning Department by a Qualified Environmental Professional to ensure land clearing and grading works are in compliance with Schedule 'B';

e. Changes to Schedule 'A' and 'D' are permitted as a result of any technical changes at time of subdivision, as approved by the Approving Officer, provided the changes do not affect the environmental protected areas identified in Schedule 'B'.

CARRIED UNANIMOUSLY

Councillor Berger returned to the meeting at 7:33 p.m.

RA-2 Design and Construction Management – Sooke River Road Multi Use Trail and Parking Areas - Award of Contract

Michael Dillabaugh provided a verbal update to Council as to the Sooke Horseshoe Pitching Association and the agreement with the District of Sooke. Council discussed the need for an overall plan for the Sooke River Road property and Sooke River Road itself that would encompass plans for both the proposed horseshoe pitch and all-weather field and the parking requirements on Sooke River Road, as well as within the Sooke River Road property.

MOVED and seconded to refer Agenda Item RA-2, *Design and Construction Management – Sooke River Road Multi Use Trail and Parking Area – Award of Contract*, back to staff to provide a report to Council which includes further information as to the Request for Proposal (“RFP”) including:

- Contents of the RFP Documents
- Bid pricing submitted by the three proponents
- Draft General Service Agreement / Contract

AND information as to an overall plan for the property on Sooke River Road (“Property”) and the BikeBC grant multi-use trail project including;

- Preliminarily mapping showing the proposed siting of the horseshoe pitch on the Property and options for the location of proposed parking and bike trail on Sooke River Road
- Siting of the horseshoe pitch to allow for access and permitted use of remainder of Property
- Information as to the all-weather field at Fred Milne Park and how it may affect parking on Sooke River Road
- Whether a multi-use trail or parking are permitted uses under the Agricultural Land Reserve designation of the Property

CARRIED UNANIMOUSLY

RA-3 2014 Statement of Financial Information Report

MOVED and seconded to approve the 2014 Statement of Financial Information and authorize staff to forward it to the Ministry of Community, Sport and Cultural Development along with the 2014 Audited Financial Statements.

CARRIED UNANIMOUSLY

RA-4 2015 Annual Municipal Report

MOVED and seconded to make the 2015 Annual Municipal Report available for public inspection under section 97 of the Community Charter;

AND TO have the Report available for public inspection at the Annual Meeting scheduled for July 13, 2015.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence received June 2, 2015 from Uptown Taxi Co-Founders RE: Application to Passenger Transportation Board

MOVED and seconded to file the correspondence dated June 2, 2015 from Uptown Taxi Co-Founders RE: Application to Passenger Transportation Board for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

- I-1 Correspondence received June 2, 2015 from Sooke Region Chamber of Commerce**
RE: Highway 14 Improvements to Sooke Town Centre

MOVED and seconded to file the correspondence received June 2, 2015 from the Sooke Region Chamber of Commerce
CARRIED UNANIMOUSLY

- I-2 Correspondence received June 3, 2015 from Canadian Federation of Independent Business**

MOVED and seconded to file the correspondence received June 3, 2015 from the Canadian Federation of Independent Business.
CARRIED UNANIMOUSLY

- I-3 Correspondence received June 4, 2015 from Sooke Fine Arts Society RE: Sooke Road Roundabout Project**

MOVED and seconded to file the correspondence received June 4, 2015 from the Sooke Fine Arts Society.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:41 p.m.
CARRIED UNANIMOUSLY

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 June 22, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Gordon Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Elisabeth Nelson, Municipal Engineer
Tara Johnson, Planner II (left at 8:27 pm)
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

ABSENT: Councillor Brenda Parkinson

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- 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.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:03 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the following as new business:

- RA-3 Fire Department Service Level Review
 - Correspondence received June 22, 2015 from Derek Lewers
- NB-1 Amendment to Covenant FB126369 – 6527 Sooke Road and Lot A

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on May 25, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on June 1, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on June 1, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on June 8, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

May 21, 2015	Sooke Community Centre Advisory Committee
May 26, 2015	Emergency Planning Committee
May 28, 2015	Climate Change Action Committee
June 11, 2015	Sooke Community Centre Advisory Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Creating Homefulness Society / Woodwyn Farms – Richard LeBlanc

Richard LeBlanc addressed Council as to the Creating Homefulness Society Program at Woodwyn Farms.. Mr. LeBlanc shared a story as to how an unfortunate turn of events can alter a person's lifestyle to the point of becoming homeless. Mr. LeBlanc reported that homelessness can occur to anyone at any time and affects everyone living in the Capital Regional District. In partnership with Royal Roads University, Mr. LeBlanc researched Programs worldwide for a successful model for homelessness. It was found that the "Therapeutic Community" program in Italy had been extremely successful. Mr. LeBlanc provided an overview of the program and its success rates advising that the program at Woodwyn Farms follows this particular model. Mr. LeBlanc advised that Woodwyn Farms will be submitting an application to the Agricultural Land Commission (ALC) in the near future and will be asking Council's in the CRD for letters of support.

A discussion ensued between Council and Mr. LeBlanc as to the following:

- Current levels of capacity at the facility
- Whether the facility is sustainable and generating funds from growing/selling produce

D-2 Sooke Horseshoe Pitching Association – Sooke River Road Horseshoe Courts

Ron Dumont, representing Sooke Horseshoe Pitching Association addressed Council as to the Association's pitching courts on Sooke River Road. Mr. Dumont advised that the Association has fulfilled requirements of the Licence to Occupy with the District including forming a Society and obtaining insurance through the BC Horseshoe Pitching Society. Mr. Dumont further advised that they have held a tournament, have increased their membership and that there has been a strong interest in the Association. Mr. Dumont reported that they have completed approximately \$5,000 to \$6,000 of works on site and that they have received many in-kind donations from local businesses. Mr. Dumont asked Council where the Horseshoe Pitching Association stands at this time and asked for guidance as to where the Association goes from this point onward.

Tom Bligh, representing Sooke Horseshoe Pitching Association reported that the Association has received a lot of volunteer work and commitments including paid memberships. Mr. Bligh advised that the Society has been working on this project for a long time, they have paid for insurance and they need to have some direction from Council at this point.

Mr. Dumont added that the Sooke Horseshoe Pitching Association has support from other Vancouver Island Horseshoe Pitching Clubs. Mr. Dumont stated that their insurance allows those who wish to be a participant, to participate in the BC or Canadian Championships.

PUBLIC QUESTION AND COMMENT PERIOD

Jared Sklepowich, Sooke resident addressed Council as to his property on Steeple Chase.

Gail Hall, Sooke resident commented that everyone refers to the District of Sooke property on Sooke River Road as "park" and asked how and when did this property become designated "park."

Ellen Lewers, Sooke resident asked for clarification as to whether the Request for Proposal (RFP) for the Sooke River Road Multi Use Trail and Parking Areas will address the parking issues on Sooke River Road.

Ms. Hall and Ms. Lewers were advised that answers to their inquiries will be provided at the time Council discusses the Sooke River Road Multi Use Trail and Parking Areas later in the Agenda.

Ron Dumont, Sooke resident inquired as to whether the Request for Proposal for the Sooke River Road and Multi Use Trail and Parking Areas included options for the trail between Kirby Road and Sooke River Road. Mr. Dumont also noted that Council may wish to consider working with BC Hydro on locating a trail on hydro lands in order to keep the trail off Sooke River Road.

Herb Haldane, Otter Point resident addressed Council as to the Sooke Horseshoe Pitching Association horseshoe pitch on Sooke River Road and Council's previous discussions and decisions on the issue. Mr. Haldane has concerns that there has been a lack of information and public consultation, including consultation with the Sooke Community Association as adjacent property owners. Mr. Haldane also advised that he contacted the Agricultural Land Commission (ALC) and they advised him that they would support parking on the District's Sooke River Road property as long as it was passive parking for public use. Mr. Haldane suggested the District contact the Agricultural Land Commission.

Loretta Deutscher, Sooke resident took the opportunity to thank Council for making this evenings meeting accessible as the Council Chambers elevator is now working.

Tom Bligh, Sooke resident clarified that the Sooke Horseshoe Pitching Association never stated that people could not use parking near the location of the horseshoe pitches. Mr. Bligh advised that the District of Sooke property on Sooke River Road is not zoned as "park" is clearable and there would be plenty of area for parking use.

Dave Clark, Sooke Community Association addressed Council as to concerns that a special interest group such as the Sooke Horseshoe Pitching Association be provided land with a view. Mr. Clark believes that views should be for the public to enjoy. Mr. Clark also has an issue that the District had dangerous trees removed from the property noting that the Sooke Community Association have dangerous trees on their property and no one is paying to have them removed.

BYLAWS

B-1 Bylaw No. 618, Sooke Core Sewer Specified Area Amendment Bylaw (147-24) – Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 7033 Wright Road

MOVED and seconded that Bylaw No. 618, *Sooke Core Sewer Specified Area Amendment Bylaw (147-24)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Development Permit – 6930 Blanchard Road

Roy Thomas, Qualified Environmental Professional, Cascadia Biological Services addressed Council as to the streamside protection area and requirements to install a permanent fence separating the SPEA boundary from the single family lots to prevent encroachment into the SPEA areas.

Phil Buchanan, J.E. Anderson and Associates pointed out the three main proposed park components on the property explaining that the parks are meant for lineal trails and to protect the habitat in the area.

MOVED and seconded to issue Development Permit PLN01119 for 6930 Blanchard Road, legally described as Lot 38, Section 36, Sooke District, Plan 1525 for the purposes of environmental protection and subdivision into single family lots in accordance with:

Schedule A: Site Plan

Schedule B: Riparian Areas Regulation: Assessment Report (RAR)

Schedule C: Erosion & Sediment Control Plan

AND THAT the following be included as conditions in the permit:

- a. All sediment and erosion controls and signage, including orange snow fencing are to be in place along the SPEA prior to clearing and construction to the satisfaction of the Qualified Environmental Professional (QEP) as per Schedules 'B' and 'C';
- b. Upon completion of land clearing and prior to registration of the lots, the developer shall install permanent cedar split rail fencing as per Schedule 'B' to prevent encroachment into the SPEA;
- c. Prior to subdivision approval, a 'No Build/No Disturbance Covenant' shall be registered on Title of lots adjacent to the SPEA;
- d. Monthly Environmental Inspection Reports shall be submitted to the District of Sooke Planning Department by a QEP to ensure land clearing and grading works are in compliance with Schedules 'B' and 'C';
- e. The QEP will submit a post-development report on behalf of the developer to the Planning Department after the subdivision has been completed to document that the required measures and conditions outlined in Schedules 'B' and 'C' have been implemented;
- f. Changes to Schedules 'A' and 'C' are permitted as a result of any technical changes at time of subdivision, as approved by the Approving Officer, provided the changes do not affect the environmental protected areas identified in Schedule 'B'.

CARRIED UNANIMOUSLY

RA-2 Sooke River Road Multi-Use Trail and Parking Areas – Design and Construction Management – Award of Contract

MOVED and seconded to approve Herold Engineering as the successful proponent under the request for proposals for the Design and Construction Management of Sooke River Road Multi Use Trail and Parking Areas;

AND authorize the Mayor and Chief Administrative Officer to sign the contract on behalf of the District of Sooke;

AND direct Staff to provide a report to Council upon completion of the survey work and conceptual design of the multi-use trail and parking options within the Sooke River Road property and along Sooke River Road for Council approval.

DEFEATED

MOVED and seconded to direct staff to provide a report to Council on removing the District of Sooke property at 2200 and 2250 Sooke River Road from the Agricultural Land Reserve.

CARRIED UNANIMOUSLY

MOVED and seconded that Council form a task force to meet with two representatives from the Sooke Community Association and the Sooke Horseshoe Pitching Association and a Staff on site at 2200 and 2250 Sooke River Road to discuss options for the location of the horseshoe pitch, parking and multi-use trail;

AND TO direct staff to bring forward a report providing options for the location of the horseshoe pitch, parking and multi-use trail for Council discussion and consideration.

CARRIED UNANIMOUSLY

Mayor Tait appointed Councillors Logins, Pearson and Reay to the Task Force.

ACTION ITEM: Staff to include a map with the Report to Council indicating proposed locations for Council to consider.

It was agreed by general consensus that the meeting take place on site Thursday, June 25, 2015 at 7:00 p.m.

RA-3 Fire Department Service Level Review

MOVED and seconded to postpone Agenda Item RA-3 Fire Department Service Level Review to the next Council meeting.

CARRIED UNANIMOUSLY

RA-4 Emergency Planning Committee Recommendations (May 26, 2015 Resolutions)

MOVED and seconded to amend the Emergency Planning Committee Terms of Reference to include a representative from T'Sou-ke First nation under "Membership"

AND TO further amend the Emergency Planning Committee Terms of Reference that Committee meetings be held every two months or at the call of the Chair.

CARRIED UNANIMOUSLY

RA-5 Sooke Community Centre Advisory Committee Recommendations (June 11, 2015 Resolutions)

MOVED and seconded to invite the Sooke School District No. 62 Superintended and local school board members to an upcoming Sooke Community Centre Advisory Committee meeting in order to discuss community school access and how to break down the barriers to access.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 **RCMP Monthly Mayor Report – May 2015**

MOVED and seconded to receive the RCMP Monthly Mayor Report for May 2015 for information.

CARRIED UNANIMOUSLY

RI-2 **Mayor and Council Reports (Verbal)**

Mayor Tait reported on spending a day in May with the Royal Canadian Navy on board the HMCS Calgary. Mayor Tait also attended the Edward Milne Community School graduation and awards ceremonies. The Navy League and Sea Cadets held their 20th anniversary celebration for the Sea Cadets at the Sooke Legion. Mayor Tait attended an Investiture ceremony with Scouts Canada and was made an honouree of Scouts with the local group in thanks to the District for their support in the past. They will be hosting the Scouts Jamboree this summer. Mayor Tait advised that a Ministerial Appointment request has been submitted to the Minister of Transportation at the UBCM Convention and asked Council to consider other Ministries that they may wish to speak to during the Convention.

Councillor Kasper provided a presentation on the 2015 FCM Convention and Trade Show held in June 4th to 8th Edmonton. The presentation provided examples and options available for seasonal street lighting, transit benches and receptacles for the Town Centre. Councillor Kasper reported that one of the messages he took away this year's Convention was "finding new monies without increases taxes and user fees." Councillor Kasper provided an overview of a session that was offered at the Convention on corporate "Sponsorships." The session was extremely well attended indicating that communities have a vast interest in how to garner other additional revenues. Councillor Kasper advised that there should be an established Policy and public consultation prior to embarking on these types of "sponsorships." Councillor Kasper urged members of Council to consider attending next year's FCM Convention in Winnipeg.

Councillor Reay reported on attending the Vancouver Island Regional Library Board meeting. Councillor Reay also met with representatives from the Ministry of Transportation and Infrastructure (MoTI) to begin dialogue on Highway 14 with respect to the recent closures of the Highway due to motor vehicle incidents. Councillor Reay reported that MoTI are currently working on a ten year transportation plan and in her discussions with MoTI, she explained that Sooke needs to be inclusive in that Plan or it needs be recognized that there is a need for a long-term vision for Sooke in terms of transportation planning and also what can be done in the interim. Councillor Reay advised that Council needs to be part of the solution. Councillor Reay will be looking into bringing additional information back to Council including accident statistics and a letter from Council on what they would like to see as a long term vision.

Councillor Pearson reported on attending the Juan de Fuca Water Distribution Commission meeting advising that water conservation is an important issue at this time as the Sooke reservoir is at 92 percent capacity and stage 1 and stage 2 water restrictions will be taking effect. Councillor Pearson also reported on the Ayum Creek Crossing

project and the CRD water line extension along West Coast Road to the Kemp Lake Water supply.

Councillor Logins reported that she participated in a ride-a-long with the Sooke RCMP Saturday evening where they attended a variety of calls. Councillor Logins had a tour of the Sooke Detachment and was able to see how the individual community services work so well together. Councillor Logins also reported that the Wild Wise Sooke face book page is now up; the bears are officially out so it is important for all residents to manage their attractants and to report conflicts. Wild Wise Sooke will be running a program where signage will be posted in neighbourhoods where there is a conflict with a bear.

Councillor Berger attended the drug and alcohol dinner at Poirier Elementary School for grade five students. Councillor Berger advised that the SEAPARC bike skills park is now open following recent maintenance. SEAPARC has partnered with Journey Middle School and held an event on how to use the bike skills park. They are also working together on having bike skills exploratory for Journey Middle School students beginning next year. Councillor Berger reported that Sooke will be hosting the Minor Fastball Youth Provincial Championships in in July.

RI-3 CAO Update (Verbal)

Gord Howie provided an update as to the Vancouver Island Regional Library Board Expression of Interest to identify property to build a new Library facility in Sooke. Mr. Howie provided an update as to Council's Strategic Plan including the hiring of one additional RCMP officer in Sooke. Mr. Howie also reported on bylaws and policies that will be coming forward for review and updating to upcoming Council meetings beginning in the fall. Mr. Howie provided an update as to the Highway 14 improvements and roundabout project. Mr. Howie advised that the application for the Connector Road (Throu to Phillips) has now been submitted.

