

DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on January 10, 2011
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Councillor Maja Tait (Acting Mayor)
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerard Leblanc, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Council Clerk
Staff Sgt. Steve Wright

Regrets: Mayor Janet Evans

CALL TO ORDER

Acting Mayor Tait called the meeting to order at 6:00 p.m. in the Municipal Meeting Room.

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:

- a) labour relations or other employee relations;
- 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;
- c) 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

Acting 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 add the following items to the agenda as Supplemental Information:

- Item P-1:** Development Variance Permit – 2100 Otter Point Road
 - Public Submission – Liza Dawson-Whisker

- Item P-2:** Development Variance permit – 2151 French Road
 - Public Submission - Paul and Armand Corriveau
 - Public Submission – Gunter and Diana Rosinski

Item B-2: Bylaw No. 471, *Grant Road West Phased Development Agreement Authorization Bylaw, 2010*

CARRIED UNANIMOUSLY

MOVED and seconded to add Item C-4: Canada Post Service in the District of Sooke
CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on December 13, 2010 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

MOVED and seconded that minutes of the Sooke Program of the Arts held on January 10, 2011 be received for information.

AND THAT that minutes of the CRD Hospital District held on November 10, 2010 and the CRD Hospital District sitting as the Committee of the Whole held on November 17, 2010 be received for information.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, resident, inquired as to who was supplying the rock for the boat launch project. Ms. Hall stated concerns regarding valid permits from the Ministry of Energy, Mines, and Natural Resources and cautioned that the grant money would be rescinded if in contravention of the Mines Act. Ms. Hall asked for clarification of a statement made during a presentation - 2.5 million being slashed in half by sole sourcing to the contractor.

Mr. Parliament explained that boat launch costs were reduced by having the contractor provide the land based works to prepare for the installation of services.

Ms. Hall cautioned Council as to using funds from a reserve fund which allows for a specific use only could result in a disqualification vote and personal liability.

Ellen Lewers, resident, asked for clarification as to who is paying for the lift station at the prestige site.

Mr. Parliament explained that the municipal service is the sani-station. It was further explained that Prestige is paying for the majority of the cost and the lift station as the District is responsible for a small proportionate amount to cover the sani-dump. Staff also explained the transfer of the Sunriver lift station.

Ms. Lewers asked for clarification of the vehicle replacement policy. Fire Chief Sorenson referenced Policy 14.2 *Sooke Fire Department 20-year Vehicle Upgrade and Replacement Program*.

Ms. Lewers questioned if the Building Canada Fund extension would provide enough time to finish the boat launch project. Ms. Lewers also asked if staff investigated the foreshore licence as noted in an earlier resolution. Mr. Parliament explained the extension process and the foreshore lease and license process.

BYLAWS

B-1 Bylaw No. 452, Zoning Amendment Bylaw (270-71) – 2205 Tara Place-

MOVED and seconded that Bylaw No. 452, *Zoning Amendment Bylaw (270-71)* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 453, Tara Place Phased Development Agreement Authorization Bylaw, 2010

MOVED and seconded that Bylaw No. 453, *Tara Place Phased Development Agreement Authorization Bylaw, 2010* be adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 470, Zoning Amendment Bylaw (270-83) - 6718 Grant Road West

MOVED and seconded that Bylaw No. 470, *Zoning Amendment Bylaw (270-83)* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 471, Grant Road West Phased Development Agreement Authorization Bylaw, 2010

MOVED and seconded that Bylaw No. 471, *Grant Road West Phased Development Agreement Authorization Bylaw, 2010* be rescinded.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 471, *Grant Road West Phased Development Agreement Authorization Bylaw, 2010* be amended to transfer ownership from 0787497 BC Ltd. (Inc. No. BC0787497) to Champagne Ventures Ltd.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 471, *Grant Road West Phased Development Agreement Authorization Bylaw, 2010* be read a third time.
be adopted.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 471, *Grant Road West Phased Development Agreement Authorization Bylaw, 2010* be adopted.

CARRIED UNANIMOUSLY

PUBLIC INPUT MEETINGS AND RELATED REPORTS

Acting Mayor Tait advised that the Public Input meeting is being held to allow the public an opportunity to make submissions to Council on particular items on the agenda.

PI-1 Development Variance Permit – 2100 Otter Point Road

Gerard LeBlanc provided an overview of the staff report for the proposed variance for the property located at 2100 Otter Point Road. The applicant intends to subdivide the property into 133 lots which will be accessed by local urban roads in which the minimum right-of-way width is being proposed for a reduction to 10.4m and 8.9m from 14m with a sidewalk. Mr. LeBlanc noted staff concerns.

Liza Dawson-Whisker, resident read and submitted her concerns as to the proposal of re-routing the Otter Point road allowance.

David Mallet, resident, expressed support for the staff recommendation and stated his objection to the narrow road proposal.

Alan Antoine, resident, asked for clarification of the zoning. It was explained that the current zone is RM-3. Mr. Antoine inquired as to the re-alignment of Otter Point Road. It was explained that it is required by the District within this proposal and that is part of the Road Network Plan as there are safety issues with the current road.

Staff clarified the public process for rezoning, Development Permits and other Public Input requirements.

Mr. Antoine expressed that this is the wrong plan for that area of Sooke and quoted the OCP statement to preserve, enhance and promote small town character.

Ellen Lewers, resident, expressed concern as to the road width. Ms. Lewers inquired as to the RM-3 zoning and concept plan. It was explained that that the 133 lot proposal is preliminary concept drawing.

Moonfist, resident, expressed concerns as to the proposed narrow roads and stated that sidewalks are desired by residents in Sooke. Moonfist noted the incorrect zoning information within the agenda which contributed to some confusion.

Gail Hall, resident, commented that the zoning should come first to allow for a fair process.

Liza Dawson-Whisker, resident, commented that the emphasis of the development should be on green designs and setbacks with buffer zones.

Gordon Cameron, Canadian Horizons, explained that this proposed concept is consistent with the earlier presentation to Council on May 17th, 2010 and provided addition visual boards of other communities in which narrow interior street lanes create ambiance within the development. Mr. Cameron explained the proposed road variance and addressed parking requirements and turning templates. Mr. Cameron stated that he was at a stalemate working with staff and this proposal is before Council to consider.

Richard Phillips, resident, commented on the numerous notifications that he received and expressed density concerns.

Dina Nicholson, resident, expressed concerns as to public consultation and conversation and the need for connecting the community.

David Mallett, resident, responded to the developer's presentation and stated that commented that Sooke is not a retirement community. It is a community with young working families. Mr. Mallett reiterated that the proposed interior roads are too narrow and expressed support for the reconfiguration of Otter Point Road as it is proven unsafe.

Moonfist, resident, expressed the community's need for sidewalks.

A discussion ensued involving questions and comments from members of Council

These discussions included the following concerns:

- Pedestrian safety and traffic flow
- Parking
- Enclosed community in the heart of Sooke
- Emergency vehicle access
- Sidewalks and trails

MOVED and seconded to direct staff to work with the applicant to incorporate wider road rights-of-way for all roads within the property located at 2100 Otter Point Road, legally described as Parcel A (DD 143706I), Section 24, Sooke District, Except Plans 5572, 11961, 27456, 40462, VIP52601, VIP59223, VIP79955, VIP79956 and Part in Red on 610RW to address concerns with paved road surface width, vehicular circulation, pedestrian movements and emergency vehicle access as well as the location of municipal and utility services within a right-of-way of appropriate width.

CARRIED UNANIMOUSLY

PI-2 Development Variance Permit – 2151 French Road South

Gerard LeBlanc provided a power point presentation and summary of the Development Variance Permit application for 2151 French Road South.

Diana Rosinski, resident, read and submitted her concerns as to the proposed variances. Ms. Rosinski commented that the current bylaw do not take into account the kind of housing in long established neighbourhoods and that in fills should reflect the character and look of the neighbourhood.

Council discussed the proposed Development Variance permit and referenced the concern as to the neighbouring retainer wall.

MOVED and seconded to issue Development Variance Permit PLN00853 at 2151 French Road South (PID 003-629-503) to vary the rear lot line of proposed Lot 1 from 4.5m to 3.0m.

CARRIED UNANIMOUSLY

PI-3 Development Permit with 2 proposed Variances- 6718 Grant Road West

Gerard LeBlanc provided a power point presentation and summary of the Development Permit application for 6718 Grant Road West. It was noted that the siding will be Hardi-plank instead of vinyl.

Gail Hall, resident, asked for clarification as to the amenity contribution. It was explained that the \$7,500 contribution is separate from the proposed variances.

Moonfist, resident, asked for clarification as to the public area. It was explained that it is specific to the four units.

Council discussed the proposed Development Permit with two variances and made the following motion:

MOVED and seconded to issue Development Permit (PLN00846) to construct a row house at 6718 Grant Road West, legally described as Lot 13, Section 24, Sooke District, Plan 5572 with the following variances: (1) to vary the definition of “amenity area” to allow the 10% amenity area to be in the form of a rear yard and (2) to vary the required setback of 1.5m for a parking space from the side property line 10 0m.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 CRD Agreement for Silver Spray Fire Protection

MOVED and seconded approve the Fire Prevention and Suppression Service and Emergency Response Agreement with the Capital Regional District for 2011;
AND authorize the Chief Administrative Officer and Mayor to execute the agreement
CARRIED UNANIMOUSLY

RA-2 Third Extension of EPCOR Wastewater Services Agreement

MOVED and seconded to approve the Third Extension Agreement with EPCOR Water Services Inc. for operations and maintenance of the wastewater treatment system effective the first day of January, 2011;

AND authorize the Chief Administrative Officer and Mayor to execute the agreement.

CARRIED UNANIMOUSLY

RA-3 Purchase of Utility Vehicles

MOVED and seconded to receive this report on the purchase of utility vehicles;

AND THAT COUNCIL approve the purchase of one new vehicle for the fire department, two used vehicles for the engineering department for a total of \$63,000 (excluding taxes).

CARRIED UNANIMOUSLY

RA-4 Local Government Leadership Academy 2011 Leadership Forum

MOVED and seconded to authorize Councillor Haldane to attend the Local Government Leadership Forum held in Richmond, BC February 16-18, 2011.

AND THAT the expenses for the Forum come out of the 2011 Council Conference budget.

CARRIED UNANIMOUSLY

RA-5 2011 FCM Sustainability Communities Conference

MOVED and seconded to authorize Mayor Janet Evans to attend the 2011 FCM Sustainable Communities Conference on February 8th to 10th, 2011;

AND THAT the expenses be reimbursed in accordance with the District of Sooke expense policy.

CARRIED UNANIMOUSLY

RA-6 Towns for Tomorrow Grant

MOVED and seconded to endorse the District of Sooke application to the 2010 TOWNS FOR TOMORROW grant program to secure funding for the multi-use trails and bioswale project as part of the Phillips Road to Charters Road connector;

AND THAT the grant funding be utilized as a source of funding towards the multi-use trails and bioswale of the Phillips Road to Charters Road Phase 1 Connector

AND THAT upon successful completion of the project, Council support the operation and maintenance of the infrastructure improvements as the responsibility of the District of Sooke.

CARRIED UNANIMOUSLY

RA-7 Consent for CRD Bylaw 3751

MOVED and seconded to give consent to the adoption of CRD Bylaw 3751, *Sooke Region Museum Service Establishment Bylaw No.1, 2011* and CRD Bylaw 3760, *Sooke Region Museum Service Establishment Bylaw No.1, 2008, Amendment Bylaw No. 1, 2011* in accordance with section 801.4 of the *Local Government Act*.

CARRIED UNANIMOUSLY

RA-8 Building Canada Fund – Sooke Boat Launch Project

MOVED and seconded

WHEREAS the federal and provincial governments will make a one-time extension of the deadline for funding of projects under the Building Canada Fund – Communities Top-Up from March 31, 2011 to October 31, 2011;

AND WHEREAS all funding from the Government of Canada and the Province will cease after October 31, 2011;

AND WHEREAS the District of Sooke has asked the provincial government for an extension to October 31, 2011 for Project #27961 – Sooke Boat Launch as follows:

Total eligible cost \$908,653

Federal contribution \$302,884

Provincial contribution \$302,884

THEREFORE BE IT RESOLVED THAT the District of Sooke attests that it will continue to contribute its share of the required funding for the aforementioned project;

AND BE IT FURTHER RESOLVED THAT actual claims for all eligible costs incurred by March 31, 2011, for the aforementioned project must be and will be submitted no later than April 15, 2011 to the Province;

AND BE IT FURTHER RESOLVED THAT the District of Sooke will ensure that the project will be completed.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports – Councillor Bennett

Council Dumont reported on the Library Executive meeting on January 7th and announced that there is a new manager for the Sooke branch.

MOVED and seconded to receive Councillor Bennett's report for information.

CARRIED UNANIMOUSLY

RI-2 RCMP Monthly Mayor Report – November 2010

MOVED and seconded to receive the RCMP Monthly Mayor Report – November 2010 for information.

CARRIED UNANIMOUSLY

RI-3 Council Reader File – December 2010

MOVED and seconded to receive the Council Reader File report - December 2010 for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

- C-1 Bill M – 2010 Manufactured Home Park Tenancy Amendment Act, 2010** – letter of support

MOVED and seconded to send a letter of support for Bill M – 2010 Manufactured Home Park Tenancy Amendment Act, 2010 to Honourable Rich Coleman, Minister of Public Safety and Solicitor General (Minister Responsible for Housing).

CARRIED UNANIMOUSLY

- C-2 Victoria Cool Aid Society** – request for support

MOVED and seconded to receive and file the correspondence received from the Victoria Cool Aid Society.

CARRIED UNANIMOUSLY

- C-3 Intermunicipal Advisory Committee on Disability Issues** - submissions

MOVED and seconded to direct staff to bring forward a report on the Intermunicipal Advisory Committee on Disability Issues for consideration.

CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

- I-1 Minister of Indian Affairs and Northern Development**

MOVED and seconded to receive and file the correspondence.

CARRIED UNANIMOUSLY

- I-2 Minister of Community, Sport and Cultural Development**

MOVED and seconded to receive and file the correspondence.

CARRIED UNANIMOUSLY

- I-3 CRD Water Services – Water Distribution Local Service Conditions, Fees and Charges Bylaw**

MOVED and seconded to receive and file the correspondence.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:53 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Acting Mayor Tait
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Municipal Meeting Room
at 2205 Otter Point Road, Sooke, BC
on January 17, 2011 at 6:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT:

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance

ABSENT: Councillor Herb Haldane

CALL TO ORDER

Meeting called to order at 6:01 p.m.

MOVED, seconded to close the meeting to the public under section 90(1)(c) of the *Community Charter* to discuss 90(1) (c) labour relations or other employee relations.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED, seconded to adjourn the meeting at 6:50 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Municipal Meeting Room
at 2205 Otter Point Road, Sooke, BC
on Tuesday, January 18, 2011 at 7:00 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Maja Tait (arrived 6:15 PM)

STAFF PRESENT:

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerard LeBlanc, Planner
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Mike Dillabaugh, Manager of Finance

ABSENT: Councillor Herb Haldane

GUEST: Don Lidstone, Municipal Solicitor

CALL TO ORDER

Meeting called to order at 6:02 p.m.

MOVED, seconded to close the meeting to the public under section 90(1) (c) 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.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED, seconded to adjourn the meeting at 8:10 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 24, 2011 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Acting Director of Finance
Gerard LeBlanc, Municipal Planner
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Lisa Urlacher, Council Clerk
Staff Sgt. Steve Wright

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as new business:

D-1: Juan de Fuca Cycling Coalition

- Email - Stephen Hindrichs
- Bike Box Survey

P-1: Development Variance permit – Lot 1, 2, 5, 7, 8 & 9, Section 13, Otter District, Plan VIP 86661

- Public Submission - Eric and Lorna Jacobson

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on January 10, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on January 17, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on January 17, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on January 18, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC on February 14, 2011
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT

Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Acting Director of Finance
Gerard LeBlanc, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief

MOTION TO CLOSE THE MEETING TO THE PUBLIC

CALL TO ORDER

Mayor Evans called the meeting to order at 6:00 p.m. in the Fire Hall Lounge.

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)(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)(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.

CARRIED UNANIMOUSLY

MOTION TO RE-OPEN THE MEETING TO THE PUBLIC

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

COUNCIL PRESENT

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

STAFF PRESENT

Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Acting Director of Finance
Gerard LeBlanc, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Council Clerk
Staff Sgt. Steve Wright

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as new business:

- | | |
|---|--|
| NB-1 - <i>New Business</i> | Mayor's Statement |
| PI-1 - <i>Supplementary Information</i> | Development Variance Permit – 5677 Sooke Road <ul style="list-style-type: none">• Written submission received February 14, 2011 from Rod & Colleen Mackenzie |
| D-1 – <i>Delegations</i> | Executive Summary and Direction Request |

AND THAT item R-1 Memorandum of Understanding – Ministry of Transportation and Infrastructure – Highway 14 be removed from the agenda.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on January 24, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on February 7, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

- | | |
|-------------------|--|
| November 17, 2010 | CRD Regional Parks Committee |
| November 24, 2010 | CRD Planning, Transportation and Protective Services |
| January 19, 2011 | Sooke Economic Development Commission |
| December 7, 2010 | Climate Change Action Committee |
| February 1, 2011 | Climate Change Action Committee |

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 South Island Recreation Association (SIRA) - Terrance Martin

Terrance Martin provided a visual presentation of the proposed direction request:

- That Council authorize staff to issue a permit to the South Island Recreation Association (SIRA) and its members and agents for access and off-highway vehicle (OHV) trail establishment on the municipal right of way shown on the attached maps "A & B".
- That Council authorize staff to enter into negotiations with the land owner to secure public access to the municipal right of way across the private roadway shown on the attached maps "A & B".
- That Council designate a line item in the 2011-2015 budget to fund the OCP Action Item 5.8.4.c noted below.

Council asked that approval from the Province be provided and that the adjacent neighbour be notified of the proposed use prior to consideration.

PUBLIC QUESTION AND COMMENT PERIOD

Roy Carver, Bluewolf Charters, addressed Council with concerns as to the allocation of quota for halibut and salmon sport fishing and its effects on local economy.

Christopher Boss, Chair of the Sport Fishing Advisory Board, which is an advisory body to Fisheries and Oceans Canada (DFO) on recreational issues. Mr. Boss explained the quota system as a fixed percentage and stated that recreational and sport fishing is an essential economic driver for Sooke. Mr. Boss expressed concerns as to the restrictions and closures and stated that a mechanism to create sustainable recreational fishing is needed in B.C.

MOVED and seconded to send a letter to the Minister of Fisheries asking her to lease enough quota from the commercial sector to establish a limit on two per day and possession of two for recreational fishermen;
AND THAT copies be sent to John Horgan, MLA and Mike Hicks, JDF Regional Director.
CARRIED UNANIMOUSLY

Mayor Evans reported that the issue is on the CRD agenda for this Wednesday and she will be expressing support for the Notice of Motion being brought forward by Director Hicks regarding annual halibut quota.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearings - 2191 Townsend Road

Bylaw No. 482, *Zoning Amendment Bylaw (270-88)*

Mayor Evans called the Public Hearing to order at 7:45 p.m.

Mayor Evans 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.

Gerard Leblanc gave a powerpoint presentation and summary of the rezoning application for 2191 Townsend Road.

Bruce Lemire-Elmore, applicant, explained that the new church location on Townsend Road allows the parish to be in the centre of Sooke, which allows the members of the parish to serve and become the core of the community. The new building will create a meeting place with a variety of activities; art, music, cultural. Currently arrangements are being made with CASA to allow for shared meeting space and parking. Mr. Lemire-Elmore explained that during the process of developing he learned about ecological sustainability and introduced Cori Barraclough, Aqua-Tex Scientific Consulting Ltd.

Ms. Barraclough addressed fresh water ecology and provided a snap shot visual tour of the Nott Brook watershed explaining the altered hydrological cycle of natural and urban

watersheds. Ms. Barraclough noted that the Nott Creek tributary will be realigned on the Church property and restoration will result in an overall healthier condition. Also noted were the alder trees fronting the road allowance and the importance to retain the natural hydrological cycle, the applicant proposes to build a meandering sidewalk within the development to refrain from damaging the alder trees and exposing the church in the woods concept.

Andy Greery and Adam Fauks, HCMA architects, provided a visual description of the site and diagram of the interior detailing multi-functional space for different mass and meetings (multi purpose shared space).

Council Discussed:

- Youth stewardship with local schools
- Concerns with meandering sidewalk – grade/elevation
- Importance of continuing sidewalk throughout Townsend Road
- Sidewalk lighting standards
- Distance of meandering sidewalk from existing road
- Ownership and maintenance of sidewalk not on municipal property
- Cost effectiveness of developer building sidewalks
- Highway Transportation Plan for future sidewalks

Public Submissions:

Moonfist, resident, expressed support for the permeable walkway and suggested the use of bricks.

Larry Rumsby, resident, commented on the meandering path and agreed that the grade may be too steep and suggested that a bridge walkway would remedy the situation.

Mayor Evans called three times for submissions hearing none, she closed the public hearing at 8:01 p.m.

Council consider third reading of Bylaw No. 482, *Zoning Amendment Bylaw (270-88)*

MOVED and seconded that Bylaw No. 482, *Zoning Amendment Bylaw (270-88)* be read a third time.

CARRIED UNANIMOUSLY

Council recessed the meeting at 8:11 p.m.
The meeting resumed at 8:14 p.m.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Development Variance Permit – 5677 Sooke Road

Mayor Evans advised that any person who believes that their interest in property is affected by the proposed application would be given a reasonable opportunity to be heard or to present written submissions during the public input portion.

Gerard LeBlanc, provided a powerpoint presentation and summary of the application for variance to allow for a 4 metre relaxation to Bylaw No. 65, *Subdivision and Development Standards, 2003* to allow for a 10 metre road right of way approximately 88.6m in length, for the proposed subdivision road as shown on the submitted concept plan.

Council discussed:

- The common property road – strata
- Concern for ample parking if it is a District road
- Future development and future dedicated and connector roads

ACTION ITEM - Council asked that staff provide an informational report to clarify the common property road.

Public Input:

There was no public participation.

MOVED and seconded to authorize the issuance of a Development Variance Permit PLN00862 to allow for the subdivision of the property at 5677 Sooke Road legally described as Lot 5, Block 11, Section 65 and 66, Sooke District, Plan 2434 by varying Bylaw No. 65, *Subdivision and Development Standards, 2003*, Schedule B, Section R, Part 2 to allow the minimum road right-of-way for the proposed subdivision road to be 10 metres instead of 14 metres

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 447, *Phillips Road Phased Development Agreement Authorization Bylaw* 2830 Phillips Road

Gerard LeBlanc provided a powerpoint presentation summarizing the application for a request to amend the phased development agreement as a result of changes to the servicing requirements.

Scott Kendrew, applicant explained that cost is the reasoning for the amendment as the previous design will exceed the cost of one of the lots. Mr. Kendrew explained that the road will benefit the Fernwood subdivision and confirmed that Douglas Christie has an existing easement and that this will provide access to the property. It was confirmed that the District retains the right-of-way.

MOVED and seconded to rescind third reading of Bylaw No. 447, *Phillips Road Phased Development Agreement Authorization Bylaw, 2010*.

CARRIED UNANIMOUSLY

MOVED and seconded to amend Bylaw No. 447, *Phillips Road Phased Development Agreement Authorization Bylaw, 2010* as to section 10.2 and Schedule A.

CARRIED UNANIMOUSLY

MOVED and seconded to schedule a Public Hearing for Bylaw No. 447 to be held in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

B-2 Bylaw 456, Zoning Amendment Bylaw (270-74)

MOVED and seconded that Bylaw 456, *Zoning Amendment Bylaw (270-74)* be adopted
CARRIED UNANIMOUSLY

**Bylaw No. 461, 6978 West Coast Road Phased Development Agreement
Authorization Bylaw, 2010 – 6978 West Coast Road**

MOVED and seconded that Bylaw No. 461, *6978 West Coast Road Phased Development
Agreement Authorization Bylaw, 2010* be adopted.
CARRIED UNANIMOUSLY

**B-3 Committee of the Whole Recommendation – February 7, 2011
Sun River Estates Zone (CD-2) (2455 Phillips Road):**

Councillor Dumont left the meeting at 8:42 p.m. declaring that he has a working
relationship with the applicant.

MOVED and seconded to introduce and give first reading to Bylaw No. 479, *Zoning
Amendment Bylaw (270-86)*.
CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 479, *Zoning Amendment
Bylaw (270-86)*
CARRIED UNANIMOUSLY

MOVED and seconded to schedule a Public Hearing for Bylaw No.479, *Zoning
Amendment Bylaw (270-86)* in accordance with the requirements of the *Community
Charter* and the *Local Government Act*.
CARRIED UNANIMOUSLY

Councillor Dumont returned to the meeting at 8:44 p.m.

