

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held January 15, 2004 at 6:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Director of Finance

**ABSENT:** Councillor John Farmer

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

**1. Roles and Responsibilities Workshop**

**Gordon A. McIntosh, MA, CLGM – Local Government Leadership Institute**

Mr. Gordon A. McIntosh, MA, CLGM of the Local Government Leadership Institute conducted a workshop for Council to help clarify roles and responsibilities. The workshop focussed on group dynamics, identifying clear roles, successful relationships, decision making, and effective governance.

The meeting was adjourned at 9:15 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**A/Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held January 26, 2004 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Tom Day, Chief Administrative Officer  
Laurie Hurst, Director of Finance  
Rachel Parker, Deputy Clerk (recorder)

The meeting was called to order at 7:00 p.m.

1. **Elida Peers, Executive Director, Sooke Region Historical Society**, Visitor Information Centre

Mrs. Peers reviewed the costs of operating the Tourism Information Centre for the 2002/2003 fiscal year. She advised that revenue comes in the form of \$10,000 in grants, \$10,000 from the District of Sooke, and \$5,000 from the Juan de Fuca Electoral Area. The Info Centre will no longer provide a booking service for local accommodation. For 2002/2003, the Info Centre operated at a loss of \$4,719.

Mrs. Peers advised that the Info Centre requires adequate funding in order to use funding for the museum for its intended purpose. She advised that there has never been an intention to make a profit from the visitor's guide and the gift shop does not provide net revenues as the revenues cover wages.

Mayor Evans indicated that Info Centre funding would be considered at Council's upcoming strategic planning and budget meetings.

The meeting was adjourned at 7:30 pm.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held February 2, 3, and 4, 2004 at 6:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance

The meeting was called to order at 6:00 pm on February 2, 2004.

**1. Council Strategic Planning Workshop**

Council members discussed and identified their broad goals and visions for the community.

The meeting was adjourned at 9:00 pm on February 2, 2004 and resumed at 6:00 pm on February 3, 2004.

Council members continued to identify broad goals and visions for the community and categorized the goals into the following areas:

- Sewage Collection, Treatment and Disposal System
- Transportation Infrastructure
- Chief Administrative Officer
- Drainage
- Housing
- Economic Development
- Community Parks and Trails
- Staffing
- Council's Roles
- Liquid Waste Management Plan
- Regional Growth Strategy
- Road Maintenance Contract
- Policing Contract
- Development Cost Charges
- Zoning Bylaw
- Harbour Commission
- RCMP School Liaison
- Park Watch Program

The meeting was adjourned at 9:00 pm on February 3, 2004 and resumed at 6:00 pm on February 4, 2004.

Council members expanded on these goals.

The meeting was adjourned at 9:00 pm on February 4, 2004.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held February 10, 2004 at 7:30 p.m.  
Sooke Community Hall at 2037 Shields Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance  
Frank Limshue, Municipal Planner  
Gary Smirfitt, Municipal Engineer  
Rachel Parker, Deputy Clerk (recorder)  
Sabina FooFat, Assistant Planner

The meeting was called to order at 7:30 p.m.

**1. Rezoning Application / Official Community Plan Amendment, 2197 Otter Point Road - John Phillips Memorial Golf Course**

Mayor Evans advised that the meeting was not a statutory public hearing and that the public hearing for the proposed bylaws has been rescheduled to March 1, 2004 to allow more discussion between the community, the Council, and the applicant.

Mr. Limshue described the role of the Official Community Plan, the zoning bylaw, and the traffic plan. He then described the property subject to the application and the application process, and reviewed the existing covenant and the proposed land use agreement. He advised that if the bylaw amendments were adopted, the applicant would be required to apply for a development permit.

**(a) Presentation by Applicants**

Pat Norton, representing the applicant, stated that the proposal would bring advantages and benefits to the community, including road networks, sidewalks, pedestrian safety, reclamation of Nott Brook, salmon enhancement, water spray park, bandstand, and employment for local builders. Mr. Norton stated that the golf course is not economically viable and the purchase price for the land at this point would be between \$3.7 and \$4 million, however the property is not for sale at this time. He believes that only 5% of the people that he has spoken to are opposed to the proposal.

Brian French, representing the applicant, stated that he wants to listen to the community and wants to address issues. Mr. French stated that the density of the proposal is not very high at 5 units per acre. There has been a long consultation process with Council and the public. Over 15% of the property would be park and the cost of development of the pond exceeds filling in or creating new park space. Mr. French advised that they are proposing significant benefit packages of amenities.

Councillor Stephen asked why the value of the property has increased from \$2.5 million to \$3.7 million. Mr. Norton advised that the additional cost is due to costs to the applicant for sewer and engineering studies.

Councillor Morino asked whether the applicant has considered a trail around the property. Mr. French advised that a narrow corridor trail may not be desirable for security and its limited use, but he could consider such a trail.

**(b) Public Input**

Bill Bell of Townsend Road spoke about the covenant which restricts the uses of the property and that drainage problems have prevented development of the property in the past. He stated that the present owner was aware of the covenant when he purchased the property and expressed that if the golf course is a burden, the owner should relieve himself of the property. He stated that if the property is important to the community, it should be purchased and be developed for recreation purposes.

Elaine Ellinger of Brule Drive stated that she has no complaint with the development and that she is not in favour of development and supports retention of the covenant.

Judy Boyechko of Grant Road expressed concerns about green space and trees and asked how much space would be between her property line and the back of the proposed road. Mr. Limshue advised that a landscaped berm along the south side of the road would provide a visual and noise buffer.

Don Smith of Otter Point Road stated that the people in the Sooke core area should have the opportunity to vote on the proposal.

Ross Dawson of Amethyst Way asked how the proposal could meet the mandate of the Sooke Official Community Plan in regard to managing growth, open space and natural environment, and expressed that densities in close proximities are concern to suggested that the Council should acquire a natural environment assessment, develop a streamside protection policy, and a biological inventory.

Christina von Ilberg of Tara Place expressed concern about the density of two to three houses for every existing house that the proposal backs onto, leaving children legacy of getting money quick rather than green space. Ms. von Ilberg expressed that tourism is increasing and people come to Sooke for the environment and the property is important as it is.

Courtenay von Ilberg of Tara Place expressed that she needs to property to stay as it is because it is a big part of her life.

