

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held February 5, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Alan Eastgaard, Municipal Engineer
Marlaina Elliott, Director of Planning
Bob Kelsey, Fire Chief
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Lisa Urlacher, Council Clerk

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

Mayor Evans stated there would be an In Camera meeting to discuss under section 90 of the *Community Charter* immediately following the Committee of the Whole meeting.

Mayor Evans added the following items to the agenda as new business: **NB-1** Item 5, Sooke Community and Police Consultative Society and **NB-2** Item 7, Complete package – *Fire and Rescue Services Bylaw* with the addition of Sooke Fire Protection Bylaw No. 69.

1. CRD Stormwater Final Report

Mr. Ross Cameron and Mr. Dale Green reviewed the Stormwater Quality Report 2005/2006 and highlighted the following:

- a) Stormwater Discharge Surveys - Public Health Concern Ratings
- b) Upstream Investigations – Identifying sources of fecal coliform
- c) Marine Surface Water Sampling – Indication of nearshore fecal coliform levels
- d) Monitoring of Major Watercourses– Monitored for the protection of aquatic life
- e) Special Products – Natural Areas Atlas, Shellfish Closures, Education

A copy of the *Stormwater Quality Report District of Sooke 2005/2006* is available at the District of Sooke municipal hall.

2. Victoria BMX 2007 World Championship Society

Mr. Marischal Des Armond presented the event being hosted and organized by the Victoria 2007 BMX World Championship Society with support from the Canadian Cycling Association, Cycling BC and our local BMX community.

Mr. Drew Finnerty asked Council to become a formal sponsor of the event with a contribution of funding or in-kind support or a combination of both.

MOVED by Councillor Kasper to recommend that Council direct staff to work with the Victoria BMX 2007 World Championship Society to prepare a report on a sponsorship program for the Regular Council meeting of February 26, 2007.
CARRIED UNANIMOUSLY

Council noted that at the Economic Development Commission meeting on Wednesday, February 7, 2007 a partnership with the District of Sooke could be addressed.

3. **Marine Boardwalk Project – 2010 Olympic/Paralympic Live Sites Application:**

Councillor Armour introduced Ms. Carole Rossell, Small and Rossell Landscape Architects.

Ms. Rossell, presented the Sooke Harbour Marine Boardwalk and Feasibility Impact Report highlighting the following:

Consultations with the Province and options for proceeding

- Consent of upland owners
- Municipality purchasing the upland property
- Province granting Riparian Easement

The Department of Fisheries and Oceans

- An environmental impact study will be required
- Proffered Construction time
- Consultation once conceptual design

Other municipal projects underway or completed

- North Cowichan – The Crofton Seawalk
- Sidney Waterfront Walkway
- City of Campbell River
- District of Central Saanich

Other Stakeholders Consulted

- T'Souke Nation
- The Harbour Authority
- Sooke Salmon Enhancement
- Recreation Integration Victoria
- Maywell Wickeim

Ms. Rossell concluded with an optional waterfront project for the 2010 Olympic Grant, which could meet the 2010 Olympic Grant timetable.

MOVED by Councillor Smith to recommend that Council Complete the feasibility study as requested by the 2010 Olympic Review Committee to determine full likely costs for future reference;

AND THAT Council in view of the fact that not all upland owners are willing to give consent at this point and the turnaround time for the application to the Province, reconsider the timetable for the project;

AND THAT Council consider proposing a waterfront acquisition fund bylaw;

AND THAT Council consider purchasing waterfront property as it becomes available, subdivide waterfront portion and sell off the land above;

AND THAT Council through the planning process, enforce waterfront dedications and other community benefits on Maple Road South;

AND THAT Council consider the alternative project from Macgregor Park to the Rotary Pier for the Olympic Grant application;

AND THAT Council support amending the grant application to reflect a revised budget and project siting, provide funding in the 2007 Budget for the preparation of the amended application, and designate funds from the Casino Reserve Account as the municipal portion of the grant application.

CARRIED

Mayor Evans recessed the meeting at 9:10 p.m. recess and the meeting resumed at 9:14 p.m.

4. **Amendments to Policy 5.1, Grant in Aid Policy**

MOVED by Councillor Parkinson to recommend that Council adopt amended Policy 5.1, Grant in Aid Policy after the following change is made:

4d. A grant **will** not be awarded for the same or a similar project in consecutive years.

CARRIED UNANIMOUSLY

5. **Regulation of Fireworks**

A discussion was held in regarding concerns of the regulations of consumer fireworks and consumer training.

MOVED by Councillor Armour, seconded to recommend to Council to give first and second reading to Bylaw No. 286, *Fireworks Regulation Bylaw, 2007*, with a public input meeting to be scheduled.

CARRIED

Councillor Kasper opposed

6. **OCP Review and Associated Projects**

MOVED by Councillor Parkinson, seconded to extend the meeting past 10:00 p.m.

CARRIED UNANIMOUSLY

Council discussed the OCP review and directed staff to prepare cost estimates to update the Official Community Plan for budget figures.