B-4 Bylaw No. 481, Zoning Amendment Bylaw (270-87) – 2039 Idlemore

MOVED and seconded that Bylaw No. 481, *Zoning Amendment Bylaw (270-87)* be
adopted.
CARRIED UNANIMOUSLY

B-5 Bylaw No. 483, Revenue Anticipation Borrowing Bylaw, 2011

MOVED and seconded that Bylaw No. 483, *Revenue Anticipation Borrowing Bylaw, 2011*
be adopted.
CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-2 Change of Acting Mayor for February 19th to 28th, 2011

MOVED and seconded to appoint Councillor Sheila Beech as Acting Mayor for the period of February 19th to and including February 28th, 2010 in the event of the Mayor's absence.
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Councillor Tait inquired as to the CRD Forum of Councils on March 5th and reported that the Sign Bylaw Committee recommendations are being vetted through municipal lawyers and that Council should be cognisant of signage as they will be considering the committee's recommendations in the near future.

Councillor Berger reported on the success of the Youth Council concert event and their enthusiasm for moving forward with other plans.

MOVED and seconded to receive Mayor Evans and Councillor Bennett's reports for information.
CARRIED UNANIMOUSLY

RI-2 RCMP Monthly Mayor Report – January 2011

MOVED and seconded to receive the RCMP Monthly Mayor Report – January 2011 for information.
CARRIED UNANIMOUSLY

RI-3 Victoria Family Court and Youth Justice Committee 2010 Annual Report

MOVED and seconded to receive the Victoria Family Court and Youth Justice Committee 2010 Annual Report for information.
CARRIED UNANIMOUSLY

RI-4 MYST Annual Report 2010

MOVED and seconded to receive the MYST Annual Report 2010 report for information.
CARRIED UNANIMOUSLY

RI-5 Zoning Bylaw Technical Review Committee – Interim Report

MOVED and seconded to receive the Zoning Bylaw Technical Review Committee Interim Report for information.
CARRIED UNANIMOUSLY

RI-6 Council Reader File – January 2011

MOVED and seconded to receive the report for information.
CARRIED UNANIMOUSLY

NEW BUSINESS

Mayor Evans read the submitted statement as to the boat launch contract award.

CORRESPONDENCE REQUIRING ACTION

C-1 Mary Lake Conservancy

MOVED and seconded to receive and file the correspondence received from the Mary Lake Conservancy.
CARRIED UNANIMOUSLY

C-2 Sooke Branch-Navy League of Canada –Sponsor and Fund Award

Merle Fulton, secretary Sooke Branch Navy league, explained the “Best Ordinary Cadet” award and asked Council for sponsorship.

MOVED and seconded that the District of Sooke authorize the ongoing sponsorship and funding for the “Best Ordinary Cadet” award for the Sooke Branch Navy League of Canada.
CARRIED UNANIMOUSLY

C-3 Roy Carver – Halibut and Salmon Fishing Regulations

MOVED and seconded to receive the correspondence requesting support changes to halibut and salmon fishing regulations.
CARRIED UNANIMOUSLY

NOTICES OF MOTION

REPORT OF IN CAMERA RESOLUTIONS

NM-1 Mayor to acknowledge Notice of Motion by Councillor Herb Haldane for consideration by Council at the February 28th, 2011 Regular Council meeting (section 41 of the *Council Procedure Bylaw*).

THAT COUNCIL direct staff to investigate the legitimacy of the Heavy Metal Marine statements in Schedule C of the boat launch proposal.

Councillor Haldane provided clarification as to the intent of the notice of motion requesting the contractor to come forward and explain the reason of including the statement in schedule C.

Mr. Parliament stated that Brian Freethy would be invited to an upcoming meeting or provide a written statement.

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:15 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Municipal Meeting Room
at 2205 Otter Point Road, Sooke, BC
on Wednesday, February 16, 2011 at 6:30 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillors Sheila Beech
Councillor Bev Berger
Councillor Ron Dumont

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance

ABSENT:

Councillor David Bennett
Councillor Herb Haldane
Councillor Maja Tait

CALL TO ORDER

Meeting called to order at 6:33 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to close the meeting to the public under section 90(1)

- to discuss labour relations or other employee relations; and
- 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

ADJOURNMENT

MOVED and seconded to adjourn the meeting.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Municipal Meeting Room
at 2205 Otter Point Road, Sooke, BC
on Thursday, February 17, 2011 at 7:30 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance

ABSENT:

Councillor Bev Berger
Councillor David Bennett
Councillor Herb Haldane

CALL TO ORDER

Meeting called to order at 7:30 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to close the meeting to the public under section 90(1) to discuss labour relations or other employee relations
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:00 pm.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 28, 2011 at 7:00 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor Herb Haldane
Councillor Bev Berger
Councillor Ron Dumont

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Sue-Lin Tarnowski, Acting Director of Finance
Gerard LeBlanc, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Lisa Urlacher, Council Clerk
Fire Chief Steve Sorenson

ABSENT

Councillor David Bennett
Councillor Maja Tait

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as new business under Bylaws:

Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* and Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010.*

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on February 14, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on February 14, 2011 be adopted as amended on page 7.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on February 21, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

MOVED and seconded that minutes of the Protective Services Committee meeting held on February 1, 2011, the Zoning Bylaw Technical Review Committee meeting held on February 8, 2011 and the Sooke Program of the Arts Committee meeting held on February 10, 2011 be received for information.

AND THAT the minutes of the Capital Regional District Board meeting held on January 12, 2011 be received for information.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from the public.

BYLAWS

B-1 **Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* and;
Bylaw No. 461, *6978 West Coast Road Phased Development Agreement
Authorization Bylaw, 2010***

Gerard LeBlanc provided an overview and explanation of the oversight in regard to the legal description for the properties affected by the bylaws.

MOVED and seconded to rescind adoption of Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* and Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010*.

CARRIED UNANIMOUSLY

MOVED and seconded rescind third reading of Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* and Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010*.

CARRIED UNANIMOUSLY

MOVED and seconded rescind second reading of Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* and Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010*.

CARRIED UNANIMOUSLY

MOVED and seconded amend all legal description references in text in Bylaw No. 456 and Bylaw No. 461 and all covenants associated with the Bylaws so as to match the Subject Property Maps as shown as Schedule A in Bylaw No. 456 and Bylaw No. 461.

CARRIED UNANIMOUSLY

MOVED and seconded give second reading of Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* and Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010* as amended.
CARRIED UNANIMOUSLY

MOVED and seconded schedule a Public Hearing for Bylaw No. 456 and Bylaw No. 461 in accordance with the requirements of the *Community Charter* and the *Local Government Act*.
CARRIED UNANIMOUSLY

B-2 Bylaw No. 484, Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-4)

Elisabeth Nelson provided an overview of the amending bylaw to allow the generation charge for Schools to be calculated on actual usage.

MOVED and seconded that Bylaw No. 484, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-4)* be introduced and read a first time.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 484, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-4)* be read a second time.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 484, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-4)* be read a third time.
CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Memorandum of Understanding – Ministry of Transportation and Infrastructure (Highway 14)

MOVED and seconded to approve the Memorandum of Understanding between the Ministry of Transportation and Infrastructure and the District of Sooke;
AND to authorize the Mayor and Chief Administrative Officer to execute the Memorandum of Understanding.
CARRIED UNANIMOUSLY

RI-1 Mayor and Council Reports

MOVED and seconded to receive Mayor Evans and Councillor Bennett's reports for information.
CARRIED UNANIMOUSLY

NM-1 Notice of Motion at Council meeting of February 14, 2011

Agreed by consensus that Council direct staff to investigate the legitimacy of the Heavy Metal Marine statements in Schedule C of the boat launch proposal.

Mr. Parliament stated that Mr. Freethy will be providing a written statement to be received at an upcoming meeting.

REPORT OF IN CAMERA RESOLUTIONS

R-1 Appointments to Zoning Bylaw Technical Review Committee - January 24, 2011

MOVED and seconded to appoint the following persons to the Zoning Bylaw Technical Review Committee:

- John Billings
- Larry Champagne
- Allan Eastgaard
- Brenda Hay
- Dave McCliimon
- Michael Nyikes
- Chris Ricketts
- T'Sou-Ke First Nation Representation (Bonnie English)

AND TO appoint Councillor Herb Haldane as council member on the Committee;
AND TO release to the public the In Camera resolution as to the appointments to the Committee.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 7:35 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 14, 2011
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Acting Mayor Sheila Beech
Councillor Maja Tait
Councillor Herb Haldane
Councillor Bev Berger
Councillor Ron Dumont

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerard LeBlanc, Planner
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Council Clerk
Staff Sgt. Steve Wright

ABSENT:

Mayor Janet Evans
Councillor David Bennett

CALL TO ORDER

Acting Mayor Beech called the meeting to order at 6:06 p.m. in the Municipal Meeting Room.

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:

- a) 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;
- b) litigation or potential litigation affecting the municipality.

CARRIED UNANIMOUSLY

CALL TO ORDER – Open Portion

Acting Mayor Beech acknowledged the devastation in our Sister City Natori, Japan.

Acting Mayor Beech called the open portion of the Regular Council meeting to order at 7:02 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the addition of the following New Business and Supplemental Information:

- Adoption of February 14, 2011 Minutes
- RI-1 - Mayor and Council Reports – Councillor Berger
- Public Hearing No. 2 Package

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on February 14, 2011 be adopted as amended to delete “to be held concurrently with Bylaw No.442, *Official Community Plan Amendment Bylaw (86-33)* and Bylaw No.443, *Zoning Amendment Bylaw (270-69)*” and add “in accordance with the requirements of the *Community Charter* and the *Local Government Act.*”

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on February 16, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on February 17, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on February 21, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on February 28, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 7, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

January 4, 2011	Protective Service Committee
February 9, 2011	Sooke Economic Development Commission
February 10, 2011	Sooke Program of the Arts

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 CRD- Transportation Corridor Plan - Malcolm MacPhail

Bob Latham, General Manager, Planning and Protective Services, Juan de Fuca Electoral Area, provided a powerpoint presentation on the Transportation Corridor Plan for the region to set priorities to optimize allocations of available resources from gas tax funds.

The following is an overview of phase one:

- Tracking the modes of transportation - cycling, transit walking and driving
- Creation of models and scenarios
- Volume of traffic on Sooke highway during the day – 31,000

- Demands on infrastructure
- Congestion modeling now and in the future
- Defining regional network corridors
- Integrate with other current regional transportation initiatives
- Rapid Transit Project – Douglas Street corridor
- Many jurisdictions – fragmented decision making
- New management framework needed – regional integration
- Municipal issues – integration of corridors within the region

Mr. Latham explained that a project working group will be established to ensure priorities are discussed for each municipality.

Council discussed:

- Decision makers should ride the bus to better understand the system
- Is there newer data available for compiling the models
- Fast transit rail in which it rides on or off the rail system
- Finding a location for a rapid transit depot
- Developing one intersection i.e. an overpass to solve all congestion
- Creating a positive campaign portraying that prohibited activities while driving are allowable on the bus
- Decentralization of government offices to reduce traffic congestion

Mr. Latham explained there will be three meetings; an orientation, discussion and decision meeting. The first meeting will be held Wednesday, March 17, 2011. Information is available online at crd.bc.ca

D-2 Marc Forget – Class A Fire

Mr. Forget was not in attendance.

PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from the public.

PUBLIC HEARINGS AND RELATED BYLAWS

Acting Mayor Beech advised that any person who believes that their interest in property is affected by the proposed bylaws will be given a reasonable opportunity to be heard or to present written submissions respecting matters contained in the bylaws that are the subject of these hearings.

PH-1 Bylaw No. 479, Zoning Amendment Bylaw (270-86) - 2455 Phillips Road

Councillor Dumont left the meeting at 7:32 p.m. declaring that he has a working relationship with the applicant.

Acting Mayor Beech called the Public Hearings for Bylaw No. 479, *Zoning Amendment Bylaw (270-86)* to order at 7:32 p.m.

Gerard LeBlanc provided a power point presentation summarizing the purpose of the application for rezoning a portion of land in the development Area C and Area E to create new Area F of the phased development agreement for Bylaw No. 479, *Zoning Amendment Bylaw (270-86)*.

Public Submissions:

Ed Stairs, resident, provided his opinion as to the type of housing and number of allowable homes within the parcel. Mr Stairs expressed concerns as to the type of housing being built next to a premier subdivision. Mr. Stairs commented on the workmanship during the first phase of Sunriver and how it has changed. Mr. Stairs stated that basements in homes are not allowed in all home within the area in which he resides.

Bill Patterson, CITTA Construction provided information and clarity as to the proposed development and stated that homes will be slightly different but will be the same quality as the houses that have been built.

Lisa Petrovic, resident, asked if the one kilometre section of Phillips Road would be completed through the proposed development. Staff explained that as part of the development upgrades to Phillips Road will match the standards.

Acting Mayor Beech called three times for submissions to the Public Hearings for Bylaw No. 479, *Zoning Amendment Bylaw (270-86)*. Hearing none, she closed the public hearing at 7:42 pm.

Council inquired as to receiving a land exchange regarding the CD-2 portion of land. Staff explained the dedication up towards the end of proposed subdivision cul-de-sac as well as to the north of lots.

Council inquired as to the minimum lot size. It was explained that 600m² is the smallest.

MOVED and seconded that Bylaw No. 479, *Zoning Amendment Bylaw (270-86)* be read a third time.

CARRIED UNANIMOUSLY

Councillor Dumont returned to the meeting at 7:45 p.m.

PH-2 Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010*
2830 Phillips Road

Acting Mayor Beech called the Public Hearings for Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* to order at 7:46 p.m.

Gerard LeBlanc provided a powerpoint presentation summarizing the application for a request to amend the phased development agreement as a result of changes to the servicing requirements.

Scott Kendrew, 3031 Phillips Road, explained that cost is the reasoning for the amendment as the previous design would exceed the cost of one of the lots. If this proposed development is not approved his intention will be to build three houses. Mr. Kendrew noted that he will be taking a break from developing and suggested that a discussion take place as to others participating in building the road.

Public Submissions:

Bruce Coleman, read and submitted an executive summary as to his opposition of the proposed amendments relating to the servicing requirements contained in section 10.2 of the right-of-way known as Fernwood Road. Mr. Coleman requested that the public hearing be adjourned to a later date or that Council not approve the proposed amendments and refer back to staff.

Visual explanation was shown on the new concept plan as to the Fernwood subdivision and the road right of way.

Terrance Martin, representative of the South Island Recreation Association stated that the dedicated road right-of-way is shown as a primary arterial route within the Transportation Master Plan. Mr. Martin commented that staff has clarified that the provision of access is secured during the subdivision stage of the development process. Mr. Martin explained that the request from the South Island Recreational Association is of a general nature to secure access to Crown Land and referred to the letter from the Province dated March 10, 2011 (Public Hearing Package # 2). Mr. Martin asked that the District of Sooke support public access to Crown Land. Mr. Martin noted a previous submitted concept plan and stated that the developer had no issue at that time to provide access to the land-locked properties. Mr. Martin expressed concern as to no public south island access to Crown Land within and asked Council to consider securing access through the proposed development.

Doug Christie, adjacent owner, clarified that the Crown Land is further up and that the access to his property is a private easement. Mr. Christie provided historical information in regards to the 10 feet wide access from Phillips Road adjacent to the Fernwood development. Mr. Christie expressed concern as to the land-locked properties which are in need of access.

Peter Brownsmith, adjacent owner expressed concern regarding the amendment and commented on the benefits of the previous concept indicating road right-of-way.

Council inquired as to the public road and staff explained that the public dedication of 10m is not a road; the Fernwood development did not require road dedication. It was explained that Mr. Kendrew dedicated an additional 4m to bring it up to a County Lane standard.

Council expressed concern as to the previous development being responsible for road dedication. Staff explained that there is no requirement for road dedication when developing four houses on 10 acres and explained the strata process.

Council inquired as to the legal obligation of access that is being used over a period of time and whether it becomes an access for everyone. It was explained that the first four lots do not have public access.

A discussion ensued as to the access for beyond Fernwood and the public provided information of the two roads which are side by side.

Bruce Coleman reiterated that these issues need to be referred back to staff and that the adjacent property owners need to be consulted.

Terrance Martin, inquired as to topography documentation which is not included in the public hearing package.

Mr Christie, explained that the first portion of the dedicated right-of-way is only usable on paper and described the topography as impassable. Mr. Christie visually showed the private easement meandering across the land-locked lots.

MOVED and seconded to recess the Public Hearing for Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* until March 28, 2011.

CARRIED UNANIMOUSLY

It was noted that the Public Hearing is still open and will continue to receive public submissions.

PH-3 Bylaw No. 456, Zoning Amendment Bylaw (270-74) – 6978 West Coast Road

Bylaw No. 461, 6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010

Acting Mayor Beech called the Public Hearings for Bylaw No. Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010* to order at 8:32 p.m.

Gerard LeBlanc gave a powerpoint presentation and provided an explanation of the oversight in regard to the legal description for the properties affected by the bylaws.

Public Submissions:

Acting Mayor Beech called three times for submissions to the Public Hearings for Bylaw No. Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010*. Hearing none, she closed the public hearing at 8:36 pm.

MOVED and seconded that Bylaw No. Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* be read a third time.

CARRIED

Councillor Dumont opposed the motion

MOVED and seconded that Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010* be read a third time.
CARRIED **Councillor Dumont opposed the motion**

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Development Variance Permit – 2590 Sooke River Road

A discussion ensued involving members of Council, staff and the applicant as to requiring a survey, setback checks and issuance of building permit. It was explained by the applicant that the structure was moved in and a building permit was issued. The variance is a result of the addition of the staircase and deck.

MOVED and seconded that Council authorize the issuance of a Development Variance Permit PLN00865 for 2590 Sooke River Road, legally described as Lot 4, Section 47, Sooke District, Plan 3461 to vary the following required setback distances:

- a) Vary the front lot line setback from 7.5m to 4.0m for the proposed dwelling unit and to accommodate proposed entrance stairs to the proposed dwelling unit;
- b) Vary the rear lot line setback from 4.5m to 3.0m for the proposed dwelling unit;
- c) Vary the rear lot line setback from 4.5m to 0.7m to allow for two proposed decks

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 484, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-4)*

MOVED and seconded that Bylaw No. 484, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-4)* be adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 482, *Zoning Amendment Bylaw (270-88)*

MOVED and seconded that Bylaw No. 482, *Zoning Amendment Bylaw (270-88)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 CRD Bylaw No. 3768, *Capital Regional District Regional Housing Trust Fund Service Establishment Bylaw No. 1, 2005 Amendment Bylaw No. 7, 2011*

MOVED and seconded to give consent to the adoption of CRD Bylaw No. 3768, *Capital Regional District Regional Housing Trust Fund Service Establishment Bylaw No. 1, 2005 Amendment Bylaw No. 7, 2011* in accordance with section 801(4) of the *Local Government Act*.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 **Mayor and Council Reports** - Mayor Evans and Councillor Berger

MOVED and seconded to receive Mayor Evans and Councillor Berger reports for information.

CARRIED UNANIMOUSLY

RI-2 **RCMP Monthly Mayor Report** – February 2011

MOVED and seconded to receive the RCMP Monthly Mayor Report for February 2011 for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 **Ministry of Public Safety and Solicitor General** – Bill M 208-2010 *Manufactured Home Park Tenancy Amendment Act, 2010*

MOVED and seconded to receive and file the correspondence.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 **Mayor to acknowledge Notice of Motion by Councillor Herb Haldane for consideration by Council at the March 28th, 2011 Regular Council meeting (section 41 of the *Council Procedure Bylaw*).**

THAT COUNCIL direct staff to engage an independent company to evaluate the current condition and future capability of the District of Sooke wastewater collection and treatment system.

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:04 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chambers
at 2205 Otter Point Road, Sooke, BC
on Wednesday, March 23, 2011 at 6:30 p.m.

COUNCIL PRESENT

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

STAFF PRESENT:

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Acting Director of Finance
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief

ABSENT: Councillor Herb Haldane

CALL TO ORDER

Meeting called to order at 6:10 p.m.

MOTION TO WAIVE NOTICE

MOVED and seconded to waive notice of changing the time of the March 23rd, 2011 Special Council Meeting from 6:30 pm to 6:10 pm under section 127(4) of the *Community Charter*.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED, seconded to close the meeting to the public under section 90 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 and 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED, seconded to adjourn the meeting at 7:45 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 28, 2011 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Acting Director of Finance
Gerard LeBlanc, Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Council Clerk
Medea Mills, Bylaw Enforcement Officer
Staff Sgt. Steve Wright

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as new business:

- RA-2 Food Primary Liquor Licence Application – Prestige Hotel
- PH-1 Supplemental Information

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on March 14, 2011 be adopted as amended that Councillor Bennett was absent.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 21, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

March 1, 2011	Protective Services Committee (Workshop)
March 1, 2011	Protective Services Committee
March 8, 2011	Zoning Bylaw Technical Review Committee
March 10, 2011	Sooke Program of the Arts
March 10, 2011	Sooke Economic Development Commission
December 8, 2010	Capital Regional Hospital District Board
February 16, 2011	Capital Regional District Board

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, resident, enquired as to the recommendation to acquiring a new vehicle for Bylaw Enforcement and commented on the proposed changes to the Noise Bylaw regarding the difficulty with barking dogs and residents who do shift work.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* – 2830 Phillips Road

MOVED and seconded to reconvene the Public Hearing for Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* – 2830 Phillips Road
CARRIED UNANIMOUSLY

Mayor Evans called the Public Hearings for Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* to order at 7:07 p.m.

Mayor Evans 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.

Gerard LeBlanc gave a PowerPoint presentation and summary of the phased development agreement as to the requested amendments. It was noted that necessary and reasonable access to lands beyond was provided for with the subdivision of the Fernwood property. Also noted was that the owners of Lots 2-6 remain able to access their properties by private easements. Mr. LeBlanc concluded that the existing road dedication will be augmented with the additional dedication adjacent to the existing road right of way offered by the applicant at the time of subdivision.

Public Submissions:

Scott Kendrew, applicant, expressed that there is a lot of confusion and misinformation regarding this proposal. Mr. Kendrew explained the history of the private easements dating back to 1978 which enables access to the lands beyond. Mr. Kendrew clarified that access is not being denied to the lands beyond. Mr. Kendrew further explained that the private access across his property will continue to exist. Mr. Kendrew stated that he will still develop the 30 acre property the way it is with perhaps four on tens dependant on the terrain and expressed that he wants to do what is reasonable.

It was noted that at one time all properties on Phillips Road were land locked as the road was private until gazetted. An enquiry as to whether the gate at the bottom of the road dedication will remain. Staff stated that it will be considered at the time of subdivision.

Peter Brown-Schmidt, relative of adjacent property owner of lot 2, read and submitted a statement on behalf of Douglas Christie (owner of lot 4) expressing concern as to the amendments for servicing conditions which represents a breach of a previous commitment.

Terrance Martin, South Island Recreation Association, asked for clarification as to whether it is a private easement, right-of-way or part of a road dedication. Staff indicated that it will remain a private easement.

Mr. Martin stated objection and noted the letter from the Province which indicated their desire for access. Mr. Martin expressed concern as to the lands beyond being land-lacked and commented on the disingenuous approach. Mr. Martin pointed out what constitutes a legal highway and when a private road becomes a highway. Mr. Martin indicated that the service road is registered at land titles office which is an acceptance of a road dedication signed by a municipal engineer. Mr. Martin asked staff to confirm that the access needs to be maintained by the District. Mr. Martin referred to his submission and noted the indicated dedication and requested that Council consider his request for road dedication.

Mayor Evans called three times for submissions to the Public Hearings for Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* Hearing none, she closed the public hearing at 7:34 pm.

MOVED and seconded that Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* be read a third time.

CARRIED **Councillor Haldane opposed the motion**

A discussion ensued involving members of Council, staff and the applicant as to the landowners beyond regarding access.

BYLAWS

B-1 Bylaw No. 485, *Noise Control Bylaw, 2011*

Bonnie Sprinkling provided an overview of the housekeeping amendments and the wording to strengthen the ability for bylaw enforcement. Council discussed the regulatory bylaw and the following amendments were agreed to by general consensus:

- Consistency with times for construction and yard work
- Consistency and clarity of prohibited times
- Section 3.2 (g)“ in any residential area”

MOVED and seconded that Bylaw No. 485, *Noise Control Bylaw, 2011* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 485, *Noise Control Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 485, *Noise Control Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Appointment of Election Officials

MOVED and seconded to appoint Thomas F. Moore as Chief Election Officer for conducting the 2011 general local elections with power to appoint other election officials as required for the administration and conduct of the 2011 general local election.