Keith Houghton of Townsend Road stated that he built his house two years ago and was informed by staff that the golf course would not be developed and a sewer line would go through whether the development went through or not. He stated that the approval of the small lot subdivision of the Ponds is different from the original plans and asked if this development would be the same with the development not following the plans.

Linda Slater of Townsend Road expressed that she enjoys greenery and mountains and has an issue of her property being flooded out since 1995 when Rhodonite Road went through. The plans for the Ponds subdivision have completely changed. She stated that Sooke is going to grow and that the golf course if perfect green space.

Mr. Helgesen on Tara Place expressed that he is not for it or against it and everyone has a right to do with their property what they wish. Mr. Helgesen asked, who would guarantee what will be finished once it starts. Paths are not good reason for development. He expressed concerns about the removal of trees affecting the strength of trees on his property. He stated that the municipality should purchase the property.

Geoffrey Lucas on Burr Road stated that he moved to Sooke to golf and thought it was disturbing that the municipality could not buy its own golf course. He believed there was value in retention of the golf course. He thought that there should be an explanation for considering changing the covenant while there are enough building lots being developed.

Roger Temple of Ayum Road supported the proposal of a development of a citizen's coalition to acquire the property at no cost to taxpayers with the support of hundreds of residents, and believed that it is possible to turn the property into a park similar to Beacon Hill Park.

Fred von Ilberg of Tara Place quoted the Sooke Official Community Plan in regard to responsible growth to benefit the community, protection of the environment and green space. He expressed that the current golf course is the best green space and Council should recognise leisure opportunities and pride in where we live. Council should not release the covenant. Mr. von Ilberg read a letter in regards to the development being a "done deal" and that he has applied to the Ombudsman to investigate Councillor Barry's newspaper article.

Andrew McKai of Eustace Road expressed that he could not imagine taking away the property and that the development is a good idea but in the wrong place. Council should preserve the property and look to the future. Mr. McKai stated the benefits of the proposal are misleading and does not believe that most people are in favour. He suggested that people may help purchase the property through a partnership purchase with the people.

Mark Jarvis of French Road expressed his opposition to the development and believed that the community has a better read on the community than developers.

Bill Wyngaards of Townsend Road North expressed that he believes that a hydrology study should be provided due to the flat stream grade, and that the proposal would block drainage flows.

Mike Hicks of Manzer Road expressed that he was in favour of the development and opposed the municipality purchasing the property.

Linda Batty of Dover Street expressed that the covenant provides social order and predictability and people make decisions based on regulations and need predictability, reliability and trust. She advised that municipal golf courses run well in Saskatchewan.

Norm Upton of Sooke River Road stated that he moved to Sooke for the space and extra freedom and the Council has a chance to protect the community, and the community is quickly loosing what little it has left. He expressed that Sooke will always be a bedroom community and can be beautiful and thought the majority of the community is against the development.

Allan Gallant of Ayre Road stated that the proposed density of the development is high and asked for information about proposed changes to the traffic routes and whether it would affect Ayre Road. He expressed disappointment that no one had consulted with neighbours.

Tia Leske of Maple Avenue South asked, why have Official Community Plan and covenant in place if they can be changed. Ms. Leske stated that Council should stick to the Official Community Plan and covenant. She expressed that she could not understand why the golf course is uneconomical and believed that someone could run it well.

Wayne White of Amethyst Way spoke of the possibility of the municipality purchasing the property without an increase in taxes.

Simon Biickert of Amethyst Way stated that when he purchased his home, the Official Community Plan indicated that the land was designated open space and park. He stated the proposal is unpalatable and had high density with four houses per acre along Amethyst Way.

Marion des Roches of West Coast Road expressed concern about the large retail section and thought that the Official Community Plan identified the revitalization of the core of Sooke. She stated that small retailers in Sooke are dying and receive no assistance and Council should address the existing Sooke core.

Don Chapple of Sooke Road expressed that Sooke could be more than a subdivision of Victoria and that green spaces make a difference. He thought that there should be a better reason to throw away the covenant, the property should become park and asked Council not to approve the rezoning.

Christopher Symons of French Road South supported a vision to protect areas from development and suggested that the golf course areas are the “lungs and heart” of Sooke. Mr. Symons thought Council should preserve the land for future generations as were Beacon Hill Park and Stanley Park, and asked Council to consider alternative plans.

Mike Thomas of Wright Road stated that if the property goes to development it would be the best deal for Sooke as house prices are too high and people cannot afford to purchase a home. Mr. Thomas stated that he was opposed to the community purchasing the property.

Jeff Zigay of Sooke Road stated that he had a problem with the development including 8000 m<sup>2</sup> of commercial space. Mr. Zigay thought that the commercial core would spread away from designated area and the concentration of retail and commercial should not be in residential areas.

Ron Capern of Bethany Place and volunteer with Sooke speed watch expressed concern of the proposed traffic pattern, speed zones and school zones. He asked if the proposal is rejected, whether the Grant to Throup road connection would be completed.

Dick Momsen of Sea Lion Way asked whether Council members' minds are already made up and thought there is bias in the staff recommendation as no other alternatives for the property have been discussed or promoted.

Jane Jolley of Otter Point Road expressed that she thought it would be shortsighted to remove the covenant on the property.

Ellen Lewers of Sooke Road expressed that she thought the Sooke Official Community Plan is not meant to be carved in stone and that Council will be flexible and the community can have a voice in options.

Steve Black of Grant Road expressed concerns with drainage problems on his property and with traffic. Mr. Black thought that there should be a four-lane highway and better drainage and that there is too much development and hoped that the golf course would not be developed.

Stu Parkinson of Harmony's Place stated that he moved to Sooke for the location and for the golfing and thought that development of the property would affect wildlife. He supported a municipal golf course.

Lynn Zethof of Grant Road West expressed opposition to the development and thought the property had value for blackberries, wildlife and for kids. Ms. Zethof thought it was also a business issue and would be a problem for business in downtown.

Judy Conwright of Kemp Lake Road thought it was important to retain the property in memory of John Phillips.

Bill Greenhough of Sooke River Road urged Council to reject the proposal. Mr. Greenhough stated he is a golfer and thought the community should not purchase the property, but it needs an owner that will invest in the operation of the golf course.

Larry Rumsby of Phillips Road expressed his opposition and stated that the proposal is absurd and there would be no benefit to the community. Mr. Rumsby thought that the community does not have to purchase the property, and the covenant should remain.