NEW BUSINESS

NB-1 Amendment to Covenant FB126369 – 6527 Sooke Road and Lot A

MOVED and seconded to direct staff to schedule a Public Hearing for a Modification Covenant FB126369 in accordance with the requirements in the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

MOVED and seconded to cancel the Regular Council meeting scheduled on July 13, 2015;

AND TO schedule a Special Council meeting on July 20, 2015 at 7:00 p.m.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

- C-1 Correspondence received June 10, 2015 from The Monarchist League of Canada** RE: Request for Municipalities' in Canada to hold noon-time ceremony September 9th to celebrate the Queen's Reign

MOVED and seconded that the District of Sooke work with The Monarchist League of Canada to hold a noon-time ceremony on September 9th, 2015 to celebrate the Queen's Reign.

CARRIED UNANIMOUSLY

- C-2 Correspondence received June 15, 2015 from Islands Trust** RE: Islands Trust Council request for 25% reduction in minor route ferry fares

MOVED and seconded to file the correspondence received June 15, 2015 from Islands Trust.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

- I-1 Correspondence received June 10, 2015 from Age-Friendly BC** RE: Age-Friendly Recognition

MOVED and seconded to file the correspondence received June 10, 2015 from Age-Friendly BC.

CARRIED UNANIMOUSLY

- I-2 Correspondence received June 11, 2015 from CRD Planning and Protective Services** RE: DRAFT Regional Sustainability Strategy

MOVED and seconded to file the correspondence received June 11, 2015 from CRD Planning and Protective Services.

CARRIED UNANIMOUSLY

- I-3 Correspondence received June 15, 2015 from The Salvation Army** RE: Closure of Salvation Army Sooke Thrift Store in Sooke

MOVED and seconded to file the correspondence received June 15, 2015 from The Salvation Army

CARRIED UNANIMOUSLY

- I-4 Council Reader File – May 2015**

MOVED and seconded to file the Council Reader File for May 2015.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 9:43 p.m.

CARRIED UNANIMOUSLY

The meeting adjourned at 10:19 p.m.

Certified Correct:

Maja Tait
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on July 20, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT

Gord Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Steve Sorensen, Fire Chief (left at 10:08 pm)
Katherine Lesyshen, Planner II (left at 9:21pm)
Tara Johnson, Planner II (left at 9:21 pm)
Sarah Temple, Finance and Admin Assistant

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1) (c) labour relations or other employee relations;
- 90(1) (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; and
- 90(2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CALL TO ORDER - Open Portion

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

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda with the following amendments:

- Addition of Item R1-6 Mayor and Council Reports
- Item RI-1 Fire Department Quarterly Report, removal of pages 182-186
- Supplemental Information:
 - Item RA-1 Sooke River Road Property:
 - Survey Plan
 - Sketch of property from 4M Bobcat
 - Correspondence received July 20, 2015 from Charlotte Mills
 - Correspondence received July 20, 2015 from Mary Coll
 - Correspondence received July 20, 2015 from Butler Brothers Supplies Ltd.

- Correspondence received July 20, 2015 from Janice Hlady
- Correspondence received July 20, 2015 from Greater Victoria Cycling Coalition
- Correspondence received July 20, 2015 from Jessica Petersen
- Correspondence received July 20, 2015 from Lily Venditti
- Correspondence received July 20, 2015 from Jan Todd
- Correspondence received July 20, 2015 from Jan Todd
- Correspondence received July 20, 2015 from Scott Branch

CARRIED UNANIMOUSLY

SPECIAL PRESENTATION

Fire Chief Steve Sorensen and Mayor Maja Tait made a special presentation to Gavin Lerik, a six-year-old boy who alerted his sleeping father to a fire in their family home on July 2, 2015. Gavin was presented with a certificate and recognized as a “little hero” for his bravery.

DELEGATIONS

D-1 Jane Beddows – Tour de Rock/ Cops for Cancer

Jane Beddows, addressed Council and provided some history of the Tour de Rock and Sooke’s involvement in the fundraiser. Ms. Beddows requested that Council proclaim September 30, 2015 as Tour de Rock Day in Sooke.

MOVED and seconded that the Mayor proclaim September 30, 2015 as Tour de Rock Day in the District of Sooke.

CARRIED UNANIMOUSLY

D-2 Mayor’s Public Advisory Panel – Arts and Beautification

Sandy Jarvis and Loretta Boerkamp addressed Council and provide an overview of two projects the Mayor’s Panel on Arts and Beautification has prioritized; the installation of First Nations artwork on the Rotary Boardwalk, and a Canada 150 Mosaic.

MOVED and seconded to direct staff to install the artwork on the boardwalk.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to work with the Mayor’s Panel on Arts and Beautification to write a report addressing the Canada 150 funding request and all of the associated costs;

AND TO grant approval in principle for the District of Sooke’s Mayor’s Advisory Panel on Arts and Beautification to apply for the Mosaic 150 project stating that Sooke’s participation is dependant on funding goals being met.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

UB-1 Fire Department Service Level Review

Councillor Reay stated that the goal of the Fire Department Service Level Review Request for Proposal was to provide Council with a high level overview of Sooke Fire Rescue Service’s operations, legislative requirements, the implications of the new Fire Commissioner’s Playbook, planned capital expenditures and additional information as

outlined in the RFP documents. Councillor Reay submitted to Council an amended Schedule C, outlining the RFP's stated "high level" objectives.

Council Discussion:

- Possibility of doing as much of the Service Level Review in-house as possible.
- Discussion of using a third party consultant to identify gaps, then possibly striking a committee to determine the next steps. Council needs to have a list of priorities they are comfortable with and a clear direction in order to act on any recommendations.
- Recognition of previous Fire Department reviews completed internally and with community consultation. The successful proponent of this RFP should look at previous reviews completed.

MOVED and seconded to direct staff to issue the Request for Proposals No. 2015-06, *Fire Department Service Level Review* with the amended Schedule C as submitted by Councillor Reay.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Loretta Boerkamp, Sooke resident, addressed Council and offered her support of the Fire Department and Emergency Support Services, especially during the recent Grant Road Fire. Ms. Boerkamp also complimented Elisabeth Nelson for her prompt help with Sunriver traffic problems.

Christina Schlattner, Sooke resident, addressed Council and spoke in support of the Sooke River Road multi-use trail. Ms. Schlattner stated that local trails are well used and are a credit to Sooke. Furthermore, she stated that Sooke Road is not a safe alternative for pedestrians or cyclists.

Allen Krutz, Sooke resident and owner of West Coast Outdoor Adventure, addressed Council and spoke in support of the Sooke River Road multi-use trail. Mr. Krutz stated that Sooke sees approximately 1400 tourists a year from all over the world; who bring large economic benefits to Sooke businesses. Mr. Krutz stated that two of the biggest draws to the region are the Sooke Potholes and the Galloping Goose and that connecting both tourists and locals to these locations will benefit the entire community.

Stephen Hindrichs, Sooke resident, addressed Council and stated his support for the Sooke River Road multi-use trail. Mr. Hindrichs recalls that one of the top 5 priorities identified in the public input on the Official Community Plan was to connect Sooke with the Galloping Goose. Mr. Hindrichs stated that while the Sooke River Road multi-use trail is an important piece of a larger trail network, it is a step in the right direction. Making the multi-use trail safe, with good signage, and minimizing the grade changes along the trail should be top concern for Council, according to Mr. Hindrichs.

Janet Raynor Thorn, Sooke resident for the past 10 years, stated that she came to Sooke for the first time on her bike and ended up in Leechtown due to lack of signage. Ms. Raynor Thorn stated that while she loves Sooke, her primary disappointment with the community has been the difficulty getting around Sooke on her bicycle. Ms. Raynor Thorn encouraged Council to support the Sooke River Road multi-use trail.

Mary Coll, Sooke resident addressed Council and stated her support for the Sooke River Road multi-use trail. Ms. Coll and her family recently walked to the Sooke Potholes along the side of Sooke River Road and found the journey to be “treacherous”. Ms. Coll stated that improving walking and cycling infrastructure will be a huge asset to Sooke and that the cost of development will be “worth every penny”.

Julie Budgen, Sooke resident, addressed Council and spoke in support of improved cycling infrastructure. Ms. Budgen stated that her family chose to live close to the Town Centre in order to be able to access community amenities easily and that as a young family they appreciate the added safety of cycling along the trails adjacent to Wadams Way. Ms. Budgen stated that studies have indicated that 1 in 4 children will become obese and that society needs to take a step in the right direction to reduce this statistic.

Gail Hall, Sooke resident, addressed Council and stated that those speaking in support of the Sooke River Road multi-use trail are speaking about something with an undetermined location, as Council has not determined the location at this time. Ms. Hall stated that pedestrian and cyclist safety will not be improved, as trail users will need to cross Sooke Road in order to access the trail from the West. Ms. Hall stated that she is not opposed to safe cycling opportunities, but that Council should determine the location before proceeding with the project.

Lee Hindrichs, Sooke resident, addressed Council and stated that the Sooke Region Tourism Association has previously done a study on the benefits of cycling tourism. Ms. Hindrichs further stated that cycling “builds community” as cyclists say hello to one another, which doesn’t happen in cars. Ms. Hindrichs encouraged Council to move forward with the Sooke River Road multi-use trail.

Ellen Lewers, Sooke resident, addressed Council and spoke regarding the Fire Department Service Review. Ms. Lewers indicated that Council has already had plans completed and reviews submitted, but that Council has never adopted them. Ms. Lewers encouraged Council to define what it is they want from their fire department and then make a plan accordingly, rather than re-reviewing and looking for different answers.

Ms. Lewers spoke further on the Sooke River Road multi-use trail and stated that this is an already existing connection to the Galloping Goose. Ms. Lewers was formerly the owner of a B&B and indicated she had no trouble directing guests to the Galloping Goose along Sooke River Road. Ms. Lewers stated that Council should not be adding an additional tax burden to the young people of Sooke by building and then having to maintain the Sooke River Road multi-use trail and that instead Council should focus on improving John Phillips Memorial Park into the “jewel of Sooke”, which could be used to generate rental income.

Gabriele Vinditti, Sooke resident, addressed Council and spoke in support of the Sooke River Road multi-use trail. Mr. Vinditti encouraged Council to invest in infrastructure, while remaining fiscally prudent, as there are many infrastructure projects that he feels need addressing.

PUBLIC INPUT AND INFORMATION MEETINGS

PI-1 7044 Maple Park Terrace - Development Permit and Development Variance Permit

Katherine Lesyshen gave a PowerPoint presentation and provided an overview of the Staff report Development Permit and Development Variance Permit application for 7044 Maple Park Terrace.

Committee Discussion:

- Concerns as to how covenants that were registered on the neighbouring property at 7000 Melrick Place, as a result of an agreement with the previous owners of 7044 Maple Park Terrace will be affected by the Development Variance Permit.
- Discussion of the history of the agreement with the previous owner of 7044 Maple Park Terrace.
- Confirmation that 7000 Melrick Place and 7044 Maple Park Terrace are not bound together by zoning or covenants. The covenant registered on 7000 Melrick PI applies to that property only.
- Applicant Jack Julseth, representing 3 Point Properties, addressed Council and stated that his company is aiming to work within the "Spiritwood Estates" CD-9 zone and the existing Development Permit as closely as possible, with one variance to a lot line, as outlined in the staff report. Mr. Julseth stated that the agreement between the neighbouring property and the former owners of 7044 Maple Park Terrace is not financially viable for his company at this time, but that they hope to work together in the future. Mr. Julseth states that the proposed development will enhance the neighbourhood, which will benefit all of the neighbours – who can still independently develop their property.
- Dave Clark, owner of 7000 Melrick Place, addressed Council and gave an overview of the agreement between himself and the previous owners of 7044 Maple Park Terrace. Mr. Clark stated that District of Sooke staff supported the agreement between the two properties as it supported better traffic flow through Brailsford Place and Mountain Heights Drive. Mr. Clark asked that if the former agreement was not to be honoured, then the covenant should be removed from his property, at the cost of 3 Point Properties.
- Discussion of how the proposed development at 7044 Maple Park Terrace will access municipal water, if not through 7000 Melrick Place.
- Clarification of the phases of Spiritwood Estates that will be constructed first. Phases 1, 2 and 3 will be the first priority, with the remainder built as the market will bear.
- Discussion of approving the Development Variance Permit application separate from the issue of the previous agreement, with the intention that Council look at the previous agreement and determine what responsibility the District of Sooke has.

Public Input:

- Ellen Lewers, Sooke resident, addressed Council and indicated that her recollection was that when the Spiritwood subdivision was approved, it was approved on the basis that it was a package deal with 7000 Melrick Place. Ms. Lewers stated that agreements should carry along with the property, regardless of ownership. Ms. Lewers further stated her support for a Community Garden in Spiritwood Estates.

MOVED and seconded to authorize the issuance of Development Permit PLN01176 for the purpose of environmental protection and form and character when subdividing the properties at 7044 Maple Park Terrace (PID 009-394-184) to create single family and multi family residential lots in accordance with;

- Schedule A: Subdivision Layout proposal
- Schedule B: Sample form and character in Area A
- Schedule C: Qualified Environmental Professional (QEP) Confirmation (July 8, 2015)
- Schedule D: Geotechnical Confirmation (July 8, 2015)
- Schedule E: Sketch Plan indicating variance on Lot 10;

AND TO authorize the issuance of Development Variance Permit within PLN01176 to vary section 809.6 of Bylaw 600, Sooke Zoning Bylaw, 2013 to vary the front lot line setback from 4.5m to 1.5m to accommodate an existing dwelling unit located on proposed Lot 10 at 7044 Maple Park Terrace, on the condition that mitigation methods are used in accordance with the BC Building Code to address fire separation distances between the existing house and a future residence on proposed Lot 11 prior to subdivision;

AND TO direct staff to work with the Clark family and to provide a staff report outlining the history of agreements between 7000 Melrick Place and 7044 Maple Park Terrace, including previous motions and reports on the both properties and the CD-9 zone.

CARRIED UNANIMOUSLY

PI-2 2015 Annual Meeting

Mayor Tait reported that 2015 Annual Municipal Report has been made available for public inspection in accordance with the section 97 of the *Community Charter*. Municipal Council are to consider the 2015 Annual Municipal Report and receive submissions and questions from the public.

Public Input:

- Jared Sklepowich, Sooke resident, addressed Council and spoke regarding the Bylaw Compliance section of the Annual Report, which reference to 244 Calls for Service regarding Bylaw complaints in 2014. Mr. Sklepowich stated that he has submitted 201 Calls for Service himself in 2015 and suggested that Bylaw Enforcement efforts be increased to account for the increased demand.
- Ellen Lewers addressed Council and asked for clarification regarding the total debt amount and interest paid by the District.
- Gail Hall, addressed Council and inquired as to the amounts of unfunded liabilities, specifically related to employee pensions.

MOVED and seconded to receive the public comments on the 2015 Annual Municipal Report.

CARRIED UNANIMOUSLY

PUBLIC AND STATUTORY HEARINGS

PH-1 Amendment to Covenant FB126369 – 6527 Sooke Road and Lot A

Mayor Tait called the Public Hearing for Amendment to Covenant FB126369 to order at 9:08 pm.

Public Input:

- Andrew Armstrong, Sooke resident, addressed Council and stated that if a 4 story building is constructed on 6527 Sooke Road it will obstruct his water view and diminish his property value. Mayor Tait clarified that the purpose of the modification of covenant is to remove a commercial component only and will not change the scale of the building.
- Ellen Lewers, addressed Council and stated that in the OCP it is stated that there should not be a loss of water views along this stretch of Sooke Road and that buildings are to be stepped into the land and have underground parking.
- Jack Julseth, applicant, addressed Council and stated that the existing covenant states there is a maximum of 5 stories permitted on this property and that the development will be reduced to 3 stories and include underground parking.

Mayor Tait called three times for submissions to the Public Hearings for Amendment to Covenant FB126369 – 6527 Sooke Road and Lot A. Hearing none, she closed the public hearing at 9:12 pm.

MOVED and seconded to approve the Modification of Covenant FB126369 registered on the subject property legally described as *Lot A, Section 14, Sooke District, Plan 31351 and Lot C (DD D4015), Block 12, Section 14, Sooke District, Plan 217;*

AND TO authorize the Mayor and the Chief Administrative Officer to execute the Modification of Covenant.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION**RA-1 Sooke River Road Property**

Gord Howie addressed Council and provided an overview of the Sooke River Road property and the staff report. In addition to information included in the staff report, Mr. Howie stated that staff have not heard back from the Agricultural Land Commission regarding additional permitted uses on this piece of property.

MOVED and seconded to receive the report on the Sooke River Road property for information;

AND TO postpone a decision on the use of the Sooke River Road property until further information on permitted use is provided by the Agricultural Land Commission.

CARRIED

Councillor Ebony Logins opposed the motion

RA-2 Public Spaces Garbage Collection – Award of Contract 2015 - 2018

Gord Howie addressed Council and provided an overview of the Public Spaces Garbage Collection Request for Proposals and staff report.

MOVED and seconded to approve Angela Sinclair as the successful proponent under the request for proposals for the public spaces garbage collection;

AND TO authorize the Mayor and Chief Administrative Officer to sign the General Service Agreement with Angela Sinclair on behalf of the District of Sooke.

AND TO amend the contract to state that the proceeds from any revenue from refundable items collected go to the Sooke Food Bank only.

CARRIED UNANIMOUSLY

RA-3 Agenda Distribution

Gord Howie presented an overview of the staff report and stated that a permanent change to the agenda distribution schedule would require a bylaw amendment to the Council Procedures Bylaw. At that point, any other items in the Council Procedures Bylaw could be addressed.