7. **Fire Rescue Services Bylaw**

MOVED by Councillor Dumont, seconded to table the item to the next Committee of the Whole.

CARRIED

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED by Councillor Beech, seconded to close the meeting to the public under section 90 of the *Community Charter* to discuss
CARRIED UNANIMOUSLY

The meeting was adjourned at 10:50 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held February 19, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Acting Mayor Brenda Parkinson
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bob Kelsey, Fire Chief
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Lisa Urlacher, Council Clerk
Staff Sergeant, Roger Plamondon

ABSENT: Mayor Janet Evans

1. The meeting was called to order at 6:59 p.m.

Acting Mayor Parkinson reminded Council and the public that the Committee of the whole is for Council to consider but not decide on matters brought forward.

2. **Focus Group Capital Grants Committee - Applicant Presentation**

June Hill, Kaltasin Road, president of the **Sooke Seniors Drop-in Center** gave an overview of their application noting that their mandate is to provide a facility for seniors to socialize. The centre provides low-cost lunches and is in need of replacing and updating the kitchen facilities to cope with increasing membership.

Emmett O'Sullivan, Idlemore Road, representing **Friends of Billings Spit** reviewed their application stating that they are a local neighbourhood group dedicated to the enhancement of the Billings Spit area. Mr O'Sullivan introduced Master Carver, Rupert Jeffry and Jerry Campbell, Jasper Native Art and described the project being an 18 ft totem pole that would be erected on a residential area dedicated for the project.

Bill Rumsby, President of the **Sooke Elderly Citizen's Society** described their project, a sign at the entranceway to the proposed Ayre Manor Senior Centre and that it would provide a resting place and information for all Sooke citizens.

Lynn Gardner, Sooke River Road, Playground, chairperson for **Saseenos Parent Advisory Council** reviewed their application being an integrated playground structure and stated that since applying for the grant they have raised a confirmed amount of \$62,000 and have applied for other funding and endorsements.

Donna Hamer, Golledge Avenue, representing **Sooke Elementary Parents Advisory Council** described the playground project, which needs to be CSA approved. Ms. Hamer introduced Brenda Ryan, President of Sooke Elementary Parents Advisory Council. Ms. Ryan announced that they require only \$367 additional funds to match the \$5000 grant. Margaret Price, Colwood resident, supports the Sooke Elementary playground and stressed the need for a playground for children both before and after school.

Micheal Sullivan, Kaltasin Road, representing **Sooke Seniors Activity Society** provided background on the service the bus maintains for the seniors. The Sooke Seniors Activity Center would like to replace the aging bus to benefit seniors.

3. Lot Coverage and Setbacks in Commercial and Multi-family Zones

Marlaina Elliott provided background on the current Bylaw No. 270, *Sooke Zoning Bylaw, 2006* and asked Council to consider increasing the permitted lot coverage and reducing building setbacks in some Commercial and multi-family zones to permit more appropriate development.

Council discussed lot coverage and setbacks in commercial and multi family zones and the following key points were raised:

- Underground parking and storm sewers
- Utilizing land to reducing parking
- Drainage
- Maximum height for higher density

Council gave direction to staff when preparing revisions to the lot coverage and setbacks for the commercial and multi-family zones:

- Consult with Ministry of Transportation and Highways
- Work with Downtown Revitalization Committee
- Work in conjunction with OCP
- Provide comparisons for lot coverage and setbacks from other jurisdictions
- Request input from Sooke Economic Development Commission

4. Amendment to Building and Plumbing Permit fees

Evan Parliament requested that Council consider amendments to Bylaw No. 70, *Building Regulation Bylaw, 2001*, to reflect the current cost of construction by increasing building and plumbing permit fees.

The following questions and concerns were raised by Council:

- A municipality cannot generate revenue from a service provided.
- What are the expenses from the Building Department?
- Higher fees would increase the service provided.
- What other type of formulas could be used to calculate the value?

Councillor Beech left the meeting at 8:27 p.m.

5. Fires and Rescue Services Bylaw

Councillor Beech returned to the meeting at 8:31 p.m.

Evan Parliament asked Council to direct staff in regards to proceeding with a Fire and Rescue Services bylaw. Mr Parliament explained that there is currently two bylaws in place that were inherited from the CRD upon incorporation and have not been amended since.

A discussion ensued and Council directed staff proceed with the bylaw, which requires reviewing by municipal lawyers.

6. Nuisance (Controlled Substance) Property Bylaw

Staff Sergeant Plamondon explained to Council that by adopting the Nuisance (Controlled Substance) Property bylaw, the municipality would have the authority to access BC Hydro records and protect the safety of the public as well as RCMP and municipal staff. Staff Sergeant Plamondon stated that this proposed bylaw is similar to others adopted by municipalities in the British Columbia lower Mainland area.

A discussion took place and the following questions were raised:

- What does it cost the District to enforce these proposed measures?
- Does and can the RCMP currently access information and property?
- The District of Sooke should seek legal opinion.