Melinda Jolley of Otter Point Road expressed that there is conservation value in the covenant and it should be maintained. Ms. Jolley stated that green space draws people to Sooke, tourism drives the economy, and suggested that the property could be used for agricultural education.

Joan Davy of Talc Road stated that she supports growth and small business, but had concerns that the development would take away only existing green space. Ms. Davy questioned the management of the golf course and thought that approval of the development would set an unsavoury precedent for Sooke. She thought the property should remain as park or golf course and the covenant should remain.

Norm Slater of Townsend Road stated that he lived in Sooke for greenery and would have remained in Victoria if he wanted high density. Mr. Slater expressed concern that the parallel connector would pass by schools.

Bob Foreman of Horne Road supported the honouring of the covenant as it was put in place to protect the property.

Andrew Collard expressed his opposition to the development and thought the covenant should be preserved. Mr. Collard expressed concern with drainage and thought the development would undermine the community core. He thought that the community did not have to purchase the property, but should preserve the property.

Carol Small of Manzer Road asked Council to consider that the golf course property is in the core area of town and that town centres do grow. Ms. Small stated that the core needs greater examination as how it should be developed to create attractive spaces. She noted that mature trees attract animals and the landscape needs protection through thoughtful development. She thought that the best area for park development is the waterfront and that the cost of maintaining community land should not be a burden.

Bill Bell of Townsend Road noted that Esquimalt town square is a quality park and expressed concerns about development creating surface run off. He thought golfing is a good and profitable business.

Fred von Ilberg of Tara Place stated that Councillor Barry's advertisement was paid for by the administration and asked people to attend the public hearing.

Joan Davy of Talc Place asked who currently owns the golf course property. Mr. French advised that there is an agreement with Magic Golf World that is registered on title. Ms. Davy commented on the density, the 25-foot road allowance, and whether there would be room for children.

Ross Dawson of Amethyst Way asked if the development is key to the condition of sale.

Andrew McKai of Eustace Road commented that the sewer issue divided the community and asked Council to bring people together on the same side to work out a solution. He supported a park in the core as well as on the waterfront.

Larry Rumsby of Phillips Road expressed that the property should remain recreational no matter who owns it.

The meeting was adjourned at 10:30 pm

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held February 23, 2004 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Tom Morino  
Councillor George O'Brien  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance  
Frank Limshue, Municipal Planner  
Rachel Parker, Deputy Clerk (recorder)  
Sabina FooFat, Assistant Planner

**ABSENT:** Councillor John Farmer, Councillor Marcus Farmer

The meeting was called to order at 7:00 p.m.

**1. Proposed Agricultural Land Reserve Application, Exemption of Lot 23, Sections 5 and 17, Sooke District, Plan 1282-A, Whiffin Spit Road, from the Agricultural Land Reserve**

Mr. Limshue reviewed the application.

Councillor Stephen asked about the constituency of the soil on the property. Mr. Limshue advised that, after comments from Council members and discussion with the Land Commission, staff has not required a soil study for properties that the Land Commission has indicated it would not be opposed to removing from the Agricultural Land Reserve.

Councillor Barry asked for details on the surrounding parcels and road accesses.

Councillor Stephen asked if the Land Commission would visit the site. Mr. Limshue advised that it would visit the site if Council forwarded the application to the Land Commission.

**MOVED** by Councillor Barry to recommend that Council forward to the Land Reserve Commission the application for exclusion affecting the parcel located on Whiffin Spit Road, and legally described as Lot 23, Sections 5 and 17, Sooke District, Plan 1282-A, except parts in Plans 22343, 32193, and 47283.

**CARRIED UNANIMOUSLY**

The meeting was adjourned at 7:12 p.m.

**Certified Correct:**

---

Janet Evans  
Mayor

---

Laurie Hurst  
Interim Chief Administrative Officer

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held February 28, 2004 at 12 p.m.  
Municipal Hall, 2205 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Tom Morino  
Councillor George O'Brien  
Councillor John Stephen

**STAFF PRESENT:**

none

**ABSENT:** Councillor Marcus Farmer

The meeting was called to order at 12:00 p.m.

**1. Motion to Close the Meeting to the Public**

**MOVED** by Councillor John Farmer to close the meeting to the public to discuss labour relations or other employee relations under section 90(1)(c) of the *Community Charter*.  
**CARRIED UNANIMOUSLY**

The meeting was adjourned at 9:05 p.m.

**Certified Correct:**

---

Janet Evans  
Mayor

---

Laurie Hurst  
Interim Chief Administrative Officer

DISTRICT OF SOOKE  
Committee of the Whole Minutes  
Meeting held March 1, 2004 at 5:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Brien  
Councillor John Stephen  
Councillor John Farmer

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Debbie Carter, Director of Finance  
Gary Smirfitt, Municipal Engineer  
Bob Kelsey, Fire Chief  
Bonnie Sprinkling, Deputy Clerk (recorder)

The meeting was called to order at 5:30 p.m.

**1. Budget Discussions**

Mr. Jmaeff commenced the 2005 budget discussions with an overview of the proposed revenue and expenditures. Mr. Jmaeff explained that the proposed revenue, which includes the Silver Spray development tax revenue, and the new policing and roads maintenance costs. Mr. Jmaeff confirmed that casino funds can be used on capital projects.

**2. Strategic Plan - 2005 Objectives**

Ms. Carter advised that the 2005 Objectives document will be included in the budget when it is endorsed by Council.

**3. Budget Introduction**

Ms. Carter gave a power point presentation to introduce the 2005 budget to Council. Points included in the presentation are as follows:

a. General Information & Assumptions:

- 2005 tax revenue increase remains at 5%
- 2005 tax revenue includes \$174,054 for non-market assessment changes
- Rate of return on investment income estimated at 2.25%
- Pending increase to Municipal Pension Plan employer contribution = 1%
- Policing costs adjusted to reflect the most recent information

b. 2005 Tax Revenue From Growth

c. Tax Revenue Increase

2004 actual tax revenue	\$ 2,394,446
X 5%	119,722
Non-market growth	<u>174.054</u>
2005 budgeted tax revenue	\$ 2,688,222

- d. Operating Revenue
- e. Operating Expenses
- f. Expense Summary
- g. Significant Financial Impacts

Why the increase?