AND THAT COUNCIL appoint Bonnie Sprinkling as Deputy Chief Election Officer for the 2011 general local election.

CARRIED UNANIMOUSLY

RA-2 Food Primary Liquor Licence Application – Prestige Hotel

MOVED and seconded to support the food primary liquor licence application by Prestige Hotel & Resort located on West Coast Road, including the entertainment functions and hours of operation noted in their licence application.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

No reports received.

RI-2 Committees/COW/Commissions Reports:

Committee of the Whole recommendation - March 21, 2011

MOVED and seconded to present the draft Zoning Bylaw as amended to the public for review and consultation.

CARRIED UNANIMOUSLY

Sooke Program of the Arts recommendation - March 10, 2011

MOVED and seconded to approve the purchase of artwork not to exceed \$7,000 for interpretive signage in the boardwalk and access walkway.

CARRIED UNANIMOUSLY

Protective Services recommendation – March 1, 2011

MOVED and seconded to postpone the discussion for budgeting for a dedicated vehicle for Bylaw Enforcement with emergency equipment;

AND TO direct staff to bring forward a report regarding costs, usage and allocation of a municipal fleet vehicle.

CARRIED UNANIMOUSLY

Sooke Economic Development recommendation – March 10, 2011

MOVED and seconded to endorse the Sooke Economic Development Commission 2011 Strategic Plan and Budget.

CARRIED UNANIMOUSLY

RI-3 Council Reader File – February 2011

MOVED and seconded to receive the Council Reader File for February 2011 for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 TELUS Corporation

MOVED and seconded to receive and file the correspondence received for the TELUS Corporation.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

MN-1 Councillor Haldane Notice of Motion - meeting of March 14, 2011

MOVED and seconded to direct staff to engage an independent company to evaluate the current condition and future capability of the District of Sooke wastewater collection and treatment system.

DEFEATED

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:58 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 April 4, 2011
immediately following the Committee of the Whole

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer

CALL TO ORDER

Mayor Evans called the meeting to order at 8:11 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to close the meeting to the public under section 90(1):

- 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) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

Resolution of April 4, 2011 Special Council - In Camera Meeting

MOVED and seconded that Council approve an Exempt Staff Wage Adjustment;
AND THAT COUNCIL approve the amendments to the Exempt Employee Handbook;
AND THAT COUNCIL release this resolution to the public.
CARRIED

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:50 p.m.
CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

Meeting Date: April 4, 2011
Adopted on: April 11, 2011

1

District of Sooke
Special Council Meeting Minutes

DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on April 11, 2011
6:00 p.m., Closed Portion, Council Chamber
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerard LeBlanc, Planner
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Council Clerk

ABSENT: Councillor Bev Berger

CALL TO ORDER

Mayor Evans called the meeting to order at 6:00 p.m. in the Council Chamber.

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) (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

CALL TO ORDER – Open Portion

Mayor Evans 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 addition of the following New Business and Supplemental Information:

NB-1 Food Primary Liquor Licence Application – Prestige Hotel

- Letter received from Ellen Smith

NB-2 Correspondence received from Intermunicipal Advisory Committee on Disability Issues – Terms of Reference

- NM-1 Mayor to acknowledge Notice of Motion by Councillor Ron Dumont for consideration by Council at the April 26th, 2011 Regular Council meeting (section 41 of the Council Procedure Bylaw).
“THAT COUNCIL direct staff to negotiate with the Sooke Horse Shoe Club to establish a horse-shoe club and pitches for the community on a portion of the new park on Sooke River Road across from Fred Milne Park.”
- B-2 Bylaw No. 488, Fees Bylaw, 2011
- Email received from Jennifer Rodd on April 11, 2011
- P-2 Development Permit Application (with one proposed variance) 2191 Townsend Road
- Email received from Victoria Lougheed on April 7, 2011
- CARRIED UNANIMOUSLY**

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Special Council meeting held on February 17, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 21, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 23, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on March 23, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on April 4, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on April 4, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on March 28, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

March 24, 2011 Board of Variance

February 23, 2011 CRD Planning, Transportation and Protective Services Committee

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Dyck Thut, resident, expressed traffic concerns and stated that thru arteries need to be created to control traffic congestion.

Sandra Nelson, president of Sooke Minor Fastball and the secretary of Sooke Minor Hockey expressed concern as to the proposed fee to charge \$10 to volunteers for criminal record checks. Ms. Nelson explained that Hockey Canada and Fastball Canada mandate the local clubs to obtain criminal record checks when working with and being affiliated with youth. Ms. Nelson expressed that it is difficult to obtain and maintain volunteers and stated that the increasing costs within sports are downloaded onto the families. Ms. Nelson stated that the fee increase will affect over 100 persons within Fastball and Hockey alone.

A discussion ensued regarding the sport associations requirements and procedures as to one criminal record check submitted for each association. It was clarified that the criminal record checks are valid for receipt for 3 months and held in each organization for a two year period.

Ms. Nelson stated that youth sports are expensive and need to be kept within reason for Sooke families. Ms. Nelson explained that each volunteer would have to pay personally when handing in the form and then be reimbursed by the association.

David Mallet, resident, expressed support for the proposed fee increase for criminal record checks and suggested that the funds go back to the sport associations and community through the Sooke Community and Police Consultative Society.

Shaun Welters, commented on the proposed increase in fees for criminal record checks and suggested that the standard fee be increased to offset the volunteer so that they can remain free of charge.

PUBLIC INPUT

Mayor Evans advised that these public input meetings are being held to allow the public an opportunity to make submissions to Council on these particular items on the agenda.

P-1 Development Variance Permit -6907 Sellars Drive

Gerard Leblanc gave a PowerPoint presentation as to the proposed variance for water supply at 6907 Sellars Drive. Mr. LeBlanc highlighted the reasons for staff not supporting the application.

Council inquired as to the cost to extend the water line, latecomer fee agreements and the length required. It was explained that the cost is significant, latecomer fee agreements can be considered and the length of line to be extended would be 0.9km

Randy Clarkston, representation the applicant, explained that this is a family subdivision under Section 946 of the *Local Government Act*, and that the he believed that the intent of

Bylaw No. 65 is that family subdivisions be excluded from the requirement. Mr. Clarkston referred to a previous development across the road in which Section 946 applied which was signed off by the approving officer. Mr. Clarkston expressed that properties that stay within rural zoning do not require municipal water unless the density changes. Mr. Clarkston stated that the cost to bring in CRD water is more than the property is worth.

Public Input:

Sean Welters, resident, commented that “latecomers” is a manipulative term as it applies to the diameter of which you would require for residential use not the required dimension to supply further residents. It was further explained that CRD Water Services requires an 8” diameter pipe and once the pipe is loaded with water CRD Water Services owns the infrastructure. Mr. Welters stated that the latecomers fee is not a viable solution.

MOVED and seconded to issue the Development Variance Permit PLN00863 for 6907 Sellars Drive, legally described as Lot 21, Section 36, Sooke District, Plan 1525 to vary Schedule A of the *Subdivision and Development Standards Bylaw* from a Service Level 3 where each parcel must be serviced by a water supply provided by the CRD, to a Service Level 1 requiring that each lot have an individual well constructed on it.

CARRIED UNANIMOUSLY

Council asked that the bylaw be amended to remove CRD water and replace it with city water.

P-2 Development Permit Application (with one proposed variance) 2191 Townsend Road (St. Rose of Lima Church)

Gerard Leblanc gave a PowerPoint presentation over viewing the staff report.

Bruce Lemire-Elmore, applicant, addressed the water level flood plain elevation and explained why there would be no likelihood of flooding.

David Mallet, resident, expressed support for the application, and commented that the sidewalk must remain on the road and suggested that the meandering sidewalk within the property be an amenity contribution.

MOVED and seconded that Council issue Development Permit PLN00860 for the purpose of constructing a church facility at 2191 Townsend Road, legally described as Lot 9, Section 10, Sooke District, Plan 26983 Except part in Plan VIP74590 (PID 002-513-021) and vary Section 19.2a of the Sooke Zoning Bylaw, 2006, the required flood construction level, from 3.0m above the natural boundary of Nott Brook to 2.5m above the natural boundary of Nott Brook.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 485, *Noise Control Bylaw, 2011*

MOVED and seconded that Bylaw No. 485, *Noise Control Bylaw, 2011* be adopted.

CARRIED UNANIMOUSLY

B-2 Resolution of Committee of the Whole Meeting held April 4, 2011:

MOVED and seconded Council consider the following draft bylaws concurrently with the 2011-2015 Financial Plan Bylaw.

CARRIED UNANIMOUSLY

Bylaw No. 486, *Capital Asset Replacement Reserve Fund Bylaw, 2011*

MOVED and seconded that Bylaw No. 486, *Capital Asset Replacement Reserve Fund Bylaw, 2011* be read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 486, *Capital Asset Replacement Reserve Fund Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

Bylaw No. 487, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-5)*

MOVED and seconded that Bylaw No. 487, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-5)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 487, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-5)* be read a second time.

CARRIED UNANIMOUSLY

Bylaw No. 488, *Fees Bylaw, 2011*

Council discussed the administrative work required by volunteers if reimbursing members the \$10 fee for criminal record checks. It was suggested to require a deposit and return it to the member once the record check is picked up to ensure that work is not being done for not.

MOVED and seconded to allow Sandra Nelson to participate on the discussion regarding clarification of sport association procedures as to criminal record checks.

CARRIED UNANIMOUSLY

Sandra Nelsen clarified that the treasurer would have to reimburse each member individually for the cost of the criminal record check. It was explained that any person with a direct link to youth is required to provide a valid criminal record check.

Council asked what other municipalities charge volunteers for criminal record checks and commented that the process is time consuming at a cost for the Sooke Detachment. It was suggested that the organizations communicate the process for criminal record checks to eliminate the duplication.

Ms. Sprinkling stated that the Sooke Detachment processed 540 criminal record checks in 2010 and each one consumes 2 hours of the clerk's time. It was noted that there is no cost recovery for this service.

Concern was expressed that tax payers already pay 70% of policing costs and that a solution to offset the cost of criminal record checks to allow no fee for volunteers should be investigated.

It was suggested that the cost for regular criminal record checks be increased to offset the no charge for volunteers. Council asked for the percentage of volunteer criminal record checks and regular criminal record checks.

MOVED and seconded that Bylaw No. 488, *Fees Bylaw, 2011* be introduced and read a first time.

CARRIED

Councillor Tait and Haldane opposed the motion

MOVED and seconded that Bylaw No. 488, *Fees Bylaw, 2011* be read a second time.

CARRIED

Councillor Tait and Haldane opposed the motion

Bylaw No. 490, *Development Procedures Bylaw, 2011*

MOVED and seconded that Bylaw No. 490, *Development Procedures Bylaw, 2011* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 490, *Development Procedures Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

B-3 Bylaw No. 489, *Sooke Core Sewer Specified Area Amendment Bylaw (147-10)* - 7180 West Coast Road

MOVED and seconded that Bylaw No. 489, *Sooke Core Sewer Specified Area Amendment Bylaw (147-10)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 489, *Sooke Core Sewer Specified Area Amendment Bylaw (147-10)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 489, *Sooke Core Sewer Specified Area Amendment Bylaw (147-10)* be read a third time.

CARRIED UNANIMOUSLY

B-4 Bylaw No. 491, *Five Year Financial Plan Bylaw, 2011*

MOVED and seconded that Bylaw No. 491, *Five Year Financial Plan Bylaw, 2011* be read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 491, *Five Year Financial Plan Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Appointment of Public Officers and Designated Employees

MOVED and seconded to appoint Sue-Lin Tarnowski as Director of Finance aka Financial Officer for the District of Sooke pursuant to section 149 of the *Community Charter* and Bylaw No. 398;

AND to appoint Lisa Urlacher as Corporate Assistant aka Deputy Corporate Officer for the District of Sooke to act in the absence of the Corporate Officer under section 148 of the *Community Charter*.

CARRIED UNANIMOUSLY

RA-2 Resolution of Committee of the Whole Meeting held April 4, 2011

MOVED and seconded that Council endorse the 2011-2012 Sooke Detachment Annual Performance Plan.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports - Mayor Evans

MOVED and seconded to receive Mayor Evans report for information.

CARRIED UNANIMOUSLY

RI-2 Bylaw Enforcement Vehicle

MOVED and seconded receive the Bylaw Enforcement Vehicle report for information.
CARRIED UNANIMOUSLY

RI-3 Council Reader File – March 2011

MOVED and seconded to receive the Council Reader file -March 2011 for information.
CARRIED UNANIMOUSLY

RI-4 Victoria Family Court and Youth Justice Committee – March 2011

MOVED and seconded to receive the Victoria Family Court and Youth Justice Committee – March 2011 report for information.
CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 Food Primary Liquor Licence Application – Prestige Hotel

MOVED and seconded that Council recommend to the Liquor Licencing and Control Branch of British Columbia the issuance of the Food Primary Liquor Licence to Sooke Prestige Holdings Ltd. for the Prestige Oceanfront Resort & Convention Centre (“Prestige Hotel”) located at 6929 West Coast Road;

AND THAT COUNCIL endorse the hours after midnight operation and patron participation entertainment for the Sooke Prestige Holdings Ltd. application for a Hotel Food Primary Licence for the following reasons:

The Prestige Hotel will be hosting events such as conferences, meetings, weddings and similar functions where hotel facilities will be used to host and entertain guests attending functions. As most functions and events often extend late into the evening, Council supports Prestige Hotel's application for patron participation entertainment and extended hours.

Council of the District of Sooke comments on the prescribed considerations are as follows:

Council followed an extensive public consultation process during the development application approval process for the Prestige Hotel. Council gave particular attention to concerns of noise, community impacts, operations and other matters. Council considered the location of the structure, traffic, the overall positive and negative impacts on the community of the various elements of the development including licenced premises, their location and the functions anticipated to be held at the hotel.

Council determined that community impacts would be positive. Council supports the location of licenced premises at the hotel, their hours of operation and the ability for patrons to enjoy events in a modern and organized environment and the ability for patrons to retire to their hotel rooms at the hotel after a function ends. Council believes

this will result in reduced drinking and driving incidents and will reduce traffic and external noise resulting from hosted events.

Council specifically considered the potential for noise impacts in the adjacent community. As the events and patron participation over extended hours will occur in specified areas controlled by the hotel, Council does not believe that noise generated by patrons or events as a result of the extended hours will result in excessive noise or negative impacts in the community. Prestige Hotel has a reputation of responsible operation of their facilities throughout BC and Council that will require similar good business and community practices to be applied at this location. This will be in keeping with the primary purpose of the hotel and related services, including licenced areas, extended hours of operation and patron participation entertainment.

Council notified adjacent land owners and licenced businesses in the vicinity of the hotel to gather their views and to provide comments and recommendations with respect to resident and business-owner views. Based on the comments received Council maintains its view that the hotel and related licenced areas permitted to operate over extended hours with patron participation entertainment will occur in a responsible manner and will have minimal negative impact on adjacent uses and the community.

CARRIED UNANIMOUSLY

MOVED and seconded to receive the letter form Ellen Smith for information.

CARRIED UNANIMOUSLY

NB-2 Correspondence received from Intermunicipal Advisory Committee on Disability Issues

MOVED and seconded to receive the draft Terms of Reference for the Intermunicipal Advisory Committee on Disability for information
Issues

CARRIED UNANIMOUSLY

It was noted that Councillor Dumont will attend the upcoming meeting.

CORRESPONDENCE REQUIRING ACTION

C-1 District of Metchosin

MOVED and seconded to postpone the request for support until staff investigate regional initiatives.

CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

I-1 City of Colwood – Camosun College

MOVED and seconded to send a letter to Camosun College expressing Sooke's interest in establishing satellite course options.

AND to send a copy of the letter to the City of Colwood, Keith Martin, MP, John Horgan, MLA and Naomi Yamamoto, Minister of Advanced Education.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Mayor to acknowledge Notice of Motion by Councillor Ron Dumont for consideration by Council at the April 26th, 2011 Regular Council meeting (section 41 of the Council Procedure Bylaw).

*“**THAT COUNCIL** direct staff to negotiate with the Sooke Horse Shoe Club to establish a horse-shoe club and pitches for the community on a portion of the new park on Sooke River Road across from Fred Milne Park.”*

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:29 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 26 , 2011 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Gerard LeBlanc, Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant
Staff Sgt. Steve Wright

CALL TO ORDER

Mayor Evans called the meeting to order at 7:08 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to add as New Business: adoption of April 18, 2011 Committee of the Whole minutes and the Committee of the Whole recommendation as to Bylaw No. 493.

AND to add supplemental information as to Bylaw No. 488.

CARRIED UNANIMOUSLY

MOVED and seconded to consider Bylaw No. 488 after Public Question and Comment Period.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on April 11, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on April 18, 2011 2009 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

April 5, 2011	Protective Services Committee
March 2, 2011	Capital Regional District Board SEAPARC
March 9, 2011	Capital Regional District Board
March 30, 2011	Capital Regional District Board

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Gillian Hayward, District Commissioner for Girl Guides expressed opposition to the \$10 fee for Criminal Record Checks.

Bill Scholts, Scouts Area Commissioner, expressed opposition to the \$10 fee for Criminal Record Checks and stated that the RCMP publish on the website that there is no fee for volunteers to receive a criminal record check.

Terry Beaton, volunteer for a number of organizations, expressed opposition to the \$10 fee for Criminal Record Checks.

Wendel Milne, resident, questioned the fire apparatus purchases and referred to the Fire Underwriters Survey recommendations and Sooke News Mirror articles.

Ellen Lewers, resident, questioned the insurance rating for fire apparatus and inquired as to the need for an additional employee in regards to fire inspections. Ms. Lewers noted that she sent a list of questions to members of Council and staff as to the Financial Plan. Ms. Lewers asked Council to delay the financial plan and Zoning bylaw as there is still work to be done.

Margarita Dominguez, resident, questioned the SPA reserves.

BYLAWS

Bylaw No. 488, Fees Bylaw, 2011

MOVED and seconded that Bylaw No. 488, *Fees Bylaw, 2011* be amended to increase the regular criminal record check to \$65 and not institute a \$10 charge for volunteers.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 488, *Fees Bylaw, 2011* be the read a third time.

CARRIED UNANIMOUSLY

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Bylaw No. 492, Tax Rate Bylaw, 2011

There were no questions or comments from the public.

MOVED and seconded that Bylaw No. 492, *Tax Rate Bylaw, 2011* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 492, *Tax Rate Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 492, *Tax Rate Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 491, *Five Year Financial Plan Bylaw, 2011*

MOVED and seconded to amend Schedule A for 2013-2015 of Bylaw No. 491, *Five Year Financial Plan Bylaw, 2011*.

CARRIED

MOVED and seconded that Bylaw No. 491, *Five Year Financial Plan Bylaw, 2011* be read a third time.

CARRIED

Bylaw No. 486, *Capital Asset Replacement Reserve Fund Bylaw, 2011*

MOVED and seconded that Bylaw No. 486, *Capital Asset Replacement Reserve Fund Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

Bylaw No. 487, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-5)*

MOVED and seconded that Bylaw No. 487, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-5)* be read a third time.

CARRIED UNANIMOUSLY

Bylaw No. 490, *Development Procedures Bylaw, 2011*

MOVED and seconded that Bylaw No. 490, *Development Procedures Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

B-2 **Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-01)* - Grouse Nest**

MOVED and seconded to confirm by resolution that the Atwater Landing Neighbourhood Plan is consistent with the District of Sooke Bylaw No. 400, *Official Community Plan, 2010 (OCP)*.

CARRIED UNANIMOUSLY

MOVED and seconded to give first reading to Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)* to delete the Rural **Residential** designation from Schedule "A" Official Community Plan Land Use Map and designate the Atwater Landing site as CD-Comprehensive Development and removing the Rural Residential designation from Roche Cove Park.

CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)* to delete the Rural **Residential** designation from Schedule "A" Official Community Plan Land Use Map and designate the Atwater Landing site as CD-Comprehensive Development and removing the Rural Residential designation from Roche Cove Park.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to schedule a public hearing in accordance with the *Local Government Act* and *Community Charter*.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

MOVED and seconded to receive Mayor Evans and Councillor Bennett's reports for information.

CARRIED UNANIMOUSLY

Councillor Dumont reported on the Intermunicipal Advisory Committee of Disability Issues and informed that a Parks and Trails representative from the District of Sooke was suggested.

Councillor Tait inquires as to the Homelessness open forum. It was noted that staff are working with Ms. Logins and the forum is forthcoming. Council expressed that this issue stay at the provincial level.

RI-2 Sooke RCMP – Monthly Mayor Report – March 2011

MOVED and seconded to receive the March 2011, Sooke RCMP Monthly Mayor Report for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Letter received April 6, 2011 from Mayor John Ranns, District of Metchosin

MOVED and seconded to send a letter to the District of Metchosin in support of their General Strategic Priorities Fund grant application for the Kangaroo Road Reconstruction Project;

AND THAT a provision for directional signage be included.

CARRIED UNANIMOUSLY

C-2 Letter received April 7, 2011 from Donna Dupas, District of Saanich –

MOVED and seconded to direct staff to bring forward a report addressing the following:

To prohibit the feeding of deer

To prohibit the feeding of rabbits in parks or public spaces

To prohibit the sale or adoption of rabbits that have not been spayed or neutered

To require rabbits to be contained on private property

To prohibit the abandonment of rabbits

DEFEATED

MOVED and seconded to receive and file the correspondence from the District of Sannich.

CARRIED

C-3 Letter received April 8, 2011 from Sherri Bourne, Juan de Fuca Lacrosse Association

MOVED and seconded to send a letter of support to the Juan de Fuca Lacrosse Association for the 2011 gaming grants.
CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

I-1 Letter received April 11, 2011 from Paul McElligott, Timberwest

MOVED and seconded to receive and file the correspondence from Paul McElligott, Timberwest.
CARRIED UNANIMOUSLY

I-2 Letter received April 18, 2011 – Agricultural Land Commission

MOVED and seconded to receive and file the correspondence from the Agricultural Land Commission.
CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Councillor Ron Dumont - Notice of Motion of April 11, 2011

MOVED and seconded to direct staff to negotiate with the Sooke Horse Shoe Pitch Club to establish a horse-shoe pitch club and pitches for the community on a portion of the new park on Sooke River Road across from Fred Milne Park.
(Council may defer to staff for a report)
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:06 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 May 3, 2011 at 6:30 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer

ABSENT: Councillor Herb Haldane

CALL TO ORDER

Mayor Evans called the meeting to order at 6:30 p.m.

APPROVAL OF AGENDA

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

PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from the public.

REPORTS REQUIRING ACTION:

RA-1 Memorandum of Understanding – Capital Regional District

MOVED and seconded to approve the Memorandum of Understanding with the Capital Regional District;
AND to authorize the Mayor and the Chief Administrative Officer to execute the Memorandum of Understanding.
CARRIED UNANIMOUSLY

RA-2 Liquor Primary Licence – Prestige Hotel

MOVED and seconded to recommend to the Liquor Licencing and Control Branch of British Columbia the issuance of the Liquor Primary Licence to Sooke Prestige Holdings Ltd. for the Yesaki Wine and Raw Bar located at 6929 West Coast Road.

Council of the District of Sooke comments on the prescribed considerations are as follows:

- a. Council followed an extensive public consultation process during the development application approval process for the Prestige Hotel. Council gave particular attention to concerns of noise, community impacts, operations and other matters. Council considered the location of the structure, traffic, the overall positive and negative impacts on the community of the various elements of the development including licenced premises, their location and the functions anticipated to be held at the hotel.
- b. Council notified adjacent land owners and licenced businesses in the vicinity of the hotel to gather their views and to provide comments and recommendations with respect to resident and business-owner views. Based on the comments received Council maintains its view that the hotel and related licenced area will occur in a responsible manner and will have minimal negative impact on adjacent uses and the community.
- c. The maximum person capacity of 30 persons inside and a proposed patio capacity is 20 persons with closing hours of midnight Monday – Thursday and Sunday and 1:00 am Friday and Saturday is acceptable.
- d. Council determined that community impacts would be positive. Council supports the location of licenced premises at the hotel, their hours of operation and the quiet adult venue for socializing.
- e. Council specifically considered the potential for noise impacts in the adjacent community. Council does not believe that noise generated by patrons will result in excessive noise or negative impacts in the community. Prestige Hotel has a reputation of responsible operation of their facilities throughout BC and Council that will require similar good business and community practices to be applied at this location.
- f. Council believes that if the application is approved, the impact is expected to be positive in that it will support the growth in tourism and offer a new social venue for residents.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 6:43 p.m.