The meeting was adjourned at 9:06 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held March 5, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Katherine Lesyshen, Associate Planner
Ian Scott, Planning Technician
Lisa Urlacher, Council Clerk

ABSENT:

Councillor Ron Dumont

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

Mayor Evans introduced Katherine Lesyshen and welcomed her to the District of Sooke.

1. **Smart Growth BC** – Jason Emmert, Community Assistance

Evan Parliament provided an opening statement to Council and the public explaining that the Committee of the Whole is an opportunity for staff to receive direction from Council in an open discussion and that Regular Council meetings are for decision making.

Mr. Parliament gave an overview of the smart growth concept and introduced Jason Emmert, Community Assistance Program Coordinator for Smart Growth BC.

Mr. Emmert gave a brief history of the Smart Growth which was founded in 1999 and is a non-profit, non-government organization with a mandate to create more livable communities in British Columbia.

Mr. Emmert described Smart Growth as a collection of urban development strategies to reduce sprawl that are fiscally, environmentally and socially responsible and that Smart growth is development that enhances our quality of life, protects our environment, and uses tax revenues wisely.

Mr. Emmert discussed why the District of Sooke might want to guide growth and development and described some examples of smart growth concepts, tools, and strategies that communities have used to shape development so that it benefits their community both in the short term and the long-term.

Mr. Emmert discussed eight Smart Growth Principles that many communities have - adopted to help guide their decision-making and how Smart Growth supports LEED.

- a) Protect wildlife habitat, greenspace and farmlands
- b) Build compact, mixed- use neighbourhoods
- c) Work within natural systems
- d) Provide a variety of transportation choices
- e) Create diverse affordable housing options
- f) Connect jobs to homes
- g) Embrace Community identity
- h) Nurture engaged citizenship

Council questioned the disconnection between the OCP and other bylaws.

2. **Development Proposals**

Marlaina Elliott described three projects and asked Council to consider reviewing the types of developments that have been approved or are in the process because they do not fit within the parameters of Sustainable Development or Smart Growth Principles. Ms. Elliott proposed the following alternatives to the typical single-family development pattern that has become known as “suburban sprawl”:

I. Silverspray,

At this time the development is an approved 127 large lot single-family development with a conference centre, resort hotel and marina. Ms. Elliot proposed an amendment to the bylaw omitting the number of units required for the conference center. The applicant would still have to build with in the footprint that the bylaw established.

Council discussed and expressed concerns on the following:

- Impact of transportation in the area
- What is a marketable unit?
- Vancouver Island Health Authority requirements
- Being business friendly

II. Phillips Road (Kendrew property),

This development has been designated for 65 large lot single-family homes. Ms. Elliott asked Council to consider something different, an alternative proposal of clustering rather than “suburban Sprawl”.

Councilor Beech left the meeting at 8:26 p.m.

Councillor Beech returned to the meeting at 8:31 p.m.

Council discussed and expressed concerns on the following:

- Upgrade of Phillips road
- What is the total number of dwelling?
- Connecting to the sewer / septic fields
- Four on ten (Rural A) - Urban Sprawl

Councillor Parkinson left the meeting at 8:49 p.m.

Councillor Parkinson returned to the meeting at 8:51p.m.

Mr. Parliament stated that Honorable Barry Penner, Minister responsible for Water Stewardship and Sustainable Communities would not be supporting stand-alone septic field developments within municipalities.

III. Nott's Creek,

has an approved Development Permit for 120 single family dwelling units and is immediately adjacent to the downtown core that the District has identified for development and expansion. Ms. Elliott stated that this property is a prime location for a multi-family development that focuses on people not cars and that there is an incredible opportunity to create a vibrant, healthy, built green, walkable community that provides, affordable and senior housing, accessible units, pedestrian and bicycle pathways, sidewalks and the ability to walk to the downtown core to shop, share lunch with friends or go to work.

Council discussed and expressed concerns on the following:

- Otter Point intersection upgrade
- Densification and heights – Smart Growth
- Dedicated Road, two accesses
- Irrevocable bonds

In closing Mr. Parliament commented on the opportunities for Sooke to be a leader in the area of Smart Growth.

The meeting was adjourned at 9:187 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held March 19, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Brenda Parkinson

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Lisa Urlacher, Council Clerk

ABSENT:

Councillor Jen Smith
Councillor Rick Kasper

The meeting was called to order at 7:01 p.m.

MOVED by Councillor Parkinson, seconded, that the order of the applications be changed to have the Sooke Citizens on Patrol to the end.

CARRIED UNANIMOUSLY

1. Grant in Aid Applicants

a) Stage west Players

There was no representative in attendance.

b) BC SPCA Wild ARC

Sara Dubois, Manager of BC SPCA Wild ARC overviewed the organizations mandate and programs and explained the tracking of intake to individual Municipalities. Ms. Dubois explained the project expenses for the aquatic and plumbing supplies as well as labour and hopes to generate \$6,000 through municipal grants. Ms. Dubois asked Council for \$1,500 towards the project.

c) Sooke Fall Fair Association

Ida McDonald, President, Sooke Fall Fair, described the history of the Association and explained the project theme for 2007, "Down to Earth – Food for Thought" and the new Literary Arts section. Ms. MacDonald asked Council for \$3,215 towards presenting the new section to students and teachers in the area.