- Regular salary and benefit cost increases
- Information technology
- Insurance premiums
- Higher policing costs (grants now exhausted)
- One time CREST payment
- Election 2005
- East Sooke Fire contract
- Road maintenance

h. Policing

- The cost of policing is one of the biggest financial issues for the District of Sooke.
- Prior to March 31, 2004 policing costs were allocated based on a member complement of 5. The District was also eligible for policing grants.
- Effective April 1, 2004 the District became responsible for all policing costs of the municipality (70% ratio based on population). Costs are now allocated on a full member complement of 10 and grants have been exhausted.
- 2005 Policing Costs total \$1,091,900.

3. 2005 Budget Operating, Non-Discretionary

Ms. Carter presented the draft Detailed Budget 2005 - Discretionary for review.

Councillor John Farmer and Councillor Marcus Farmer joined the meeting at 5:50 pm

4. 2004 Discretionary Operating

The Committee reviewed the recommended budget allocations for discretionary items and approved the recommendations with the following exceptions:

- Agreed to investigate funding of a drug and alcohol counsellor, rather than RCMP school liaison officer
- Kaltasin Road beach access funds to come from casino revenue rather than general fund.
- Agreed to improve sidewalks on Kaltasin Road in 2004.
- Agreed to an additional \$5,000 funding to the Visitor information centre.

5. 12 Year Plan

Ms. Hurst described six different scenarios to manage an increase in services over the long term without affecting funding for discretionary items and noted that the last four years of the 12 year plan are not satisfactory. Ms. Hurst showed the cumulative effects of market increase in property assessment on property tax revenue.

Ms. Hurst suggested budget adjustment for full GST rebate, which only equates to approximately \$30,000. It was suggested that the funds may be used for infrastructure revitalization, such as roads. Council agreed on reserve fund for capital infrastructure replacement.

#### 6. Grants In Aid

Mayor Evans advised that two applicants for Grants In Aid that had not been present at the March 15, 2004 Committee of the Whole have requested that Council reconsider their applications. Members agreed that it would not.

The meeting was adjourned at 9:05 p.m.

Certified Correct:

---

Janet Evans  
Mayor

---

Laurie Hurst  
Interim Chief Administrative Officer

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held March 15, 2004 at 6:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance  
Frank Limshue, Municipal Planner  
Rachel Parker, Deputy Clerk (recorder)  
Susan Kelly, Admin/Finance Clerk

The meeting was called to order at 6:30 p.m.

**Public Question and Comment Period**

Ken Kroppmanns of Sooke River Road supported public consultation on the future use of the Deertrails property and supported the potential use for off-road vehicles and destination resort.

Ken Van of Phillips Road supported the Land Conservancy proposal to purchase the property and asked that Council work with the Land Conservancy.

Mary Jamieson of Sooke River Road supported the Land Conservancy proposal and hoped the CRD, the District of Sooke and the Land Conservancy would work together.

Linda Batty of Dover Street supported the Land Conservancy proposal and noted Sooke members of the Land Conservancy and suggested that the Land Conservancy did not consult with Council because it knew Council's opinion.

Gail Hall of Sooke River Road commented that the value of the Deertrails property does not have to be considered in financial terms and noted the covenant that the property must be open to the public.

Diane Bernard of Penang Road supported the use of the property for tourism and that the Land Conservancy will bring access to the Sooke Hills.

**1. Deertrails Property**

Mayor Evans indicated that this meeting was for the purpose of hearing Council members' views on the Land Conservancy's campaign to purchase the Deertrails property.

Councillor Morino noted that Council finds itself in a difficult position of being excluded from the process.

Mayor Evans indicated that it is Council's role to let Sooke taxpayers know the facts and Council has invited representatives from the Land Conservancy to meet with Council on March 22<sup>nd</sup>.

Councillor Barry stated that Council has been placed in a bad position in which it could not comment on confidential matters.

Councillor Stephen suggested that if the property was purchased by a developer, the municipality could negotiate land dedication through the development permit process.

Councillor O'Briain expressed concern that the tax assessment could be changed without public consultation and that park tax funds could be used to purchase the park which would place a burden on Sooke citizens in terms of double taxation.

Councillor Marcus Farmer expressed concerns that the Land Conservancy has given no indication of its plans and Council has been hit with a PR job that ignores the real issues. The land is designated in the Sooke official community plan and is in a development permit area and there may be costs in the future as a result of tying the property up as parkland. By asking the Capital Regional District for funding support, the CRD would be dictating what occurs in the District of Sooke, which was why Sooke incorporated as a municipality. He noted that the dedication of 30% of Sun River Estates as public park a success.

Councillor John Farmer stated that a destination resort would provide space and facilities, infrastructure, tourist amenities and would achieve the same goals. Council has a responsibility to look at how to ensure Sooke is a complete community. He questioned who will pay for upgrades to Sooke River Road and that Sooke has limited revenues.

Councillor Morino stated that Council needs to look at its options and to be proactive and consider partnering options.

Council considered a resolution to advise the Capital Regional District that it does not support the use of park acquisition funds towards the acquisition of the property.

Councillor Barry questioned the Capital Regional District's policy which limits park use and noted that the Sooke Hills Park is not accessible for all people. She suggested that if the Land Conservancy is not willing to meet with Council, to move ahead with a resolution to the Capital Regional District Board.

The meeting was adjourned at 7:05 p.m. and then resumed at 7:30 p.m.

## **2. Grants in Aid - Applications**

### **a. Sooke Options for Community Living**

Judy Gorton reviewed the application and spoke on behalf of her brother who attends the adult day program.

- b. **Canadian Forces Appreciation Committee**  
As no one from the organization was present, the application was not considered.
- c. **Horticulture Centre of the Pacific**  
Mel Couvelier and Ruby Littlepage reviewed the application.
- d. **Juan de Fuca Community Futures**  
As no one from the organization was present, the application was not considered.
- e. **World Community Development Education Society.**  
As no one from the organization was present, the application was not considered.
- f. **Stage West Players**  
Pat Zogar reviewed the application. Ms. Zogar advised that although it was not clearly identified in the application, the grant would be used towards repair of lighting equipment.
- g. **Steps to the Future Child Care Society**  
Christine McGuinness reviewed the application. Ms. McGuinness advised that the funding will be applied toward the centre located on Throup Road not the centre located in the CASA building.
- h. **Sooke Folk Music Society**  
Dave Gallant and Gene Sebelius reviewed the application. The Committee questioned speculative ticket sales. The Committee also cautioned the organisation about ongoing funding reminding them that grant in aid is intended for a one time special project or start up.
- i. **Juan de Fuca Marine Rescue Society**  
Todd Genenereux reviewed the application. Ms. Hurst advised that property taxes have been outstanding on the applicants property since 2001. Staff have met with representatives from the federal government on the matter who advised the District of Sooke that the lessee is responsible to pay all property taxes as agreed upon at the time of signing the lease. Ms. Hurst advised that staff have made repeated attempts by both phone and in writing to contact the Juan de Fuca Marine Rescue Society and have received no response to date.