CARRIED

Certified Correct:

Janet Evans
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 9 , 2011 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant

CALL TO ORDER

Mayor Evans called the meeting to order at 8:19 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as new business:

- Supplemental information as to Item PI-1; the application to exclude land from the ALR
- Supplemental information as to Item B-1; the Phased Development Agreement for 2830 Phillips Road

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on April 26, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on April 26, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on May 3, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

MOVED and seconded that the minutes of the CRD Regional Parks Committee meeting held on March 16, 2011 be received for information:

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 **KPMG Presentation by Randy Decksheimer and Donna Hobbs - 2010 Audited Financial Statements**

Mr. Decksheimer stated that the *Community Charter* sets out requirements for the auditor to make a presentation to Council and explained the change in audit standards in regards to Council accepting the audit statements prior to signing. Mr. Decksheimer highlighted the recommendations in his submitted report.

MOVED and seconded to accept the 2010 Audited Financial Statements; School Tax Audit Report and Provincial Home Owners Grant Audit Report.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from the public.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 **Application to Exclude Land from the ALR** 7031, 7051, 7055 and 7073 Grant Road West

Elisabeth Nelson provided an overview of the staff report.

Rob Howat, applicant representative, provided further information as to the soil analysis and reiterated compliance with the Official Community Plan. It was further noted that the lands are not agricultural in nature and not farmable.

Council discussed the proposed application and stated support for the proposed development of a tech park and the opportunity to discuss options on-site with the representatives from the ALC during the process.

Public input:

David Mallett, resident, expressed support for the proposed application and asked that a culinary or community garden be considered on the Class 3 lands.

Judith Ann Gato, resident, opposed the application for the reason that Grant Road West cannot take the wear and tear of the proposed development.

Patricia Bruce, resident, opposed the properties being removed from the ALR and expressed concerns regarding infrastructure.

MOVED and seconded to forward the application to the Agricultural Land Commission (ALC) with a recommendation to exclude the properties located at 7031, 7051, 7055 and 7073 Grant Road West from the Agricultural Land Reserve (ALR) as per the District of Sooke Official Community Plan.
CARRIED UNANIMOUSLY

BYLAWS

- B-1 Bylaw No. 442, Official Community Plan Amendment Bylaw (86-33)**
– 2830 Phillips Road

MOVED and seconded that Bylaw No. 442, *Official Community Plan Amendment Bylaw (86-33)* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 443, Zoning Amendment Bylaw (270-69)

MOVED and seconded that Bylaw No. 443, *Zoning Amendment Bylaw (270-69)* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 447, Phillips Phased Development Agreement Authorization Bylaw, 2010

MOVED and seconded that Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010* be adopted.

CARRIED UNANIMOUSLY

- B-2 Bylaw No. 456, Zoning Amendment Bylaw (270-74)** – 6978 West Coast Road

MOVED and seconded that Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* be adopted.

CARRIED

Councillor Ron Dumont opposed the Motion

Bylaw No. 461, 6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010

MOVED and seconded that Bylaw No. 461, *6978 West Coast Road Phased Development Agreement Authorization Bylaw, 2010* be adopted.

CARRIED

Councillor Ron Dumont opposed the Motion

- B-3 Bylaw No. 479, Zoning Amendment Bylaw, (270-86)** – Sun River

Councillor Dumont left the meeting at 8:55 p.m. stating that he has a business relationship with the property owner.

MOVED and seconded that Bylaw No. 479, *Zoning Amendment Bylaw, (270-86)* be adopted.

CARRIED UNANIMOUSLY

Councillor Dumont returned to the meeting at 8:55 p.m.

- B-4 Bylaw No. 491, Five Year Financial Plan Bylaw, 2011**

MOVED and seconded that Bylaw No. 491, *Five Year Financial Plan Bylaw, 2011* be adopted.

CARRIED

Councillors Haldane and Berger opposed the motion

Bylaw No. 492, Property Tax Rate Bylaw, 2011

MOVED and seconded that Bylaw No. 492, *Property Tax Rate Bylaw, 2011* be adopted.

CARRIED Councillors Haldane and Berger opposed the motion

B-5 Bylaw No. 486, Capital Asset Replacement Reserve Fund Bylaw, 2011

MOVED and seconded that No. 486, *Capital Asset Replacement Reserve Fund Bylaw, 2011* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 487, Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-5)

MOVED and seconded that Bylaw No. 487, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-5)* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 488, Fees Bylaw, 2011

MOVED and seconded that Bylaw No. 488, *Fees Bylaw, 2011* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 490, Development Procedures Bylaw, 2011

MOVED and seconded that Bylaw No. 490, *Development Procedures Bylaw, 2011* be adopted.

CARRIED UNANIMOUSLY

B-6 Bylaw No. 494, Wastewater Franchise Agreement Approval Bylaw, 2011

MOVED and seconded to approve the form and content of the Wastewater Franchise Agreement with EPCOR WATER (WEST) INC. for staff to proceed with drafting a bylaw for the agreement with an alternate approval process for elector assent.

CARRIED Councillors Haldane and Berger opposed the motion

MOVED and seconded to give first reading to Bylaw No. 494, *Wastewater Franchise Agreement Approval Bylaw, 2011*.

CARRIED Councillors Haldane and Berger opposed the motion

MOVED and seconded to give second reading to Bylaw No. 494, *Wastewater Franchise Agreement Approval Bylaw, 2011*.

CARRIED Councillors Haldane and Berger opposed the motion

MOVED and seconded to direct staff to proceed with approval of the electors by an Alternate Approval Process under the provisions of section 86 of the *Community Charter* for Bylaw No. 494.

CARRIED Councillors Haldane and Berger opposed the motion

MOVED and seconded to establish Monday, June 27th, 2011 at 9:00 a.m. as the deadline for receiving elector responses.

CARRIED **Councillors Haldane and Berger opposed the motion**

MOVED and seconded to make a fair determination that the total number of electors of the District of Sooke is 9749.

CARRIED **Councillors Haldane and Berger opposed the motion**

MOVED and seconded to approve the elector response form as presented.

CARRIED **Councillors Haldane and Berger opposed the motion**

MOVED and seconded to direct staff to publish notice of the alternative approval process in accordance with section 86 of the *Community Charter* on Wednesday, May 18th, 2011 and on Wednesday, May 25th, 2011.

CARRIED **Councillors Haldane and Berger opposed the motion**

MOVED and seconded to direct staff to schedule a Public Information Session for Bylaw No. 494 on May 25th, 2011.

CARRIED **Councillors Haldane and Berger opposed the motion**

REPORTS REQUIRING ACTION

RA-1 Code of Ethics Policies

Policy No. 7.10, *Code of Ethics Policy, 2011*

MOVED and seconded to adopt Policy No. 7.10, *Code of Ethics Policy, 2011*.

CARRIED UNANIMOUSLY

Policy No. 7.11, *Respectful Workplace Policy, 2011*

MOVED and seconded to adopt Policy No. 7.11, *Respectful Workplace Policy, 2011*.

CARRIED UNANIMOUSLY

Policy No. 7.12, *Whistle Blower Policy, 2011*

MOVED and seconded to adopt Policy No. 7.12, *Whistle Blower Policy, 2011*.

CARRIED UNANIMOUSLY

Policy No. 7.13, *Anti-Harassment Policy, 2011*

MOVED and seconded to adopt Policy No. 7.13, *Anti-Harassment Policy, 2011*.

CARRIED UNANIMOUSLY

Policy No. 7.14, *Complaint Resolution Policy, 2011*

MOVED and seconded to adopt Policy No. 7.14, *Complaint Resolution Policy, 2011*.

CARRIED UNANIMOUSLY

Policy No. 7.15, Conflict of Interest Policy, 2011

MOVED and seconded to adopt Policy No. 7.15, *Conflict of Interest Policy, 2011*.
CARRIED UNANIMOUSLY

RA-2 Committee of the Whole Recommendation – April 26, 2011

MOVED and seconded to forward, as amended the draft District of Sooke Bylaw No. 500, Sooke Zoning Bylaw, 2011 for a three week period of agency and legal review, to start no later than May 2, 2011 and end no later than May 24, 2011;

AND direct staff to bring a report to an upcoming Committee of the Whole meeting as to the results of the agency and legal review no later than May 31, 2011.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Councillor Dumont reported on the Library Executive meeting with the Mayor and the Chief Executive Officer and the tour of Mariners Village.

MOVED and seconded to receive Mayor Evans and Councillor Bennett's reports for information.

CARRIED UNANIMOUSLY

RI-2 Council Reader File – April 2011

MOVED and seconded to receive the April 2011 Council Reader File report for information.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:12 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 24, 2011 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

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

CALL TO ORDER

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

APPROVAL OF THE AGENDA

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

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

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

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

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

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, resident, commented on the Galloping Goose Crossing and the participation of the OCP Committee in regards to this initiative. Ms. Lewers highlighted other areas in which the money could be spent. Ms. Lewers questioned the survey results and stated that the public were not aware of the cost of the project at the time of the survey.

Charmaine Munroe, resident, provided Council with the benefits of off-leash parks for dog and human integration.

Larry Rumsby, resident, commented on the Galloping Goose Crossing and stated that, if any, he would favour site location 3 as a second crossing.

Ken Ebbs-Canavan, resident, stated that a cyclist path could be cantilevered off the existing bridge and that the cost for a new one is extreme. Mr. Ebbs-Canavan noted that he has seen the one bridge utilized for over 30 years and there have been no repetitive issues. Mr. Ebbs-Canavan commented on flood plane concerns for site option 2 and 3.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Development Variance Permit – New Freestanding Sign for 6660 Sooke Road (Evergreen Mall)

Mayor Evans advised that this public input meeting is being held to allow the public an opportunity to make submissions to Council on this particular item on the agenda.

Ms. Nelsen provided an overview of the staff report.

Warren Paron, representing owners of property, provided information as to the illumination and back lighting for the sign and explained that there will be a time sensor. Mr. Paron further explained the percentage for normal florescent lighting and the decrease of illumination when using high output lamping.

Council inquired as to the current sign bylaw regulations and proposed bylaw changes. It was explained that back lit signs are prohibited in the draft sign bylaw.

Mr. Paron noted that he has met with the Sign Bylaw Committee and explained that the proposed structure will match the Kiosk and they are also updating the sign pylon. It was further noted that the current bylaw needed updating and the Sign Bylaw Review Committee was provided examples of signage in other areas as Malls require more prominent visibility.

Council discussed:

- Total square footage
- Ministry of Highways approval
- Memorandum of Understanding with Ministry of Highways
- Interference with traffic visibility
- Location of new sign
- LED illumination versus florescent – affordability and technology

Public Input:

There was no public input.

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

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

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

CARRIED UNANIMOUSLY

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

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

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

CARRIED UNANIMOUSLY

BYLAWS

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

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

CARRIED UNANIMOUSLY

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

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

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

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

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

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Millennium Memorial Park and Muirside Cemetery Regional Heritage Site - 1971 Maple Avenue South Transfer of Ownership

MOVED and seconded to authorize staff to proceed with transfer of ownership of the Millennium Memorial Park and Muirside Cemetery Regional Heritage Site located at 1971 Maple Avenue South and legally known as Lot 1, Section 3, Sooke District, Plan VIP71553 from the Sooke Region Historical Society to the District of Sooke;

AND TO authorize the Mayor and Chief Administrative Officer to execute all documents required to affect the transfer of property.

CARRIED UNANIMOUSLY

RA-2 Galloping Goose - Sooke River Pedestrian Crossing Site Selection for Detailed Design

MOVED and seconded to direct staff to provide a conceptual design and financial information for site 1, and bring forward site 1, 2 and 3 for Council consideration

DEFEATED

MOVED and seconded to direct staff to proceed with the detailed design of site 3 for the Galloping Goose - Sooke River Pedestrian Crossing as per the agreement with HB Lanark so that the project can be shovel ready for future grant applications

CARRIED Councillor Haldane and Councillor Berger opposed the motion

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

MOVED and seconded to receive Mayor Evans and Councillor Bennett's reports for information.

CARRIED UNANIMOUSLY

RI-2 RCMP Monthly Mayor Report –April 2011

Staff Sgt. Steve Wright provided a summary of the 70 weekend calls for service and stated that there were no serious incidents. It was noted that presence was supplemented by integrated marine and BC parks for the Rave at Sombrio Beach.

MOVED and seconded to receive the April 2011 RCMP Monthly Mayor report for information.

CARRIED UNANIMOUSLY

RI-3 Green Spaces Maintenance Service contracts

MOVED and seconded to receive the Green Spaces Maintenance Service contracts report for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

I-1 Municipality of North Cowichan – Pacific Marine Circle Route

MOVED and seconded to send a letter to the Honourable Pat Bell, Minister of Jobs Tourism and Innovation highlighting Sooke's assets for the Pacific Marine Circle Route; **AND TO** send a copy to Mayor Forrest, Town of Lake Cowichan, Mike Hicks, JDF Electoral Director, Pacific Marine Circle Route Ad Hoc Committee, John Horgan, MLA and Sooke Region Tourism Association.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Mayor to acknowledge Notice of Motion by Councillor Bennett for consideration by Council at the June 13th, 2011 Regular Council meeting (section 41 of the *Council Procedure Bylaw*).

Whereas the tanker truck incident on April 16, 2011 in Goldstream Park on Highway No. 1 (The Trans Canada Highway) resulted in the complete closure of this highway for approximately twenty-four hours, and necessitated the response of four Fire Rescue Services and one HazMat unit, the District of Sooke being one of them; and

Whereas the resulting administrative setup provided significant challenges for response team members in terms of being financially reimbursed;

Be it resolved that the District of Sooke Council request that the UBCM Executive meet with the Insurance Corporation of British Columbia and other agencies or ministries as needed, with regard to facilitating the reimbursement process for volunteer and career Fire Rescue Services across British Columbia in a timely manner.

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:57 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Municipal Meeting Room
at 2205 Otter Point Road, Sooke, BC
on May 30, 2011 at 6:30 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Ron Dumont
Councillor Maja Tait

STAFF PRESENT

Sue-Lin Tarnowski, Director of Finance
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer

ABSENT

Councillor Bev Berger
Councillor Herb Haldane

CALL TO ORDER

Meeting called to order at 6:30 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to close the meeting to the public under section 90(1)(i) of the Community Charter for the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 6:45 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 9, 2011 at 6:30 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Maja Tait

STAFF PRESENT

Lisa Urlacher, Corporate Assistant

ABSENT: Councillor Herb Haldane
Councillor Ron Dumont
Councillor Bev Berger

CALL TO ORDER

Mayor Evans called the meeting to order at 6:32 p.m.

APPROVAL OF AGENDA

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

PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from the public.

ADOPTION OF COUNCIL AND COW MEETING MINUTES:

Resolution of May 3, 2011 RA-2 - Liquor Primary Licence – Prestige Hotel

MOVED and seconded to amend the resolution for agenda item RA-2 - Liquor Primary Licence – Prestige Hotel as follows:

to recommend to the Liquor Licencing and Control Branch of British Columbia the issuance of the Liquor Primary Licence to Sooke Prestige Holdings Ltd. for the Yesaki Wine and Raw Bar located at 6929 West Coast Road.

Council of the District of Sooke comments on the prescribed considerations are as follows:

- a. Council followed an extensive public consultation process during the development application approval process for the Prestige Hotel. Council gave particular attention to concerns of noise, community impacts, operations and other matters. Council considered the location of the structure, traffic, the overall positive and negative

- impacts on the community of the various elements of the development including licenced premises, their location and the functions anticipated to be held at the hotel.
- b. Council notified adjacent land owners and licenced businesses in the vicinity of the hotel to gather their views and to provide comments and recommendations with respect to resident and business-owner views. No comments were received. Council maintains its view that the hotel and related licenced area will occur in a responsible manner and will have minimal negative impact on adjacent uses and the community.
 - c. The maximum person capacity of 30 persons inside and a proposed patio capacity is 20 persons with opening hours of 11:00 a.m. and closing hours of midnight Monday – Thursday and Sunday, and 1:00 am Friday and Saturday is acceptable.
 - d. Council determined that community impacts would be positive. Council supports the location of licenced premises at the hotel, their hours of operation and the quiet adult venue for socializing.
 - e. Council specifically considered the potential for noise impacts in the adjacent community. Council does not believe that noise generated by patrons will result in excessive noise or negative impacts in the community. Prestige Hotel has a reputation of responsible operation of their facilities throughout BC and Council that will require similar good business and community practices to be applied at this location.
 - f. Council believes that if the application is approved, the impact is expected to be positive in that it will support the growth in tourism and offer a new social venue for residents.

CARRIED UNANIMOUSLY

May 3, 2011 - Special Council Meeting Minutes (as amended)

MOVED and seconded to adopt the Special Council minutes of May 3, 2011 as amended.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 6:35 p.m.

CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
June 13, 2011

POSTPONED BY THE MAYOR TO

June 14, 2011 at 7:00 pm
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech (arrived at 7:24 pm)
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Gerard LeBlanc, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant

CALL TO ORDER

Mayor Evans called the meeting to order at 6:00 p.m. in the Municipal Meeting Room.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- Committee of the Whole Recommendations of May 30, 2011
- E-mail submission received from Terrance Martin for Item B-3

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on May 3, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on May 30, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

April 7, 2011	Sooke Program of the Arts
April 14, 2011	Sooke Program of the Arts
May 12, 2011	Sooke Program of the Arts
May 3, 2011	Protective Services Committee
May 18, 2011	Community Grant Review Committee
June 2, 2011	Community Grant Review Committee
April 20, 2011	Victoria Family Court and Youth Justice Committee
April 27, 2011	CRD - Planning Transportation and Protective Services

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Edward Milne Community School – Greenhouse Appreciation (Pia Carroll)

Pia Carroll provided a visual presentation of the greenhouse built at EMCS through Sooke Region Food CHI grant funding in 2010. Ms. Carroll and EMCS students thanked Council for the funding and presented a photograph of the final project. It was noted that the greenhouse supports programs for 90 plus students who are enrolled in the Culinary Arts and Environment Studies Programs. The school also donates to the food bank and other services in Sooke.

D-2 Sooke School District No. 62

Corporal Barb Cottingham, Community Liaison Officer Scott Rothermal and David Strange, Journey Middle Principle addressed Council and provided information as to the Community Liaison Officer position and stated that in order to sustain the position they are requesting a cost sharing arrangement with the five municipalities within SD 62. It was explained that the position had a direct impact on reducing RCMP call-outs during the pilot program. It was also noted that Community Liaison Officer Scott Rothermal is an invaluable resource and has made a positive impact within the schools and community.

MOVED and seconded to approve \$4,000 from the Council contingency fund for the school year 2010-2011;

AND THAT Council budget for the Community Liaison Officer Program as a line item for future years;

AND TO request that School District No. 62 provide the funding formula for the five municipalities cost sharing agreement with a breakdown of resource allotments.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, resident, provided a presentation on the Community Prevention Education Continuum which promotes healthy youth and healthy choices.

Terrance Martin, resident, commented on the standards of the Liquid Waste Management Plan and the relationship with the Sewer Cost Recovery Bylaw being considered tonight. Mr. Martin questioned Council as to where the principles of the LWMP are in the Bylaw and how much of the \$515 sewer generation charge goes to EPCOR. Mr. Martin referred to the breakdown submitted by the Director of Finance. Mr. Martin submitted his statement.

Gail Hall, resident, questioned the expenses for the Sechelt delegates and cautioned that promoting business is providing assistance to a business. Ms. Hall inquired as to additional funds required to complete the boat launch.

Ellen Lewers, resident, inquired as to the pre-planning for the purchase of an additional fire truck and the reserve fund allotment. Ms. Lewers questioned the repair amounts required to certify the current truck and the 25 year life being a maximum of 30 years. Ms. Lewers suggested cost saving options for Council to consider. Ms. Lewers submitted her statement.

BYLAWS

B-1 Bylaw No. 495, *Latecomer Interest Rate Bylaw, 2011*

MOVED and seconded that Bylaw No. 495, *Latecomer Interest Rate Bylaw, 2011* be adopted.
CARRIED UNANIMOUSLY

B-2 Bylaw No. 496, *Delegation Bylaw Amendment Bylaw (474-1)*

MOVED and seconded that Bylaw No. 496, *Delegation Bylaw Amendment Bylaw (474-1)* be adopted.
CARRIED UNANIMOUSLY

B-3 Bylaw No. 497, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw, 2011 (150-6)*

Councillor Dumont left the meeting at 7:29 pm stating that he is a board member of Ayre Manor.

MOVED and seconded that Bylaw No. 497, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw, 2011 (150-6)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 497, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw, 2011 (150-6)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 497, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw, 2011 (150-6)* be read a third time.

CARRIED UNANIMOUSLY

Councillor Dumont returned to the meeting at 7:34 pm

REPORTS REQUIRING ACTION

RA-1 Memorandum of Understanding – School District No. 62

MOVED and seconded to approve the Memorandum of Understanding between the School District No. 62 and the District of Sooke;

AND authorize the Mayor and the Chief Administrative Officer to execute the Memorandum of Understanding.

CARRIED UNANIMOUSLY

RA-2 CREST Annual General Meeting Requirements

MOVED and seconded to approve the Notice of CREST 2011 Annual General Meeting, including attachments:

- AGM/EGM Agenda, June 15 2011
- AGM minutes June 16, 2010
- 2011 Budget
- 2010-12-31 Financial Statements & Audit Finding report
- Election of Directors
- CREST – 2011 EGM Schedule A Alternate Directors
- Part 25 – Alternate Directors (May 1, 2011)
- CREST – 2011 EGM Schedule B
- CREST - 2011 AGM/EGM Notice
- Board Resolution to Approve 2011 AGM/EGM materials
- CREST - 2011 Proxy

AND TO authorize Councillor Sheila Beech to vote on the resolutions, along with any other business that may come before the shareholders at the Annual General Meeting.

CARRIED UNANIMOUSLY

RA-3 Community Grant Review Committee Recommendations – June 2, 2011 meeting

MOVED and seconded to approve the recommendations made by the Community Grant Review Committee as follows:

Sooke Canada Day Society	\$1,100
Sooke Fine Arts Society	\$7,000
Scouts Canada – Camp Barnard	\$6,910
Juan de Fuca Marine Rescue Society	\$12,600

Sooke Region Food CHI Society	\$6,700
Sooke Philharmonic Society	\$4,625
Greater Victoria Film Commission	\$1,000
EMCS Student Art Bus Shelter Project	\$2,357
Sooke Horseshoe Pitching Club	\$3,000
Ladybug Garden and Greenhouse	\$4,808
Royal Canadian Legion Branch #54	\$5,000
Community Prevention Education Continuum	\$2,400
Sooke Classical Boating Society	\$3,000
Navy League of Canada – Sooke Branch (Admiral RC Waller)	\$300
Navy League of Canada – Sooke Branch (Admiral Girourd)	\$2,000
Journey Middle School Hockey Skills Program	\$3,200
Addiction Recovery Coach of Canada Society	\$5,000
Citizens on Patrol Sooke	\$4,000
Total	\$75,000

CARRIED UNANIMOUSLY

RA-4 Reserve Fire Truck

A discussed ensued involving Chief Sorensen and members of Council as to the options for maintaining the Public Fire Protection Grade.

MOVED and seconded to authorize Chief Sorensen and District Staff to spend up to \$250,000 (Canadian Funds) to include border fees, shipping and travel costs, and upgrades on the vehicle to Canadian standards, toward the acquisition of a second-hand pumper truck unit that meets the SFRS long-term vehicle requirements, prior to December 31, 2011 to replace reserve engine 204;

AND to provide an accounting report to Council as to approving the above expenditure in 2011 for a 2012 projected capital expense.

CARRIED Councillor Berger and Councillor Haldane opposed the motion

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports - Mayor Evans and Councillor Bennett

MOVED and seconded to receive the Mayor and Council report submitted by Mayor Evans and Councillor Bennett for information.

CARRIED UNANIMOUSLY

Councillor Dumont reported on the FCM Conference that he and Councillor Beech attended in Halifax and stated that there is a full dossier of the tours and informational seminars in the Councillor Reader room.

Councillor Beech reported on the Call to Artists for Interpretive Signage for the Boardwalk.

Councillor Tait informed Council and the public that the Draft Sign Bylaw is coming forward for consideration.

RI-2 RCMP Monthly Mayor Report – May 2011

MOVED and seconded to receive the RCMP Monthly Mayor Report for May 2011 for information.

CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 Committee of the Whole Recommendations – May 30, 2011

MOVED and seconded to direct Staff to move appropriate subdivision provisions from the Sooke Zoning Bylaw, 2011 into Bylaw No. 65, *Subdivision and Development Standards Bylaw, 2003* when updating Bylaw No. 65.