MOVED and seconded to direct staff to distribute meeting agendas on the second Thursday preceding the meeting on a three month trial basis beginning September 2015; **AND TO** bring a report to Council on continuing with the agenda distribution in January 2016.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Fire Department Quarterly Report

MOVED and seconded to receive the Fire Department Quarterly Report, with removal of pages 182-186, for information.

CARRIED UNANIMOUSLY

RI-2 Quarterly Variance Reports – First and Second Quarter

MOVED and seconded to receive the First and Second Quarterly Variance Reports for information.

CARRIED UNANIMOUSLY

RI-3 2015 Property Tax Collection

MOVED and seconded to receive the 2015 Property Tax Collection report for information.

CARRIED UNANIMOUSLY

RI-4 Wastewater Operating and Maintenance Contract

MOVED and seconded to receive the Wastewater Operating and Maintenance Contract report for information;

AND TO direct staff to schedule a Committee of the Whole meeting in early fall 2015 to discuss the matter further and allow for Public Input.

CARRIED UNANIMOUSLY

RI-5 Options and Feasibility for the Development of Goodmere Road

MOVED and seconded to receive the report for information;

AND TO direct staff to schedule a Committee of the Whole meeting in early fall 2015 to discuss the matter further and allow for Public Input.

AND TO direct staff to bring a report to the Committee of the Whole meeting outlining the history of the Goodmere Road project, project feasibility, estimated costs and sources of funding.

CARRIED UNANIMOUSLY

RI-6 Mayor and Council Reports

Councillor Kerrie Reay stated that the Vancouver Island Regional Library Expression of Interest closed on July 20th, 2015 and that the VIRL will be holding a Community Consultation session on July 29th, 2015.

Councillor Bev Berger reported that she welcomed 180 people to Sooke for the U-16 fastball championships in July and that Sooke Teams did very well in the tournament.

Mayor Maja Tait gave an overview of the Scouts Pacific Jamboree recently held in Sooke. The Mayor welcomed 2800 scouts and 900 volunteers and learned about the Jamboree's operations, which are very environmentally friendly and sustainable. Mayor Tait further announced that the Consultants Invitational Fishing Derby will take place in Sooke on Saturday, July 25th. Mayor Tait stated also that she had recently met with representatives from Shaw Cable who have offered to make a "Shaw Open" wi-fi network available in Council Chambers.

Action Item: Staff to request a presentation to Council by Shaw Cable in the fall.

Finally, Mayor Tait publically announced she is expecting her first child, due in December.

CORRESPONDENCE REQUIRING ACTION

- C-1 Correspondence received June 24, 2015 from Provincial Eating Disorders Awareness Committee - Re: Eating Disorder Awareness Week**
MOVED and seconded to receive for information and to direct staff to respond to the Provincial Eating Disorders Awareness Committee that we are unable to participate.
CARRIED UNANIMOUSLY
- C-2 Correspondence received June 24, 2015 from Chris Bryant - Re: Property Tax Increase**
MOVED and seconded to receive the correspondence from Chris Bryant for information;
AND TO direct staff to contact Chris Bryant to discuss the matter further.
CARRIED UNANIMOUSLY
- C-3 Correspondence received July 10, 2015 from Brian White – Re: Sooke Tourism Destination Proposal**
MOVED and seconded to direct staff to work with Brian White of Royal Roads University with implementing the Framework for Sooke Destination Development study.
CARRIED UNANIMOUSLY
- C-4 Correspondence received July 14, 2015 from Sooke Yoga & Wellness – Re: Request to waive park fees**
MOVED and seconded to direct staff to waive the park use fees associated with the Sooke Yoga and Wellness Society's rental of Ed Macgregor Park on Saturday, August 8.
CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

- I-1 Council Reader File – June 2015**
MOVED and seconded to receive for information.
CARRIED UNANIMOUSLY
- I-2 Correspondence received June 22, 2015 from Environmental Operators Certification Program - Re: Facility Reclassification**
MOVED and seconded to file the correspondence received June 22, 2015 from the Environmental Operators Certification Program.
CARRIED UNANIMOUSLY
- I-3 Correspondence received June 26, 2015 from Union of British Columbia Municipalities - Re: 2015 Resolutions**
MOVED and seconded to file the correspondence received June 26, 2015 from UBCM.
CARRIED UNANIMOUSLY
- I-4 Correspondence received July 2, 2015 from Kel Phair – Re: Sewage Treatment for all Sooke Residents/Home and Business Owners**
MOVED and seconded to receive the correspondence from Kel Phair for information;
AND TO direct staff to respond to Mr. Phair to inform him of the Sewer Petition Inclusion process.
CARRIED UNANIMOUSLY
- I-5 Correspondence received July 9, 2015 from Vancouver Island Regional Library – Re: Community Consultation event**
MOVED and seconded to receive the correspondence from Vancouver Island Regional Library for information.
CARRIED UNANIMOUSLY

RELEASE OF IN CAMERA RESOLUTIONS

IN CAMERA MEETING OF JULY 20, 2015

Parks and Trails Advisory Committee Appointments

MOVED and seconded that Council appoint the following as members of the Parks and Trails Advisory Committee for 2015 and 2016:

Kendall Arnold
John Boquist
James Bouthillier
Debbie Clarkston
Ross Reid
Mark Ziegler

AND to release this resolution to the public.

CARRIED UNANIMOUSLY

Hiring Committee Terms of Reference

MOVED and seconded that Council approve the Hiring Committee Terms of Reference;
AND that this resolution be released to the public.

CARRIED UNANIMOUSLY

IN CAMERA MEETING OF JANUARY 5, 2015

Sooke Road Roundabout – Acquisitions of Lands

MOVED and seconded to approve the Offer to Purchase Lands agreements for the Sooke Road Roundabout (“Agreements”) between the District of Sooke and West Coast Design & Development Services Ltd. (“West Coast”) and between the District of Sooke and Evergreen Centre Holdings Corporation (“Evergreen”);

AND to authorize the Mayor and CAO to execute the Agreements and all other supporting documentation to complete the purchase from West Coast and Evergreen;

AND, upon execution of the Agreements by West Coast and Evergreen, to release this resolution to the public.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:44 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Maja Tait
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on August 17, 2015 at 7:00 p.m.

COUNCIL PRESENT

Mayor Maja Tait
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kerrie Reay

STAFF PRESENT

Michael Dillabaugh, Director of Finance
Elisabeth Nelson, Municipal Engineer
Tina Hansen, Corporate Assistant

ABSENT: Councillors Berger and Pearson

CALL TO ORDER

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

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda as circulated.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

There was no input from members of the public.

REPORTS REQUIRING ACTION

RA-1 Town Centre Road Works Brownsey Boulevard to Goodmere Road

MOVED and seconded to direct staff to proceed with the interim paving of the remainder of Brownsey Boulevard and Goodmere Road as noted in the staff report;
AND TO include additional paving at the end of the Goodmere Road right of way to tie into the existing driveway access at 6641 Sooke Road.
CARRIED UNANIMOUSLY

RA-2 Town Centre Road Works Ornamental Street Lighting

MOVED and seconded to direct staff to proceed with the proposed ornamental street light locations for up to a total of twelve (12) lights and obtain detailed design and estimate prior to construction.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 7:26 p.m.
CARRIED UNANIMOUSLY

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 September 14, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

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

Gord Howie, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Sarah Temple, Finance and Admin Assistant

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations; and
- 90(1)(g) litigation or potential litigation affecting the municipality.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:04 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda as circulated with the:

- Addition of the following items to the agenda as new business/supplementary information Adoption of Council and COW Meeting Minutes: September 8, 2015 Special Council Meeting; and
- Removal of Item D-1 Delegation: Great Canadian Gaming Corporation

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on June 22, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on July 6, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on July 20, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on August 17, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

July 28, 2015 Emergency Planning Committee
September 1, 2015 Parks and Trails Advisory Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Great Canadian Gaming Corporation

Agenda Item D-1 cancelled.

D-2 Age-Friendly Committee

Christine Bossi presented a PowerPoint presentation on behalf of the Sooke Age Friendly Committee. Ms. Bossi addressed Council as to a celebration to be held at Ayre Manor on October 1st in honour of National Senior's Day. Mayor Tait stated that October 1st has been proclaimed as National Seniors Day in the District of Sooke.

PUBLIC QUESTION AND COMMENT PERIOD

Jeff Zigay, Sooke resident, addressed Council and commended their decision to pave portions of Brownsey Boulevard and Goodmere Road in conjunction with the roundabout project. Mr. Zigay stated his support for a pedestrian trail from Goodmere to the waterfront.

Mr. Zigay further addressed Council with regards to his property at 6645 Sooke Road and stated that the sewer connection to the northern portion of his property has been capped off during roundabout construction. Mr. Zigay requested that he would like to see the sewer connection issue addressed before paving is completed.

MOVED and seconded that the sewer hook-up be connected to the northern portion of Mr. Zigay's property at 6645 Sooke Road as it was before.
CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* – 6645 Sooke Road

MOVED and seconded that Bylaw No. 613, *Zoning Amendment Bylaw (600-16)* be adopted.
CARRIED UNANIMOUSLY

B-2 Bylaw No. 620, *Zoning Amendment Bylaw (600-18)* – 6431 Sooke Road

MOVED and seconded that Bylaw No. 620, *Zoning Amendment Bylaw (600-18)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 620, *Zoning Amendment Bylaw (600-18)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded to schedule a Public Hearing for Bylaw No. 620, *Zoning Amendment Bylaw (600-18)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

B-3 Bylaw No. 621, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-4)*

MOVED and seconded that Bylaw No. 621, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Amendment Bylaw (338-4)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 621, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Amendment Bylaw (338-4)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 621, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Amendment Bylaw (338-4)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to publish notice as to Bylaw No. 621 in accordance with section 227 of the *Community Charter*.

CARRIED UNANIMOUSLY

Action Item: Mr. Dillabaugh to look into whether BC Assessment will prorate the assessed value of the property formerly occupied by the Salvation Army and whether a supplemental tax notice will be sent for the portion of the year that the property was not occupied by the Salvation Army.

REQUIRING ACTION

RA-1 Sooke Program for the Arts (SPA) Committee

MOVED and seconded to endorse the re-establishment of the Sooke Program for the Arts (SPA) Committee, with the amendment to the terms of reference;

AND TO endorse the appointment of Councillor Brenda Parkinson to the SPA Committee for 2015;

AND FURTHER TO direct staff to advertise for volunteer public members for appointment by Council to the SPA Committee for 2015.

CARRIED UNANIMOUSLY

Action Item: Sooke Program for the Arts (SPA) Committee Terms of Reference to be amended to state:

Responsibilities of the Committee:

6. Administer the Sooke Arts Reserve Fund for Public Art in accordance with Bylaw No. 172, subject to Council approval.

RA-2 Canada 150 Mosaic

MOVED and seconded to approve the Service Agreement with Mural Mosaic for the Canada 150 Mural project for an 8" x 8" mural at the cost of \$10,000;

AND TO prioritise a Town Centre location for the mural;

AND FURTHER TO approve the funding of the Canada 150 Mosaic project to a maximum of \$10,000 from the SPA Reserve Fund.

CARRIED

RA-3 Fire Department Service Level Review – Award of Contract

MOVED and seconded to forward the discussion of the Fire Department Service Level Review – Award of Contract to the Long Term Financial Planning Committee, as a priority issue for Committee review, to be brought back to Council.

CARRIED

Councillor Logins opposed the motion

REPORTS FOR INFORMATION

RI-1 RCMP Monthly Mayor Report

MOVED and seconded to receive the RCMP Monthly Mayor Report for June and July 2015 for information.

CARRIED UNANIMOUSLY

RI-2 Mayor and Council Reports (Verbal)

Councillor Kasper reported that he attended the CRD Board meeting as well as the Hospital Board meeting on behalf of Mayor Tait. Councillor Kasper reported on the CRD decision to increase director's salaries, which he voted against after consulting with Mayor Tait.

Councillor Parkinson reported that she attended several great events over the summer, including the Sooke Community Arts Council's Art in the Park & Beach Art events, the Queen's Reign Ceremony and the Sooke Fall Fair. Councillor Parkinson also reported that she had attended the Emergency Planning Committee Meeting in July, the Sooke Region Historical Society meeting and the Parks and Trails Advisory Committee meeting.

Councillor Berger reported that SEAPARC has completed their Strategic Plan and it is available on their website. Councillor Berger gave an overview of the projected SEAPARC requisitions for both the District of Sooke and the Juan de Fuca Electoral Area for 2016.

Councillor Pearson reported that he attended the Juan de Fuca Water Commission meeting and that the grant application for the extension of the Kemp Lake Waterworks was not successful.

Councillor Reay reported on the Vancouver Island Regional Library's Community Consultation and Expression of Interest for a new library location in Sooke. Councillor Reay stated that she and Councillor Pearson continue to meet with the Sooke Horseshoe Club and that the CREST Board meeting is scheduled for the coming week in Nanaimo.

Councillor Logins reported that the Sooke Fine Arts Show was a great success and that the Sooke Youth Council did a number of beach clean-ups over the summer. Councillor Logins encouraged those in attendance to take part in the Age Friendly Celebration at Ayre Manor on October 1st and stated that she is looking forward to the upcoming UBCM Convention.

Mayor Tait reported that the District of Sooke resolution against increased tanker traffic, which was supported by AVICC, is moving forward to UBCM and that Councillors attending UBCM should be prepared to speak to it if required. Councillors will not have an opportunity to meet with Minister Todd Stone at UBCM, but Mayor Tait will invite Minister Stone to meet with Council in Sooke.

Mayor Tait reported on several other events and initiatives underway, including Tour de Rock Day on September 30, an FCM workshop on October 5th and two events taking place in Victoria. Also, students from Royal Roads University are working on a Sooke Tourism Plan and will be contacting members of Council. Mayor Tait reported that she took part in a forum with UVIC Leadership over the summer, was interviewed on Shaw TV and has continued meeting with the Primary Health Care Services Working Group – who will be releasing a report on X-ray services in the region.

NEW BUSINESS

MOVED and seconded that the minutes of the Special Council meeting held on September 8, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence received July 22, 2015 from Corporation of the Township of Esquimalt RE: Te'mexw Treaty Advisory Committee (TTAC)

MOVED and seconded to approve funding in the amount of \$5,000 for the Te'mexw Treaty Advisory Committee expenses for 2015.

CARRIED UNANIMOUSLY

C-2 Correspondence received August 5, 2015 from the Office of the Mayor Fred Eisenberger, City of Hamilton RE: Request for Support

Councillor Pearson declared a conflict of interest on this agenda item as he is employed by Canada Post and left the meeting at 8:54 p.m.

MOVED and seconded to receive and file the correspondence from the Office of the Mayor Fred Eisenberger, City of Hamilton.

CARRIED UNANIMOUSLY

Councillor Pearson returned to the meeting at 8:55 p.m.

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Sooke Region Chamber of Commerce Quarterly Report April – June 2015

MOVED and seconded to file the Sooke Region Chamber of Commerce Quarterly Report for April – June 2015.

CARRIED UNANIMOUSLY

I-2 Correspondence received July 16, 2015 from Minister of Justice RE: Integrated Teams and the regional delivery of police services in the Capital Regional District (CRD)

Councillor Reay declared a conflict of interest as she is employed by the Ministry of Justice and left the meeting at 8:55 p.m.

MOVED and seconded to file the correspondence from the Minister of Justice.

CARRIED UNANIMOUSLY

Councillor Reay returned to the meeting at 8:57 p.m.

I-3 Correspondence received July 20, 2015 from Ellen Lewers RE: Sooke River Multi-Use Trail

MOVED and seconded to file the correspondence from Ellen Lewers.

CARRIED UNANIMOUSLY

- I-4 Correspondence received August 5, 2015 from Union of British Columbia Municipalities (UBCM) RE: Gas Tax Agreement Community Works Fund Payment**
MOVED and seconded to file the correspondence from the Union of British Columbia Municipalities.
CARRIED UNANIMOUSLY
- I-5 Correspondence received August 6, 2015 from Sooke Region Chamber of Commerce RE: Multi-Use Kirby Road Trail Connection**
MOVED and seconded to file the correspondence received from the Sooke Region Chamber of Commerce.
CARRIED UNANIMOUSLY
- I-6 Correspondence received August 10, 2015 from Green Communities Committee RE: Climate Action Recognition Program for 2014 Reporting Year**
MOVED and seconded to file the correspondence from the Green Communities Committee.
CARRIED UNANIMOUSLY
- I-7 Correspondence received August 13, 2015 from Ministry of Transportation and Infrastructure RE: New Building Canada Fund – Small Communities Fund Phase 2 Grant Road Connector**
MOVED and seconded to file the correspondence from the Ministry of Transportation and Infrastructure.
CARRIED UNANIMOUSLY
- I-8 Correspondence received August 26, 2015 from Association of Vancouver Island Coastal Communities (AVICC) RE: Update on Natural Gas Operating Agreement**
MOVED and seconded to file the correspondence from the Association of Vancouver Island Coastal Communities.
CARRIED UNANIMOUSLY
- I-9 Council Reader File – July and August 2015**
MOVED and seconded to file the Council Reader File for July and August 2015.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:11 p.m.
CARRIED UNANIMOUSLY

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 September 28, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Mayor Maja Tait
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson
Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Katherine Lesyshen, Planner II
Tina Hansen, Corporate Assistant
Staff Sgt. Jeff McArthur

ABSENT: Councillor Bev Berger, Councillor Rick Kasper

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (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.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:00 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to move Agenda Item RI-1 RCMP Quarterly Report to immediately following Adoption of Council and COW Meeting Minutes.