**MOVED** by Councillor Marcus Farmer, seconded to recommend to Council to approve the following grants in aid:

Horticulture Centre of the Pacific	500.00
Stage West Players	1500.00
Steps to the Future Child Care Society	3000.00
Sooke Folk Music Society	3000.00
Sooke Options for Community Living Association	3000.00

**CARRIED UNANIMOUSLY**

### **3. Grants in Aid – Final Reports**

**MOVED** by Councillor Marcus Farmer, seconded to recommend to Council to accept final reports as submitted from:

- a. Juan de Fuca Marine Rescue Society
- b. Sooke Restorative Justice Program
- c. Sooke Rescue Society
- d. Sooke Transition House
- e. Sooke Citizens on Patrol
- f. Sooke Family Resource Society
- g. Royal Canadian Legion Branch #54
- h. Sooke Philharmonic Society
- i. Sooke Soccer Club
- j. Sooke Boxing Club
- k. Sooke Community Youth Choir
- l. Contact Community Assistance Society

**CARRIED UNANIMOUSLY**

### **4. Grants in Aid – Status Report**

**MOVED** by Councillor Marcus Farmer, seconded to recommend to Council to receive and file the status report submitted from the Sooke Regional Historical Society.

**CARRIED UNANIMOUSLY**

**MOVED** by Councillor O'Briain, seconded to recommend that Council amend the Grant In Aid polity to add that any direct or indirect benefit from a permissive tax exemption must be declared on the grant in aid application.

**CARRIED UNANIMOUSLY**

The meeting was adjourned at 8:35 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held March 22, 2004 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance  
Frank Limshue, Municipal Planner  
Rachel Parker, Deputy Clerk (recorder)

The meeting was called to order at 7:00 p.m.

**1. Bill Turner, Executive Director and Ian Fawcett, Deputy Executive Director, The Land Conservancy, Purchase of Property known as Deertrails**

Mr. Turner gave a brief background presentation on the Land Conservancy. Mr. Turner explained that the Land Conservancy has a parks purchasing partnership with the Capital Regional District in which the Land Conservancy covers 1/3 of cost and the CRD covers the remaining 2/3 cost from the parks levy.

Mr. Fawcett presented the Ours Forever campaign to purchase the Deertrails property in order to protect the property and to bring the property into the public trust. Mr. Fawcett commented that this acquisition will benefit the Sooke tax base.

Mr. Fawcett advised that a joint management agreement may be established between the Capital Regional District and the Land Conservancy to operate the park. The Land Conservancy is open to negotiation with partners and is open to the continued operation of the campground. Mr. Fawcett advised that the lodge is a danger and must be removed. He reviewed his analysis of the property tax impact and stated that it is a condition of sale that the overdue property taxes be paid.

Mr. Turner commented that a park would benefit everyone and the Land Conservancy has significant support. He asked that the Sooke community be a partner in the campaign. In response to a question from Councillor Barry, Mr. Turner explained that the Land Conservancy pays the interest and property taxes for the Seraphim property. In response to a question from Councillor Stephen, Mr. Turner advised that any partnership would not include any commercial use except for the campground.

Councillor John Farmer commented that he had assumed that the Land Conservancy would have included the District of Sooke in any future parks acquisition. He expressed concern of the cost to the community for road improvements and suggested that Council let the Capital Regional District know that it is not in favour of using the parks acquisition

fund for the purchase of the property. Mr. Turner commented that it is the responsibility of Council to know about the Capital Regional District parks master plan.

In response to a question from Councillor OBriain in regards to public involvement, Mr. Turner advised that improvements must be made to the parking and toilet facilities and that the owner would have to develop a park plan.

**2. Correspondence Regarding Proposed Land Conservancy Purchase of Deertrails Property**

The meeting was adjourned at 7:29 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held March 29, 2004 at 6:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance  
Rachel Parker, Deputy Clerk (recorder)

**ABSENT:** Councillor Tom Morino

The meeting was called to order at 6:04 p.m.

**1. 2004 Financial Plan**

Ms. Hurst reviewed the revised 2004 detailed operating budget, the five year financial operating budget, the five year capital budget, and the twelve year operating budget. The Committee discussed the gradual increase in services over the years, while the Council has sustained the annual 5% tax revenue increase for surplus purposes only. The Committee discussed the results of the service increase over the twelve year period from incorporation and debated whether to approve a slight tax increase or to depend on growth to cover the costs. The Committee agreed to review the matter next year.

Councillor Marcus Farmer arrived at the meeting at 6:27 p.m.

The Committee agreed to write a letter of thanks to the Sooke Firefighters Association for their hard work over the past year.

**2. Bylaw No. 173, *Council Procedure Bylaw, 2004***

The Committee reviewed the proposed Council Procedure Bylaw.

The meeting was adjourned at 7:30 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held April 5, 2004 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance  
Frank Limshue, Municipal Planner  
Rachel Parker, Deputy Clerk (recorder)

The meeting was called to order at 7:00 p.m.

**1. Chris Goldburn, Capital Regional District Housing, Regional Housing Affordability Strategy**

Ms. Goldburn reviewed the purpose of the Regional Housing Corporation and the Regional Housing Affordability Strategy. She reported that those in need of affordable housing are those who spend 30% of income on housing, a majority of which are renters. Sooke has more than its proportional share of people in need of affordable housing compared to the region. Ms. Goldburn stated that local governments need to take a more active role and can no longer depend on senior government funding. She reviewed the strategy recommendations for local governments including establishing a regional fund, establishing a resource centre, preserving existing rental stock, and harmonizing development regulations.

The meeting was adjourned at 7:33 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held April 19, 2004 at 6:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Laurie Hurst, Interim Chief Administrative Officer / Director of Finance  
Susan Kelly, Finance/Admin Clerk (recorder)

**ABSENT:** Councillor John Farmer

The meeting was called to order at 6:05 p.m.

**1. Five Year Financial Plan 2004 - 2008**

**(a) Advertising for the Sooke Region in 2004**

**MOVED** by Councillor Marcus Farmer to allocate \$6,000 to the Sooke Economic Development Commission for tourism advertising of the Sooke Region in the 2004 budget.