CARRIED UNANIMOUSLY

MOVED and seconded to direct Staff to update Bylaw No. 261, *Parking Facility Reserve Fund Establishment Bylaw, 2006* to include the dollar amount required for cash-in-lieu contributions for Town Centre parking.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Canada World Youth

MOVED and seconded to approve the expense of \$2,000 subject to availability in the Council Contingency fund for Bus passes for the Canada World Youth Participants this fall.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Vancouver Island Emergency Preparedness Conference

MOVED and seconded to receive and file the correspondence received from Vancouver Island Emergency Preparedness.

CARRIED UNANIMOUSLY

I-2 JDF Regional Park Watch Society

MOVED and seconded to receive and file the correspondence received from JDF Regional Park Watch Society.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Councillor David Bennett – Notice of motion at Council meeting of May 24, 2011

MOVED and seconded that **WHEREAS** the tankers truck incident on April 16, 2011 in Goldstream Park on Highway No. 1 (The Trans Canada Highway) resulted in the complete

closure of this highway for approximately twenty-four hours, and necessitated the response of four Fire Rescue Services and one HazMat unit, the District of Sooke being one of them; and

WHEREAS the resulting administrative setup provided significant challenges for response team members in terms of being financially reimbursed;

THEREFORE BE IT RESOLVED that the District of Sooke Council request that the UBCM Executive meet with the Insurance Corporation of British Columbia and other agencies or Ministries as needed, with regard to facilitating the reimbursement process for volunteers and career Fire Rescue Services across British Columbia in a timely manner.

CARRIED UNANIMOUSLY

RIC-1 Release of In-Camera Resolutions – 2009-2011

MOVED and seconded to release the following in-camera resolutions:

March 2, 2009 Special Council - School District 62

MOVED, seconded that Council approve the letter to School District 62 with the addition of a requirement that an alternate emergency access be constructed when the septic field is decommissioned.

CARRIED UNANIMOUSLY

March 30, 2009 Special Council

MOVED, seconded that Council approve an offer to CUPE of a 3% increase effective May 1st, 2009.

CARRIED UNANIMOUSLY

May 4, 2009 Special Council

MOVED and seconded to approve the Canadian Union of Public Employees Memorandum of Agreement dated April 21, 2009 without the L/U #3.

CARRIED

May 25, 2009 Regular Council - Penang Right of Way

MOVED and seconded Council directed staff to send a letter to Piarowski offer \$160,000 non-subdividable with three months to respond or make arrangements to vacate the property.

CARRIED

June 9, 2009 Special Council - Sooke Community Association/Shields/Eustace Sidewalk

MOVED and seconded to authorize the Mayor and Chief Administrative Officer to execute the Right to Enter Agreement with the Sooke Community Association for the Eustace/Shields Road sidewalk.

CARRIED

August 24, 2009 Regular Council - 6553 Helgeson Road - Refund

MOVED and seconded to refund the zoning application fee for 6553 Helgeson Road.

CARRIED UNANIMOUSLY

September 14, 2009 Regular Council - Te'mexw Treaty Negotiation

MOVED and seconded that the District of Sooke Council approve the attached version of the Interest Paper for public release at the TAC's discretion.

CARRIED UNANIMOUSLY

T'Sou-ke First Nation

MOVED and seconded to waive municipal fees for the T'Sou-Ke First Nation to create a property for burial grounds through the Bing subdivision on the Sooke River.

CARRIED UNANIMOUSLY

CUPE Grievance Case #2009-08-17

MOVED and seconded to receive CUPE Grievance Case #2009-08-17 for information.

CARRIED UNANIMOUSLY

October 5, 2009 Special Council - School Site Sun River Estates

MOVED and seconded to direct Staff to issue the letter to Sun River Estates Ltd. and to proceed with securing the required lands as described in the letter to Sun River Estates Ltd. and as shown on the Sun River map.

CARRIED UNANIMOUSLY

June 14, 2010 Regular Council

Te'mexw Treaty Advisory Committee – Guide to Local Government Interests in the Te'mexw Treaty Negotiations – Version: June 2009

MOVED and seconded that Council accept the changes in the Te'mexw Treaty Advisory Committee Guide to Local Government Interests in the Te'mexw Treaty Negotiations, Version: June 2009.

CARRIED UNANIMOUSLY

October 25, 2010 Regular Council

Expression of Interest to Relocate Vancouver Island Regional Library

MOVED and seconded to send a letter of interest to the Vancouver Island Regional Library Executive Board expressing the District of Sooke's desire to advance the relocation of the local branch.

CARRIED UNANIMOUSLY

November 23, 2010 Regular Council

CRD Enhanced Curbside Program – District of Central Saanich Resolution

MOVED and seconded:

WHEREAS the Council position as to the CRD Enhanced Curbside Program is still strongly based on the kitchen waste composting program in the District of Sooke;

AND THEREFORE the District of Sooke Council supports the CRD staff report dated November 10, 2010 recommendation to approve Alternative 1 and to direct CRD staff to:

1. Continue contract negotiations with the preferred proponents to collect and process recyclables and kitchen scraps;
2. Continue to work on impacts of Extended Product Responsibility legislation and labour issues;

3. Bring back a funding model for Board approval in January 2011;
4. Bring a report back to the Board on status of contracts in February 2011; and
5. Prepare a consultation plan for parties affected by the restriction to identify and address issues prior to implementation.

CARRIED UNANIMOUSLY

January 17, 2011 Special Council

CUPE 2010 Collective Agreement

MOVED THAT COUNCIL approve the 2010 CUPE Memorandum of Understanding with the removal of section 4 and replacement of the section with wording to effect a 1% increase in wages for 2011;

AND TO authorize the Mayor and Chief Administrative Officer to execute the Memorandum of Agreement as amended in section 4.

CARRIED

Councillor Berger opposed the motion

February 14, 2011 Regular Council

Woodside Farms

MOVED and seconded to authorize staff to advise the Wilford family that the District of Sooke wishes to:

1. withdraw the offer to purchase for the Woodside Farms property;
2. enter into a right to purchase agreement for the Woodside Farms property;
3. explore alternate funding opportunities for the purchase of the Woodside Farms property.

CARRIED

February 16, 2011 Special Council

CUPE Collective Agreement – Memorandum of Understanding

MOVED and seconded to direct staff to go back to the mediator and advise that Council is in full support for all recommendations in the report except for the general wage increase of 2% for 2011

AND TO propose a 1% increase for the general wages.

CARRIED UNANIMOUSLY

MOVED and seconded to authorize staff to proceed with negotiations with EPCOR for the long-term sewer franchise agreement based on the following proposed commercial terms:

Concession fee to District of Sooke	\$500,000
Inflation on Expenses (%of annual O&M & Capital)	2.1%
Future Growth Scenario	Moderate
DCC Increase Rate in First Year	5%
Annual Fee/Connection	\$510
Inflate Variable portion of Parcel Tax	2%
Capital projects over Term of Agreement	\$15,460,000
Sewer Fund Surplus/(Deficit) at Year 21	\$ 4,640,000

CARRIED

Councillor Bev Berger Opposed the Motion

February 17, 2011 Special Council

CUPE Collective Agreement – Memorandum of Understanding

MOVED and seconded approve the Memorandum of Understanding for the CUPE Collective Agreement with amendments as set out in the mediators report and to authorize the Mayor and Chief Administrative Officer to execute the amended Memorandum of Understanding.

CARRIED UNANIMOUSLY

**March 7, 2011 Committee of the Whole
Wellness Centre**

MOVED to direct staff to negotiate with the Doctors to lease space in the municipal hall subject to the Doctors agreeing to re-locate to a wellness centre with the District of Sooke and Vancouver Island Health Authority.

CARRIED UNANIMOUSLY

March 14, 2011 Special Council

R-1 Boat Launch Project

MOVED and seconded to support the continuation of the construction contract with HMM Contracting for the public boat launch.

CARRIED UNANIMOUSLY

April 18, 2011 Committee of the Whole

Liability Servicing Limit

MOVED to authorize staff to proceed with the application to the Inspector of Municipalities to increase District of Sooke's liability servicing limit.

CARRIED

Councillor Bev Berger Opposed the Motion

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:35 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

**Janet Evans
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 27, 2011

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Gerard LeBlanc, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Lisa Urlacher, Corporate Assistant

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the following corrections:

- Receipt of minutes of the Capital Regional Parks Committee held on April 20, 2011
- Removal of the Delegation for Sooke School District No. 62
- Removal of the receipt of minutes of the CRD held on May 11, 2011

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on May 24, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on May 30, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on June 14, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on June 20, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

March 9, 2011

Capital Regional Hospital District Board

March 30, 2011

Capital Regional Hospital District Board

April 20, 2011

Capital Regional Parks Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Sooke Region Harbour Chamber of Commerce

Randy Welters, President, read his submitted report and highlighted the following:

- Survey to obtain information from the business community about their concerns and interests
- The Chamber mixer
- Past and upcoming workshops for education and professional development
- Social Media and website
- Membership directory
- Bi-monthly E-newsletter
- Implementation of a “resident card”
- Brochure for Rotary Auction

Council discussed the fee for service agreement and Mr. Welters submitted his suggested amendments to the Chamber contract. It was noted that the submission would be brought forward to an upcoming Sooke Economic Development Commission meeting.

PUBLIC QUESTION AND COMMENT PERIOD

Terrance Martin, resident, questioned the Statement of Financial Information (SOFI) Report as to the reconciliation requirement for the vendor payment schedule and detailed expenses.

Sue-Lin Tarnowski explained that the guidelines are met at the discretion of the Financial Officer for the municipality and clarified the new accounting standards by PSAP regarding capital expenditures not considered expenses.

Wendell Milne, resident, questioned the release of In-Camera resolution dated March 7, 2011 as to the Wellness Centre. Mayor Evans explained that staff were directed to facilitate an alternative location for the Wellness Centre.

Mr. Milne questioned the \$600,000 amenity contribution and the expenditure of public money. Evan Parliament explained that the amenity contribution as a subsidized lease rate to re-locate the physicians within a Wellness Center in Mariners Village. Mr. Parliament further explained the Request for Proposal issued by VIHA.

Mr. Milne further questioned the \$600,000 amenity and inquired as to an affordable housing component within Mariners Village. Mr. Parliament referred to the amenity policy and the Phased Development Agreement negotiated within the Comprehensive Development zone.

Ken Ebbs Canavan, resident asked for clarification as to the discussion at the May 24th Committee of the Whole meeting regarding the use of a cantilever on the side of the bridge for an alternative crossing and stated that the Engineer provided further information near the end of the discussion. Mr. Ebbs Canavan asked Council whether a cantilever is an option. It was clarified that the cantilever option is not being considered and that the additional information was to allow a separate crossing to the south of the bridge.

Moonfist, resident, thanked the Chamber president for the report presented and commended the social media workshop hosted by the Sooke Region Chamber of Commerce.

Terrance Martin, resident, referred to and asked for clarification as to the requirements set out in the ministry guidelines for the SOFI report.

BYLAWS

B-1 Bylaw No. 497, Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-6)

MOVED and seconded that Bylaw No. 497, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-6)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 2010 Statement of Financial Information Report (SOFI)

MOVED and seconded to approve the 2010 Statement of Financial Information and authorize staff to forward it to the Ministry of Community and Rural Development along with the 2010 Audited Financial Statements.

CARRIED UNANIMOUSLY

RA-2 2011 Annual Report Presented to the Public

MOVED and seconded to authorize staff to release the Annual Report for public inspection;

AND THAT Council schedule the Annual Meeting for July 11th, 2011.

CARRIED UNANIMOUSLY

RA-3 Appointment of Public Officer and Designated Employee

MOVED and seconded to appoint Gerard LeBlanc as Municipal Planner for the District of Sooke effective June 6, 2011.

CARRIED UNANIMOUSLY

RA-4 Lease of Kaltasin Works Yard

MOVED and seconded to approve the Lease for part of the Kaltasin works yard to *HBM Canada Manufacturing Inc.*;

AND authorize the Mayor and Chief Administrative Officer to execute the Lease.
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports - Mayor Evans and Councillor Bennett

MOVED and seconded to receive the Mayor and Councillor reports for information.
CARRIED UNANIMOUSLY

Councillor Tait reported on attending the Sooke Economic Development Commission meeting in June.

CORRESPONDENCE REQUIRING ACTION

C-1 District of Kent – Municipal Police Service Agreement

MOVED and seconded to send a letter of concern to the Honourable Christy Clark, Premier of British Columbia as to police funding;
AND TO provide a copy of the letter to the Mayor of Kent, Randall Garrison – MP Esquimalt Juan de Fuca and John Horgan, MLA, Malahat - Juan de Fuca.
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:

- (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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

ADJOURNMENT

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

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
on July 11, 2011 at 7:00 pm
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer (Recorder)
Elisabeth Nelson, Municipal Engineer
Gerard LeBlanc, Municipal Planner
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief

ABSENT: Councillor Herb Haldane

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the addition of:

PI-1 – *Sign Regulation Bylaw,*
2011
Supplementary Information

Written Submission:

- Email received from Jim Mitchell dated July 7, 2011

NB-1—*New Business*

Sun River Section 219 Covenant and Sooke River Park

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on June 27, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on July 4, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

November 17, 2011	CRD Board sitting as Committee of the Whole
December 1, 2011	CRD Board sitting as Committee of the Whole
May 11, 2011	Capital Regional District Board
May 25, 2011	CRD Planning, Transportation and Protective Services
November 17, 2011	CRD Board sitting as Committee of the Whole

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, Sooke resident, stated that she had understood that the one-month agreement with EPCOR was for \$69,415 and asked why the three month agreement shows an increase. Evan Parliament advised that, as Council needs time to determine how to manage wastewater services, a short term agreement is required with additional services not included in June's contract. Ms. Lewers inquired as to fire response in the quarterly report; is it for all incidences, suggested that we should be doing an egress report on why firefighters are leaving, how does the fire truck purchase affect the tax base. Fire Chief Sorensen advised that the report is for all incidences and Mayor Evans advised that the fire truck purchase does not affect the tax base as the five year financial plan includes the costs. Ms. Lewers asked if there will be a tax increase for the increase in the EPCOR contract. Mayor Evans advised that the short-term EPCOR contract will not increase taxes.

Moonfist, Sooke resident, inquired as to the Sign Bylaw public input meeting. Mayor Evans advised that it is on the agenda.

Trevor Davies, General Vice-President of CUPE, extended an invitation to work with Council to look at a public option for wastewater services.

David Mallet, Sooke resident, stated that he supports the interim agreement with EPCOR and hopes that a referendum will be held for all Sooke voters to have a say in the long-term franchise agreement which he supports.

Fred Von Ilberg, Sooke resident, inquired as to the EPCOR agreement; does the *Community Charter* permit extensions to the sewer agreement, can either party terminate the operating agreement, have any conditions to the agreement been changed, will a new contact with a duration of 12 months be provided for council to consider options.

David Mallet, Sooke resident, stated he deplored statements from the public and media such that the AAP for the wastewater franchise agreement represented all of Sooke voters as it does not.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Bylaw No. 480, *Sign Regulation Bylaw, 2011*

Mayor Evans called the Public Input Meeting for Bylaw No. 480 to order at 7:15 p.m.

Mayor Evans advised that any person who believes they are affected by the proposed bylaw would be given a reasonable opportunity to be heard or to present written submissions at the public input meeting.

Gerard Leblanc reviewed the staff report and gave an overview of the public process for Bylaw No. 480 to date, including the presentation at the Sooke Harbour Chamber of Commerce.

Council discussed:

- Public notification for Public Input meeting (notice in newspaper, etc.)
- Comments received from the public
- District funding for wayfinding signs – installation as soon as possible
- Council may consider permitting third party sandwich boards for businesses off Highway 14 until wayfinding signs in place
- Permitting is available for most issues outlined in email received from Jim Mitchell

Mary Jane Rose, Member of Sign Bylaw Review Committee, advised that the Sooke realtors were consulted throughout the review process.

PUBLIC INPUT:

Moonfist, Sooke Resident, thanked the committee members for their hard work on the bylaw; advised that the Chamber formed a committee related to the bylaw. Mayor Evans confirmed that the bylaw will have further opportunity to provide input on the bylaw.

Ralph Hull, Sooke resident, advised that he may be affected by the Sign Bylaw for his business, Sushi on the Sea, the Ministry of Transportation and Infrastructure does not permit “blue” business directional signs within the 50 km speed limit area. Mr. Hull stated that a sign on Highway 14 is critical to business’ survival and requested that Council consider carefully what the regulations will be; concerned that his sandwich board may not be grandfathered until wayfinding signs are in place. Mr. Hull further stated that the cost of the wayfinding sign would have to be reasonable; wayfinding signs will not include home based business which is what he considers he has – requested Council consider this issue.

Council advised that the Committee heard from the business community and that some business have rezoned to commercial and will be permitted to be on the wayfinding signs.

Kari Ossleton, provided comments from Sooke Harbour Chamber of Commerce. Ms. Ossleton stated that businesses on the circle route say that it is imperative that signage be on the road; when economy slows down, sandwich boards go up; keep the sandwich boards until wayfinding signs are installed.

Ellen Lewers, Sooke residents, stated that we need to keep sandwich boards and that farms rely on sandwich board signs.

Mary Jane Rose, Member of Sign Bylaw Review committee, advised that the Committee was comprised of many local business owners who carefully considered how to keep our Sooke businesses going; the bylaw basically comprised of a lot of hard work and consideration of everyone in and out of the Town Centre. Ms. Rose stated that the new bylaw is the best of what the committee could come up with; wayfinding signs should resolve a lot of issues. Ms. Rose extended her thanks to Councillor Tait and the rest of Council and staff.

Public Input meeting closed at 7:45 pm.

MOVED and seconded that Bylaw No. 480, *Sign Regulation Bylaw, 2011* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 480, *Sign Regulation Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

PI-2 2011 Annual Municipal Meeting

Mayor Evans called the 2011 Annual Municipal Meeting to order at 7:52 p.m.

Mayor Evans advised that the public would be given a reasonable opportunity to be heard or to present written submissions at this 2011 Annual Municipal Meeting.

PUBLIC INPUT:

Ellen Lewers, Sooke Resident, asked if there were no liquor licences in 2010. Mayor Evans advised that there were not.

Moonfist, Sooke Resident, thanked Council for the report and confirmed the status of the cash assets of the community.

BYLAWS

B-1 Bylaw No. 441, *Talc Place Park Disposition Bylaw, 2011*

Elisabeth Nelson gave a review of the staff report. One of the adjacent property owners were present and stated that they wished to purchase

MOVED and seconded that Bylaw No. 441, *Talc Place Park Disposition Bylaw, 2011* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 441, *Talc Place Park Disposition Bylaw, 2011* be second time.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to proceed with an alternate approval process under the provisions of section 86 of the *Community Charter* for the Bylaw No. 441;
AND TO establish Monday, August 29, 2011 at 9:00 a.m. as the deadline for receiving elector responses;
AND TO make a fair determination that the total number of electors of the District of Sooke is 9,749;
AND TO approve the elector response form as presented;
AND TO direct staff to publish notice of the alternative approval process.
CARRIED UNANIMOUSLY

**B-2 Bylaw No. 498, Zoning Amendment Bylaw (270-89) – 2139 Church Road
Bylaw No. 499, 2139 Church Road Phased Development Agreement Authorization
Bylaw, 2011**

Gerard Leblanc provided a summary of the rezoning application for 2139 Church Road.

Michael Dick, Agent for Property Owners, confirmed that there is not a covenant registered on the title of the property; advised that the existing house may remain on the property.

Staff to provide more information as to possible covenant on the property.

Bylaw No. 498

MOVED and seconded that Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* be introduced and read a first time.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* be read a second time.
CARRIED UNANIMOUSLY

Bylaw No. 499

MOVED and seconded to introduce and give first reading to Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw, 2011*;
CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw, 2011*;
CARRIED UNANIMOUSLY

Public Hearing

MOVED and seconded to direct staff to schedule a Public Hearing for Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* and Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw, 2011* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.
CARRIED UNANIMOUSLY

- B-3** **Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* - 6553 Helgesen**
Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization*
Bylaw, 2011
Bylaw No. 503, *Sooke Core Sewer Specified Area Amendment Bylaw (147-11)*

Gerard Leblanc provided a summary of the rezoning application for 2139 Church Road.

Council discussed:

- o Sidewalk requirement under Parks and Trails Master Plan
- o Road possible as part of buffer for ALR lands
- o Possible trail system to connect to nearby schools
- o Consider methods to slow down traffic on Church Road and to improve corner Felderhof and Helgesen Roads

Warren Robertson, Applicant, advised Council that they envision the property will be a continuation of their development of the adjacent properties.

Bylaw No. 501

MOVED and seconded that Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* be read a second time.

CARRIED UNANIMOUSLY

Bylaw No. 502

MOVED and seconded to introduce and give first reading to Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011*;

CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011*;

CARRIED UNANIMOUSLY

Public Hearing

MOVED and seconded to direct staff to schedule a Public Hearing for Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* and Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

Sewer Specified Area

MOVED and seconded to introduce and give first reading to Bylaw No. 503, *Sooke Core Sewer Specified Area Amendment Bylaw (147-11)*.

CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 503, *Sooke Core Sewer Specified Area Amendment Bylaw (147-11)*.

CARRIED UNANIMOUSLY

MOVED and seconded to give third reading to Bylaw No. 503, *Sooke Core Sewer Specified Area Amendment Bylaw (147-11)*.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 June to September Interim Agreement Wastewater Services Agreement

Evan Parliament clarified that the District is not extending the original agreement with EPCOR for the wastewater service utility; we are entering into a new short-term agreement.

Council discussed:

- o Comparison of costs in short-term agreement to franchise agreement costs
- o Concern as to possible deficit with short-term agreement

Evan Parliament advised that the projected costs under the short-term agreement are based on what is required to run the system at this time; the enhanced services have been added to protect the utility. Council will consider the options at the August 8th, 2011 meeting. The costs will be covered by the Sewer Specified Area.

MOVED and seconded to approve the interim Agreement with EPCOR Water Services Inc. for operations and maintenance of the wastewater treatment system effective July 1, 2011 to September 30, 2011;

AND TO authorize the Mayor and Chief Administrative Officer to execute the Agreement.

CARRIED

COUNCILLOR BERGER OPPOSED THE MOTION

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Councillor Tait advised that she will be meeting with a graffiti artist as part of the Youth Restorative Justice program.

Mayor Evans read her Mayors report.

Councillor Dumont reported on the Juan de Fuca Water Commission meeting (vehicle purchase and watering) and the Vancouver Island Regional Library meeting (budget and new libraries).

MOVED and seconded to receive the Mayor, Councillor Bennett, Councillor Dumont and Councillor Tait reports.
CARRIED UNANIMOUSLY

RI-2 Council Reader File

MOVED and seconded to receive the Council Reader file.
CARRIED UNANIMOUSLY

RI-3 Quarterly Reports

Steve Sorensen provided an updated on the fire truck purchase; the fire truck has been viewed and we have offered a price under budget of \$211,000 (includes extra parts).

Council requested a “year to date approved column” in the financial reports that reflects when the applicable cash flow occurs.

MOVED and seconded to receive the departmental quarterly reports:

- Corporate Services
- Sooke Fire Rescue Services
- Finance
- Planning Department
- Building Department
- Engineering Department
- Approving Officer

CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 Sun River Section 219 Covenant and Sooke River Park

Council received the section 219 covenant dated November 2002 for the Sun River development for information.

CORRESPONDENCE FOR INFORMATION

CI-1 CRD – National Shipbuilding Procurement Strategy, Seaspan Shipyards Contract Bid

MOVED and seconded to send a similar letter as to the Capital Regional District as to the National Shipbuilding Procurement Strategy, Seaspan Shipyards Contract Bid.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:50 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 August 8, 2011 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Sue-Lin Tarnowski, Director of Finance
Gerard LeBlanc, Municipal Planner
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant

ABSENT:

Councillor Bev Berger

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to add the following supplemental information to the agenda:

- Information from the Concerned Residents of Sooke – BC Hydro Smart Meters
- Report for Information – Annual Costs for Five Year Sewer Operating and Maintenance Agreement
- Letter received from Silvercreek Development Corporation as to bylaw No. 480

CARRIED UNANIMOUSLY

MOVED and seconded to move Item B-2 prior to the Public Hearing to consider amendments.

CARRIED UNANIMOUSLY

MOVED and seconded to move the Public Hearings prior to Public Question and Comment Period

CARRIED UNANIMOUSLY

Mayor Evans announced that the time limit for Public Question and Comment Period would be extended to 30 minutes.