CARRIED UNANIMOUSLY

MOVED and seconded to add the following items to the agenda as new business/supplemental information:

Package 1

- Item RI-1 Supplementary Information – RCMP Quarterly Report (Verbal)
 - RCMP Monthly Mayor Report – August 2015
- Item NB-1 New Business – Receipt of Draft Council Committee Minutes for Information
 - September 17, 2015 Sooke Community Centre Advisory Committee Minutes
- Item NB-2 New Business – Sooke Community Centre Advisory Committee recommendations from September 17, 2015 meeting:
 - SCCAC Facilitator
- Item NB-4 New Business – Town Centre Light-Up

Package 2

- Item PI-1 Supplementary Info – 6523 & 6527 Sooke Road – Development Permit and Development Variance Permit
 - Correspondence received September 28, 2015 from John and Jacqueline Stinson
 - Correspondence received September 28, 2015 from Rolf Sander and Sandra Bowers
 - Correspondence received September 28, 2015 from Lois Gardner
 - Correspondence received September 28, 2015 from Norman McMahon
 - Correspondence received September 28, 2015 from Peter Hays
 - Correspondence received September 28, 2015 from Nafees Aidroos
 - Correspondence received September 28, 2015 from Denise Renaud and Mervyn Cross
 - Correspondence received September 28, 2015 from Jean Morgan
 - Correspondence received September 28, 2015 from John Moorcroft and Louisa Roelofs
- Item RA-1 Supplementary Info – 7000 Melrick Place - Zoning Bylaw Reversal and Termination of Phased Development Agreement
 - Supplemental Information PLN00926
- Item NB-3 Supplementary Info – 6645 and 6647 Sooke Road – Sanitary Sewer Connection
 - Correspondence received September 25, 2015 from Jeff Zigay

CARRIED UNANIMOUSLY

MOVED and seconded to approve the agenda as amended.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on September 8, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on September 14, 2015 be adopted as amended.

CARRIED UNANIMOUSLY

RI-1 RCMP Quarterly Report (Verbal)

Mayor Tait advised that Staff Sgt. McArthur will be reporting on something new this evening and will be providing the RCMP Quarterly Report at an upcoming Regular Council Meeting.

Staff Sgt. McArthur reported that December 19th, 2015 will mark the 51st anniversary of the death of Constable Reg Williams, an RCMP member who died in a tragic accident while on duty in Sooke.

Staff Sgt. McArthur introduced RCMP Sgt. Donovan Tait from the Nanaimo Detachment who was a serving member in Sooke during 2005 and 2006. Staff Sgt. McArthur reported that Sgt. Tait was instrumental in getting the memorial in honour of Constable Williams erected in front of the Sooke RCMP Detachment. Last December, the Sooke Detachment members held a small celebration in honour of Constable Williams to mark the 50th anniversary of his death. The Detachment would like to continue honouring Constable Williams and will be holding a similar celebration this year. Staff Sgt. McArthur asked for Council's consideration in keeping Constable Williams's memory alive by naming a street, park or something commemorative as his death was in the service of the community of Sooke.

Sgt. Tait addressed Council noting the positive experiences he had during his two years living and serving in Sooke. Sgt. Tait spoke to the importance of honouring those who have lost their lives while on duty. Sgt. Tait reported that the dedicated memorial at the Sooke Detachment for Constable Williams was a community effort and built by the residents of Sooke.

Staff Sgt. McArthur advised that they would like to have something in place that the Detachment could announce to the Williams family on December 19th.

MOVED and seconded to direct staff to provide a report to an upcoming Council meeting providing options for Council consideration for a memorial dedication in honour of Constable Reg Williams.

CARRIED UNANIMOUSLY

Staff Sgt. McArthur provided additional information to Council as to the Integrated Road Safety Unit (IRSU), the addition of one RCMP member in 2016 and issues around not having 24 hour police coverage in Sooke and other communities.

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, Sooke resident, provided comments as to the Committee of the Whole recommendations to Council for 2182 Church Road. Ms. Hall spoke to concerns as to the District requiring the developer to provide amenities in particular land for a roundabout on Church Road. Ms. Hall also asked whether staff have looked into the calculations for affordable housing in the Amenity Contribution Policy.

David Clark, Sooke resident, addressed Council as to his property at 7000 Melrick Place. Mr. Clark clarified that he believed the property was originally zoned RU2.

Jeff Zigay, Victoria resident, commented as to Staff Sgt McArthur's presentation advising that he agrees that something more prominent should be done in honour of Constable Williams in the location of the Brownsey Boulevard right of way to the waterfront.

Ellen Lewers, Sooke resident, provided comments as to the Town Centre Light-Up advising that there is an opportunity for solar panels to be set into the road that could provide power to seasonal lighting and reduce the use of electricity. Ms. Lewers also inquired as occurrences under the *Mental Health Act* in the RCMP Monthly Mayor Report for August.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearings – 6431 Sooke Road

- **Bylaw No. 620, *Zoning Amendment Bylaw (600-18)***

Katherine Lesyshen gave a powerpoint presentation and summary of the rezoning application for 6431 Sooke Road

Mayor Tait called the Public Hearing for Bylaw No. 620 to order at 7:44 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:

Carol Brown, applicant addressed Council as to the rezoning application for 6431 Sooke Road. Ms. Brown submitted a copy of the covenant along Highway 14 from the Ministry of Transportation and Infrastructure (MoTI) which shows the covenant area and building envelope on the property.

Ellen Lewers, Sooke resident, commented that Council needs to ensure that the District's Official Community Plan is being complied with such that all buildings are built into the landscape so that roof tops do not inhibit views to the Sooke Harbour.

Mayor Tait called three times for submissions to the Public Hearings for Bylaw No. 620. Hearing none, she closed the public hearing at 7:47 p.m.

Council consider third reading of Bylaw No. 620

MOVED and seconded that Bylaw No. 620, *Zoning Amendment Bylaw (600-18)* be read a third time.

CARRIED UNANIMOUSLY

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 6523 & 6527 Sooke Road – Development Permit and Development Variance Permit

Michael Dillabaugh gave a powerpoint presentation and summary of the Development Variance Permit and Development Permit for 6523 and 6527 Sooke Road.

Ian Laing, Applicant, addressed Council and provided information as to the differences between apartment housing and condos or townhouse housing. Mr. Laing reported that the proposed development is for 39 units at 480 square feet each with 39 parking spaces. Generally, in the rental housing market, not all tenants own vehicles. The development is close to the town centre and bus stops. Mr. Laing believes that the 39 parking stalls will be sufficient for the proposed number of units. Mr. Laing overviewed the main level facilities including, bicycle stalls, garbage and recycling receptacles. Each of the units will rent for \$650 to \$800 per month. Mr. Laing advised that they have tried to purchase the property next door for additional parking and that this may still be an option. The main floor commercial space will be for a small simple use such as a bookkeeper.

Public Input:

Lorne Christensen, Sooke resident, was opposed to the Development Permit and Development Variance Permit for 6523 and 6527 Sooke Road and spoke to concerns of reducing the parking requirements and the negative impact this will have on the existing residents. Mr. Christensen advised that Sooke already has inadequate parking and that Council will need to consider this carefully for the residents of Sooke.

Linda Batty, Sooke resident and adjacent property owner, was opposed to the Development Permit and Development Variance Permit. Ms. Batty read an excerpt from the Ministry of Community, Sport and Cultural Development on variances and commented that this is a residential neighbourhood and that the proposed development is too large for the size of the property. Ms. Batty believes that there should be fewer units and additional parking as there is already parking issues in the neighbourhood.

Sandra Bowers, Sooke resident and adjacent property owner, did not support the Development Permit and Development Variance Permit advising of concerns as to the size of the building, number of units and lack of parking spaces in the proposed development. Ms. Bowers has concerns as to the amount of dirt and noise that the construction stage will create in the neighbourhood. Ms. Bowers believes this is not the location for this particular development.

Ellen Lewers, Sooke resident, was not in support of the Development Permit and Development Variance Permit and commented that the proposed development does not fit in the residential neighbourhood. Ms. Lewers also provided comments as to the referral agency comments provided by the Ministry of Transportation and Infrastructure and the Fire Department.

Nafees Aidroos, Sooke resident and adjacent property owner, read a submission from John Moorcroft opposed to the Development Permit and Development Variance Permit followed by her own submission in opposition to the applications.

Gail Hall, Sooke resident, was not in support of the Development Variance Permit advising that she agrees with previous comments that the statutory use for a Development Variance Permit should not be a matter of convenience as is in this situation. Ms. Hall advised that this is not an acceptable use of a variance.

Mr. Laing addressed comments made by members of the public. Mr. Laing advised that this proposal is a green initiative, structured from shipping containers, he has hired the

professional consultants to ensure a successful project and that it could get recognition for Sooke. There would be a positive change in the economics of the community; jobs would be created. Mr. Laing believes from his experience as a property manager, that there is adequate parking although he is willing to look into the purchase of the lot next door for additional parking spaces. Mr. Laing noted that there are technical issues with the adjacent land locked property.

Maria Steffanitas, Sooke resident, commented that the proposed project could be an opportunity to provide a percentage of the units as affordable housing or subsidized housing for those in need. These are the people who would not own vehicles.

Mark Cross, Sooke resident, inquired as to the construction of the proposed development being from shipping containers. Mr. Cross advised that he agrees with the previous comments of the evening that this is the wrong building in the wrong place. Mr. Cross commented that there have always been parking issues in this location, and he does not believe an exit off Lanark Road is a good idea.

MOVED and seconded to issue Development Variance Permit PLN01190 to vary the following as part of Development Permit PLN01183:

1. Vary Section 4.6 (m) of the Sooke Zoning Bylaw, 2013 by reducing the parking stall setbacks from 3m to 1.5m along Lanark Road and Dover Street;
2. Vary Section 4.8 of the Sooke Zoning Bylaw, 2013 by reducing the number of residential parking stalls from 1.5 stalls per dwelling unit to 1 stall per dwelling unit and;
3. Vary Section 4.8 of the Sooke Zoning Bylaw, 2013 by reducing the commercial office parking stalls from 1 stall per 30 m² to 1 stall per 45 m².

AND TO issue Development Permit PLN01183 on Lot A, Section 14, Sooke District, Plan 31351 and Lot C (DD D4015), Block 12, Section 14, Sooke District, Plan 217 for the purposes of constructing a residential building with a commercial unit.

DEFEATED

Councillors Parkinson and Reay supported the motion
Mayor Tait, Councillors Logins and Pearson opposed the motion

MOVED and seconded to amend the motion by inserting the words “subject to the purchase of the adjacent Closed Road property by the developer for additional parking as a condition of the Development Permit” following the words “building with a commercial unit.”

MOTION WITHDRAWN

MOVED and seconded to direct staff to continue to work with the developer as to the Development Permit for the 6523 and 6527 Sooke Road project in an effort to come up with solutions for parking.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 621, *Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Amendment Bylaw (338-4)*

MOVED and seconded that Bylaw No. 621, *Permissive Tax Exemption for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Amendment Bylaw (338-4)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 7000 Melrick Place – Zoning Bylaw Reversal and Termination of Phased Development Agreement

Michael Dillabaugh provided a powerpoint presentation and summary of the Zoning Bylaw Reversal and Termination of Phased Development Agreement for 7000 Melrick Place.

MOVED and seconded to invite Mr. David Clark to address Council on this agenda item.

CARRIED UNANIMOUSLY

David Clark, property owner, provided clarification as to the two different zones on the property. Mr. Clark asked if the fees that were paid for the sewer hook-up to the property could be used towards the costs of the zoning bylaw reversal and termination of the covenant.

MOVED and seconded to restore the previous zoning on 7000 Melrick Place, which would require the following:

1. *Sooke Zoning Bylaw* amendment bylaw returning the portion of 7000 Melrick Place from Small Lot Residential (R3) to the split zone of Rural (RU2) and Rural Residential (RU4) as indicated in Bylaw No. 529;
2. Bylaw to repeal Bylaw No. 530, *7000 Melrick Place Phased Development Agreement Authorization Bylaw* and Council resolution to terminate and discharge under section 7.0 the Phased Development Agreement that was entered into with the owners of the property at the time of rezoning; and
3. *Sooke Core Sewer Specified Area Bylaw (SSA)* amendment bylaw removing the portion of the property that was included into the SSA under Bylaw No. 531;

AND THAT staff provide further information as to the fees payable for the above.

CARRIED UNANIMOUSLY

RA-2 Municipal Contract Policing Resource Request

MOVED and seconded to authorize staff to provide a letter to the Minister of Justice confirming financial commitment for an increase of one regular member to its municipal policing contract for the 2016/2017 fiscal year, effective September 1, 2016.

CARRIED UNANIMOUSLY

RA-3 Committee of the Whole Recommendations from September 8, 2015 meeting:

Presentation: Net Zero Waste Inc. Letter of Support

MOVED and seconded that the Mayor sign the letter of support for Net Zero Waste Inc.
CARRIED UNANIMOUSLY

Amenity Discussion: 2182 Church Road Rezoning Application

MOVED and seconded to direct staff to continue negotiations for amenities with the applicant for 2182 Church Road.
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-2 Mayor and Council Reports (Verbal)

Mayor Tait reported that there will be a Safe Halloween event this year at the District of Sooke Municipal Hall parking lot and John Phillips Memorial Park. The Safe Halloween Committee is organizing the event and includes the Sooke Fire Department, SEAPARC, Sooke Rotary, and Sooke Harbour Players.

Councillor Reay reported on attending CREST and Vancouver Island Regional Library (VIRL) Board meetings. Councillor Reay provided an update as to the Sooke Library facility and VIRL 2016-2020 Five Year Financial Plan. Councillor Reay also attended the Sooke Region Chamber of Commerce Economic Development Symposium.

Councillor Pearson reported on attending the Sooke Region Chamber of Commerce Economic Development Symposium and the Apple Festival at the Sunriver Allotment Gardens.

Councillor Logins reported on attending the Union of British Columbia Municipalities (UBCM) Convention. Councillor Logins spoke to the District of Sooke Resolution on oil tanker traffic which was supported at the Convention. Councillor Logins also reported that the Victoria Sexual Assault Centre will be opening a new clinic in Cedar Hill.

Councillor Parkinson reported on attending the Sooke Community Arts Council AGM. Councillor Parkinson also attended the Sooke Parks and Trails Advisory Committee bus tour of parks in the community. Councillor Parkinson attended the UBCM Convention and will provide a report to Council on the Convention at an upcoming meeting. Councillor Parkinson also attended the Sooke Lions Club celebrations, the Apple Festival and the Te'mexw Treaty Negotiations.

Mayor Tait additionally reported on the upcoming meeting at CRD for the Regional Growth Strategy. Mayor Tait advised that she is attending the Primary Health Services Committee meetings and is making recommendations to the Committee as to health related matters in Sooke. Mayor Tait also attended the Sooke Lions Club celebration.

Councillor Reay advised that she attended the Apple Festival at the Sunriver Allotment Gardens where she had discussions with a person who had drone coverage of the event. Councillor Reay will forward contact information to Council and Staff.

RI-3 CAO Update (Verbal)

The CAO Update will be provided at an upcoming Regular Council Meeting.

NEW BUSINESS

RI-1 RCMP Quarterly Report – Verbal

- RCMP Monthly Mayor Report – August 2015

MOVED and seconded to receive the RCMP Monthly Mayor Report for August 2015 for information.

CARRIED UNANIMOUSLY

NB-1 Receipt of Draft Council Committee Minutes for Information

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

September 17, 2015 Sooke Community Centre Advisory Committee Minutes

CARRIED UNANIMOUSLY

NB-2 Sooke Community Centre Advisory Committee recommendations from September 17, 2015 meeting:

MOVED and seconded to approve the funding of a third party facilitator, up to a cost of \$800 from the Council Contingency Fund, to assist the Sooke Community Centre Advisory Committee in prioritizing community needs and determining how these needs will fit into identified potential sites for the Sooke Community Centre;

AND TO invite SCCAC Committee members and identified potential partners to attend a community visioning meeting.

CARRIED UNANIMOUSLY

NB-3 6645 & 6647 Sooke Road – Sanitary Sewer Connection

Michael Dillabaugh provided a summary of the staff report.

MOVED and seconded to invite Mr. Zigay to address Council on this agenda item.

CARRIED UNANIMOUSLY

Jeff Zigay addressed Council as to his property at 6645 and 6647 Sooke Road advising that he believed the District was the developer as to the subdivision of his property during the land negotiations for Brownsey Boulevard. Mr. Zigay believes that with the creation of the two lots it is now the responsibility of the District to have the lots serviced by the sanitary sewer system. He does not agree with a shared easement between the lots for the sewer services. Mr. Zigay advised that he has had a legal opinion that states the District is responsible to provide the additional sewer hook-up.

Mr. Zigay suggested that a possible solution to servicing the second lot could be through existing sewer infrastructure on Lincroft, Goodmere, and Horne Roads as he would like to market this as a buildable lot with sewer service.

Mayor Tait gave notice that she requires Council reconsideration under section 131 *Community Charter* of the Council resolution of September 14, 2015 as follows:
“**THAT** the sewer hook-up be connected to the northern portion of Mr. Zigay’s property at 6645 Sooke Road as it was before.”

ACTION ITEM: Staff and Mr. Zigay to provide background information to Council related to this matter, including the signed Purchase Agreement between Mr. Zigay and the District of Sooke and information as to who is responsible for providing connection to the sewer service and if so, what the costs would be and where the best possible connection for service would be.