**CARRIED UNANIMOUSLY**

**(b) Municipal Hall Renovations**

**MOVED** by Councillor Barry to approve a budget increase of \$10,000 for office renovations in the 2004 budget.

**CARRIED UNANIMOUSLY**

**(c) Five Year Operating Budget**

**(d) Five Year Sewer Operating Budget**

**(e) Five Year Capital Budget**

The Committee discussed the five year operating budget, the five year sewer operating budget and the five year capital budget. Ms. Hurst advised that the budget would be presented to Council in bylaw form after the financial plan open house.

**2. Property Tax Rates 2004**

Ms. Hurst reviewed and discussed the proposed property tax rates for 2004 and advised that the rates would be presented to Council in bylaw form after the financial plan open house.

### **3. Capital Region Emergency Services Telecommunications (CREST)**

The Committee discussed the staff review of various options for revenue alternatives for the CREST program in order for Councillor OBriain to bring forward to the CREST Board of Directors.

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

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Laurie Hurst**  
**Interim Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held May 3, 2004 at 7:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Brien  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Laurie Hurst, Director of Finance  
Frank Limshue, Municipal Planner  
Rachel Parker, Deputy Clerk (recorder)

**ABSENT:** Councillor John Farmer

The meeting was called to order at 7:35 p.m.

**1. Capital Regional District Housing Affordability Strategy**

The Committee discussed affordable housing options with Chris Goldburn of CRD Housing and Henry Kamphof, Executive Director of the CRD Housing Corporation.

The Committee asked for more information on how the four key strategic actions would be established, operated and administered. Ms. Goldburn advised that if municipalities in the region agree to the concepts, she would present a range of options to the CRD Housing Committee to make recommendation to the CRD Board. The Board must direct CRD staff to provide detailed information to municipalities.

The Committee discussed priorities for Sooke such as an assurance that there will be a return from the program to the Sooke community and options on how the fund will be collected from taxpayers.

**MOVED** by Councillor O'Brien to support in principle the Regional Housing Affordability Strategy and the Four Key Strategic Actions.

**CARRIED**

The meeting was adjourned at 8:15 p.m.

**Certified Correct:**

---

Janet Evans  
Mayor

---

Peter Jmaeff  
Chief Administrative Officer

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held may 10, 2004 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Marcus Farmer  
Councillor George O'Brien  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Laurie Hurst, Director of Finance  
Frank Limshue, Municipal Planner  
Rachel Parker, Deputy Clerk (recorder)

**ABSENT:** Councillor John Farmer, Councillor Tom Morino

The meeting was called to order at 7:05 p.m.

**1. Agricultural Land Reserve Application to Exclude 2629 Otter Point Road**

Mr. Limshue reviewed the application. He advised that the property owner is expected to apply to rezone the property to Rural Residential to allow for lots less than 4 hectares.

Councillor Stephen asked for clarification on the requirement for linear trails.

**MOVED** by Councillor Barry to forward to the Land Reserve Commission the application for exclusion affecting the parcel located at 2629 Otter Point Road, and legally described as Lot 2, Section 35, Sooke District, Plan VIP65463.

**CARRIED**

Councillor Stephen opposed the motion.

Councillor Stephen suggested that Council recommend that the property not be subdivided.

The meeting was adjourned at 7:24 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held July 26, 2004 at 6:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Laurie Hurst, Director of Finance  
Frank Limshue, Municipal Planner  
Gary Smirfitt, Municipal Engineer  
Rachel Parker, Deputy Clerk (recorder)

The meeting was called to order at 6:30 p.m.

**1. 2004 Objectives Statement, Review of Progress Measures**

The Committee reviewed the progress of 2004 objectives.

The meeting was adjourned at 7:00 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held August 30, 2004 at 6:45 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Frank Limshue, Municipal Planner  
Gary Smirfitt, Municipal Engineer  
Susan Dyble, Admin/Finance Clerk (recorder)

The meeting was called to order at 6:45 p.m.

**1. Mike Skene, Boulevard Transportation Group, Update on Highway 14 Upgrade Project.**

Nadine King, on behalf of Mike Skeen from Boulevard Transportation Group provided an update of the Highway Improvement Project and an outline of the process for the design.

Ms. King advised that two open houses were held in September, one will be held in October and that a meeting with the Sooke Harbour Chamber of Commerce is scheduled for the next week.

Councillor Stephen questioned the difference between the Highway 14 upgrade project and the downtown revitalization project. Frank Limshue advised that the highway upgrade project is primarily focussed on signalization and safety whereas the downtown revitalization project is more for beautification off the highway in the downtown core.

David Bennett of Rhodonite Drive expressed his support of the project and questioned the status of Townsend Road and if future growth has been taken into consideration.

The meeting was adjourned at 7:15 pm

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held October 18, 2004 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Tom Morino  
Councillor George O'Brien  
Councillor John Stephen  
Councillor John Farmer (arrived at 7:35 pm)

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Laurie Hurst, Director of Finance  
Susan Dyble, Finance/Admin Clerk (recorder)

**ABSENT:** Councillor Marcus Farmer

The meeting was called to order at 7:00 p.m.

**1. PURCHASING POLICY**

Laurie Hurst provided an overview of the purchasing policy. Mayor Evans noted that a sentence repeats itself on page 7 and should be deleted.

Councillor Stephen questioned the differences between the old policy and the new proposed one. Mrs. Hurst advised that the new policy outlines specific definitions and that Section 5. Purchasing - Invitation to Tender and Request for Proposals has been enhanced.

Councillor O'Brien questioned the provision for single source purchasing and asked when this would become applicable. Mrs. Hurst advised that often in the case of the Fire Department, it is more cost effective to sole source an item rather than go outside of Canada when suppliers are limited.

**2. GRANTS IN AID - Applications**

**a. West Coast Community Development Association**

Gillian Kadiri provided an overview of the application and outlined the services the organization provides. Mayor Evans questioned the increase in budget from last year to this year and Ms. Kadiri advised that the organization was not operational for several months last year. Ms. Kadiri provided letters of support from the Sooke Transition House Society and the Sooke RCMP Victim Services.

**b. Juan de Fuca Marine Rescue Society**

As there was no representation from the organization present, the application was not considered.