Ms. McDonald submitted her statement and an article from the Sooke News Mirror dated March 7, 2007.

d) St. John Ambulance

Kate Butler provided an overview the application for Project Outreach where qualified instructors would teach Emergency First Aid Level 1 eight times in the next twelve months. Ms. Butler asked Council for \$5,000 towards this project.

Ms. Butler submitted a breakdown of the cost for administering a Level 1 course.

e) Greater Victoria Film Commission

Rod Hardy provided a description of the project for location scouting in the District of Sooke and the addition of Sooke location photos to their database. Mr. Hardy asked Council for \$1,500 towards the project.

Mr. Hardy submitted a letter to Mayor and Council.

Councillor Parkinson excused herself from the meeting due to her association with Sooke Citizens on Patrol and Sooke Philharmonic Society at 8:24 p.m.

f) Sooke Citizens on Patrol

Barry Turner provided an overview of the application and the objective of the program. Mr. Turner asked Council for \$1,700 towards the "Lock it or Lose it" program which will assist motorists in identifying ways to make it harder for thieves to operate.

g) Sooke Philharmonic Society

Terry McGinty provided an overview of the application for the Acoustical Correction Project for the Sooke Community Theatre.

Councillor Parkinson returned to the meeting at 8:35 p.m.

Mayor Evans directed staff to provide contact information to the BC SPC A Wild ARC, Sooke Fall Fair Association and the Greater Victoria Film Board for applying to the Capital Regional District for a Grant in Aid.

MOVED by Councillor Armour, seconded that the Committee recommend that Council approve the grant in aid in the amount of \$500 to the Greater Victoria Film Commission
CARRIED UNANIMOUSLY

MOVED by Councillor Parkinson, seconded that the Committee recommend that Council approve the grant in aid in the amount of \$1,500 to the BC SPCA Wild ARC.
CARRIED UNANIMOUSLY

MOVED by Councillor Beech, seconded that the Committee recommend that Council approve the grant in aid in the amount of \$3,215 to the Sooke Fall Fair Association.
CARRIED UNANIMOUSLY

MOVED by Councillor Armour, seconded that the Committee recommend that Council approve the grant in aid in the amount of \$2,500 to the St. John Ambulance.
CARRIED

Councillor Parkinson excused herself from the meeting due to her association with Sooke Citizens on Patrol and Sooke Philharmonic Society at 8:40 p.m.

MOVED by Councillor Dumont, seconded that the Committee recommend that Council approve the grant in aid in the amount of \$1,700 to the Sooke Citizens on Patrol.
CARRIED UNANIMOUSLY

MOVED by Councillor Armour, seconded that the Committee recommend that Council approve the grant in aid in the amount of \$3,000 to the Sooke Philharmonic Society.
CARRIED UNANIMOUSLY

Councillor Parkinson returned to the meeting at 8:42 p.m.

The meeting was adjourned at 8:43 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held April 2, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Sheila Beech
Councillor Rick Kasper
Councillor Ron Dumont
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Lisa Urlacher, Council Clerk

ABSENT:

Councillor Rick Armour

1. **CALL TO ORDER**

The meeting was called to order at 7:01p.m.

2. **APPROVAL OF AGENDA**

MOVED by Councillor Parkinson, seconded to approve the agenda as circulated.
CARRIED UNANIMOUSLY

3. **Regional growth Strategy – CRD Regional Planning Services**

Bob Lapham, General Manager and Tracy Corbett, Senior Manager presented the Regional Growth Strategy. The four areas presented were:

- Overview of the Regional Growth Strategy
- Regional Growth Strategies Sub-Strategies
- Regional Context Statements
- Regional Growth Strategies Interim Amendment

Council had the following concerns:

- Sooke has only one voice as opposed to Victoria with seven for regional servicing.
- Regional District is imposing restrictions on Sooke - context statement.
- Lack of communication during past land extractions.
- Electoral Areas do not consider neighbouring communities in large development decisions.

4. **Development Permit Applications – 5621 and 5641 Sooke Road**

(a) Staff Report

Marlaina Elliott provided an overview of the application and stated that the applicant has dedicated an 18m right-of-way for Goodridge Road, purchased a piece of neighbouring property to straighten Goodridge Road as well as creating a pathway to the peninsula.

(b) Applicant Presentation

Dallas Julien, the applicant explained the health compliance for the septic field area to service the multiple units. Mr. Julien confirmed that the public boat launching will remain open.

(c) Public Input

Gail Hall, Sooke River Road, expressed concerns regarding design standards.

MOVED by Councillor Kasper, seconded to recommend that Council issue a Development Permit to construct ten four-plex timeshare units at 5621 and 5641 Sooke Road.