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on July 11, 2011 be amended to read that Council Haldane was absent.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on August 2, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on August 2, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

July 14, 2011	Sooke Program of the Arts
May 4, 2011	SEAPARC
June 15, 2011	Capital Regional District Board
June 22, 2011	CRD Planning, Transportation and Protective Services

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Concerned Residents of Sooke – BC Hydro Smart Meters

Catriona Wojtas presented material on the health, privacy and security concerns associated with BC Hydro Smart Meters and asked that Council under the *Public Health Act* advise the Minister of Health of the dangers associated with wireless smart meters.

D-2 BC Hydro Smart Meter Division

Fiona Taylor, Deputy Project Officer for the Smart Metering and Infrastructure Program, provided information as to radio frequency communications and expressed that BC Hydro is confident in the safety of the technology for Smart Meters. Ms. Taylor noted the key objectives for BC Hydro; improving safety and lowering rates.

D-3 Trevor Davies, CUPE 374 – EPCOR sewer contract

Mr. Davies, General Vice President CUPE 374 brought forward concerns regarding contracting for public services. Mr. Davies commented on the control of services and the development of in-house public owned operations and that corporations are required to maximize profits; social values of the community come second. In closing, Mr. Davies asked Council to consider a public utility for Sooke.

D-4 Don Brown - Wastewater Management Services Evaluation Proposal

Mr. Brown submitted three proposed alternatives to evaluate wastewater management; and suggested an objective evaluation of the following be considered: a five year agreement with EPCOR, a community cooperative option and a municipal operation. In closing, a transparent process made up of an independent steering committee to objectively look at the options was suggested.

BYLAWS

B-2 Bylaw No. 502, 6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011- 6553 Helgesen Road

Gerard LeBlanc provided an overview of the staff report with respect to amending the servicing requirements of the development and the change of ownership.

MOVED and seconded that Council amend Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011* as to section 10.2 and section 15.1.
CARRIED UNANIMOUSLY

PUBLIC HEARINGS AND RELATED BYLAWS

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

PH-1 Report of Public Hearings - 2139 Church Road

- **Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* and;**
- **Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw, 2011***

Mayor Evans called the Public Hearings for Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* and Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw, 2011* to order at 7:37 p.m.

Gerard LeBlanc gave a powerpoint presentation and summary of the rezoning application and phased development agreement for 2139 Church Road.

Public Submissions:

Gail Hall, Resident, expressed concern with the District of Sooke's interpretation of legislative requirements for phased development agreements (PDA).

Moonfist, Resident, provided information as to his experience with phased development agreements in other communities.

Mayor Evans called three times for submissions to the Public Hearings for Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* and Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw*. Hearing none, she closed the public hearing at 7:44 pm.

Council considered third reading of:

- **Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* and;**
- **Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw, 2011***

MOVED and seconded that Bylaw No. 498, *Zoning Amendment Bylaw (270-89)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 499, *2139 Church Road Phased Development Agreement Authorization Bylaw* be read a third time.

CARRIED UNANIMOUSLY

PH-2 Report of Public Hearings – 6553 Helgesen Road

- **Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* and;**
- **Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011***

Mayor Evans called the Public Hearings for Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* and Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011* to order at 7:47 p.m.

Gerard LeBlanc gave a powerpoint presentation and summary of the rezoning application and phased development agreement for 6553 Helgesen Road.

Public Submissions:

Mayor Evans called three times for submissions to the Public Hearings for Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* and Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw*. Hearing none, she closed the public hearing at 7:54 pm.

Council considered third reading of:

- **Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* and;**
- **Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011***

MOVED and seconded that Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

David Mallett, resident, read and submitted his statement expressing support for a 5 year operating and maintenance agreement and stated that EPCOR has demonstrated their ability to manage and maintain our sewer system. Mr. Mallett commented on the Alternative Approval Process and democracy.

Carol Mallett, resident, stated that she is in favour of a 21 year agreement and that it is a decision to be reached via referendum, preferably not on the same day as the election, and that she supports EPCOR managing the sewer system.

Tom DeZang, resident, expressed support for a 5-10 year contract as well as a 21 year agreement and stated that EPCOR has the expertise.

Moonfist, (Myke Colbert), resident, provided supportive information as to EMF and classification 2B electromagnetic waves. Mr. Colbert expressed support for a referendum on the 21 year wastewater management agreement and suggested social media, personal interaction and other avenues to ensure that correct information is communicated prior to holding a referendum.

Michael Linehan, resident, expressed concern as to BC Hydro Smart Metering and the dangers of electromagnetic waves and offered to provide additional scientific information on the harmful effects and stated that this is a very real and critical issue.

Tom Merrik, resident, expressed support to hold a referendum on the 21 year sewer agreement in order to hear from the citizens who support the agreement and expressed concern as to the AAP process not being a secret ballot in which a referendum would be.

Terrance Martin, South Island Recreation and Resident, addressed the provincial off-road vehicle working group and its connection to the agreements in principle for access to Sooke Mountain Park and Beecher Bay access to the trail system on Garibaldi Hill. Mr. Martin suggested that the delegate appointed to the working group also work with South Island Recreation and requested that Council pass a resolution to appoint a delegate to the off-road vehicle working group and direct that delegate to act as the District's liaison to South Island Recreation.

Dan McBeth, Sooke Water Watch, provided personal experience within another municipality as to not being able to hook-up to private sewer systems and stated that private services creates the haves and have nots in a community.

Giles La Rose, Campaign Co-ordinator for CUPE in Greater Victoria for the sewer, stated that the one thing that citizens in Greater Victoria want is a sewer system that is publicly run for the reasons of transparency and accountability. Mr. LaRose urged Council to investigate the public private partnership of running a sewer plant.

Ellen Lewers, resident, suggested that Council consider an objective evaluation looking at a five year agreement with EPCOR, a community cooperative option and a municipal operation through a steering committee.

Christine Shlatner, resident, expressed support for Council advising the Minister of Health of the dangers associated with wireless smart meters. Ms. Shlatner noted that there is a wired option which BC Hydro is opting not to proceed with and stated, there should be a choice.

Julia Cast, resident, expressed concern of the dangers of radiation with wireless Smart Meters and suggested that residents call the 1-800 number to hydro and express their concerns and ask to be put on the delay list.

Fiona Taylor, Deputy Project Officer for the Smart Metering and Infrastructure Program, addressed concerns and statements made regarding smart meters. Ms. Taylor clarified the wired option and that there is no delay or opt-out list.

Council recessed the meeting at 8:20 p.m. and resumed at 8:22 p.m.

BYLAWS

B-1 Bylaw No. 480, *Sign Regulation Bylaw, 2011*

Gerard LeBlanc, provided an overview of the staff report as to sandwich boards signs, portable signs and way-finding signs and presented recommended changes.

A discussion ensued as to the suggested changes and the following motion was made:

MOVED and seconded to make the following Staff recommended changes to draft Bylaw No. 480, *Sign Regulation Bylaw, 2011*:

1. Delete section 4.3.4 dealing with the removal of sandwich board signs;
2. Add a (xiii) to section 5.1.1(a) that says "a commercial or industrial business located outside the Town Centre that has no existing highway signage (includes way finding sign panel) shall be permitted one (1) sandwich board and/or portable sign located no further than the closest street intersection with Highway 14 for the purpose of advertising the commercial or industrial business";
3. Change section 6.15.1(a) to say " a commercial or industrial business premise located outside of the Town Centre that has no existing highway signage (includes way finding sign panel) shall be permitted one (1) sandwich board sign located no further than the closest street intersection with Highway 14 for the purpose of advertising the commercial or industrial business";
4. Change section 5.1.1(k) by deleting "or for any businesses fronting Highway 14";
5. Change section 6.15.1 to delete "not be located more than 3m (10 ft) away from the door to the business" and replace with "not be located more than 3m (10 ft) away from the business frontage, except";
6. Delete section 6.15.1(b); and
7. Delete section 5.2.1(j)(4) "a maximum of one (1) flag is permitted per parcel."

CARRIED UNANIMOUSLY

B-3 Bylaw No. 504, *Zoning Amendment Bylaw (270-91)* - 6826 Grant Road West and; Bylaw No 505, *6826 Grant Road West Phased Development Agreement Bylaw, 2011*

Gerard LeBlanc gave a powerpoint presentation and summary of the rezoning application and phased development agreement for 6826 Grant Road West.

MOVED and seconded that Bylaw No. 504, *Zoning Amendment Bylaw (270-91)* be introduced and read a first time.

CARRIED

MOVED and seconded that Bylaw No. 504, *Zoning Amendment Bylaw (270-91)* be read a second time.

CARRIED

MOVED and seconded that Bylaw No 505, *6826 Grant Road West Phased development Agreement Bylaw, 2011* be introduced and read a first time.

CARRIED

MOVED and seconded Bylaw No 505, *6826 Grant Road West Phased Development Agreement Bylaw, 2011* be read a second time.

CARRIED

MOVED and seconded to direct staff to schedule a Public Hearing for Bylaw No. 504, *Zoning Amendment Bylaw (270-91)* and Bylaw No. 505, *6826 Grant Road West Phased Development Agreement Authorization Bylaw, 2011* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Committee of the Whole Recommendations – August 2, 2011 meeting

1. Community Wildfire Protection Plan (CWPP)

MOVED and seconded to approve the recommendations as presented in the Community Wildlife Protection Plan;

AND to endorse the proposal to conduct a Fuel Management Demonstration Project in the Charters Creek area provided funding from a grant is obtained and approval is obtained from all stakeholders.

CARRIED UNANIMOUSLY

2. Amendments to Development Application Procedures Policy

MOVED and seconded to approve the amended Policy No. 8.4, *Development Application Procedure Policy, 2011*;

AND that Policy No. 8.1, *Agricultural Land Reserve Application Procedure Policy* be rescinded;

AND that Policy No. 8.2, *Consultation Process Regarding Official Community Plan* be rescinded;

AND that Policy No. 8.3, *Processing of ALR Applications* be rescinded.

CARRIED UNANIMOUSLY

3. Application for Non-Farm Use in the ALR – 2250 Sooke River Rd

MOVED and seconded to forward the application to the Agricultural Land Commission (ALC) with a recommendation to support the non-farm use proposed for 2250 Sooke River Road.

CARRIED UNANIMOUSLY

RA-2 Options for sewer operation and maintenance

A discussion ensued involving the discussion of options and the following motion was made:

MOVED and seconded to direct staff to negotiate a five year operating and maintenance agreement with EPCOR effective October 1, 2011.

CARRIED

Council recessed the meeting at 9:47 p.m. and resumed the meeting at 9:49 p.m.

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports - Councillor Bennett

MOVED and seconded to receive Councillor Bennett's report for information.

CARRIED UNANIMOUSLY

Councillor Tait reported on attending the E&N Rail Trail meeting and the restorative Justice Process.

Councillor Beech reported on attending the Sooke Region Tourism meeting, the Sooke Fine Arts Show, the Triathlon and Art in the Park. Councillor Beech highlighted the Cultural Highway located at www.art-bc.com.

Mayor Evans expressed thanks to all volunteers who helped with the Sooke Fine Arts Show and the Triathlon. Mayor Evans stated that the events this summer have helped put Sooke in a wonderful position with enormous economic benefits. Special thanks to staff members Laura Byrne, Steve Sorensen and Sarah Temple for their volunteer contributions and great job helping organize the Triathlon and community volunteers.

Fire Chief Sorensen announced that TSN clips will air five days in September and that a pre-release will be sent to the District of Sooke. Also a thank you party for the Triathlon volunteers will be organized for the end of August.

RI-2 RCMP Monthly Mayor Report – June 2011

MOVED and seconded to file the RCMP Monthly Mayor Report for June 2011 for information.

CARRIED UNANIMOUSLY

Council asked that the RCMP Monthly report submission for June 2011 and the Police Report Resources in 2009 report be brought forward to an upcoming meeting and that the Staff Sergeant be invited to interpret the information.

CORRESPONDENCE REQUIRING ACTION

C-1 CBC Broadcast Licence

MOVED and seconded to send a letter of support explaining the District of Sooke summer schedule as the deadline for submission has expired.

CARRIED UNANIMOUSLY

C-2 Old Age Pensioners' Organization

MOVED and seconded to file the correspondence received from the Old Age Pensioners' Organization.

CARRIED UNANIMOUSLY

It was noted that the issue will come forward at the UBCM conference in September.

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Ida Chong, Minister of Community, Sport and Cultural Development Strategic Community Investment Funds

MOVED and seconded to file the correspondence.

CARRIED UNANIMOUSLY

I-2 Gas Tax/Public Transit Management Services – Community Work Fund Payment

MOVED and seconded to file the correspondence.

CARRIED UNANIMOUSLY

I-3 ORV Local Government Working Group – Terms of Reference

MOVED and seconded to file the correspondence.

CARRIED UNANIMOUSLY

I-4 Greater Victoria Film Commission – Community Grant Program

MOVED and seconded to file the correspondence.

CARRIED UNANIMOUSLY

I-5 Sooke Canada Day Society - Community Grant Program

MOVED and seconded to file the correspondence.

CARRIED UNANIMOUSLY

I-6 Pacific Centre Family Services Association – Annual Report

MOVED and seconded to file the correspondence.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:11 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 8, 2011 at 10:15 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Sue-lin Tarnowski, Director of Finance
Gerard LeBlanc, Planner
Lisa Urlacher, Corporate Assistant

ABSENT: Councillor Bev Berger

CALL TO ORDER

Mayor Evans called the meeting to order at 10:15 p.m.

MOVED and seconded to waive notice of the Special Council meeting under Section 127(4) of the *Community Charter*.

DEFEATED

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:16 p.m.

CARRIED

Certified Correct:

Janet Evans
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 12, 2011
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Gerard LeBlanc, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant
Staff Sgt. Steve Wright

ABSENT:

Councillor Bev Berger

CALL TO ORDER

Mayor Evans called the meeting to order at 6:00 p.m. in the Municipal Meeting Room.

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:

- a) labour relations or other employee relations;
- 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;
- c) 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 Evans 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 as circulated.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on August 8, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on August 8, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

March 17, 2010	Climate Change Action Committee
May 26, 2011	Board of Variance
June 21, 2011	Protective Service Committee
June 29, 2011	Special CRD Board meeting
July 13, 2011	CRD Board meeting

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, resident, provided comments as to the draft sign bylaw regarding election campaign signage and stated that sandwich board signs notify that farm produce, fish and other seasonal products are available. Ms. Lewers inquired as to fees for new sign permit applications.

Rick Hobday, resident, representing the Sooke Horseshoe Club inquired as to the draft sign bylaw and sponsorship signs.

Ellen Lewers, resident, expressed concerns regarding the Colwood Fire Rescue Mutual Aid Agreement.

PUBLIC HEARINGS AND RELATED BYLAWS

Mayor Evans 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.

PH-1 Report of Public Hearings - 1424 Gillespie Road (Grouse Nest)

- **Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)***

Mayor Evans called the Public Hearing for Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)* to order at 7:13 p.m.

Gerard LeBlanc gave a powerpoint presentation and summary of the Official Community Plan amendment application for the property located at 1424 Gillespie Road.

Doug Regelous, representing Atwater Landing, provided clarification as to the Neighbourhood Plan being a general statement of intent.

Public Submissions:

There was no public participation.

Mayor Evans called three times for submissions to the Public Hearing for Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)*. Hearing none, she closed the public hearing at 7:23 pm.

MOVED and seconded to amend Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)*.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)* be read a third time.

CARRIED UNANIMOUSLY

PH-2 Report of Public Hearings - 6826 Grant Rd W

- **Bylaw No. 504, *Zoning Amendment Bylaw (270-91)***
- **Bylaw No. 505, *6826 Grant Road West Phased Development Agreement Authorization Bylaw, 2011***

Mayor Evans called the Public Hearing for Bylaw No. 504, *Zoning Amendment Bylaw (270-91)* and Bylaw No. 505, *6826 Grant Road West Phased Development Agreement Authorization Bylaw, 2011* to order at 7:24 p.m.

Gerard LeBlanc gave a powerpoint presentation and summary of the zoning amendment and Phased Development Agreement for 6826 Grant Road West.

It was noted that Schedule A of the covenant item 2 (b) requires amendment to read "Despite Section 4(a) 2(a)." and a discussion ensued as to Grant Road West frontage.

Dave Gardner, owner, clarified the frontage inquiries and the access to the property. The additional frontage will allow density and a water plan is intended for the lowest corner. It was further explained that the road dedication will fit with the neighbouring property which includes the road widening and a bike path.

Public Submissions:

There was no public participation.

Mayor Evans called three times for submissions to the Public Hearings for Bylaw No. 504, *Zoning Amendment Bylaw (270-91)* and Bylaw No. 505, *6826 Grant Road West Phased Development Agreement Authorization Bylaw, 2011*. Hearing none, she closed the public hearing at 7: 36 pm.

MOVED and seconded to amend Bylaw No. 504, *Zoning Amendment Bylaw (270-91)*; **AND** to amend Bylaw No. 505, *6826 Grant Road West Phased Development Agreement Authorization Bylaw, 2011*.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 504, *Zoning Amendment Bylaw (270-91)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 505, *6826 Grant Road West Phased Development Agreement Authorization Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

PUBLIC INPUT MEETINGS AND RELATED REPORTS

Mayor Evans advised that these public input meetings are being held to allow the public an opportunity to make submissions to Council on these particular items on the agenda.

PI-1 Application to Subdivide Land from the ALR - 1810/1820 Connie Road

Gerard LeBlanc provided a powerpoint presentation as to the Agricultural Land Commission application to subdivide 1810/1820 Connie Road.

Public Input:

There was no public participation.

MOVED and seconded to forward this application to the Agricultural Land Commission with a recommendation in support of the application for subdivision for a strata conversion of two previously occupied dwellings at 1810 and 1820 Connie Road legally described as Lot 1, Section 116, Sooke District, Plan VIP58425.

CARRIED UNANIMOUSLY

PI-2 Development Variance Permit for 6580 Sooke Road

Gerard LeBlanc provided a powerpoint presentation as to the Development Variance Permit application for 6580 Sooke Road to vary the permitted residential use.

Public Input:

Moonfist, resident, asked that consideration be given to health and safety regarding the commercial use during inspection.

Gail Hall, resident, expressed concern as to the interpretation of varying the use under Section 922 of the *Local Government Act*. It was explained that the location of the use is being varied not the permitted use.

MOVED and seconded to approve the issuance of Development Variance Permit PLN000906 to vary the required location of a dwelling unit to allow one dwelling unit on the first storey of the existing building at 6580 Sooke Road.
CARRIED UNANIMOUSLY

PI-3 Bylaw No. 480, *Sign Regulation Bylaw, 2011*

Public Input:

Ellen Lewers, resident, expressed that sandwich board signs for seasonal products are necessary to farm businesses.

A discussion ensued involving staff, members of Council and Ms. Lewers as to making an application for a variance. Concern was expressed regarding the Development Procedures Bylaw and it was noted that a sign variance fee could be added.

Council discussed the intent of Section 4.3.1 regarding signs lawfully in existence at the time of adoption on this bylaw.

David Mallett, resident, inquired as to home identification signs.

MOVED and seconded to amend Bylaw No. 480, *Sign Regulation Bylaw, 2011* in accordance with August 8, 2011 resolution;
AND to receive the public input for Bylaw No. 480, *Sign Regulation Bylaw, 2011*,
AND THAT Council give third reading to Bylaw No. 480, *Sign Regulation Bylaw, 2011*.
CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 441, *Talc Place Disposition Bylaw, 2011*

MOVED and seconded that Council give third reading to Bylaw No. 441, *Talc Place Park Disposition Bylaw, 2011*;
AND TO direct staff to proceed with the rezoning, subdivision and sale of the closed Talc Place Park subject to adoption of Bylaw No. 441.
CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Sewer Operation and Maintenance Agreement – EPCOR Water Services Inc

MOVED and seconded to approve the Five-year Operations and Maintenance Agreement for wastewater services dated October 1, 2011 with EPCOR Water Services Inc.
CARRIED **Councillor Haldane opposed the motion**

MOVED and seconded to authorize the Mayor and Chief Administrative Officer to execute the agreement with EPCOR Water Services Inc.
CARRIED **Councillor Haldane opposed the motion**

RA-2 Agricultural Plan

MOVED and seconded to direct staff to prepare an Agricultural Plan for the District of Sooke based on the 2011 Budget allocations.
CARRIED UNANIMOUSLY

RA-3 Colwood Fire Rescue Mutual Aid Agreement Renewal

MOVED and seconded to defer back to staff for further information.
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports - Councillor Bennett

Mayor Evans reported on the JDF Marine Trail Development Public Hearings and explained that consideration will be made at the CRD Board meeting this Wednesday. Mayor Evans reported on the CRD Water Commission meeting and stated that the review for Development Cost Changes will be finalized in October and that the rates will be decreasing by 14%.

MOVED and seconded to receive the Councillor Bennett's report for information.
CARRIED UNANIMOUSLY

RI-2 RCMP Monthly Reports

MOVED and seconded to receive the RCMP Monthly Reports for June and July 2011 for information.
CARRIED UNANIMOUSLY

RI-3 BC Ambulance Report

MOVED and seconded to receive the BC Ambulance Report for January - August 2011 for information.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Corporation of the Township of Esquimalt – Te'mexw Treaty Advisory Committee (TTAC)

MOVED and seconded to approve the \$3,000 expense for 2011 TTAC expenses to the Township of Esquimalt.
CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

I-1 Vancouver Island Regional Library

MOVED and seconded to receive and file the correspondence.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:21 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 11, 2011
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Acting Mayor Bennett
Councillor Sheila Beech
Councillor Maja Tait
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Gerard LeBlanc, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief

ABSENT: Mayor Janet Evans

CALL TO ORDER

Acting Mayor Bennett called the meeting to order at 6:00 p.m. in the Municipal Meeting Room.

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:

(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.

CARRIED UNANIMOUSLY

MOTION TO RE-OPEN THE MEETING TO THE PUBLIC

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

COUNCIL PRESENT

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

STAFF PRESENT

Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Acting Director of Finance
Gerard LeBlanc, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant
Laura Byrne, Parks and Environmental Service Coordinator

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as Supplemental Information:

- PI-1 submissions received - Marilyn Sundeen and Dave W. McClimon
- Submission received – Margarita Dominguez

CARRIED

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on September 12, 2011 be adopted as circulated.

CARRIED

MINUTES FOR INFORMATION

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

September 6, 2011	Protective Services Committee
June 9, 2011	Sooke Program of the Arts
September 8, 2011	Sooke Program of the Arts
April 5, 2011	Climate Change Action Committee
June 7, 2011	Climate Change Action Committee
October 4, 2011	Climate Change Action Committee
May 17, 2011	Victoria Regional Transit Commission
August 10, 2011	Capital Regional District Board
August 10, 2011	Capital Regional Hospital District Board

CARRIED

DELEGATIONS

D-1 Sooke Fine Arts Show

Sally J. Manning, Chair, Sooke Fine Arts Society presented a slide show of the making of the mosaic art piece created for the cement facility wall at Ed McGregor Park. Ms. Manning provided twelve DVD copies depicting the film history of the Sooke Fine Arts. It was explained that the mosaic art piece is part of the 25th anniversary celebration of the Sooke Fine Arts Show 2011 held on July 23-Aug 1, 2011. The public participated in the creation of the mosaic. On behalf of the Sooke Fine Arts Society; Ms. Manning gifted the mosaic art piece to the District of Sooke

PUBLIC QUESTION AND COMMENT PERIOD

Margarita Dominguez, resident, inquired as to the June 9, 2011 Sooke Program of the Arts Committee minutes regarding the "Call to Artist" competition and asked that it be redone. Ms. Dominguez also questioned members of the Sooke Program of the Arts Committee being in conflict of interest as some members are Directors of the Sooke Fine Arts Society. Mayor Evans explained that they are not in conflict of interest. Ms. Dominguez submitted her statement and additional information.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

Mayor Evans advised that these public input meetings are being held to allow the public an opportunity to make submissions to Council on these particular items on the agenda.

PI-1 Application to Exclude 1990 Caldwell Road from Agricultural Land Reserve (ALR)

Gerard LeBlanc provided an overview of the application to exclude 1990 Caldwell Road from the ALR. It was explained that, at this time, there are no specific plans to develop the property if it were to be excluded from the ALR. Mr. LeBlanc overviewed the adjacent land uses and stated that the applicant indicated that the top soil was removed from significant portions of the property in the mid-1960's. No soils report has been provided to indicate whether or not the soil removal has affected the agricultural capability of land. Mr. LeBlanc recommended postponing consideration of this application until such time as an Agricultural Plan has been completed or the property owner has provided a Soils Report demonstrating the land's capability for agriculture. It was noted that three letters of objection have been received and one in support of the exclusion.