MOVED and seconded that Council seek a legal opinion on the Purchase Agreement between Seaview Development and the District of Sooke and the requirement to provide sanitary sewer connection under the *Subdivision and Development Standards Bylaw* at the time of the subdivision of Seaview’s property.

CARRIED UNANIMOUSLY

NB-4 Town Centre Light-Up

MOVED and seconded to continue the Regular Council Meeting past 11:00 p.m. in accordance with s. 33 of the *Council Procedure Bylaw*.

CARRIED UNANIMOUSLY

MOVED and seconded to approve the purchase of lighting and decorations for the District of Sooke Town Centre from Leblanc Illuminations Canada in an amount not to exceed \$10,000.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence received September 15, 2015 from Community Living British Columbia – South Island Community Council RE: Request to Proclaim October as Community Living Month in the District of Sooke

MOVED and seconded to direct the Mayor to proclaim October as Community Living Month in the District of Sooke.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:59 p.m.

CARRIED UNANIMOUSLY

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 October 13, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Acting Mayor Brenda Parkinson
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Michael Dillabaugh, Director of Finance
Elisabeth Nelson, Municipal Engineer
Katherine Lesyshen, Planner II
Danica Rice, Planner II
Staff Sgt. Jeff McArthur
Sarah Temple, Finance and Admin Assistant

Regrets: Mayor Maja Tait
Councillor Kevin Pearson

CALL TO ORDER

Acting Mayor Brenda Parkinson called the meeting to order at 6:00 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED 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)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

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

APPROVAL OF THE AGENDA

MOVED and seconded to move agenda item RI-1 RCMP Quarterly Report to immediately following Receipt of Draft Council Committee minutes for information.

CARRIED UNANIMOUSLY

MOVED and seconded to add the following items to the agenda as new business:

- **NB-1 Correspondence received October 6, 2015 from Edward Milne Community School Society** re: Community Centre Advisory Committee – Sooke Youth Council contact

CARRIED UNANIMOUSLY

MOVED and seconded to approve the agenda as amended.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on September 28, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

September 10, 2015	Hiring Committee
September 28, 2015	Report of Annual Municipal Tax Sale
September 29, 2015	Report of Annual Municipal Tax Sale

CARRIED UNANIMOUSLY

RI-1 RCMP Quarterly Report (Verbal)

Staff Sergeant Jeff McArthur gave a PowerPoint presentation outlining the RCMP's annual performance planning, current human resources, performance measurements and year-to-date crime rates.

MOVED and seconded to receive the report for information.

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Mouck Marine Energy Productions Ltd – Peter Mouck

Peter Mouck addressed Council and gave a presentation regarding a proposed independent energy infrastructure upgrade and the "Illuminate the Way" campaign. Mr. Mouck provided Council members with printed background information and asked for Council to consider a series of incentives to encourage businesses and residents in Sooke to install independent energy devices.

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, Sooke resident, addressed Council and spoke to the Development Permit and Development Variance Permit application for 6523 and 6527 Sooke Road, outlined in the September 28, 2015 Regular Council minutes on page 4 of the agenda package. Ms. Hall encouraged Council to revisit the history of the property before moving forward with a decision on the application. Ms. Hall stated that when the covenant was amended in July 2014, the commercial component was removed at the developer's request and the CTC zoning was replaced by the provisions of RM4, which has implications on the allowable units and required amenity space.

Ms. Hall also encouraged Council to gather public input on buildings constructed from shipping containers as toxic materials will need to be removed and public safety ensured.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Site Specific Floodplain Exemption and DVP – 1926 Billings Road

Acting Mayor Parkinson advised that any person who believes that their interest in property is affected by the proposed variance would be given a reasonable opportunity to be heard by Council.

Katherine Lesyshen gave a PowerPoint presentation outlining the application for a site specific floodplain exemption and Development Variance Permit at 1926 Billings Rd.

Public Input:

- George and Linda Brogan, Sooke residents, stated their opposition to the proposed variance as it negatively impacts their property, which is adjacent to 1926 Billings Road.

MOVED and seconded to approve a Site Specific Floodplain Exemption from Bylaw No. 561, *Flood Regulation Bylaw, 2013* for 1926 Billings Road to reduce the floodplain setback from 15 meters from the natural boundary of the sea to 8 meters, and require a Section 219 Covenant be registered on the property title as per Bylaw No. 561, *Flood Regulation Bylaw, 2013*;

AND TO vary Section 3.22 of the *Sooke Zoning Bylaw, 2013* for 1926 Billings Road, to reduce the required setback from the natural boundary of the sea from 15 metres to 8 metres.

CARRIED

BYLAWS

B-1 Bylaw No. 620, *Zoning Amendment Bylaw (600-18)* 6431 Sooke Road

Councillor Kasper stated that he had not been in attendance at the September 28, 2015 Public Hearing for 6431 Sooke Road and had not seen a report of the Public Hearing and

therefore he would be withdrawing from the vote. Councillor Kasper left the meeting at 7:50 pm.

MOVED and seconded that Bylaw No. 620, *Zoning Amendment Bylaw* (600-18) be adopted.

CARRIED

Councillor Kasper returned to the meeting at 7:52 pm.

REPORTS REQUIRING ACTION

RA-1 2016 Council Appointments to Regional Boards and Commissions

MOVED and seconded to endorse Council re-appointments to Regional Boards and Commissions as follows:

- Reappoint Councillor Brenda Parkinson to the Capital Regional District – *Regional Housing Trust Fund Commission* for 2016;
- Reappoint Councillor Bev Berger as Council Member for 2016 to the *Sooke and Electoral Area Parks and Recreation Commission*;
- Reappoint Councillor Kerrie Reay as Representative and Councillor Ebony Logins as Alternate Representative to the *Vancouver Island Regional Library Board* for the year 2016;

AND TO authorize staff to advertise for two Public Member volunteers for the *Sooke and Electoral Area Parks and Recreation Commission*;

AND FURTHER TO endorse the Council Liaison reappointments to the 2016 *Regional and Community Organizations* as outlined in the staff report.

CARRIED UNANIMOUSLY

RA-2 2016 Acting Mayor Appointments and Mayor's Leave

MOVED and seconded to appoint the following members of Council as Acting Mayor in the event of the Mayor's absence for the period specified in the year 2016:

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

AND THAT COUNCIL approve a four month leave of absence for Mayor Maja Tait from December 1st, 2015 ending March 31, 2016 for medical reasons.

CARRIED UNANIMOUSLY

RA-3 2016 Committee Member Appointments

MOVED and seconded to approve *Council* member re-appointments to all Council Committees for 2016 as set out in the attached “2016 Council Committee Appointments”;
AND TO approve *Public* member appointments to all Council Committees for 2016 as set out in the attached “2016 Council Committee Appointments”;
AND FURTHER TO authorize staff to advertise for volunteer public member applicants to Council Committees for 2016 as required.
CARRIED UNANIMOUSLY

RA-4 Building Maintenance Request for Proposals

MOVED and seconded to award the contract for Building Maintenance Services to Sutton Advantage Property Management.
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-2 7000 Melrick Place – Zoning Bylaw Reversal and Termination of Phased Development Agreement

MOVED and seconded to receive the report on the zoning, phased development agreement and sewer inclusion bylaw reversals for 7000 Melrick Place for information.
CARRIED UNANIMOUSLY

RI-3 Integrated Watersheds Management Program – Changes to Stormwater Quality Program Data Collection and Reporting

MOVED and seconded to receive the report for information.
CARRIED UNANIMOUSLY

RI-4 Mayor and Council Reports (Verbal)

Councillor Logins reminded those in attendance to be Bear Wise this fall, which includes managing attractants. Wild Wise Sooke can help with fruit tree gleaning if required.

Councillor Kasper reported that the Province announced grant opportunities for rural communities at the UBCM convention. Councillor Kasper believes these grants are for communities under 25,000 and asked that staff investigate further. Councillor Kasper additionally reported on a CRD Committee of the Whole meeting he attended on behalf of the Mayor and encouraged Council to start to look at how Sooke is dealing with its waste – both liquid and solid, as these are issues that are being investigated on a regional scale that may be better addressed on a local level.

Councillor Parkinson reported on several events, meetings and workshops she has attended over the past 2 weeks including welcoming the Tour de Rock riders, attending the International Day of the Older Person event at Ayre Manor, the Regional Housing Trust Fund Committee meeting, Wild Arc Volunteer Appreciation Night, the FCM First

Nations Municipal Collaboration workshop, the Parks and Trails Advisory Committee and the Sooke Region Historical Society meeting.

NEW BUSINESS

- NB-1 Correspondence received October 6, 2015 from Edward Milne Community School Society** RE: Community Centre Advisory Committee – Sooke Youth Council contact

MOVED and seconded to file the correspondence from the Edward Milne Community School Society for information.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

- C-1 Correspondence received September 24, 2015 from Youth Parliament of BC Alumni Society** RE: British Columbia Youth Parliament, 87th Parliament

MOVED and seconded to file the correspondence from the Youth Parliament of BC Alumni Society for information.
CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

- I-1 Correspondence received September 28, 2015 from Vancouver Island Regional Library Board** RE: Adopted 2016-2020 Financial Plan

MOVED and seconded to file the correspondence from the Vancouver Island Regional Library Board.
CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:21 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Acting Mayor Brenda Parkinson
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
October 26, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

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)

Michael Dillabaugh, Acting CAO
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 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.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:05 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as new business/supplemental information:

Package 1

- Item UB-1 Supplementary Information – 6645 & 6647 Sooke Road – Sanitary Sewer Connection
- Verbal Report
 - September 28, 2015 Notice – that the Mayor requires Council reconsideration under section 131 Community Charter of the Council resolution of September 14, 2015 as follows:
“THAT the sewer hook-up be connected to the northern portion of Mr. Zigay’s property at 6645 Sooke Road as it was before.”
 - Written Report September 28, 2015
- Item RI-1 Supplementary Information – Town Centre Construction – Contract Update
- Item C-1 Public Submissions received RE: BC Ambulance Response Times
- Item NB-1 2015 Q3 Variance Report
- Item NB-2 Sooke River Road Park and BikeBC Cycling Infrastructure
- Item NB-3 Report of In Camera Resolutions – October 13, 2015 Regular Council Meeting – Sooke Program for the Arts – Committee Appointments

Package 2

- Item C-1 Supplementary Information – Correspondence RE: BC Ambulance Response Times
 - Correspondence received October 22, 2015 from the British Columbia Professional Fire Fighter’s Association

MOVED and seconded to approve the agenda with the removal of Item UB-1 6645 & 6647 Sooke Road – Sanitary Sewer Connection

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on October 13, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

September 24, 2015	Climate Change Action Committee
October 6, 2015	Parks & Trails Advisory Committee
October 7, 2015	Board of Variance
October 7, 2015	Long Term Financial Planning Committee
October 10, 2015	Hiring Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 TELUS Communications

Chad Marlatt, TELUS Government Affairs Manager provided a powerpoint presentation and overview of a proposal for a wireless antenna installation at 6683 Sooke Road. Mr. Marlatt reported that the proposal is for be for a 15 meter high shrouded monopole located at the rear of the TELUS site in the Town Centre. Mr. Marlatt spoke to the increase in data traffic by smart phone users noting that 71% of 911 calls come through mobile phones. Mr. Marlatt overviewed the proposed improved cellular service areas for Sooke and provided a summary of TELUS's public consultation process to date. TELUS is looking for endorsement (concurrence) by Council in order to move ahead with the installation of the monopole.

Council discussed:

- The District of Sooke has put a large amount of funding into the improvements in the Town Centre and Council would like to see TELUS work with the District's Sooke Program for the Arts ("SPA") Committee on a beautification project for the TELUS building and property located at 6683 Sooke Road
- Discussion as to the timeline for the installation of the proposed monopole
- The property is zoned public utility which is regulated by the federal government; TELUS is also federally regulated through Industry Canada
- TELUS requires concurrence by all local governments for the installation of monopoles. If approval is not provided, they would have to go through Industry Canada which is a lengthy process

Doug Anastos, General Manager, Vancouver Island, advised that TELUS will quite often work with municipalities on beautification projects and they would be willing to work with the District's SPA Committee on a project.

MOVED and seconded to endorse the proposed TELUS wireless antenna installation at 6683 Sooke Road as submitted to Council.

CARRIED UNANIMOUSLY

D-2 Sooke Region Chamber of Commerce Report – Sean Dyble

Sean Dyble provided a PowerPoint presentation and summary of the Sooke Region Chamber of Commerce Quarterly Update. Mr. Dyble provided information as to the Chamber's funding model advising that they receive \$78,000 in annual revenue that is expended to member-only events, community events, economic development and general administration. Mr. Dyble reviewed the learning opportunities through the "Sooke Region Learning Collaborative" programs which offer education for adults on a broad range of topics. Mr. Dyble also spoke to the important outcomes of the recently held Sooke Region Chamber of Commerce Symposium.

Mr. Dyble advised the Chamber would like to continue to work collaboratively with the District of Sooke and hold regular discussions on economic development opportunities and common priorities.

Mayor Tait advised that Council will be looking at their own Strategic Priorities for the coming year and that it would be good for the Chamber and Council to share priorities.

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, Sooke resident addressed Council as to her previous comments made at the October 13th Regular Council meeting regarding the Development Permit and Development Variance Permit for 6523 and 6527 Sooke Road and concerns as to toxic materials contained in shipping containers. Ms. Hall advised that Part 3.2(d)(iii) prohibits the use of a shipping container as a dwelling. Ms. Hall also provided comments as to the zoning of the Sooke River Road property, the proposed parking area and the multi-use trail.

Ellen Lewers, Sooke resident, addressed Council as to concerns of the BikeBC grant application and inquired as to the Sooke Region Chamber of Commerce "Sooke Region Learning Collaborative" program. Ms. Lewers stated that she did not agree with Council giving approval to TELUS for the installation of the wireless antenna as there has not been any public consultation on the issue.

Mayor Tait clarified that the TELUS property has the proper zoning in place to install the wireless antenna.

Mary Brooke, Sooke Voice News, addressed Council as to the Sooke Region Chamber of Commerce Symposium and her concerns that the media was not welcome to attend and report on the event.

Rick Hobday, representing the Sooke Horseshoe Pitching Association, inquired as to the Agricultural Land Commission approval for the horseshoe pitch. Mr. Hobday advised that they were issued a stop work order but the current location is not completely within the ALR and asked whether they will be able to continue to construct the pitches in this location.

REPORTS FOR INFORMATION

RI-1 Town Centre Construction – Contract Update

MOVED and seconded to direct staff to remove the Phase 2 Grant Road Connector from the Financial Plan in 2015 and 2016 and that the funding from the GST and Casino Reserve funds and taxes that were allocated to this project be reallocated to the Town Centre Construction project;

AND FURTHER TO authorize the additional funding for the project to be funded through Gas Tax.

CARRIED UNANIMOUSLY

RI-2 Sooke Fire Rescue Service 3rd Quarter Report

MOVED and seconded to receive the Sooke Fire Rescue Service 2015 3rd Quarter Report for information.

CARRIED UNANIMOUSLY

RI-3 Mayor and Council Reports (Verbal)

Mayor Tait reported on the upcoming Safe Halloween event on October 31st and the Sooke Legion Remembrance Day Parade on November 11th. Mayor Tait provided information for Council as to an upcoming Economic Development Summit at Camosun College, the CRD Regional Sustainability Strategy and CRD Regional Parks Committee Annual Report. Mayor Tait reported on the Primary Health Care Working Group advising that there has been an extensive analysis and a report will be released on the Sooke x-ray facilities. The Working Group is looking at holding a public health summit in March 2016 to provide information to and get feedback from the public. Mayor Tait also reported on the Victoria Benevolent Society and the activation of the extreme weather shelter.

Councillor Kasper suggested that the Mayor contact the Medical Services Commission who is responsible for issuing the billing licences for the Medical Services Plan. Councillor Kasper reported that these licences are issued on the basis to operate and provide x-ray and diagnostic services to the people in the community.

Councillor Reay noted how families are economically impacted by having to take time from work to commute to Victoria to have a child or family member x-rayed.

RI-4 CAO Report (Verbal)

Mr. Dillabaugh advised that there was nothing new to report at this time.