**c. Sooke Philharmonic Society**

Terry McGinty provided an overview of the application identifying the acoustical problems at the Edward Milne Community School Theatre. Councillor O'Brien

asked if a grant had been requested from the CRD as well. Mr. McGinty advised that other local organizations have been asked to contribute to the improvements.

**d. UBI Caritas Community Services**

Sharon Priest provided an overview of the application. Mayor Evans expressed concerns of how the organization would sustain itself as the grant in aid is intended for a one-time special project. Councillor Stephen advised of his concerns regarding the lack of endorsement from seniors, parents and teachers involved. Councillor OBriain asked if anyone else had been approached for funding and Ms. Priest stated that no other grants applications have been made yet.

**e. NEED Crisis and Information Line**

Terri Askham provided an overview of the application. Mayor Evans expressed concerns that this would not be a one-time service and that perhaps this funding should become a line item in the budget instead of a grant in aid.

**f. T'Souke Nation**

Gordon Planes provided an overview of the application. Councillor Stephen questioned the eligibility of T'Souke Nation as a non-profit organization. Laurie Hurst advised that by Canada Custom and Revenue Agency definition, any local government is considered to be a registered charity.

**3. GRANTS IN AID – FINAL REPORTS**

**MOVED** by Councillor Barry, seconded that the Committee recommend that Council accept the final reports from Stage West Players, Horticulture Centre of Pacific, Sooke Options for Community Living and the Power of Hope.

**CARRIED UNANIMOUSLY**

**4 Sooke Harbour Authority – Continuation of Public Access to the Sooke Government Wharf**

**MOVED** by Councillor OBriain, seconded that the Committee recommend that Council direct staff to contact the Sooke Harbour Authority requesting confirmation that physically challenged people will have access to the Sooke Government Wharf for recreational fishing.

**CARRIED UNANIMOUSLY.**

The meeting was adjourned at 8:15 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held October 19, 2004 at 5:30 p.m.  
Municipal Hall, 2205 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor Tom Morino  
Councillor George O'Brien  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Laurie Hurst, Director of Finance  
Frank Limshue, Municipal Planner  
Gary Smirfitt, Municipal Engineer  
Bob Kelsey, Fire Chief  
Rachel Parker, Deputy Clerk (recorder)

**ABSENT:** Councillor John Farmer, Councillor Marcus Farmer

The meeting was called to order at 5:50 p.m.

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

**MOVED** by Councillor Barry to close the meeting to the public under section 90(1) of the *Community Charter* to discuss labour relations or other employee relations; and discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 of the *Community Charter*.

**CARRIED**

The meeting was adjourned at 9:00 p.m.

**Certified Correct:**

---

Janet Evans  
Mayor

---

Peter Jmaeff  
Chief Administrative Officer

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held October 25, 2004 at 6:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Laurie Hurst, Director of Finance  
Frank Limshue, Municipal Planner  
Gary Smirfitt, Municipal Engineer  
Rachel Parker, Deputy Clerk (recorder)

The meeting was called to order at 6:30 p.m.

**1. Development Cost Charges Bylaw**

Mr. Smirfitt introduced Fraser Smith of Urban Systems, the consultant on this project. Mr. Smith reviewed the DCC program as a toll to fund new larger infrastructure required for growth. He advised that a 1% municipal assist factor is recommended as general taxation and should be reviewed annually. The DCC will apply to renovations if the value is over \$50,000. The sewer DCC could apply outside the existing service area if Council planned to extend the service to that area.

The Committee agreed to approve the recommendation to direct staff to host an Open House on Development Cost Charges on November 16, 2004 and to present the Development Cost Charge Bylaw at the November 29, 2004 Council meeting.

**2. Highway 14 Upgrade Project**

Mr. Smirfitt introduced Mike Skene of Boulevard Transportation Group, the consultant for the design of the Highway 14 Upgrade Project. Mr. Skene advised that open house turnout has been about 50 people per open house. Advertisements were placed in the Sooke News Mirror and notices were delivered to all adjacent property owners to the project. After the upcoming open house on November 2, 2004, the detailed concept will be presented to Council. He advised that the current design is within the existing road right of way including wider lanes for bicycle provision and landscaping.

The meeting was adjourned at 7:10 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held November 8, 2004 at 6:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Rachel Parker, Deputy Clerk (recorder)  
Frank Limshue, Municipal Planner

The meeting was called to order at 6:30 p.m.

**1. Agricultural Land Reserve Application to Exclude Property on Phillips Road, Section 13, Otter District**

Mr. Limshue reviewed the staff report.

Mr. Scott Kendrew, the applicant, review the history of the family's farming business and advised that the business could not support the family and the tree farm was not viable. He advised that his father was part of the decision making process.

Gail Hall of Sooke River Road provided a written submission representing Norma Lajeunesse opposing the application. Mrs. Hall expressed support for the letter submitted by Mrs. Debbie Stoltz.

Tony Schori, Agrologist for the applicant, advised that he assessed the subject property and that some areas are capable of crop production, however much of the land would be a challenge to farm and not be reasonable for commercial agriculture with the lack of local suppliers being a serious handicap. If the property was irrigated it could produce limited specialty crops.

Ken Van of Phillips Road spoke about the farming history of the property, commented on the staff report, and suggested the approval of a subdivision of 10 acre lots within the agricultural land reserve.

Jim Duncan of University Woods expressed support for having the Land Commission decide.

Dave McClimon of Dixon Road expressed empathy for the property owners if locked into ALR land and supported the application.

Ron Shambrook of Sooke Road expressed support for the application as it was not commercially viable.

Ed Hume of Phillips Road expressed opposition to the application and thought the property could be farmed if an attempt was made.

Ellen Lewers of Sooke Road expressed support for the application as farming is a costly business and there is no local market for support.

John Martin of Sooke River Road expressed support for the application as the property is not viable farmland.

John Kendrew of Pouce Coupe, BC, and for the applicant, reviewed the farming history of the property and advised that the land is not good agricultural land and is not productive.

Peter Oke of Sooke River Road expressed opposition to the application.