Council discussed:

- Timeline for in-house Agricultural Plan - 6-8 months, possibly sooner
- Meeting with ALC at UBCM meeting as to providing an Agricultural Plan for the whole community showing how the rest of the community fits into the use of the plan.
- The requirement to supply a soil report
- ALC requiring the completion of the Agricultural Plan prior to the consideration of any applications
- Need for road networking within the District of Sooke
- Best use within the SSA

The applicant provided a history of the land and the intent to subdivide the property.

Public Input:

There was no public participation.

MOVED and seconded to postpone consideration of this application until such time as an Agricultural Plan is completed and the applicant has provided a soils report indicating the property's agricultural capability.

DEFEATED

MOVED and seconded to postpone consideration of this application until such time as an Agricultural Plan is completed.

CARRIED

P-2 Application to Exclude 6912 & 7096 West Coast Road and 1841 Brooks Road from Agricultural Land Reserve (ALR)

Councillor Dumont left the meeting at 7:35 p.m. stating that he is the neighbour of the applicant.

Gerard LeBlanc provided an overview of the Agriculture Land Reserve application to exclude three properties from the ALR and explained that the applicant has also submitted an application to include two properties in the ALR. The lands proposed for inclusion are located just outside of Sooke in the Kemp Lake area. It is anticipated that the excluded lands will be developed in accordance with the policies of the Official Community Plan (OCP). The OCP provides for the location of technical/industrial park uses in the general area.

Council discussed:

- The process to include the Kemp Lake property in the ALR
- CRD LUC will be considering the inclusion application in November

Ed Shaw, applicant, stated that the CRD LUC will be considering the application on October 18th and that the Land Commission explained that with inclusions the CRD only recommends not approves. Mr. Shaw provided a history of the farmland on Kemp Lake. Mr. Shaw provided information as to the soil on his property and explained that the intention will be to designate the land for a technical park.

Public Input:

Angelo Facchin, resident, inquired as to the OCP designation. It was explained that OCP general classification is for a potential Business Park, Technical Park, Clean Industrial, or High Tech park.

David Mallett, Resident, expressed support for the application.

Leon Orza, resident, asked for clarification as to accessing the property. It was explained that there were three accesses, two have been blocked over time.

MOVED and seconded that Council forward this request for exclusion of land from the ALR with a recommendation of support subject to its consideration in conjunction with a request for inclusion of lands into the ALR at 2322 Kemp Lake Road.

CARRIED

Councillor Dumont returned to the meeting at 7:53 p.m.

BYLAWS

B-1 Bylaw No. 441, *Talc Place Disposition Bylaw, 2011*

MOVED and seconded that Bylaw No. 441, *Talc Place Disposition Bylaw, 2011* be adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 480, *Sign Regulation Bylaw, 2011*

MOVED and seconded that Bylaw No. 480, *Sign Regulation Bylaw, 2011* be adopted.
CARRIED UNANIMOUSLY

It was noted that equal enforcement of the *Sign Regulation Bylaw* be carried out.

MOVED and seconded that Council direct staff not to enforce the regulations under Bylaw No. 480 as to sandwich board signs and existing sponsorship signs at sports fields provided the signs comply with section 6.15 of Bylaw No. 480, *Sign Regulation Bylaw, 2011* and until such time as there is any change to the sign or a new sign permit application is submitted.

CARRIED

MOVED and seconded to direct staff to bring back a report as to an amendment to Bylaw No. 490, *Development Procedures Bylaw, 2011* to add a fee for sign permit variance applications.

CARRIED

A discussion ensued as to the recent installation of benches and garbage receptacles at BC Transit Bus Stops. Council asked that a report be brought forward as to the agreement.

MOVED and seconded to direct staff to call the company and advise that they cease and desist installation.

CARRIED UNANIMOUSLY

B-3 **Bylaw No. 489, Sooke Core Sewer Specified Area Amendment Bylaw (147-10)** 7180 West Coast Road

MOVED and seconded that Bylaw No. 489, *Sooke Core Sewer Specified Area Amendment Bylaw (147-10)* be adopted.

CARRIED UNANIMOUSLY

B-4 **Bylaw No. 493, Official Community Plan Amendment Bylaw (400-1)** – 1424 Gillespie Road

MOVED and seconded that Bylaw No. 493, *Official Community Plan Amendment Bylaw (400-1)* be adopted.

CARRIED UNANIMOUSLY

B-5 **Bylaw No. 506, Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-1)**

MOVED and seconded that Bylaw No. 506, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-1)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 506, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-1)* be read a second time.
CARRIED UNANIMOUSLY

B-6 Bylaw No. 507, *Traffic and Highway Regulation Amendment Bylaw (67-2)*

MOVED and seconded that Bylaw No. 507, *Traffic and Highway Regulation Amendment Bylaw (67-2)* be introduced and read a first time.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 507, *Traffic and Highway Regulation Amendment Bylaw (67-2)* be read a second time.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 507, *Traffic and Highway Regulation Amendment Bylaw (67-2)* be read a third time.
CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Protective Services Committee Recommendation – September 6, 2011 meeting

MOVED and seconded to direct staff to bring forward a draft Bylaw for controlled substance medical marijuana growers to install filters/ vents to help eliminate noxious odours.
CARRIED

RA-2 Committee of the Whole Recommendation – October 3, 2011 Meeting

MOVED and seconded to waive the commercial use fee for park use as per section 8 of Bylaw No. 101, *Community Parks Regulation Bylaw, 2002* for the Sooke Slow Cycle event on October 9, 2011;
AND THAT Council approve the Community Builder Sponsorship of \$3,000 from the Council Contingency Fund.
CARRIED

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

MOVED and seconded to receive Councillor Bennett's and Dumont's reports for information.
CARRIED UNANIMOUSLY

RI-2 Communities in Bloom 2011

MOVED and seconded to receive the District of Sooke 2011 Evaluation Report for its participation in the Communities in Bloom 2011 program for information.
CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 BC Transit – Victoria Region Transit Future Plan

MOVED and seconded to receive and file the correspondence.
CARRIED UNANIMOUSLY

I-2 Youth Parliament of British Columbia

MOVED and seconded to receive and file the correspondence.
CARRIED UNANIMOUSLY

It was noted that EMCS and the Youth Council have received the information.

I-3 Scouts Canada – 2011 Scout Apple Day

MOVED and seconded to receive and file the correspondence.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:48 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 October 17, 2011
immediately following the Committee of the Whole meeting

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Tracy Olsen, Planner II
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant

CALL TO ORDER

Mayor Evans called the meeting to order at 9:38 p.m.

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda as circulated.
CARRIED

BYLAWS

B-1 ***Bylaw No. 506, Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-1)***

MOVED and seconded that Bylaw No. 506, Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-1) be read a third time.

CARRIED

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(g) litigation or potential litigation affecting the municipality;

90(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:45 p.m.
CARRIED

Certified Correct:

Janet Evans
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 24 , 2011at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Sue-Lin Tarnowski, Director of Finance
Bonnie Sprinkling, Corporate Officer
Gerard LeBlanc, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant

CALL TO ORDER

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

APPROVAL OF THE AGENDA

MOVED and seconded to add the following supplemental information to the agenda:

B-5 Remove and replace Report (pages 55-60) - Remove Petitions (page 61 and 63)

RA-4 Remove and replace Report (pages 85-86)

RI-2 2008-2011 Legal Costs - Email received October 21, 2011 – Terrance Martin

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on October 11, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on October 17, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on October 17, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

July 13, 2011 Capital Regional District SEAPARC

September 14, 2011 Capital Regional District Board

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Terrance Martin, resident, requested that a new map of the Sunriver Subdivision be provided to the public and suggested that it be made available on the website. This request was acknowledged and noted.

Fred Von Ilberg, resident, read an excerpt from the Sooke Voice News and the Sooke News Mirror regarding the statement as to the cost of legal opinions. Mr. Von Ilberg stated that the allegations are unsubstantiated and the statement is serious and damaging to the reputation and character of the four persons named in the article. Mr. Von Ilberg provided a history of his community services and asked for a public apology. Mr. Von Ilberg expressed objection to Item RA-4 and stated that there has been no public consultation as to the changing of covenant.

David Mallett, resident, expressed support for Bylaw No. 500, *Sooke Zoning Bylaw, 2011* and expressed support on behalf of the Sooke Elderly Housing Society. Mr. Mallett commented on being involved in the Sunriver School site process.

Gail Hall, resident, stated that she shares Mr Von Ilberg's concerns and asked for an apology and retraction of the statement made by Mayor Evans. Ms. Hall expressed concern as to the covenant changes running concurrently with the zoning.

Ellen Lewers, resident, expressed concern as to the size of the agenda stating that there is not enough time provided for the public to voice concerns. Ms. Lewers expressed concern as to the benches and allegations regarding legal fees. Ms. Lewers suggested that Council control the procurement of legal counsel. Ms. Lewers asked that the Mayor retract the defaming accusations and write a public apology. Ms. Lewers inquired as to obtaining quotes for the playing fields at Sunriver. Ms. Lewers submitted her statement.

BYLAWS

B-1 Bylaw No. 506, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-1)*

MOVED and seconded that Bylaw No. 506, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment Bylaw (338-1)* be adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 507, *Traffic and Highway Regulation Amendment Bylaw (67-2)*

MOVED and seconded that Bylaw No. 507, *Traffic and Highway Regulation Amendment Bylaw (67-2)* be adopted.

CARRIED UNANIMOUSLY

B-3 Bylaw No. 508, *Records Management Bylaw, 2011*

MOVED and seconded that Bylaw No. 508, *Records Management Bylaw, 2011* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 508, *Records Management Bylaw, 2011* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 508, *Records Management Bylaw, 2011* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded to designate Lisa Urlacher as alternate Records Officer.

CARRIED UNANIMOUSLY

B-4 Bylaw No. 509, Sooke Core Sewer Specified Area Amendment Bylaw (174-12)
Wright Road

MOVED and seconded that Bylaw No. 509, *Sooke Core Sewer Specified Area Amendment Bylaw (174-12)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 509, *Sooke Core Sewer Specified Area Amendment Bylaw (174-12)* be read a second time.

CARRIED UNANIMOUSLY

Council discussed the capital expansion charges and process for being included in the sewer expansion area. It was noted that one of the property owners may ask to withdraw their petition.

MOVED and seconded that Bylaw No. 509, *Sooke Core Sewer Specified Area Amendment Bylaw (174-12)* be read a third time.

CARRIED UNANIMOUSLY

B-5 Bylaw No. 510, Sooke Core Sewer Specified Area Amendment Bylaw (174-13)
Grant Road West

MOVED and seconded that Bylaw No. 510, *Sooke Core Sewer Specified Area Amendment Bylaw (174-13)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 510, *Sooke Core Sewer Specified Area Amendment Bylaw (174-13)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 510, *Sooke Core Sewer Specified Area Amendment Bylaw (174-13)* be read a third time.

CARRIED UNANIMOUSLY

B-6 Bylaw No. 500, *Sooke Zoning Bylaw, 2011*

Gerard Leblanc acknowledged and thanked the Zoning Bylaw Review Committee, District of Sooke staff and the Island Planning Services Consortium zoning review committee for their work in the review and preparation of the draft zoning bylaw. Mr. LeBlanc provided an overview of the changes made since the last meeting:

- Any unnecessary references to provincial enactments and regulations have been deleted
- Definitions for *multi-family development* and *business park* have been added
- A Table of Offences for Municipal Ticket Information has been prepared
- The draft zoning bylaw has been edited for any spelling and grammar errors
- The document has been reviewed for consistency, particularly the use of terminology
- To improve its usability, set up the numbering and the sequencing of sections
- The Galloping Goose Trail has been zoned P-1
- A diagram showing the dimensions for disabled parking has been included along with the signage specifications for disabled parking signage
- A previously unzoned property in the vicinity of Kirby Road, Dixon Road and the Galloping Goose Trail has been zoned RU2.

Council discussed:

- Further definition of Flood Plane
- Calculation of 1 ½ parking spaces
- Definition of Heavy Equipment
- Creating zoning map sections for ease of review
- Sunriver Park
- Small Lot Residential
- Clarification of CTC1 zoning North and South of Sooke Road
- Mariner Village CD zone regarding Medical Clinic
- Prestige Hotel & Resort CD Zone – P1 zoning and permitted uses
- Public notice requirement for disposition of Land (Leases)
- Charters Creek should be Charters River

Council directed staff to make the following amendments:

- Reference to 203.8 Conditions of Use with 203.2 e) as to accessory use for secondary Suite in the Small Lot Residential Zone
- All references to Charters Creek be changes to Charter River

The following action items were noted:

- Provide map sections for the Public Hearing
- Provide a copy of the Boat Launch grant application and clarify the funding agreement as to commercial use.

MOVED and seconded that Bylaw No. 500, *Sooke Zoning Bylaw, 2011* be introduced and read as amended a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 500, *Sooke Zoning Bylaw, 2011* be read a second time as amended.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to schedule a public hearing for November 7, 2011 in accordance with the requirements of the *Local Government Act* and the *Community Charter*.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Committee of the Whole Recommendations of October 17, 2011

Councillor Beech stated that she owns a legal suite and left the meeting at 8:13 p.m.

Secondary and Small Suites Policy

MOVED and seconded to direct staff to proceed with the *Secondary and Small Suites Policy* with the amendment as to 12 months for decommissioning of suites and as to the addition of provisions for septic tanks and fields.

CARRIED UNANIMOUSLY

MOVED and seconded that Council revisit allowing suites in all zones providing that they meet BC Building Code and municipal parking regulations concurrently with the consideration of the *Secondary and Small Suites Policy*.

DEFEATED

Councillor Beech returned to the meeting at 8:15 p.m.

Proposed Road Closure, Removal of Highway Dedication, and Sale of Excess Grant Road Right of Way at 6826 Grant Road

MOVED and seconded to direct staff to proceed with the road closure, removal of highway dedication and sale of undeveloped Grant Road right of way fronting on 6826 Grant Road (Lot 2, Section 23, Sooke District, Plan 1849, Except Parcel A (DD 1273411) and Except part in Plans 47404 and 47833).

CARRIED UNANIMOUSLY

RA-2 Change of Schedule for November Meetings

MOVED and seconded to cancel the November 28th, 2011 Regular Council meeting.

CARRIED UNANIMOUSLY

RA-3 Community Grant – Food CHI

MOVED and seconded to approve the alternate funding use request from the Sooke Food CHI.

CARRIED UNANIMOUSLY

RA-4 Amend and Revise Section 219 Covenant; Sun River Estates

Councillor Dumont stated he has a working relationship with the owner and left the meeting at 8:17 p.m.

MOVED and seconded to release Shambrook Hills Dev. Corp. from portions 3.5 (i) and (ii) of *Section 219* covenant ET136519 as it relates to development of the former school site for the development in Sun River Estates and that Council direct staff to prepare a revised *Section 219* covenant with Shambrook Hills Dev. Corp.

AND TO hold a public input meeting for the residents of Sunriver.

CARRIED UNANIMOUSLY

Councillor Dumont returned to the meeting at 8:38 p.m.

REPORTS FOR INFORMATION

RI-1 RCMP Mayor Report – August and September 2011

MOVED and seconded to receive the August and September 2011 RCMP Mayor report for information.

CARRIED UNANIMOUSLY

RI-2 2008-2011 Legal Costs

Terrance Martin, resident, inquired as to the Harbourview/OHV. It was explained that they are rolled into one line item expenditure line general government. Mr. Martin commented on the request for legal counsel being premature.

MOVED and seconded to receive the 2008-2011 Legal Costs report for information.

CARRIED UNANIMOUSLY

RI-3 Financial Forecast Report (third quarter)

Sue-Lin Tarnowski informed Council of the \$150,000 shortfall as a result of a decrease in building permit revenue and reported on the plan to achieve savings through re-designing the connector road and a request for grant money for the multi-use trail.

MOVED and seconded to receive the Financial Forecast third quarter report for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 BC Communities in Bloom

MOVED and seconded to receive and file the correspondence.

CARRIED UNANIMOUSLY

I-2 Decoda Literacy Solutions

MOVED to invite the literacy contact in the community to come forward and present the literacy initiatives for Sooke.

CARRIED UNANIMOUSLY

MOVED and seconded to receive and file the correspondence.
CARRIED UNANIMOUSLY

I-3 Statistics Canada

MOVED and seconded to receive and file the correspondence.
CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Mayor to Acknowledge Notice of Motion by Councillor Herb Haldane

MOTION to direct staff to prepare a bylaw to rescind sections 3 and 4 of *Bylaw No. 474, Delegation Bylaw, 2010*.

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 9:09 p.m.
CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the **SPECIAL COUNCIL MEETING**
immediately following the Public Hearing on
November 7, 2011 at 7:00 p.m.
Council Chambers
2205 Otter Point Road

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer (Recorder)
Sue-Lin Tarnowski, Director of Finance
Elisabeth Nelson, Dir. of Development Services
Gerard LeBlanc, Municipal Engineer
Tara Johnson, Planner
Tracey Olsen, Planner

ABSENT

Councillor Maja Tait

CALL TO ORDER

Mayor Evans called the meeting to order at 7:38 p.m.

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda with the addition of the New Business – RA-1 Amendment to Phased Development Agreement – 2205 Tara Place.

CARRIED UNANIMOUSLY

BYLAWS

B-1 **Bylaw No. 500, Sooke Zoning Bylaw, 2011**

MOVED and seconded that Bylaw No. 500, *Sooke Zoning Bylaw, 2011* be amended as recommended in the staff report dated November 7, 2011 and as follows:

- in Schedule 102 – Rural (RU2) zone, section 102.2 g), change “One secondary suite per single family dwelling” to “One secondary suite or one small suite per single family dwelling”;
- in Schedule 404 - Commercial Recreation (C4) Zone, section 404.7 Minimum Setbacks, second column Front Lot Line, change “7.5 m” to “4.5 m”;
- in Schedule 703 – Marina (W3), section 703.2 i), change “Sales and Rentals of boats” to “Sales and Rentals of boats and water sport equipment”;

AND that Bylaw No. 500, *Sooke Zoning Bylaw, 2011* be read a third time as amended.

CARRIED UNANIMOUSLY

**NEW BUSINESS
REPORT REQUIRING ACTION**

RA-1 Amendment to Phased Development Agreement – 2205 Tara Place

MOVED and seconded to approve an assignment of a Phased Development Agreement under section 905.2(5)(c) of the *Local Government Act* such that the name of the developer identified in Bylaw No. 453, *Tara Place Phased Development Agreement Authorization Bylaw, 2010* be changed to “Champagne Ventures Ltd.” to reflect the proposed new ownership of the property;

AND TO authorize the Mayor and Chief Administrative Officer to execute on behalf of the District of Sooke an addendum agreement with the current landowner and the assignee to reflect the assignment.

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)(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(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

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 7:45 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
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 14 , 2011

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

COUNCIL PRESENT

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

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Elisabeth Nelson, Municipal Engineer
Gerard LeBlanc, Municipal Planner
Steve Sorensen, Fire Chief
Staff Sgt. Steve Wright
Lisa Urlacher, Corporate Assistant (left 7:16 pm)

CALL TO ORDER

Mayor Evans called the meeting to order at 6:00 p.m. in the Municipal Meeting Room.

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:

- (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;
- (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.

CARRIED UNANIMOUSLY

CALL TO ORDER – Open Portion

Mayor Evans 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 as circulated as amended:

- to add the Sooke Region Resources presentation after the Receipt of Minutes for Information;
- to move Agenda Item RI-2 – Sooke Region Cultural Plan Committee Report to immediately following Public Question and Comment Period; and
- to add the following items to the agenda as new business:
 - Item NB-1: BC Community Recreation Grant Application
 - Item NB-2: Road and Sidewalk Improvement Program
 - Item NB-3: Motion to close the meeting to the public immediately following Agenda Item “Notice of Motion”.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on October 24, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that Report of Public Hearing meeting held on November 7, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on November 7, 2011 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

September 7, 2011	CRD Planning, Transportation and Protective Services Committee
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September 14, 2011	Capital Regional Hospital Board
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September 21, 2011	CRD Regional Parks Committee
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October 12, 2011	Capital Regional Board
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CARRIED UNANIMOUSLY

PRESENTATION

D-1 **Sooke Region Resources** - Marlene Barry (CHI) and Michael Young (web administrator)

Marlene Barry provided an overview of the Sooke Region Resource website; the website provides local information under the Sooke Regional Community Health Initiative. The website is user friendly and provides the opportunity for many local organizations to showcase their services. Organizations may enter and update their own information for the resource inventory.

Michael Young reviewed the sponsors and donations for the website; Pixel Sweatshop, Sooke Family Resource Society, CHI, District of Sooke, Sooke CASA, Vancouver Island Health Authority and Sooke Region Literacy Project. Site traffic is monitored and shows that the site is well used. The website also provides a listing of volunteer opportunities.

PUBLIC QUESTION AND COMMENT PERIOD

Gail Hall, Sooke Residents, said that the Report of Public Hearing of November 7, 2011 should say that she had "been denied an opportunity to be heard", not "to speak".

Moonfist, Sooke Resident, thanked each of Council members.

RI-1 **Sooke Region Cultural Plan Committee Report**

Ms. Black reviewed the Sooke Region Cultural Plan process started in November, 2009 to create a 5-year planning document that will find solutions and explore opportunities in the five priority areas identified in the report as strategically important by the community. The resulting Sooke Region Cultural Plan "Taking it to the Streets" which presents five

strategic directions to be considered by the District of Sooke, including the creation of a Cultural Planning Advisory Committee. Evonne Black provided Council with a list of the names of those involved with the Sooke Region Cultural Plan. Council accepted the Sooke Region Cultural Plan and will review its recommended actions during the upcoming strategic planning process.

BYLAWS

B-1 Bylaw No. 500, *Sooke Zoning Bylaw, 2011*

MOVED and seconded that Bylaw No. 500, *Sooke Zoning Bylaw, 2011* be adopted.
CARRIED UNANIMOUSLY

B-2 6553 Helgesen Road

Bylaw No. 501, *Zoning Amendment Bylaw (270-90)*

MOVED and seconded that Bylaw No. 501, *Zoning Amendment Bylaw (270-90)* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011*

MOVED and seconded that Bylaw No. 502, *6553 Helgesen Road Phased Development Agreement Authorization Bylaw, 2011* be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 503, *Sooke Core Sewer Specified Area Amendment Bylaw (147-11)*

MOVED and seconded that Bylaw No. 503, *Sooke Core Sewer Specified Area Amendment Bylaw (147-11)* be adopted.

CARRIED UNANIMOUSLY

B-3 Bylaw No. 508, *Records Management Bylaw, 2011*

MOVED and seconded that Bylaw No. 508, *Records Management Bylaw, 2011* be adopted.

CARRIED UNANIMOUSLY

B-4 Bylaw No. 509, *Sooke Core Sewer Specified Area Amendment Bylaw (174-12) – Wright Road*

MOVED and seconded that Bylaw No. 509, *Sooke Core Sewer Specified Area Amendment Bylaw (174-12)* be adopted.

CARRIED UNANIMOUSLY

B-5 Bylaw No. 510, *Sooke Core Sewer Specified Area Amendment Bylaw (174-13) – Grant Road West*

MOVED and seconded that Bylaw No. 510, *Sooke Core Sewer Specified Area Amendment Bylaw (174-13)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 **Policy No. 8.8, *Secondary and Small Suites Policy, 2011***

Councillor Sheila Beech left the meeting at 7:38 pm declaring that she has a secondary suite.

MOVED and seconded that Policy No. 8.8, *Secondary and Small Suites Policy, 2011* be adopted.

CARRIED **Councillors Berger and Haldane opposed the motion**

Councillor Sheila Beech returned to the meeting at 7:45 pm.

RA-2 **Ventilation of Controlled Substance grow operations (Grow Ops)**

MOVED and seconded to direct staff to express the District of Sooke's concerns to Health Canada on the lack of federal supervision and control of Health Canada approved medical marijuana grow operations with respect to compliance with building codes and municipal bylaws and that proposed legislation to establish commercial grow operations include appropriate regulations to enable local authorities to enforce health and safety standards.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 **Mayor and Council Reports**

Mayor Janet Evans read a farewell and thank you message to Council, volunteers, and residents.

Councillor Berger provided an update on the proposed multi-purpose lacrosse box for the District of Sooke; a grant application is being submitted with many letters of support. SEAPARC will provide the maintenance for the facility.

Councillor Dumont reported on the VIRL Board; RFP for a library in Sooke, budget meetings later this month.

MOVED and seconded to receive the Council reports for information.