NEW BUSINESS

NB-1 2015 Q3 Variance Report

MOVED and seconded to receive the 2015 Q3 Variance Report for information as to the 2015 Third Quarter Variance financial report
CARRIED UNANIMOUSLY

NB-2 Sooke River Road Park and BikeBC Cycling Infrastructure Grant

MOVED and seconded to continue to wait for a response from the Agricultural Land Commission (ALC) as to the approval for a multi-use trail located on Sooke River Road Park before making a decision on the location of the trail, parking and horseshoe pitch;
AND TO direct Staff apply to BikeBC for an extension for completion of the multi-use trail project;
AND THAT Staff inquire with Bike BC as to whether an alternate location for the multi-use trail would be considered by the Province.
CARRIED **Councillor Berger, Logins and Reay opposed the motion**

NB-3 Report of In Camera Resolutions

October 13, 2015 Regular Council Meeting – Closed Portion
Sooke Program of the Arts Committee – Member Appointments

MOVED and seconded that Council appoint the following persons as members of the Sooke Program of the Arts Committee for 2015 and 2016:

Lorna Cospers
Drew Johnston
Frederique Philip
John David Russell
Bob Tully

AND FURTHER that Council release the Sooke Program of the Arts committee appointments to the public.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

- C-1 Public Submissions received RE: BC Ambulance Response Times**
MOVED and seconded to file the correspondence received regarding BC Ambulance Response Times.
CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

- I-1 Correspondence received September 19, 2015 from Vancouver Island Regional Library Board** RE: Press Release: Library Board Adopts Balanced 2016 Operating Budget
MOVED and seconded to file the correspondence received September 19, 2015 from Vancouver Island Regional Library Board.
CARRIED UNANIMOUSLY
- I-2 Correspondence received October 1, 2015 from British Columbia Lottery Corp.**
RE: BCLC's plans for Greater Victoria marketplace

MOVED and seconded to refer the September 30, 2015 correspondence from the B.C. Lottery Corp. back to Staff to provide a report to Council as to the BC Lottery Corp.'s plans for an additional casino in the Capital Regional District;
AND FURTHER that Staff prepare for Council approval a letter of support for the City of View Royal and Westshore municipalities request that the B.C. Lottery Corp. hold off on any proposed new casino in the Capital Regional District.
CARRIED UNANIMOUSLY
- I-3 Correspondence received October 8, 2015 from BC Ministry of Community, Sport and Cultural Development** RE: Asset Management Strategy Grant

MOVED and seconded to file the correspondence received October 8, 2015 from BC Ministry of Community, Sport and Cultural Development.
CARRIED UNANIMOUSLY
- I-4 Council Reader File – September 2015**

MOVED and seconded to file the Council Reader File for September 2015.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 9:04 p.m.

CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the Regular Council meeting at 10:35 p.m.

CARRIED UNANIMOUSLY

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 November 9, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Acting Mayor Kevin Pearson
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Tina Hansen, Corporate Assistant
Staff Sgt. Jeff McArthur (left at 8:33 p.m.)

CALL TO ORDER

Acting Mayor Pearson called the meeting to order at 6:10 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(g) litigation or potential litigation affecting the municipality;
- 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;
- 90(1)(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Acting Mayor Pearson called the open portion of the Regular Council meeting to order at 7:03 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to move Agenda Item RI-1 RCMP Monthly Mayor Report and Item RA-1 Williams Memorial Dedication to immediately following *Receipt of Draft Council and Committee Minutes* for Information.

CARRIED UNANIMOUSLY

MOVED and seconded to add the following items to the agenda as supplemental information:

Item D-1 Supplementary Information – CRD Bylaw and Animal Care Services, Don Brown, Manager, Bylaw and Animal Care and Shawn Carby, Senior Manager Protective Services

- Call for Service January – October 2015

CARRIED UNANIMOUSLY

MOVED and seconded to approve the agenda as amended.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on October 26, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

October 15, 2015 Sooke Community Centre Advisory Committee

October 21, 2015 Community Grant Review Committee

CARRIED UNANIMOUSLY

RI-1 RCMP Monthly Mayor Report – September 2015

Staff Sgt. McArthur addressed Council as to the RCMP Monthly Mayor Report for September 2015. Staff Sgt. McArthur provided additional information as to increased occurrences of Break and Enter to business. The Sooke RCMP Detachment is working with the Sooke Region Chamber of Commerce to encourage businesses to install or upgrade video surveillance.

MOVED and seconded to receive the RCMP Monthly Mayor Report for September 2015.

CARRIED UNANIMOUSLY

RA-1 Memorial Dedication – Williams

A motion relating to the memorial dedication for RCMP Constable Reg Williams was moved, seconded and unanimously defeated. After debate and friendly amendments, the following motion was adopted:

MOVED and seconded to authorize staff to install a memorial street blade underneath the street sign on the corner of West Coast Road and Maple Avenue South going to the Government Wharf with the name “Williams”;

AND THAT the RCMP and District of Sooke logos be included on the street blade.

CARRIED UNANIMOUSLY

Staff Sgt McArthur also provided an update as to a recent incident in Otter Point related to trafficking of meth amphetamine.

DELEGATIONS

D-1 CRD Bylaw and Animal Care Services, Don Brown, Chief Bylaw Officer and Shawn Carby, Senior Manager Protective Services

Don Brown, Chief Bylaw Officer, Capital Regional District Bylaw and Animal Care Services, introduced Shawn Carby, Senior Manager for CRD Protective Services provided an overview of the Animal Care Services.

Mr. Brown advised that virtually every animal that comes to the shelter is returned back to their owners or is re-homed. The CRD has received international recognition for their animal shelter. Mr. Brown provided information on current initiatives such as public education, volunteers' program and work experience for students. The Animal Care Division has also produced emergency preparedness kits for pets which can be purchased for \$10. They are working with other stakeholders on an Emergency Preparedness Plan for the transportation and placement of animals in the event of a disaster. Mr. Brown reported that they will be going to a permanent licencing software system (TEMPEST) next year which will provide a more streamlines process for licencing for staff and the public and Bylaw Officers will be able to access information in the field through handheld devices.

A discussion ensued as to statistics for Animal Control in Sooke. The CRD will provide a number of grab and go kits for pets that can be available for purchase at the District of Sooke municipal hall.

PUBLIC QUESTION AND COMMENT PERIOD

Margarita Dominguez, SAFARS, addressed Council as to the CRD Animal Control Services Agreement 2016 and concerns as to the increase in the number of cats SAFARS has rescued this year. Ms. Dominguez spoke to concerns that not all cats sent to the CRD or SPCA are adopted out and concerns of inexperienced people trapping cats with traps provided by the CRD. Ms. Dominguez asked Council to take into consideration the service their group has been providing.

Ron Neitsch, Sooke resident, advised that he was available to answer questions of Council on Agenda Item C-1 Correspondence regarding Sooke Saltwater Derby Series 2015.

Margarita Dominguez also commented that she believes the CRD does not have the right to trap cats and this is why they are lending out their traps to the public.

REPORTS REQUIRING ACTION

RA-2 Sooke Community Centre Advisory Committee recommendations from October 15, 2015 meeting:

MOVED and seconded to receive the correspondence dated October 15, 2015 from the Sooke Community Association RE: Improving usage of the Sooke Community Hall.

CARRIED UNANIMOUSLY

RA-3 Community Grant Review Committee recommendations from October 21, 2015 meeting:

September 30, 2015 Category B Grant applications:

Sooke Academy of Music (Amount requested \$2,000)

MOVED and seconded to deny the Sooke Academy of Music Category B grant request for \$2,000.

CARRIED UNANIMOUSLY

Sooke Philharmonic Society – Sooke Harmony Project (Amount requested \$9,500)

MOVED and seconded to deny the Sooke Philharmonic Society – Sooke Harmony Project Category B grant request;

AND TO encourage the Sooke Philharmonic Society to apply for a Category B Community Grant at a time the Society has attained sufficient additional funding sources for the project.

CARRIED UNANIMOUSLY

Sooke Community Choir Society (Amount requested \$2,371.60)

MOVED and seconded to approve the Sooke Community Choir Society Category B grant request for \$2371.60.

CARRIED UNANIMOUSLY

Sooke Youth Show Choir (Requested amount \$3,000)

MOVED and seconded to approve the Sooke Youth Show Choir Category B grant request in the amount of \$2,982.56.

CARRIED UNANIMOUSLY

Sooke Christmas Bureau (Sooke Food Bank Society) (Requested amount \$10,000 changed to \$7,000)

MOVED and seconded to approve the Sooke Christmas Bureau – Sooke Food Bank Society Category B grant request in the amount of \$7,000.

CARRIED UNANIMOUSLY

Category A Grant Applications (2016) Changes to existing grants:

Sooke Food Bank Society – Milk Program (Requested amount \$10,000)

MOVED and seconded to approve the Sooke Food Bank Society – Milk Program Category A grant request for \$10,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Category A Grant Applications (2016) New Applications

EMCS Student Art Shelter Project (Requested amount \$1,925.89)

MOVED and seconded to award a Category A grant to the EMCS Student Art Bus Shelter project in the amount of \$1,925.89 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Sooke Transition Town Society (Requested amount \$4,000)

MOVED and seconded to award funding in the amount of \$300 from the Category B grants for Sooke Transition Town Society for the rental fee for an Awareness Film Night screening;

AND TO deny the additional funding for Sooke Transition Town Society's Category A grant request.

CARRIED UNANIMOUSLY

Wild Wise Sooke

MOVED and seconded to award a Category A grant to the Wild Wise Sooke in the amount of \$1,700 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Zero Waste Sooke

MOVED and seconded to award funding in the amount of \$500 from the Category B grants for Zero Waste Sooke to use towards costs for signage;

AND THAT COUNCIL deny the additional funding for Zero Waste Sooke's Category A grant request.

CARRIED UNANIMOUSLY

Sooke River Bluegrass Festival (Requested amount \$5,000)

MOVED and seconded to deny the Category A grant request for \$5,000 to the Sooke River Bluegrass Festival Society.

CARRIED **Councillors' Logins and Parkinson opposed the motion**

Bipolar Disorder Society of BC (Requested amount \$4,500)

MOVED and seconded to deny the Category A grant request for \$4,500 to the Bipolar Disorder Society of BC.

CARRIED UNANIMOUSLY

RA-4 B.C. Lottery Corp. – New Casino

MOVED and seconded to send the letter addressed to the B.C. Lottery Corp. regarding New Casinos for Capital Regional District.

CARRIED UNANIMOUSLY

RA-5 Capital Regional District – Animal Control Services Agreement 2016

MOVED and seconded to approve the Animal Control Services Agreement with the Capital Regional District for 2016;

AND to authorize the Mayor and Chief Administrative Officer to execute the agreement on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

RA-6 2016 Regular Council Meeting Schedule

MOVED and seconded to approve the 2016 Regular Council meeting schedule as follows:

January 11, 2016	June 13, 2016
January 25, 2016	June 27, 2016
February 9, 2016 (Tuesday)	July 11, 2016
February 22, 2016	September 12, 2016
March 14, 2016	October 11, 2016 (Tuesday)
March 29, 2016 (Tuesday)	October 24, 2016
April 11, 2016	November 14, 2016
April 25, 2016	November 28, 2016
May 9, 2016	December 12, 2016
May 24, 2016 (Tuesday)	

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-2 Mayor and Council Reports (Verbal)

Councillor Parkinson reported on attending the Sooke Region Historical Society meeting last week. The Museum has recently hosted events such as the Heritage Fair Program which involves youth and the Sooke Philharmonic reception. Councillor Parkinson also reported on the District of Sooke's participation and receipt of a Communities in Bloom Winner's Circle Certificate for the Community Showcase of ongoing projects for Sooke.

Councillor Kasper reported on attending a meeting of CRD elected officials, Chief Administrative Officers, Chambers of Commerce and the Greater Victoria Development Agency to discuss employment issues and economic development within the CRD and looking at using a regional approach to attracting employment opportunities to the region.

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence received October 26, 2015 from Ron Neitsch RE: Sooke Saltwater Derby Series 2015 – Sponsorship

Ron Neitsch addressed Council as to sponsorship request for the Sooke Saltwater Derby Series 2015, a series that includes three popular, well established fishing derbies in Sooke.

MOVED and seconded to sponsor the Sooke Saltwater Derby Series 2015 in the amount of \$500 from the Advertising budget;

AND THAT staff work with the organizers on the District's sponsorship ad in accordance with Policy 1.3, *Logo and Coat of Arms Policy*;

AND FURTHER THAT the sponsorship derby ticket be donated back to the organizers and auctioned off for charity.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

- I-1 Correspondence received October 13, 2015 from Communities in Bloom RE: 2015 Winner's Circle Category**
MOVED and seconded to file the correspondence dated October 13, 2015 from Communities in Bloom.
CARRIED UNANIMOUSLY
- I-2 AVICC Update – October 13, 2015 RE: Fortis BC Programs – Common Rates & Operating Fees**
MOVED and seconded to file the correspondence from AVICC RE; Fortis BC Programs – Common Rates and Operating Fees.
CARRIED UNANIMOUSLY
- I-3 Correspondence received October 21, 2015 from Smart Fueling RE: Endorsement of 2015 UBCM Resolutions B112**

MOVED and seconded to file the correspondence received October 21, 2015 from Smart Fueling RE: Endorsement of 2015 UBCM Resolution B112
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 8:41 p.m.

CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the meeting at 9:25 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Kevin Pearson
Acting 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 November 23, 2015
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Kevin Pearson, Acting Mayor
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Michael Dillabaugh, Acting CAO
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tina Hansen, Corporate Assistant

ABSENT: Mayor Maja Tait

CALL TO ORDER

Acting Mayor Pearson called the meeting to order at 6:05 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Acting Mayor Pearson called the open portion of the Regular Council meeting to order at 7:00 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as new business/supplemental information:

- Item NB-1 Correspondence received November 17, 2015 from Friends of Carmanah/Walbran RE: Request for letter of support for the protection of Walbran Valley.

- Item NM-1 Supplementary Information - **AMENDED** - Notice of Motion by Councillor Kerrie Reay for recognition by the Mayor and consideration by Council (section 41 of the *Council Procedure Bylaw*) at the December 14, 2015 Regular Council meeting:
WHEREAS the District of Sooke Council has heard from its residents in the Otter Point Road area of their significant problems with a depleted aquifer such that they must at times purchase potable water;
AND WHEREAS the end of the Juan de Fuca Water Distribution water line is located a short distance from the affected residents;
AND WHEREAS, within the identified Urban Growth Area of the District of Sooke Regional Context Statement, the District has indicated its intention to provide clean and treated potable water to all residents of Sooke within the District's municipal boundary;
NOW THEREFORE the District of Sooke Council requests that the Juan de Fuca Water Distribution Commission extend their Otter Point water line to the municipal boundary, service all homes on route, and provide funding for the water servicing from their Development Cost Charge Fund.
CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on November 9, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

MOVED and seconded that the following minutes be received for information:
October 31, 2015 Hiring Committee
November 3, 2015 Parks & Trails Advisory Committee
CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Greater Victoria Development Agency – New Proposed Model for Regional Economic Development – Dallas Gislason

Dallas Gislason provided a powerpoint presentation and overview of the Greater Victoria Development Agency's strategy and model for regional economic development in South Vancouver Island.

Mr. Gislason provided rationale for having a regional economic development model and outlined how the Agency would move forward with the proposal. The participating core funders would be the 13 municipalities within the CRD, business, industry associations and post-secondary institutions. There will be one representative per municipality and each municipality would have one vote. Ms. Gislason reviewed the proposed municipal funding formula using a 50/50 blend of per capita (based on 2011 census) and a percent of total tax collected. Mr. Gislason advised that the Greater Victoria Development Agency is looking for support in principle and funding for start-up and year one of the proposal from Council.

MOVED and seconded to postpone a decision on the Greater Victoria Development Agency's New Proposed Model for Regional Economic Development in South Vancouver Island to the next Council meeting.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, Sooke resident, addressed Council as to the proposed Wadams Way Comprehensive Development Zone and her concerns as to the District of Sooke requiring the applicant to provide amenity contributions and affordable housing. Ms. Hall also stated her concerns as to holding a Public Hearing prior to knowing what will be developed on the site, possible inconsistencies with the proposed Bylaw No. 622 for the proposed Wadams Way Development Zone and the *Sooke Zoning Bylaw*, and concerns as to soil removal on the site and how it will affect adjacent property owners.

Darcy Abell, Sooke resident, addressed Council as to the Sooke Fire Services Commission and his concerns that there have not been any discussions with the volunteer firefighters prior to the establishment of the Commission. Mr. Abell spoke to his concerns as to how the Commission will affect the operations of the Fire Department and concerns as to Council delegating their authority and paying public members appointed to the Commission.

Ellen Lewers, Sooke resident, stated that she agrees with the previous comments made by Ms. Hall relating to the proposed Wadams Way Comprehensive Development Zone and secondary suites. Ms. Lewers also commented as to the Public Space Maintenance award of Contracts advising that Council should look at what work is being done through the contracts and also look at having one contractor looking after all the public spaces versus the multiple contracts.

BYLAWS

B-1 Bylaw No. 622, *Zoning Amendment Bylaw (600-19)* – Wadams Way Comprehensive Development Zone

Michael Dillabaugh provided a powerpoint presentation and summary of the rezoning application for Wadams Way Comprehensive Development Zone.

Peter Cook, property owner of 2182 Church Road, reminded Council that they worked collaboratively with the District to sell a portion of the property for Wadams Way which resulted in a community improvement to be proud of. They have now decided to revisit the zoning of the property to a Mixed Comprehensive Development Zone to create flexibility prior to a future sale of the property. Mr. Cook stated that as the community grows, so does the need for amenities and that they have agreed to the provision of amenity contributions and affordable housing, including a cash contribution for the Church Road and Throup Road intersection improvements and a screening fence.

David Smith, McElhanney Consulting Services, provided a powerpoint presentation and advised that the owners of the property wished to develop a zone that would provide flexibility to changing markets for new potential owners of the property; they feel the development will benefit the community, The applicant agrees to the amenity contribution and affordable housing in the amount of \$309,835.