CARRIED UNANIMOUSLY

The meeting was adjourned at 8:13 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held April 16, 2007 at 5:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans	Evan Parliament, Chief Administrative Officer
Councillor Rick Armour	Marlaina Elliott, Director of Planning
Councillor Sheila Beech	Bonnie Sprinkling, Corporate Services Manager/Deputy Clerk
Councillor Ron Dumont	Larry Dawe, Emergency Planner/Bylaw Enforcement Officer (arrived 7:03 p.m.)
Councillor Rick Kasper	Lisa Urlacher, Council Clerk
Councillor Brenda Parkinson	
Councillor Jen Smith (arrived at 7:03 p.m.)	

1. The meeting was called to order at 5:00 p.m.
2. Approval of Agenda

MOVED by Councillor Parkinson, seconded to approve the agenda with the addition of the Special Council meeting immediately following the Draft Affordable Housing Presentation.

CARRIED UNANIMOUSLY

3. **Draft Affordable Housing Policy** – Don Cameron and Associates

Evan Parliament introduced Don Cameron and Keri Hahtala from Cameron and Associates.

A discussion took place and Mr. Cameron and Mr. Hahtala gave Council suggestions and recommendations to incorporate policy framework and context for the District of Sooke.

Council has the following comments:

- Coop Housing/Strata for affordable housing
- Secondary suite component for SFD a benefit
- Revised data with current census numbers
- Manufactured home parks as affordable housing
- Policy allowing pets in apartment and condo complexes
- Council decision on land or cash in lieu
- Partnerships for building
- Affordable housing criteria

MOVED by Councillor Kasper to recommend that Council accept the *Affordable Housing Policy and Framework for the District of Sooke* report

AND THAT Council direct staff to prepare a bylaw with a social policy and schedule a public input meeting.

CARRIED UNANIMOUSLY

MOVED by Councillor Parkinson to recommend that Council pay an additional \$2100.00 to the consultant.

CARRIED UNANIMOUSLY

MOVED by Councillor Parkinson, seconded to waive the notice of Council meeting under section 127 (4) of the *Community Charter*.

CARRIED UNANIMOUSLY

MOVED by Councillor Parkinson, 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 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

Council recessed the meeting at 6:10 p.m.

The meeting resumed at 7:03 p.m.

4. **Tsunami Signs**

Councillor Smith arrived at the meeting at 7:03 p.m.

a) Staff Report and Presentation

Larry Dawe provided the background to the installation and public awareness of the tsunami signs.

MOVED by Councillor Armour to recommend that Council direct staff to remove the current tsunami signage and replace with alternative signs.

DEFEATED

Council discussed the tsunami signs and had the following concerns:

- The risk of a tsunami
- The signs not mandatory
- Public education
- Positive signage
- Cost of replacing signage
- Legal implications of removing signage
- Ministry of Highway approval of signage

MOVED by Councillor Kasper to recommend that Council direct staff to obtain a legal opinion regarding the implications of removing tsunami signage.

CARRIED UNANIMOUSLY

b) Public Input

Ellen Lewers, Sooke Road, expressed support of positive signage, and commented on the amount of existing signs along the highway.

Gail Hall, Sooke River Road, commented that the District of Sooke employ's an Emergency Coordinator who is knowledgeable.

Steve Holland, Caldwell Road, supports tsunami signage, not necessarily the current signs that are in place. Mr. Holland described the simulation of a tsunami in the Whiffin Spit area and Sooke Harbour and the time limit for evacuation.

Fred Von Ilberg, Tara Place, commented that a legal opinion would be advisable and that the signs should be more descriptive.

5. **Development application Procedure**

a) Staff Report and Presentation

Mr. Parliament referenced Bylaw No. 85, *Development Application Bylaw, 2002* acknowledging the public perception of not enough public input, and recommended an Advisory Planning Commission.

Development Application Procedure – Marliana Elliott

Ms. Elliott provided an overview of the current process under Bylaw No. 85, *Development Application Bylaw, 2002* and proposed the repeal of Bylaw No. 85 and replace it with an updated and streamlined Bylaw No. 255, *Development Procedures Bylaw*.

Councillor Beech left the meeting at 8:20 p.m. and returned at 8:22 p.m.

A discussion ensued and Council had the following concerns:

- Legal opinion for development agreements
- Information required for the application be a schedule in the bylaw

Advisory Planning Commission (APC) – Marlaina Elliott

Ms. Elliott provided an overview of the function and provisions of an Advisory Planning Commission.

Council discussed the subject and had the following concerns:

- 6 months – one-year trial having an APC
- APC process would increase not decrease the development application procedure.
- Council becomes disconnected
- Council will go over the proposal (micro manage) when recommendation comes forward

MOVED by Councillor Smith to recommend that Council direct staff to draft a bylaw to establish the District of Sooke Advisory Planning Commission with the following amendments:

- 3 b 1 Receive referrals from the District of Sooke, and in response, decide when and where meetings shall be held upon approval of Council;
- 6 b The Secretary must give 24 hour notice of the meeting, upon receipt of a referral to be discussed, to each APC member at least 5 calendar days prior to the regularly scheduled meeting.