CARRIED UNANIMOUSLY

RI-2 **Council, COW, Committee/Commission, and Staff Reports**

RCMP – Staff Sgt. Stephen Wright

MOVED and seconded to receive the RCMP October 2011 Monthly Report and CRD Regional Domestic Violence Unit year end report – September 2011.

CARRIED UNANIMOUSLY

RI-3 Development Services Department – Development Cost Charges Bylaw Update

MOVED and seconded to receive the Development Services Department – Development Cost Charges Bylaw Update.

CARRIED UNANIMOUSLY

Fire Department – Quarterly Report July – September 2011

MOVED and seconded to receive the Fire Department – Quarterly Report July – September 2011 with correction.

CARRIED UNANIMOUSLY

NEW BUSINESS

NB-1 BC Community Recreation Grant Application

MOVED and seconded to direct staff to submit a grant application to the BC Community Recreation Program grant for the Phillips Road connector multi-use trails.

CARRIED **Councillors Berger and Haldane opposed the motion**

NB-2 Road and Sidewalk Improvement Program

MOVED and seconded to award the construction agreement in the amount of \$41,949.60 to design and construct the Townsend Road/Highway 14 intersection upgrade to Jasmine's Excavating;

AND to award the unit rate construction agreement in the amount not to exceed \$150,000 to mill and pave Maple Avenue S to Capital City Paving;

AND to authorize the Mayor and Chief Administrative Officer to sign the construction agreements on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

Council directed staff to notify the residents of Townsend Road and Rhodonite Road of the proposed road improvements, including notice published in the newspaper.

CORRESPONDENCE REQUIRING ACTION

C-1 Greater Victoria Development Agency – Request for funds

MOVED and seconded to file the letter from the Greater Victoria Development Agency.

CARRIED UNANIMOUSLY

C-2 Pacific Centre Family Services Association – Proposal for joint provincial grant application

MOVED and seconded to file the letter from Pacific Centre Family Services Association.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 October Council Reader File

MOVED and seconded to file the October Council Reader correspondence.
CARRIED UNANIMOUSLY

NOTICES OF MOTION

NM-1 Notice of Motion by Councillor Herb Haldane acknowledged by Mayor on October 24, 2011

MOVED and seconded to direct staff to prepare a bylaw to rescind sections 3 and 4 of Bylaw No. 474, *Delegation Bylaw, 2010*.

DEFEATED

Mayor Evans and Councillors Bennett, Beech, Dumont, and Tait opposed the motion

NB-3 MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to close the meeting to the public under section 90(1)(i) of the *Community Charter* to discuss the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

Councillor Haldane opposed the motion

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:48 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Inaugural Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on December 5, 2011 at 7:00 pm

COUNCIL PRESENT

Mayor Wendal Milne
Councillor Bev Berger
Councillor Herb Haldane
Councillor Rick Kasper
Councillor Kevin Pearson
Councillor Kerrie Reay
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Gerard LeBlanc, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Lisa Urlacher, Corporate Assistant
Staff Sergeant Steven Wright

CALL TO ORDER

Mr. Parliament called the meeting to order at 7:03 pm.

PROCLAMATION OF RESULTS OF 2011 GENERAL ELECTION

Ms. Sprinkling read the Proclamation of Results of 2011 General Election presented to the District of Sooke by Tom Moore, Chief Election Official.

TAKING OF MAYOR'S OATH OF OFFICE AND OATH OF ALLEGIANCE

Ms. Sprinkling administered the Oath of Office and Oath of Allegiance to the new Mayor.

PRESENTATION OF CHAIN OF OFFICE TO MAYOR

Mr. Parliament placed the chain of office on Mayor Milne's shoulders. Mayor Milne took his seat at the council table.

TAKING OF COUNCILLORS OATHS OF OFFICE AND OATHS OF ALLEGIANCE

Ms. Sprinkling administered the Oaths of Office and Oaths of Allegiance to the new Councillors. Council members took their seats at the council table.

MAYOR'S INAUGURAL ADDRESS

Mayor Milne made his inaugural address.

2012 COUNCIL APPOINTMENTS TO THE BOARDS AND COMMISSIONS

MOVED and seconded to endorse the following District of Sooke appointments to Boards and Commissions:

- Appointment of District of Sooke Mayor Wendal Milne as Director and Councillor Rick Kasper as Alternate Director to the **Capital Regional District Board** until December 31 in the year of the next general local election;

- Appointment of District of Sooke Mayor Wendal Milne as Director and Councillor Rick Kasper as Alternate Director to the **Capital Regional District Hospital Board** until December 31 in the year of the next general local election;
- Appointment of Councillor Kerrie Reay as District of Sooke Representative to the **Capital Regional Emergency Services Telecommunication Board** until December 1 in the year of the next general local election;
- Appointment of Councillor Maja Tait as District of Sooke Representative to the Capital Regional District - **Regional Housing Trust Fund Committee** for the year 2012;
- Appointment of District of Sooke Mayor Wendal Milne as District of Sooke Representative and Councillor Rick Kasper as Alternate to the **Regional Water Supply Commission** until the first Monday following December 1 in the year of the next general local election;
- Appointment of Councillor Herb Haldane as District of Sooke Representative and Councillor Kevin Pearson as Alternate to the **Juan de Fuca Water Distribution Commission** until the first Monday following December 1 in the year of the next general local election;
- Appointment of District of Sooke Councillor Bev Berger as Council Member to the **Sooke and Electoral Area Parks and Recreation Commission** for the year 2012;
- Appointment of Patrick Grove and Jim Perkins as Public Members to the **Sooke and Electoral Area Parks and Recreation Commission** for the years 2012 and 2013;
- Appointment of District of Sooke Councillor Kerrie Reay as Representative and Councillor Herb Haldane as Alternate Representative to the **Vancouver Island Regional Library Board** for the year 2012;
- Appointment of District of Sooke Councillor Kevin Pearson as Member and Councillor Bev Berger as Alternate Member of the **Capital Regional District Climate Action Steering Committee** until December 1 in the year of the next general local election;

AND FURTHER to endorse the 2012 Council Liaison appointments to Community Committees and Societies as attached.

CARRIED UNANIMOUSLY

2012 APPOINTMENT OF ACTING MAYORS

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 2012:

January-February	Councillor Rick Kasper
March-April	Councillor Kerrie Reay
May - June:	Councillor Kevin Pearson
July - August:	Councillor Maja Tait

September - October:
November - December:
CARRIED UNANIMOUSLY

Councillor Herb Haldane
Councillor Bev Berger

2012 MEETING SCHEDULE

MOVED and seconded to approve the 2012 Regular Council meeting schedule as follows:

January 9, 2012
January 23, 2012

July 9, 2012
July 23, 2012

February 13, 2012
February 27, 2012

August 13, 2012

March 12, 2012
March 26, 2012

September 10, 2012

April 10, 2012 (Tuesday)
April 23, 2012

October 9, 2012 (Tuesday)
October 22, 2012

May 14, 2012
May 28, 2012

November 12, 2012
November 26, 2012

June 11, 2012
June 25, 2012

December 10, 2012

CARRIED

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 7:32 pm.
CARRIED UNANIMOUSLY

Certified Correct:

Wendal Milne
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chambers
at 2205 Otter Point Road, Sooke, BC
on December 9, 2011 at 9:00 a.m.

COUNCIL PRESENT

Mayor Wendal Milne
Councillor Bev Berger
Councillor Herb Haldane
Councillor Kevin Pearson
Councillor Rick Kasper
Councillor Kerrie Reay
Councillor Maja Tait

STAFF PRESENT:

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Michael Dillabaugh, Manager of Finance
Gerard Leblanc, Municipal Planner
Elisabeth Nelson, Dir of Development Services
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Staff Sgt. Stephen Wright, RCMP

CALL TO ORDER

Meeting called to order at 9:00 am.

MOVED, seconded 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; and
- 90(1)(l) 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, seconded to adjourn the meeting at 4:42 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Wendal Milne
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chambers
at 2205 Otter Point Road, Sooke, BC
on December 10, 2011 at 9:00 a.m.

COUNCIL PRESENT

Mayor Wendal Milne
Councillor Bev Berger
Councillor Herb Haldane
Councillor Kevin Pearson
Councillor Rick Kasper
Councillor Kerrie Reay
Councillor Maja Tait (Recorder)

STAFF PRESENT:

Evan Parliament (arrived at 12:50 pm)

CALL TO ORDER

Meeting called to order at 9:12 am.

MOVED, 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)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(l) 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, seconded to adjourn the meeting at 1:28 pm.

CARRIED UNANIMOUSLY

Certified Correct:

Wendal Milne
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 12 , 2011
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Mayor Wendal Milne
Councillor Bev Berger
Councillor Herb Haldane
Councillor Kevin Pearson
Councillor Rick Kasper
Councillor Kerrie Reay
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Gerard LeBlanc, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Lisa Urlacher, Corporate Assistant (Recorder)
Staff Sgt. Steve Wright

CALL TO ORDER – Closed Portion

Mayor Milne called the meeting to order at 6:00 p.m. in the Municipal Meeting Room.

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:

(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;

(g) litigation or potential litigation affecting the municipality;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

CALL TO ORDER – Open Portion

Mayor Milne 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 add the following items to the agenda as new business:

- D-4 Paul Regensberg - Lifesport/Sooke Triathlon
- RA-1 Waiver of Indexing of Council Remuneration

- Remove Item RA-1 from the agenda (Page 67)
- B-2 Bylaw No. 514, Council Remuneration Benefits and Expenses Amendment Bylaw (379-1)
- IC-2 Release of In Camera Resolutions of December 9, 2011 Special Council Meeting
- IC- 3 Release of In Camera Resolutions of December 9, 2011 Special Council Meeting
- IC-4 Release of In Camera Resolutions of December 10, 2011 Special Council Meeting

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on October 3, 2011 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on November 14, 2011 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Inaugural meeting held on December 5, 2011 be adopted as circulated.
CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

September 13, 2011	Victoria Regional Transit Commission
October 5, 2011	CRD SEAPARC Commission
October 26, 2011	CRD Planning, Transportation and Protective Services
September 13, 2011	Victoria Regional Transit Commission

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 CRD 2010 Annual Report – District of Sooke Stormwater Quality Presentation - Barri Rudolph and Dale Green

Dale Green, provided information and history as to the administering of the Stormwater quality program:

- Stormwater discharge assessment
- Watercourse surface water monitoring
- Marine surface water monitoring

Barri Rudolph provided a visual presentation detailing the following:

- Fecal Coliform levels
- Public Health Concern Ratings
- Wastewater Collection and Treatment
- Fecal Coliform Source Investigations
- Environments Health Concern Ratings

- Special Projects

Council inquired as to genetic testing and dye testing. It was explained that VIHA administers the test for septic fields and the District of Sooke for sewer areas. Generally the genetic testing is the first stage.

MOVED and seconded to receive the CRD 2010 Annual Report – District of Sooke Stormwater Quality report
CARRIED UNANIMOUSLY

D-2 Art Market Lane - Margarita Dominguez

Ms. Dominguez provided a visual presentation proposing an artist market lane, art village. The following was proposed:

- District of Sooke to provide property
- Amendment to the Parks Bylaw to allow lane to be open 7 days a week
- Permitting process for vendors
- Marketing and promotion

Ms. Dominguez asked that Council consider providing opportunities for the youth and suggested a co-op program under the Sooke Program of the Arts.

MOVED and seconded to accept the presented information regarding an Art Market Lane.
CARRIED UNANIMOUSLY

D-3 South Island Recreation Association - Terrance Martin

Mr. Martin provided Council with the resolution dated October 25, 2010 and presented documentation of a public expenditure and common law dedication which may establish Harbourview Road as a highway under the provincial definition.

Mr. Martin asked that Council direct staff to receive the research material and instruct legal counsel to render an informed opinion based on the research by January 15, 2012 and if the evidence supports the position that Harbourview Road is a legal highway, that staff immediately take the necessary steps to assert possession and control of the road and defend the District asset against encroachment.

Council suggested that staff provide information to the Ministry of Transportation and asked that Mr. Martin provide a detailed report to staff as to his Harbourview Road research.

MOVED and seconded to accept the Harbourview documentation as presented.
CARRIED UNANIMOUSLY

D-4 Lifesport/Sooke Triathlon

Paul Resensburg provided an update as to the Subaru Sooke International Triathlon for 2012-2014 and the international TSN coverage.

Bob Saunders provided examples of economic and tourism benefits which resulted from the event this year. Mr. Saunders stated that the television exposure and articles in Cycling Magazine have put Sooke on the map.

After the presentation, a discussion ensued involving members of Council, Staff and Paul Regensburg which regard to the three year plan. The following resolution was made:

MOVED and seconded to provide LifeSport a letter of support in principle regarding their bids for the following:

- 2012 – National Television Package with TSN
- 2013 – Host site for the Canadian National Triathlon Championships
- 2014 – Host site for the ITU Long Distance World Championships

AND upon review of a business case for the events, support continued funding for the events in the 2012-2016 Financial Plan.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Terrance Martin, resident, asked that a U-Tube link be provided to the triathlon commercials on the District of Sooke website. Council noted that sponsorship opportunities could be offered to businesses for additional vignettes.

Gail Hall, resident, inquired as to the New Business items. It was explained that those items will be discussed in more detail. Ms. Hall inquired as to the Boat Launch and Mayor Milne explained that a standing committee has been created to work with staff to come forward with a detailed report which will afford the opportunity for public participation. Ms. Hall referred to a letter referencing top up to the Grant and asked for clarification. It was explained that all the correspondence and invoices will be reviewed by the committee. Ms. Hall expressed concern as to the Development Variance intent and stated that only hardship should be considered. Ms. Hall expressed concern as to the process in which the Horseshoe Pitch was brought forward and cautioned that the disposition of property and agricultural land applications requires public process.

Ellen Lewers, resident, suggested that an egress report be completed by Fire Volunteers when leaving the department. Ms. Lewers suggested that the policing costs be considered as well for the Ironman events. Ms. Lewers opposed the Development Variance for the TD Bank signage and commented on the Design Guidelines for the Town Centre.

Ron Dumont, resident, expressed disappointment in the statement made as to the process for bringing forward the Horseshoe Pitch and stated that he was asked by members of the community to bring it forward for Council consideration. Mr. Dumont stated that he is not a member of the Sooke Horseshoe Pitching Club and that horseshoe

pitching is a community service and recreation for seniors and residents. Mr. Dumont asked for support for the project.

John Brohman, resident, inquired as to the Boat Launch expenditures and offered to provide quotes for the pier and fence to be used as comparison when reviewing the project. Mr. Bohman expressed concern that the works were not tendered. Mr. Brohman stated that he has been using the boat launch and commented that garbage receptacles are needed at the dock and that the angled parking is too sharp for a truck and trailer.

Dave Clark, resident, provided information as to the Sooke Community Association's four Horseshoe Pitches located at the Sooke River Campground.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Development Variance Permit – 6670 Sooke Road (TD Bank)

Mr. LeBlanc gave an overview of the staff report for the Development Variance permit application for 6670 Sooke Road and provided a visual presentation of the four faces of the building signage.

Public Input:

Ron Dumont, resident, expressed concern as to an application coming forward to vary signage after the new Sign Bylaw was just adopted.

Ellen Lewers, expressed opposition as to the variance stating that the sign would dominate our rural village.

Charlie Seaman, Atlas Sign Company, clarified that the dark green strip will not be illuminated and is included as the facade area. The lighting will be LED illumination. A discussion ensued clarifying the area calculation.

Council expressed concern as to visual impact to the community and referred to the design guidelines and standards.

MOVED and seconded to not authorize the issuance of Development Variance Permit PLN00929 for 6670 Sooke Road, legally described as Lot A, Section 10, Sooke District, Plan 38343 to vary the following from Bylaw No. 480, *Sign Regulation Bylaw, 2011*:

1. Vary section 5.4.1 to allow the building's south façade to be 12.4m² (10.7m² permitted), the west façade to be 18.1m² (10.7m² permitted) and the east façade to be 20.4m² (10.7m² permitted);
2. Vary section 6.7.1(a) to increase the maximum area of each of the three directional signs on the property to 0.5m² (0.3m² permitted);
3. Vary section 6.7.1(b) to increase the maximum height of each the three directional signs to 1.37m (1.22m permitted).

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 513, *Zoning Amendment Bylaw (500-1)*

MOVED and seconded that Bylaw No. 513, *Zoning Amendment Bylaw (500-1)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 513, *Zoning Amendment Bylaw (500-1)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded to Schedule a Public Hearing for January 9, 2012 for Bylaw No. 513, *Zoning Amendment Bylaw (500-1)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-2 2012 Council Committees

Council directed that alternate Council members be added to the Terms of Reference.

MOVED and seconded to amend the Terms of Reference for the Finance Committee and change the name of the committee to "Finance and Administration Committee"; **AND** to direct staff to receive applications for volunteer committee members from the public at large for the Sooke Economic Development Commission, Finance and Administration Committee, Community Grant Committee, Land Use Committee, Protective Services Committee and Sooke Program of the Arts Committee.

CARRIED UNANIMOUSLY

RA-3 Colwood Mutual Aid Agreement

MOVED and seconded to not endorse the Mutual Aid Agreement with the City of Colwood and Colwood Fire Rescue Service.

CARRIED UNANIMOUSLY

RA-4 Silver Spray Fire Servicing Agreement

MOVED and seconded to approve the Fire Prevention 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 for a three (3) years;

AND to authorize the Mayor and Chief Administrative Officer to execute the agreement.

CARRIED UNANIMOUSLY

RA-5 Sooke Community Association Contract

Council discussed the need to review the Sooke Community Association Audited 2011 financial statements and to review the Engagement Report. The Sooke Community Association representative noted that they should be returned by the auditor this week.

MOVED and seconded to postpone the decision regarding the Sooke Community Association Contract until an upcoming meeting.
CARRIED UNANIMOUSLY

RA-6 Road Maintenance Contract

Council discussed tendering the contract. Staff advised that the contract will continue at the current rate, month to month for services rendered.

MOVED and seconded to defer the Road Maintenance Contract to the Finance and Administration Committee and/or a Committee of the Whole meeting.
CARRIED UNANIMOUSLY

RA-7 Agreement with Sooke Horseshoe Pitching Club

Council discussed:

- The original intended use of Sooke River Park
- Funding from the Community Grant Review Committee
- Public Lands requiring public input
- ALC application process
- Parks Regulation bylaw as to trees
- Opportunity provided to other service and community groups for use of land
- Parks Master Plan
- Overload parking for Fred Milne Park
- Existing Horseshoe pitches at the Sooke River Campsite

Council suggested that the Sooke Community Association meet with the Sooke Horseshoe Pitching Club to discuss using and upgrading the location at the Flats to 20 pitches.

During discussion Rick Hobday, representing the Sooke Horseshoe Pitching Club submitted a new proposed concept drawing. Mr. Hobday explained that the intent is to attract championship tournaments.

Council questioned what costs would be incurred for the Sooke River site. Mr. Hobday explained that some backfilling is required to bring it to level ground and that the club house expense is borne by the club. The club would maintain the court as well. The District of Sooke expense has been for the tree removal, which was contracted.

MOVED and seconded to defer the agreement with the Horseshoe Club back to staff for further information.
CARRIED UNANIMOUSLY

RA-8 Public Boat Launch Additional Expenditure

Mr. Parliament explained that the summary was provided after receiving all invoices regarding the land and water based works as well as the works outside of the scope of the project.

Mayor Milne explained that a Standing Committee will review the accounting of the works in a public forum. It was noted that local suppliers will not be affected by the delay of the review process.

MOVED and seconded to defer the Public Boat Launch addition expenditure decision to staff and the committee for further information.

CARRIED UNANIMOUSLY

NEW BUSINESS

B-2 Bylaw No. 514, Council Remuneration Benefits and Expenses Amendment Bylaw (379-1)

MOVED and seconded that Bylaw No. 514, *Council Remuneration Benefits and Expenses Amendment Bylaw (379-1)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 514, *Council Remuneration Benefits and Expenses Amendment Bylaw (379-1)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 514, *Council Remuneration Benefits and Expenses Amendment Bylaw (379-1)* be read a third time.

CARRIED UNANIMOUSLY

IC-2 Release of In Camera Resolutions of December 9, 2011 Special Council Meeting

R-1 Departmental Introductions – Senior Staff

Staff gave an overview of individual departmental operations and objectives; questions and discussions with Council ensued as to municipal objectives and new procedures.

Department	Council Direction to Staff
RCMP	<ul style="list-style-type: none">• Review role of Protective Services Committee with Mayor• Look to ways to increase volunteer recognition and attract new volunteers within the District
Finance (PPP)	<ul style="list-style-type: none">• Provide year-to-date financial report<ul style="list-style-type: none">◦ Tracking of funds in reserve accounts• Financial statements for 2007 and 2008 for comparison

- Provide detailed information as to boat launch; tenders, invoices, etc.
 - Detailed information for sewer fund (revenue and disbursement) and method of determination for parcel tax amount
 - Provide information re: front office renovations
- Fire (PPP)
- First responder service to be discussed at budget review
 - Provide Council with copy of information going to Volunteer Firefighters
- Development Services (PPP)
- Staff to look into online permit applications (Tempest) and “checklist” process for building permits
- Corporate Services (PPP)
- Draft amendments to *Council Procedure Bylaw*:
 - Agendas ready Thursday at noon
 - Expedite Notices of Motion
 - COW or open meeting at end of Regular meeting
 - Land Use committee may consider new process to notify the neighbouring property owners when development application goes to the Committee
 - Re-draft public hearing meeting message

IC-3 Release of In Camera Resolutions of December 9, 2011 Special Council Meeting

Legal Services Contract

WHEREAS the Council and municipal solicitor have agreed that they wish to proceed with a legal services relationship on the same basis as before September 1, 2011 without the need for a fixed five-year contract;

AND WHEREAS Council and the District of Sooke respect the services provided by the municipal solicitor since 2000 and wish to continue that relationship;

NOW THEREFORE the Council resolves to agree with Lidstone and Company to:

- a) Proceed with a legal services relationship on the basis of the legal services relationship that existed prior to September 1, 2011; and
- b) Agree with Lidstone and Company not to proceed with the monthly retain five-year contract as of December 31, 2011.

CARRIED UNANIMOUSLY

IC-4 Release of In Camera Resolutions of December 10, 2011 Special Council Meeting

MOVED and seconded that attendance of all travel and conferences by Council, the CAO and all District staff must be pre-approved by Council in accordance with the *Remuneration and Expense Bylaw* and the *Employee Handbook Bylaw*.

CARRIED UNANIMOUSLY

MOVED and seconded that the Mayor establish a Standing Committee to review the *EPCOR Agreement* and review the current state of the system and report back to Council with the findings of the review;

AND FURTHER that the Mayor determine the Terms of Reference for the committee and appoint Councillors Bev Berger and Rick Kasper to the committee.

CARRIED UNANIMOUSLY

MOVED and seconded that the Mayor establish a Standing Committee to review the Partnering Agreement between the District of Sooke and Prestige Sooke Holdings Ltd. and report back to Council with the findings of the review;

AND FURTHER that the Mayor determine the Terms of Reference for the committee and appoint Councillors Herb Haldane and Maja Tait to the committee.

CARRIED UNANIMOUSLY

MOVED and seconded that the Mayor and Councillor Kevin Pearson meet with representatives of Mariner's Village and report back to Council as to the meeting.

CARRIED UNANIMOUSLY

MOVED and seconded that the Mayor direct staff to bring Bylaw No. 474, *Delegation Bylaw, 2010* to the Regular Council Meeting scheduled on Monday, January 9th, 2012 under New Business on the Agenda.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Ministry of Public Safety and Solicitor General – JDF Park Watch Society

MOVED and seconded to receive and file the correspondence.

CARRIED UNANIMOUSLY

I-2 Gas Tax/Public Transit Management Services

MOVED and seconded to receive and file the correspondence.

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

IC-1 Release of In Camera Resolution of November 14, 2011

Amendment to Bylaw No. 500, *Sooke Zoning Bylaw, 2011*

MOVED and seconded that Council, under section 929(2) of the *Local Government Act*, direct the Municipal Planner to prepare an amending bylaw to Bylaw No. 500, *Sooke Zoning Bylaw, 2011* that would have the effect, if adopted, of deleting section 805.1 of the Beaton Road Residential CD Zone (CD5) and substituting the following:

“805.1 Purpose: This zone is intended to provide for a mixed residential use development that will include single, multi and affordable residential housing units, greenways and parkland.”

AND THAT Council further directs the Municipal Planner to deliver a copy of this resolution to the owners of real property in the area affected by the proposed zoning amendment (as owner is defined in the *Local Government Act*).
CARRIED UNANIMOUSLY

ADJOURNMENT

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

Certified Correct:

Wendal Milne
Mayor

Bonnie Sprinkling
Corporate Officer