Written submissions were received from the following:

R.W. Banner, Norton Road	in support
Debbie Stolth, Sooke River Road	opposed
Patricia Homer and Ken Van, Phillips Road	opposed
E.M. Anderson, Phillips Road	opposed
Gary White, Sooke River Road	opposed
Meredith White, Sooke River Road	opposed
Margaret Wojtala, Sooke River Road	opposed
Clifford A. & Faye M. Cook, Phillips Road	opposed
Mark Batterbury, Sooke River Road	opposed
Betty G. Jones, Sooke River Road	opposed
Lajeunesse Family	opposed
James Oke, Sooke River Road	opposed
Richard and Ellen Lewers, Sooke Road	in support
D. Bandoian	opposed
Gail Hall, Sooke River Road (Norma Lajeunesse)	opposed
Brian MacNeill, Henlyn Drive	opposed

The meeting was adjourned at 7:25 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held November 15, 2004 at 7:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Rachel Parker, Deputy Clerk (recorder)  
Frank Limshue, Municipal Planner

The meeting was called to order at 7:30 p.m.

**1. 2197 Otter Point Road, Development Options**

The Committee agreed to receive public input after the applicant's presentation.

Mr. Limshue reviewed the development proposal for 2197 Otter Point Road and advised that the applicant would like to present two development concepts to the Committee.

Adrian Small of Small and Rossell Landscape Architects, and representing the applicant, reviewed the two proposals. Mr. Small advised that the first proposal was for 109 single family lots, 3 duplex lots, small sites for townhouses with the primary objective to respect and work with existing natural vegetation. There would be two road entry points from Otter Point Road, seven acres of parkland which is 18% of total site.

Mr. Small advised that the second proposal would retain the maximum amount of public park and include 137 small lot single family dwellings, 2 acres for high end townhouses, and 17 acres which is 46% of total site would be donated for parkland. Otter Point Road would be realigned to improve visibility and there would be one road access from Otter Point Road with the south lots accessed from proposed connector road. There would be two buffer greenspaces along Otter Point Road.

Councillor Stephen asked whether the golf course business would be retained if the application was denied, whether the proposal includes access for sewer lines, and what would happen if the connector plan failed. Mr. Small advised that the golf course is not a viable business sewer lines are included in both proposals, and the plan would be revised if the connector was not built.

Mayor Evans expressed concern about the driveway access onto the proposed connector road. Mr. Small advised that there were design challenges and that the second proposal needs that number of lots in order to be viable.

Councillor O'Briain asked about the bridges and the density of the second proposal. Mr. Small advised that the bridges would be engineered and that the density is required for financial feasibility.

Councillor Barry expressed concern about the driveway access onto the proposed connector, and asked about the parks space on the south side. Mr. Small advised that the small park sites are not tot lots but bioswale to handle stormwater using a green approach.

Councillor Marcus Farmer suggested the question on purchasing the golf course on the upcoming vote on the road project borrowing.

Councillor Morino expressed that the message from the public is to leave the property as is with the covenant in tact and not for the municipality to purchase the site.

Councillor Stephen thought that the public objection was the loss of the golf course and greenspace and that the question about purchasing should be determined at a meeting of Council.

Councillor John Farmer had no comment.

Mayor Evans noted that she liked the new alignment of Otter Point Road.

Councillor Marcus Farmer commented that it is key that the covenant only be lifted with public support.

There was no public input.

The meeting was adjourned at 8:18 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held December 6 & 7, 2004 at 5:30 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Rachel Parker, Deputy Clerk (recorder)  
Frank Limshue, Municipal Planner  
Bob Kelsey, Fire Chief  
Curtis Helgesen, Acting Director of Finance

The meeting was called to order at 5:40 p.m. on December 6, 2004.

**1. Motion to Close the Meeting to the Public**

**MOVED** by Councillor Barry, seconded to close the meeting to the public under section 90(1) of the *Community Charter* to discuss labour relations or other employee relations; and 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** Councillor Morino opposed the motion.

The meeting was adjourned at 9:00 p.m. on December 6, 2004 and was resumed at 5:30 p.m. on December 7, 2004.

The meeting was adjourned at 8:30 p.m. on December 7, 2004.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**

**DISTRICT OF SOOKE**  
Committee of the Whole Minutes  
Meeting held December 13, 2004 at 7:00 p.m.  
Council Chamber, 2225 Otter Point Road

---

**COUNCIL PRESENT:**

Mayor Janet Evans  
Councillor Lorna Barry  
Councillor John Farmer  
Councillor Marcus Farmer  
Councillor Tom Morino  
Councillor George O'Briain  
Councillor John Stephen

**STAFF PRESENT:**

Peter Jmaeff, Chief Administrative Officer  
Rachel Parker, Deputy Clerk (recorder)  
Frank Limshue, Municipal Planner  
Gary Smirfitt, Municipal Engineer  
Curtis Helgesen, Acting Director of Finance

The meeting was called to order at 7:00 p.m.

1. **Stormwater Quality Annual Report, 2003**, Presentation by Dale Green, Supervisor, Stormwater Quality Program & Ross Cameron, Environmental Science Officer, Capital Regional District

Mr. Green and Mr. Cameron review the Stormwater Quality Program and the Annual Report for 2003. Mr. Green advised that the 2005 program budget will be submitted at the same level of service at a 2% cost increase.

Councillor Stephen asked how many times a year sampling was taken. Mr. Cameron advised twice a year at 1 metre of water depth and at a station in the middle of the Harbour and Basin.

**MOVED** by Councillor Barry to receive for information the Executive Summary of the Capital Regional District Stormwater Quality Annual Report, District of Sooke, 2003; and to continue with the Stormwater Quality Program in 2005 and to endorse the following recommendations:

- that the Stormwater Quality Program continue to sample stormwater discharges and creeks along the District of Sooke coastline to monitor for fecal coliform levels;
- that the Stormwater Quality Program continue to work with the District of Sooke and Vancouver Island Health Authority staff to identify the sources of elevated fecal coliform concentrations in stormwater;
- that the Stormwater Quality Program continue to monitor surface fecal coliform levels in Sooke inlet, harbour and basin to track changes in these water bodies over time;
- that the Stormwater Quality Program continue sediment sampling and analysis to assess chemical contaminant levels;
- that the Stormwater Quality Program continue working with the District of Sooke to determine the sources of chemical contaminants in stormwater discharges;
- to consider adopting a bylaw and related codes of practice for the protection of stormwater, municipal infrastructure, watercourses and the nearshore marine environment;

- that the Stormwater Quality Program continue to work with community groups and others to promote the protection of stormwater quality;
- to consider involvement with some or all of the special projects outlined in the 2003 Stormwater Report Executive Summary.

The meeting was adjourned at 7:25 p.m.

**Certified Correct:**

---

**Janet Evans**  
**Mayor**

---

**Peter Jmaeff**  
**Chief Administrative Officer**