TABLED

Council discussed the motion and made the following recommendations:

- 2 a The Commission shall consist of nine (9) members, appointed by Council, who are not members of Council, or officers or employees of the District, and all of whom are residents of the District of Sooke.
- b Council may appoint three (3) members of the Commission who hold appropriate design qualifications, including but not restricted to, architects, landscape architects, and design consultants.

MOVED by Councillor Dumont to recommend that Council introduce and give first and second reading to *Bylaw 255, Development Procedure Bylaw, 2007*.

CARRIED UNANIMOUSLY

MOVED by Councillor Dumont to recommend that Council direct staff to refer to the City of Powell River for amending *Bylaw 305, Development Permit Delegation Bylaw, 2007*.

CARRIED UNANIMOUSLY

MOVED by Councillor Dumont to recommend that Council direct the Director of Planning to present to Council for their approval a set of development application procedures policy, forms and information requirements.

CARRIED

b) Public Input

Ellen Lewers, Sooke Road, supports *Bylaw 255, Development Procedure Bylaw, 2007* and an Advisory Planning Commission (APC), which would give the public a comfortable format for voicing their concerns.

Dana Lajeunesse, Grant Road, supports *Bylaw 255, Development Procedure Bylaw, 2007* and an Advisory Planning Commission (APC). Mr. Lajeunesse stated he would volunteer to be on the advisory Planning Commission.

Gail Hall, Sooke River Road, expressed concerns regarding the requirement of information accompanying the application being at the discretion of the Director of Planning and the legality of Development Agreements. Ms. Hall stated that any information received should be available to the public two weeks prior to the public hearing. Ms. Hall expressed she was in favour of an APC and questioned whether staff had researched the City of Powell River in regards to *Bylaw 305, Development Permit Delegation Bylaw, 2007*.

Laurie Wallace, Galaxy Drive, expressed that developers are hesitant to come to Sooke because of the development process.

Fred Von Ilberg, Tara Place, commented that decisions should be made based on public opinion not development driven. Mr. Von Ilberg expressed his support for an Advisory Planning Commission.

Bruce Milton, Golledge Avenue, expressed that an Advisory Planning Commission would provide an opportunity for the public to speak.

MOVED by Councillor Armour, seconded that the meeting be extended past 10:00 p.m.
CARRIED UNANIMOUSLY

4. **Future Roadway Network**

a) Staff Report and Presentation

Marlaina Elliott provided an overview of future roadway networks in the downtown core, south of Sooke Road.

MOVED by Councillor Armour to recommend that Council accept for information the proposed Downtown Core (South of Sooke Road) Future Roadway Network Plan and schedule a public information meeting.

CARRIED UNANIMOUSLY

b) Public Input

Laurie Wallace, Galaxy Road, commented that a Future Roadway Network Plan would be helpful to developers.

5. **2007 Five-Year Financial Plan**

MOVED by Councillor Dumont to recommend that Council accept the 2007 Five Year Financial Plan.

CARRIED

Mayor Evans thanked the members of the Finance and Administration Committee and the Councillors and public who attended the meetings.

The meeting was adjourned at 10:21 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held May 7, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Darcy Kohuch, Director of Engineering
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Bob Kelsey, Fire Chief
Ian Scott, Associate Planner

ABSENT: Councillor Jen Smith

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

MOVED by Councillor Armour to approve the agenda with the order of business as follows:

3. Application to Exclude Land from the ALR – 1998 Caldwell Road
4. Boardwalk Construction Agreement
5. Establishment of a District of Sooke Advisory Planning commission
6. Development Procedure and Fees Bylaw
7. General Corporate Information

CARRIED UNANIMOUSLY

3. Application to Exclude Land from the ALR – 1998 Caldwell Road

Ms. Elliott reviewed the exclusion application and Council discussed the request from the Agricultural Land Commission not to forward application without recommendation.

MOVED by Councillor Kasper to recommend that Council forward the application to the Agricultural Land Commission with a recommendation to support the exclusion of the subject parcel located at 1998 Caldwell Road, legally described as Lot 1, Section 3, Sooke District, Plan 22913 from the Agricultural Land Reserve.

CARRIED

4. Boardwalk Construction Agreement

Mr. Parliament reviewed the marine boardwalk, 2010 legacy project:

- Project complies with OCP and Downtown Revitalization goals to tie development to the waters edge;
- Council made the decision to apply for the 2010 Olympic/Paralympic Live Sites grant - received \$330,000;
- Project must be completed by March 31, 2008 and cannot be transferred to a different project;

- Department of Fisheries and Ministry of Environment approval of project must be obtained and the end of August is the deadline for construction permitted in the Sooke harbour.
- Grant application costs and type of proposal:
Grant Application: \$665,000 @Construction Cost 12' x 1000' (boardwalk only)
 -\$243,000 Consultant fees – studies
 \$908,000 Total Project Cost

 \$908,000 Total Project Cost
 -\$330,000 2010 Live Sites Grant
 \$578,000 District of Sooke Casino Reserve Funds

- Costs not included in grant application:
 \$110,000 Ed Macgregor Park Access
 \$319,000 Murray Road Access
- Staff negotiating with developer to construct the boardwalk in conjunction with developer's marina/boardwalk construction:

Revised Estimates: \$665,000 @Construction Cost
 - 50,000 Consultant fees (*see below)
\$735,000
73,000 10% Contingency
\$810,000 @ Total Project Cost

***Reduced consultant fees:**

\$243,000 Consultant fees – studies
 -\$ 90,000 funicular lift not applicable
 -\$100,000 engineering costs (Developer providing)
 -\$ 7,000 biologist (Developer providing)
 \$ 50,000 consulting fee balance

- Staff negotiating with corporate sponsor for a wheelchair access at the base of Ed Macgregor Park @ \$60,000.