MOVED and seconded that Bylaw No. 622, *Zoning Amendment Bylaw (600-19)* be introduced and read a first time.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 622, *Zoning Amendment Bylaw (600-19)* be read a second time.
CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to schedule a Public Hearing for Bylaw No. 622 in accordance with the requirements of the *Community Charter* and the *Local Government Act*.
CARRIED UNANIMOUSLY

MOVED and seconded that prior to final adoption of Bylaw No. 622, the owner enter into section 219 covenants with the District of Sooke to address additional infrastructure improvements and affordable housing, and that Council authorize the Mayor and the Chief Administrative Officer to execute those documents.
CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Sooke Fire Services Commission

MOVED and seconded to establish the "Sooke Fire Services Commission" under section 143 of the *Community Charter*,
AND approve the Terms of Reference for the Sooke Fire Services Commission;
CARRIED **Councillors Logins and Parkinson opposed the motion**

MOVED and seconded to introduce and give first reading to Bylaw No. 626, *Sooke Fire Services Commission Delegation Bylaw, 2015*.
CARRIED **Councillors Logins and Parkinson opposed the motion**

MOVED and seconded to give second reading to Bylaw No. 626, *Sooke Fire Services Commission Delegation Bylaw, 2015*.
CARRIED **Councillors Logins and Parkinson opposed the motion**

MOVED and seconded to give third reading to Bylaw No. 626, *Sooke Fire Services Commission Delegation Bylaw, 2015*.
CARRIED **Councillors Logins and Parkinson opposed the motion**

MOVED and seconded to direct staff to advertise for public members for the Commission.
CARRIED **Councillors Logins and Parkinson opposed the motion**

RA-2 Parks and Trails Advisory Committee recommendations from November 3, 2015 meeting:

MOVED and seconded to authorize staff to renew the municipal hall front entrance with Option 4; Water Feature with bubbling rock feature, plus a bench.

DEFEATED

Acting Mayor Pearson and Councillors Berger, Logins, Kasper, and Reay opposed the motion

MOVED and seconded to direct staff to remove the tree at the front entrance of the municipal hall.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to provide a report to Council which includes options for some form of enhancement for the front entrance of the Municipal Hall.

CARRIED UNANIMOUSLY

Priority Projects

MOVED and seconded to support the updating of the John Phillips Memorial Park Plan as the top priority project for the Parks and Trails Advisory Committee.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to explore an agreement with private landowners to formalize public use of the trail between Eustace and Caldwell.

CARRIED UNANIMOUSLY

RA-3 Public Space Maintenance – Award of Contracts 2016-2018

John Phillips Memorial Park Maintenance

MOVED and seconded to approve Drew Porter as the successful proponent under the John Phillips Memorial park Greenspace Maintenance request for proposal;

AND TO authorize the Mayor and Chief Administrative Officer to sign the General Service Agreement with Drew Porter on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

Public Washroom Maintenance

MOVED and seconded to approve Christina Handy as the successful proponent under the Public Washroom Maintenance request for proposal;

AND TO authorize the Mayor and Chief Administrative Officer to sign the General Service Agreement with Christina Handy on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

Public Trails and Walkways Maintenance

MOVED and seconded to approve R & C Groundskeeping as the successful proponent under the Public Trails and Walkways Maintenance request for proposal;

AND TO authorize the Mayor and Chief Administrative Officer to sign the General Service Agreement with R & C Groundskeeping on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

Public Greenspace Maintenance

MOVED and seconded to approve R & C Groundskeeping as the successful proponent under the Public Greenspace Maintenance request for proposal;

AND TO authorize the Mayor and Chief Administrative Officer to sign the General Service Agreement with R & C Groundskeeping on behalf of the District of Sooke.

CARRIED

Councillor Parkinson opposed the motion

Ornamental Areas Maintenance

MOVED and seconded to approve Arterra as the successful proponent under the Ornamental Areas Maintenance request for proposal;

AND TO authorize the Mayor and Chief Administrative Officer to sign the General Service Agreement with Arterra on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

Playground Inspection and Maintenance

MOVED and seconded to approve Arterra as the successful proponent under the Playground Inspection and Maintenance request for proposal;

AND TO authorize the Mayor and Chief Administrative Officer to sign the General Service Agreement with Arterra on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to investigate if the Public Spaces Maintenance Contracts are best provided in house or by external contractors or improvements to the existing contracts.

CARRIED UNANIMOUSLY

ACTION ITEM: staff to provide Council with the funding provided to each contractor for the Public Space Maintenance that is over and above the cost of each contract.

RA-4 2016 Council Conventions

MOVED and seconded to confirm Council attendance to the 2016 Council Conventions as follows:

Council Member	LGLA	AVICC	FCM	UBCM
Mayor Maja Tait		x	x	x
Councillor Bev Berger		x	x	x
Councillor Rick Kasper	x	x	x	x
Councillor Ebony Logins	x	x		x
Councillor Brenda Parkinson	x	x		x
Councillor Kevin Pearson		x	x	x
Councillor Kerrie Reay	x	x	x	x

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports (Verbal)

Councillor Kasper reported on attending the Capital Regional District Board meeting where the Board gave approval of Preliminary Budget for 2016. Councillor Kasper reported that the 2016 CRD Budget increased by 2.88 million dollars for all CRD services.

Councillor Logins reported on attending the Sooke Road Roundabout Opening ceremony. Councillor Logins also attended the Sooke Fire Rescue Service Firefighter's Banquet and reported that the firefighters are looking for more volunteers for the Help Fill a Fire Truck campaign.

Councillor Parkinson also reported on attending the Sooke Fire Rescue Department Firefighters Banquet. Councillor Parkinson and Acting Mayor Pearson also participated in making Christmas swags which will decorate the town centre from Church Road to the Hope Centre. Councillor Parkinson attended the "Tommy" production at EMCS.

RI-2 CAO Update (Verbal)

Mr. Dillabaugh advised that there was nothing new to report at this time.

RI-3 Council Reader File – October 2015

MOVED and seconded to file the Council Reader File – October 2015.

CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 Correspondence received November 17, 2015 from Friends of Carmanah/Walbran RE: Request for letter of support for the protection of Walbran Valley

MOVED and seconded to file the correspondence from Friends of Carmanah/Walbran RE: Request for letter of support for the protection of Walbran Valley

CARRIED

Councillor Logins opposed the motion

NOTICES OF MOTION

NM-1 AMENDED - Notice of Motion by Councillor Kerrie Reay for recognition by the Mayor and consideration by Council (section 41 of the *Council Procedure Bylaw*) at the December 14, 2015 Regular Council meeting.

WHEREAS the District of Sooke Council has heard from its residents in the Otter Point Road area of their significant problems with a depleted aquifer such that they must at times purchase potable water;

AND WHEREAS the end of the Juan de Fuca Water Distribution water line is located a short distance from the affected residents;

AND WHEREAS, within the identified Urban Growth Area of the District of Sooke Regional Context Statement, the District has indicated its intention to provide clean and treated potable water to all residents of Sooke within the District's municipal boundary;

NOWHEREFORE the District of Sooke Council requests that the Juan de Fuca Water Distribution Commission extend their Otter Point Road water line to the municipal

boundary, service all homes on route, and provide funding for the water servicing from their Development Cost Charge Fund.

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

Release of In Camera Resolution of November 23, 2015 – SEAPARC Appointments
***THAT COUNCIL** appoint Jim Perkins and Patrick Grove as District of Sooke community members to the Sooke and Electoral Area Parks and Recreation Commission for a two year term commencing January 1, 2016.*

***AND THAT** this resolution be released to the public.*

CARRIED

Release of In Camera Resolution of November 23, 2015 – Community Grant Review Committee Appointment

***THAT COUNCIL** appoint Michelle Stratford and Coleen Heenan as public members to the Community Grant Review Committee for 2016;*

***AND THAT** this resolution be released to the public.*

CARRIED

Release of In Camera Resolution of November 9, 2015 - 6625 & 6647 Sooke Road – Sanitary Sewer Services

***THAT COUNCIL** direct staff to work with the property owner to provide a new residential service stub to 6645 Sooke Road at the property owner's cost should they decide that they wants this connection;*

***AND THAT** the District would coordinate the sewer service installation;*

***AND THAT** the property owner be advised that the residential service is not intended to service the ultimate development on this property as per the recently approved zoning on the property and that when development proceeds, offsite works will be required, at the cost of the developer, to service the proposed development.*

***AND THAT** this resolution be released to the public.*

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:44 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Kevin Pearson
Acting Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
Closed Portion at 6:00 p.m. in Municipal Meeting Room
Open Portion at 7:00 pm in Council Chamber
November 30, 2015
2225 Otter Point Road, Sooke, BC

COUNCIL PRESENT

Acting Mayor Pearson
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson

STAFF PRESENT

Michael Dillabaugh, Acting CAO
Bonnie Sprinkling, Corporate Officer
Tina Hansen, Corporate Assistant

ABSENT: Mayor Maja Tait, Councillor Kerrie Reay

CALL TO ORDER

Acting Mayor Pearson called the meeting to order at 6:10 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Acting Mayor Pearson called the open portion of the Regular Council meeting to order at 7:02 p.m. in the Council Chambers.

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda as circulated.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 626, *Sooke Fire Services Commission Delegation Bylaw, 2015*

MOVED and seconded that Bylaw No. 626, *Sooke Fire Services Commission Delegation Bylaw, 2015* be adopted.

CARRIED

Councillors Logins and Parkinson opposed the motion

REPORTS REQUIRING ACTION

RA-1 Regional Strategy and Model for Economic Development

Dan Dagg, Chair Greater Victoria Development Agency, addressed Council as to the new model for economic development in the region. Mr. Dagg explained that smaller municipalities such as Sooke will not get "lost" amongst larger municipalities like Victoria for mainly two reasons; one, that the new model is based on one vote per municipality

even though the financial contribution for smaller municipalities is less. Secondly, it is the intent of the South Vancouver Island Economic Development Agency to work with each municipality to help evolve and develop their economic development strategies that are in line with their own Official Community Plans. The smaller municipalities will have more resources put towards economic development.

Mr. Dagg advised that there are currently six funding partners' participating in the new regional model and that they only require seven participants in order to move forward.

MOVED and seconded to support in principle the proposed Regional Strategy and Model for Economic Development in South Vancouver Island provided that a majority of (7/13 at a minimum) municipalities participate in the new Regional Strategy and model for Economic Development in South Vancouver Island;

AND TO allocate \$2,429 as start-up funding, allocated from the 2015 Council Contingency, plus \$7,288 in the 2016 budget year for the purposes of creating a new regional economic development organization, subject to municipal inclusion on the Funding Partners Council.

CARRIED

Councillor Logins opposed the motion

MOVED and seconded to appoint Councillor Bev Berger to the Funding Partners Council.

CARRIED UNANIMOUSLY

NB-1 Appointments to Capital Regional District (CRD) Board

Acting Mayor Pearson requested that Council waive notice in order to add a New Business item to the Special Council Meeting Agenda in accordance with the *Council Procedure Bylaw*.

MOVED and seconded to waive notice for the addition of a New Business item relating to the Capital Regional District Board appointments, to the Special Council Meeting Agenda in accordance with the District of Sooke *Council Procedure Bylaw*.

CARRIED UNANIMOUSLY

Acting Mayor Pearson advised that with Mayor Tait on maternity leave, Council will need to consider interim Municipal Director appointments to the Capital Regional District (CRD) Board.

MOVED and seconded to appoint Councillor Kasper as Municipal Director to the Capital Regional District Board.

CARRIED UNANIMOUSLY

MOVED and seconded to appoint Councillor Berger as Alternate Municipal Director to the Capital Regional District Board.

CARRIED UNANIMOUSLY

MOVED and seconded to appoint Councillor Kasper as Municipal Director and Councillor Berger as Alternate Municipal Director to the Capital Regional District Hospital Board.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 7:35 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Kevin Pearson
Acting 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 December 14, 2015
6:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Kevin Pearson, Acting Mayor
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Michael Dillabaugh, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Engineer (left at 10:29 pm)
Steve Sorensen, Fire Chief
Katherine Lesyshen, Planner II (left at 10:29 p.m.)
Tina Hansen, Corporate Assistant

ABSENT: Mayor Maja Tait, Councillor Bev Berger

CALL TO ORDER

Acting Mayor Pearson called the meeting to order at 6:02 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the following as new business/supplemental information:

- NB/Supplemental Information Package 1
- NB/Supplemental Information Package 2
- NB/Supplemental Information Package 3

CARRIED UNANIMOUSLY

PRESENTATIONS OF EMPLOYEE SERVICE AWARDS

Acting Mayor Pearson presented service awards to District of Sooke employees with extended periods of service to the municipality.

The meeting recessed at 6:10 p.m. in order to hold a reception for the award recipients.

The meeting was called back to order at 7:00 p.m.

MOVED and seconded to move Agenda Item RA-1 Recommendations from Community Grant Review Committee to immediately following Public Question and Comment Period.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on November 16, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on November 23, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on November 30, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

November 5, 2015	Hiring Committee
November 12, 2015	Climate Change Action Committee
November 18, 2015	Community Grant Review Committee
November 19, 2015	Sooke Community Centre Advisory Committee Workshop
November 24, 2015	Emergency Planning Committee
November 25, 2015	Sooke Program for the Arts Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Heart and Stroke Foundation – Big Bike for Sooke – Jodi Gaiser, Community Development Coordinator

Jodi Gaiser provided a powerpoint presentation on the Heart and Stroke Foundation's Bike Bike Campaign and a proposal to bring the Bike Bike half day event to Sooke in June, 2016. Ms. Gaiser advised that she would work with the District on an event route in the town centre.

D-2 Sooke Region Food CHI – Category A Community Grant – Phoebe Dunbar, Vice-President

Phoebe Dunbar, Vice-President Sooke Region Food CHI, addressed Council as to the Community Grant Review Committee's recommendation to discontinue funding for the Sunriver Community Gardens "Grow a Row" charitable food production program. Ms. Dunbar provided clarification as to some of the issues raised by the Community Grant Review Committee including future sustainability of the "Grow a Row" program, clarification as to Food CHI's financial statements and clarification as to the paid coordinator position. Ms. Dunbar reported that the program provides a service to the community and that they would like to see Council continue to provide funding for the program until 2016 where they expect the program will be more sustainable.

Kim Metzger, Sooke Food Bank, addressed Council advising that Sooke Food CHI and the "Grow a Row" program helps to support the Sooke Food Bank. Ms. Metzger stated that the Food Bank is not being validated when community grants are turned down to organizations that provide support to the Food Bank.

D-3 EMCS Society/Youth Engagement – Category A Community Grant – Infinity Logan, Coordinator

Infinity Logan, Coordinator EMCS Society, and Ann Bell, EMCS Community School Coordinator, addressed Council as to the Community Grant Review Committee recommendation to reduce funding for the EMCS Youth Engagement Project. Ms. Bell

reported that the EMCS Society is a non-profit society and that any funds they receive are used for the purpose that they were applied for. Ms. Bell provided further clarification the society's business practices, financial statements and fiscal year end. Ms. Bell advised that with the recommended cuts to the society, it will be difficult to continue with the youth engagement program.

Ms. Logan provided additional clarification as to the Coordinator position with the EMCS Society Youth Engagement program. Ms. Logan advised that without funding for the Coordinator, they will have no one to supervise youth. Ms. Logan supports tax dollars being used toward the health and safety of youth.

D-4 Sooke Community Arts Council – Category A Community Grant – Caryl Wilford, President

Caryl Wilford, President Sooke Community Arts Council, addressed Council as to the Community Grant Review Committee's recommendation to discontinue funding to the Sooke Community Arts Council. Ms. Wilford advised that the Arts Council believes that the decision has been made through a misinterpretation of the District's *Community Grant Program Policy*. Ms. Wilford provided clarification as to the use of funds received from the District of Sooke and the use of funds received from the BC Arts Council. Ms. Wilford advised that the Arts Council is a non-profit organization that provides programs in the arts and culture that benefit the community and their activities are supported in the District of Sooke *Official Community Plan*. Ms. Wilford reported that if the group loses their funding from the District, within two years they will also lose the support of the matching grants from the BC Arts Council which will have an unfortunate domino effect to other organizations in the community that they help support.

D-5 Sooke Fine Arts Society – Category A community Grant – Catherine Keogan, Executive Director

Catherine Keogan, Executive Director Sooke Fine Arts Society, provided a PowerPoint presentation and addressed Council as to the Community Grant Review Committee's recommendations to reduce funding to the Sooke Fine Arts Society. Ms. Keogan reported on the Sooke Fine Arts Show and its community support of over 300 volunteers, local businesses, organizations and the District of Sooke. The Sooke Fine Arts Show provides programs that engage children, youth and seniors and brings nearly 7000 visitors to the community resulting in an economic impact of approximately \$600,000 each year.

Danny Huszar Sooke Fine Arts Society Board of Directors reported on the Sooke Fine Arts Show's financial statements and provided additional clarification as to employ staffing position salaries. Ms. Houzer asked that Council set aside the recommendations made by the Community Grant Review Committee and continue funding to the Sooke Fine Arts Society.

PUBLIC QUESTION AND COMMENT PERIOD

Geraldine McGuire, President Sooke Fine Arts Society, provided comments as to her concerns over the recommendations to reduce funding to the Sooke Fine Arts Society and Sooke Fine Arts Show and the negative impact it could have on the community. Ms. McGuire asked how we can justify cutting programs that brand Sooke when it was made clear at a presentation made by Royal Roads University students that the Sooke Fine Arts Show is a vital part of the community; this is what Sooke is about.

Nicky Logins, Otter Point resident, provided comments as to the Sooke Food CHI Society presentation and the importance of food security for the community which is a service that Sooke Food CHI is providing by supporting families that need to feed their children and themselves. Sooke Food CHI also supports other community organizations such as the Sooke Food Bank as they do not have the capacity to feed everyone. Ms. Logins would like to see Council support Sooke Food CHI in their request for funding.