Mr. Parliament stated that Council may challenge community groups and public to come forward with donations for the project and that it was important to include the public in the process. Mr. Parliament advised that should upland owners consent, the boardwalk could be extended.

Mike Barrie, Vacation's West stated that the construction of the boardwalk at the Vacation's West marina site could connect with the marine boardwalk.

Brian Freethy, Heavy Metal, advised that he has talked to suppliers who are willing to donate financially to the marine boardwalk.

Council discussed the tendering process under the District of Sooke Purchasing Policy and directed that a clause be included in the construction agreement to require that the contractor use local sub-contractors. The contractor stated that he would consider the

proposals and work closely with the District of Sooke. Mr. Barrie advised that Heavy Metal provided the best price with high quality in the tendering for their boardwalk project and that his company intends to include local workers and businesses in their project.

A written quote for the project was submitted by Heavy Metal, inclusive of boardwalk construction, waiver of mobilization costs (@\$75,000), all engineering and biological consultant costs and 2-year warranty. The estimated cost for the marine boardwalk is \$653/linear foot, including a step out every 100' with a bench or community informational signage.

Mr. Parliament advised that Staff is aware of the Purchasing Policy and received solicitor's advise that the policy is a guideline and that Council may enter into an agreement to bring the best price possible.

Ms. Elliott stated that there was a window of opportunity for the marine boardwalk project and the Vacation's West marina to begin construction together by the end of May; the construction of the two boardwalks at the same time is cost effective.

Fleur Harvey-Kelly, Wittich Environmental, supports the boardwalk project and stated that it provides an opportunity to carry out biological studies of the harbour, but is concerned about the time required to get the studies done, the unknown costs of the studies and the need to consider engineering for storms and maintenance in the future.

Gail Hall, Sooke River Road asked if the grant funding is tied to the boardwalk project and if the T'Sou-ke First Nation are still opposed to the project. Mayor Evans stated that the First Nations have advised that they are open to discuss the project and want the studies done.

Mr. Freethy stated that the biologist hired for their marina boardwalk project is familiar with the area and able to provide timely reports. Councillor Armour stated that there are some studies available from the Sooke Rotary Pier project.

Fred Von Ilberg, Tara Place, expressed his concern for wheelchair accessibility. Mr. Kohuch stated that staff were looking at two locations for the wheelchair access; because of the grade at Murray Road, Ed Macgregor Park is the better choice. The access requires geo-technical, arbourists, environmental review and a detailed design; it may be an "assisted" wheelchair access.

Justin Quocksister, Vacation's West, stated that his company will pay for the wheelchair access.

Mr. Parliament stated that he will negotiate further with the developer and a final contract will be provided to Council on May 14th or 22nd, 2007, preferably before the May 23rd public information meeting.

MOVED by Councillor Beech, to recommend that Council direct staff to finalize a construction agreement with 743135 B.C. Ltd. as per the amendments of May 7th, 2007; **AND THAT** Council direct staff to have the Marine Boardwalk project information available for the public information meeting to be held on May 23, 2007.
CARRIED UNANIMOUSLY

Meeting was recessed at 8:07 pm; resumed at 8:10 pm.

5. Establishment of a District of Sooke Advisory Planning Commission

Ms. Elliott advised that since the Advisory Planning Commission (APC) bylaw came before Council on April 16th, 2007, the municipal solicitor has recommended some changes to the proposed bylaw.

Council discussed the establishment of an APC:

- Members should be 25 year of age or less
- APC may slow down development application process
- Council member should be appointed to APC
- T'Sou-ke First Nation and Business owners should not be members
- Appointment of professional members should be optional
- Property owners, resident and non-resident, may be members
- One-year trial period – if too onerous or not getting support from public, Council could dissolve commission
- Selection of members – by staff or Council?
- APC could lead OCP review, with consultant
- What will Council's role be?

Gail Hall, Sooke River Road, stated that section 4(f) is confusing and should be reworded and that she was not in favour of an APC at this time.

Ellen Lewers, Sooke Road, expressed her support for an APC as it would be able to expedite the OCP review and zoning amendments.

MOVED by Councillor Beech, to recommend that Council give first, second and third reading to Bylaw No. 308, *Advisory Planning Commission Bylaw, 2007* as amended to establish the District of Sooke Advisory Planning Commission with 9 members from the community at large.