Paula McCormick Sooke Food CHI member, spoke to the importance of the "Grow a Row" program and the positive affects it has on the many volunteers. Ms. McCormick advised that the program has been a great contribution to the community and she would like to see Council's support so that the program can continue.

Jeff Bateman, Sooke resident, addressed Council as to the importance of the Sooke organizations receiving the financial support of the District of Sooke. Mr. Bateman also inquired as to why Council did not decide to provide a letter of support to the Friends of Carmanah for the protection of Walbran Valley. Mr. Bateman requested clarification of the hiring process for the new Chief Administrative Officer.

Sandra Scathe, past president of the Sooke Fine Arts Society, addressed Council as to the various events that the Sooke Fine Arts Society holds each year and their importance to the community. Ms. Scathe advised that all the events are free to the public and involve children and youth. The events bring economic development to Sooke and with the support the District could continue to grow.

**RA-1 Recommendations from Community Grant Review Committee meeting held
November 18, 2015:
Category A Grant Review:**

1. EMCS – Youth Engagement Project (requested amount \$7,000)

Councillor Logins declared a conflict of interest with the EMCS Youth Engagement Project as she is the person responsible for hiring for the Youth Engagement Coordinator position and left the meeting at 8:41 p.m.

MOVED and seconded to award the EMCS Youth Engagement Project a Category A grant in the amount of \$3,500 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED

Councillor Parkinson opposed the motion

Councillor Logins returned to the meeting at 8:47 p.m.

2. Sooke Residents in Need – Victims Services Program (requested amount \$8,323)

MOVED and seconded to award the Sooke Residents in Need Society – Victims Services Program a Category A grant in the amount of \$8,323 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan;

AND FURTHER THAT COUNCIL advocate for other levels of government and governmental agencies, such as the Capital Regional District and the RCMP, to assist in funding this program.

CARRIED UNANIMOUSLY

3. Sooke Residents in Need Society – Sooke Crisis Centre (requested amount \$6,120)

MOVED and seconded to award the Sooke Residents in Need Society – Sooke Crisis Centre a Category A grant in the amount of \$6,120 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

4. Sooke Region Food CHI (requested amount \$7,000)

MOVED and seconded **not** to award the Sooke Region Food CHI a Category A grant.
DEFEATED

MOVED and seconded to award the Sooke Region Food CHI a Category A grant in the amount of \$7,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

5. Sooke Fine Arts Society (requested amount \$7,000)

MOVED and seconded to award the Sooke Fine Arts Society a Category A grant in the amount of \$3,500 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

DEFEATED Councillors Logins, Parkinson and Pearson opposed the motion

MOVED and seconded to award the Sooke Fine Arts Society a Category A grant in the amount of \$7,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

6. NEED2 – Suicide Prevention, Education and Awareness (requested amount \$3,184)

MOVED and seconded to award NEED2 – Suicide Prevention, Education and Awareness a Category A grant in the amount of \$1,592 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan

AND TO direct staff to write a letter to Island Health requesting support for NEED 2;

AND THAT Council engage with other municipalities in sending this letter of support;

AND FURTHER THAT the letter be copied to NEED2.

CARRIED

Councillor Logins opposed the motion

7. Sooke Food Bank Society – Milk Program (requested amount \$10,000)

MOVED and seconded to award the Sooke Food Bank Society – Milk Program a Category A grant in the amount of \$10,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

8. Citizens on Patrol/Speedwatch Sooke (requested amount \$2,800)

MOVED and seconded to award the Citizens on Patrol/ Speedwatch Sooke a Category A grant in the amount of \$2,800 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

9. EMCS Student Art Bus Shelter Project (requested amount \$1,925.87)

MOVED and seconded **not** to award the EMCS Student Art Bus Shelter Project a Category A grant;

AND TO encourage the EMCS Student Art Bus Shelter to continue to apply as a Category B Community Grant in April 2016.

CARRIED UNANIMOUSLY

10. Greater Victoria Bike to Work Week Society (requested amount \$300)

MOVED and seconded **not** to award the Greater Victoria Bike to Work Week Society a Category A grant.

CARRIED UNANIMOUSLY

11. JDF Regional Park Watch Society (requested amount \$5,000)

MOVED and seconded to award the Juan de Fuca Park Watch Society a Category A grant in the amount of \$1,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED

Councillors Logins and Parkinson opposed the motion

12. Sooke Community Arts Council (requested amount \$4,000)

Councillor Kasper declared a conflict of interest with the Sooke Community Arts Council request for funding as he has recently become aware that he has a family member involved in an organization that received funding from the Sooke Community Arts Council in 2015 and left the meeting at 9:19 p.m.

MOVED and seconded to **not** award the Sooke Community Arts Council a Category A grant.

DEFEATED

MOVED and seconded to award the Sooke Community Arts Council a Category A grant in the amount of \$4,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Councillor Kasper returned to the meeting at 9:28 p.m.

The meeting recessed at 9:28 p.m.

The meeting was reconvened at 9:32 p.m.

13. Sooke Lions Club – Canada Day (requested amount \$5,000)

MOVED and seconded to award the Sooke Lions Club – Canada Day a Category A grant in the amount of \$5,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

14. Sooke Family Resource Society (requested amount \$5,000)

Councillor Logins declared a conflict of interest with the Sooke Family Resource Society request for funding as she has a family member that works for the Society and left the meeting at 9:35 p.m.

MOVED and seconded to award the Sooke Family Resource Society a Category A grant in the amount of \$2,000 for program materials and supplies for 2016 and 2017 only, contingent upon Council's approval of the 2016-2020 Five Year Financial Plan;

AND FURTHER TO award an additional \$600 for program transportation for 2016 and 2017 only, contingent upon Council's approval of the 2016-2020 Five Year Financial Plan,

subject to clarification of the program transportation funds supporting getting mothers and babies to prenatal programming;

AND FURTHER TO encourage Sooke Family Resource Society to seek provincial funding for prenatal services.

CARRIED UNANIMOUSLY

Councillor Logins returned to the meeting at 9:36 p.m.

15. Vancouver Island South Film and Media Commission (requested amount \$1,000)

MOVED and seconded to award the Vancouver Island South Film and Media Commission a Category A grant in the amount of \$500 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED

Councillors Logins and Parkinson opposed the motion

16. Sooke Transition Town Society (Wild Wise Sooke)

MOVED and seconded to award the Sooke Transition Town Society (Wild Wise Sooke) a Category A grant in the amount of \$2,925 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearings – 2182 Church Road – Wadams Way Comprehensive Development Zone

- **Bylaw No. 622, Zoning Amendment Bylaw (600-19)**

Acting Mayor Pearson called the Public Hearings for Bylaw No. 622 to order at 9:40 p.m.

Acting Mayor Pearson 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 hearings.

Katherine Lesyshen gave a powerpoint presentation and summary of the rezoning application for 2182 Church Road.

Public Submissions:

Gail Hall, Sooke resident, expressed her opposition to the rezoning application and provided comments as to her concerns of density bonusing and amenity contributions. Ms. Hall further commented as to Bylaw No. 622 and concerns that the bylaw did not reference amenities or the increase in density.

Ellen Lewers, Sooke resident, expressed her opposition for the rezoning application. Ms. Lewers also advised of her concerns as to the accuracy of the studies that have been completed on the property such as the Traffic Impact Assessment.

John Brohman, Otter Point resident, expressed his support for the rezoning application advising that the Wadams Way Comprehensive Zone is a good fit for Sooke and that it will provide flexibility for future developers of the property.

Ms. Hall further commented that the issue is not whether the property is a good location for development, it is that the bylaw is insufficient and that Council is bound to uphold the integrity of the process.

Acting Mayor Pearson called three times for submissions to the Public Hearings for Bylaw No. 622, hearing none; he closed the public hearing at 9:57 p.m.

Council to consider third reading of Bylaw No. 622

MOVED and seconded to refer Bylaw No. 622, *Zoning Amendment Bylaw (600-19)* back to staff for clarification as to the bylaw and the amenity contributions.

CARRIED UNANIMOUSLY

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Council Strategic Plan

Public Submissions:

Ellen Lewers, Sooke resident, commented that Council did not involve the public during their Strategic Planning process. Ms. Lewers indicated that members of the public should be invited to strategic planning sessions as they are the ones who know what the priorities should be for the community.

Jeff Bateman, Sooke resident, advised that he believes the 2016 District of Sooke Strategic Plan is a good document and includes an update to the *Official Community Plan* and an important piece around communications.

BYLAWS

B-1 Bylaw No. 623 *Zoning Amendment Bylaw (600-20)* and Bylaw No. 625, *7000 Melrick Place Phased Development Agreement Repeal Bylaw, 2015 - 7000 Melrick Place – Zoning Bylaw Reversal and Termination of Phased Development Agreement*

Katherine Lesyshen provided a powerpoint presentation and summary of the Zoning Bylaw Reversal and Termination of Phased Development Agreement for 7000 Melrick Place.

Bylaw No. 623

MOVED and seconded that Bylaw No. 623, *Zoning Amendment Bylaw (600-20)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 623, *Zoning Amendment Bylaw (600-20)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 623, *Zoning Amendment Bylaw (600-20)* be read a third time.

CARRIED UNANIMOUSLY

Bylaw No. 625

MOVED and seconded that Bylaw No. 625, *7000 Melrick Place Phased Development Agreement Repeal Bylaw, 2015* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 625, *7000 Melrick Place Phased Development Agreement Repeal Bylaw, 2015* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 625, *7000 Melrick Place Phased Development Agreement Repeal Bylaw, 2015* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded to agree to terminate and discharge the Phased Development Agreement entered into with the owners of the property at 7000 Melrick Place at the time of rezoning.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to give notice for waiver of the requirement for a public hearing in accordance with s. 893 of the *Local Government Act*.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 624, Sooke Core Sewer Specified Area Amendment Bylaw (147-25) - Removal of 7000 Melrick Place from Sooke Core Sewer Specified Area

MOVED and seconded that Bylaw No. 624, *Sooke Core Sewer Specified Area Amendment Bylaw (147-25)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 624, *Sooke Core Sewer Specified Area Amendment Bylaw (147-25)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 624, *Sooke Core Sewer Specified Area Amendment Bylaw (147-25)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 624, be adopted concurrently with Bylaw No. 623, *Zoning Amendment Bylaw (600-20)* and Bylaw No. 625, *7000 Melrick Place Phased Development Agreement Repeal Bylaw, 2015*.

CARRIED UNANIMOUSLY

**B-3 Bylaw No. 627, Official Community Plan Amendment Bylaw (400-8)
Bylaw No. 628, Zoning Amendment Bylaw (600-21) - 2017 Idlemore Road**

Michael Dillabaugh provided a powerpoint presentation and summary of the Official Community Plan amendment and rezoning application for 2017 Idlemore Road.

Bylaw No. 627

MOVED and seconded that Bylaw No. 627, *Official Community Plan Amendment Bylaw (400-8)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 627, *Official Community Plan Amendment Bylaw (400-8)* be read a second time.

CARRIED UNANIMOUSLY

Bylaw No. 628

MOVED and seconded that Bylaw No. 628, *Zoning Amendment Bylaw (600-21)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 628, *Zoning Amendment Bylaw (600-21)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to schedule a Public Hearing for Bylaw No. 627 and Bylaw No. 628 in accordance with the requirements of the *Community Charter* and the *Local Government Act*;

AND THAT prior to final adoption of Bylaw No. 627 and 628, the owner enters into a Section 219 Covenant with the District of Sooke to address an amenity contribution towards the proposed construction of a trail along Idlemore Road;

AND FURTHER TO authorize the Mayor and Chief Administrative Officer to execute the Section 219 Covenant.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

Councillor Parkinson left the meeting at 10:28 p.m.

RA-2 Recommendations from Sooke Program for the Arts (SPA) Committee meeting held November 25, 2015:

2016 Communities in Bloom

MOVED and seconded to approve the District of Sooke's participation in the 2016 Communities in Bloom Program contingent on Council approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

RA-3 Island Health Funding for Sooke Region CHI

MOVED and seconded to approve the agreement between the District of Sooke and the Sooke Region Communities Health Network ("CHI") and the related agreement between the District of Sooke and the Vancouver Island Health Authority ("VIHA");

AND TO authorize the Mayor and the CAO to sign the two agreement documents on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

Councillor Parkinson returned to the meeting at 10:30 p.m.

Councillor Logins left the meeting at 10:30 p.m.

RA-4 Sooke River Road Park and BikeBC Cycling Infrastructure Grant

Councillor Logins returned to the meeting at 10:34 p.m.

MOVED and seconded to proceed with the BikeBC multi-use trail project on Sooke River Road ("Project");

AND TO direct staff to proceed with the survey, design and construction of the multi-use trail from Kirby Road to Sooke Road, including through an area of the Park property, subject to Council approval of the trail location prior to construction;

AND THAT the multi-use trail project must not exceed \$150,000 in total costs.

CARRIED UNANIMOUSLY

MOVED and seconded to construct a parking area on the portion of the Sooke River Road Park that is not in the Agricultural Land Reserve;

AND TO direct staff to proceed with the survey, design and construction of a permeable surface parking area, subject to Council approval of the project prior to construction;

AND TO direct staff to include this project in the 2016 Capital Plan.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to begin the process to amend the *Official Community Plan* and the *Sooke Zoning Bylaw* for Sooke River Road property to be designated and zoned a Park.

CARRIED UNANIMOUSLY

MOVED and seconded to authorize the Sooke Horseshoe Pitching Association to proceed with the construction of the Horseshoe Pitch on the Park property within the ALR;

AND TO direct staff to work with the Sooke Horseshoe Pitching Association to locate the horseshoe pitches in accordance with the Licence to Occupy Agreement and the ALR approval.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 RCMP Monthly Mayor Report – October 2015

MOVED and seconded to file the RCMP Monthly Mayor Report for October 2015.

CARRIED UNANIMOUSLY

RI-2 Mayor and Council Reports (Verbal)

Councillor Logins reported on attending the Ecole Poirier Elementary School nature playground ceremony advising that the school expressed their appreciation to the District for its support.

Councillor Parkinson reported that she has participated a number of times in the Firefighters Help Fill a Fire Truck Campaign. Councillor Parkinson also attended the opening of the new East Sooke Fire Hall.

Councillor Kasper reported on attending a CRD Meeting with CRD Mayors and Minister Peter Fassbender in regard to the issues raised on the referendum question on amalgamation within the Capital Regional District. The topic of discussion was on Capital Region integrated services and governance initiatives and on trying to work collaboratively on the integration of ongoing and proposed new government services.

Councillor Reay reported that she was unable to attend the Vancouver Island Regional Library Board meeting in November. Councillor Reay attended the CREST Board meeting last week.

RI-3 Council Reader File – November 2015

MOVED and seconded to file the Council Reader File for November 2015.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence dated November 20, 2015 from Victoria Family Court and Youth Justice Committee

MOVED and seconded to file the correspondence from the Victoria Court and Youth Justice Committee.
CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence received November 18, 2015 from Union of British Columbia

Municipalities RE: Policy Update: Community Paramedicine Initiatives
MOVED and seconded to file the correspondence from the Union of British Columbia Municipalities RE: Policy Update: Community Paramedicine Initiatives.
CARRIED UNANIMOUSLY

I-2 Correspondence received November 27, 2015 from PRIMECorp RE: PRIMECorp's Annual Report

MOVED and seconded to file the correspondence from PRIMECorp RE: PRIMECorp's Annual Report.
CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Notice of Motion by Councillor Kerrie Reay from November 23, 2015 Regular Council meeting for consideration by Council (section 41 of the *Council Procedure Bylaw*).

MOVED and seconded that:

“WHEREAS the District of Sooke Council has heard from its residents in the Otter Point Road area of their significant problems with a depleted aquifer such that they must at times purchase potable water;

AND WHEREAS the end of the Juan de Fuca Water Distribution water line is located a short distance from the affected residents;

AND WHEREAS, within the identified Urban Growth Area of the District of Sooke Regional Context Statement, the District has indicated its intention to provide clean and treated potable water to all residents of Sooke within the District's municipal boundary;

NOWTHEREFORE the District of Sooke Council requests that the Juan de Fuca Water Distribution Commission extend their Otter Point water line to the municipal boundary, service all homes on route, and provide funding for the water servicing from their Development Cost Charge Fund.”

CARRIED UNANIMOUSLY

MOVED and seconded to continue the Regular Council meeting past 11:00 p.m. in accordance with section 33(1) of the *Council Procedure Bylaw*.
CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 Capital Regional District (CRD) Safe Routes to School Project – Active Transportation & Healthy Communities Program

MOVED and seconded to forward Council's support for the *Safe Routes to School Project under the Active Transportation and Healthy Communities Program* to the Capital Regional District stating that the Council's priority is the school linkages from Sunriver Estates to Journey Middle School and Ecole Poirier Elementary School.
CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to close the meeting to the public under section 90 of the *Community Charter* to discuss

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*].

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

Release of In Camera Resolution of December 14, 2015

RA-1 Board of Variance Appointments

THAT COUNCIL appoint Travis Butler to the District of Sooke Board of Variance for a three year term commencing January 1, 2016;
AND THAT this resolution be released to the public.

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 11:05 p.m.

CARRIED UNANIMOUSLY

The meeting adjourned at 11:30 p.m.

Certified Correct:

Kevin Pearson
Acting Mayor

Bonnie Sprinkling
Corporate Officer