Amendments:

Section 2(a) "members are property owners, resident or non-resident of the District of Sooke"

Section 2(b) "Council may appoint"

Section 2(c) delete

Section 2(d) "25 years of age or less"

Section 4(f) reword

DEFEATED

6. Development Procedures and Fees Bylaw

Council discussed the existing and proposed development procedures bylaw:

- Public input opportunity must be provided
- Applicants must be ensured procedural fairness and equality
- Ministry of Transportation subdivision procedure example

MOVED by Councillor Armour, to refer the report back to staff to make appropriate amendments without the Advisory Planning Commission.

CARRIED

7. Amendments to Sooke Zoning Bylaw, 2007

Mayor Evans stated that a committee will be established to look at the zoning amendments in conjunction with the OCP review.

Council discussed the proposed zoning amendments:

- Ministry of Transportation was not supportive of pre-zoning land on Sooke Road
- Height changes are not in town core
- Secondary road systems and drainage infrastructure need to be in place
- Prefer site specific zoning amendments – more considered process
- Provide clear direction to staff – more welcoming application process

Randy Clarkston, Glenidle Road, stated that there are small wording problems in the zoning bylaw that are hindering ability to design buildings, such as setbacks for commercial/residential zoning.

MOVED by Councillor Armour, to recommend to Council to refer the proposed amendments to Bylaw No. 270, *Sooke Zoning Bylaw, 2006* to the Official Community Plan (OCP) review committee and to consider site specific zoning amendments only until the OCP review is completed.

CARRIED

8. General Corporate Information

MOVED by Councillor Armour, to receive the report.

CARRIED

The meeting was adjourned at 9:20 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held May 22, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans	Evan Parliament, Chief Administrative Officer
Councillor Sheila Beech	Bob Kelsey, Fire Chief (arrived 6:59)
Councillor Ron Dumont	Darcey Kohuch
Councillor Rick Kasper (arrived at 6:56 p.m.)	Lisa Urlacher, Council Clerk
Councillor Brenda Parkinson	
Councillor Jen Smith	

ABSENT: Councillor Rick Armour

1. The meeting was called to order at 6:36 p.m.

2. Approval of Agenda

MOVED by Mayor Evans, seconded to approve the agenda as circulated.
CARRIED UNANIMOUSLY

3. **2007 Annual Report (2007/2008 Municipal Objectives)**

Council discussed the *DRAFT* 2007 Annual Report with Municipal Objectives and Performance Measures. Council decided on the following changes to the report:

- Page 5 – add Whiffin Spit Park as a main attraction in paragraph four
- Page 6 – “protecting our community” third paragraph from the bottom
- Page 16 – explain GIS
- Page 17 – correct Darcey Kohuch signature
- Page 20 – add “or provision for onsite treatment” to second bullet
- Page 32 – 4 days should be 24 days
- Page 35 – check numbers on policing
- Page 42 – change “provide” excellent customer service to “ongoing”
- Page 45 – change wording of “complete Throup Road to Phillips Road”
- Page 46 – change “encourage” Affordable Housing with development to “Implement”
- Page 51 – change “Increase” full time staffing to “possible” and remove 2/3 1/3

MOVED by Councillor Parkinson to recommend that Council authorize staff to release the Annual Report for public inspection at the May 28th, 2007 Regular Council Meeting *as amended*; and subject to the receipt and review by Council of the 2006 Audited Financial Statement.

AND THAT Council schedule the Annual Meeting for June 21st, 2007 (6:00 pm) subject to the receipt and review by Council of the 2006 Audited Financial Statements.

CARRIED

Councillor Smith Opposed

4. **Bylaw No. 268, Nuisance (Controlled Substance) Property Bylaw, 2007**

Trevor Leuasseur, Kaltasin Road expressed support for Bylaw No. 268.

Elizabeth Coppock, Kaltasin Road expressed support for Bylaw No. 268.

Council discussed the need for an appeal process within the bylaw.

MOVED by Councillor Parkinson to recommend to Council that Bylaw No. 268, Nuisance (Controlled Substance) Property Bylaw, 2007 be read a third time.

CARRIED

Bylaw No 296, Unsightly Premises and Objectionable Situations Bylaw, 2007

Elizabeth Coppock, Kaltasin Road, suggested an in-house judgement committee similar to the one in Victoria and that the preamble for section 3 (*Removal Required*) include health and safety issues.

Kimberly Wild, Kaltasin Road, suggested establishing a committee to determine what is unsightly.

Council discussed Bylaw No 296, *Unsightly Premises and Objectionable Situations Bylaw, 2007* and had the following concerns:

- The need for an appeal process within the bylaw
- Interpretations for the bylaw
- Staffing requirements for bylaw enforcement

MOVED by Councillor Kasper to recommend that Council direct staff to include an "Interpretation" section in Bylaw No. 296, *Unsightly Premises and Objectionable Situations Bylaw, 2007*.

CARRIED UNANIMOUSLY

MOVED by Councillor Dumont to recommend that staff amend section 3 "Removal Required" of Bylaw No. 296, *Unsightly Premises and Objectionable Situations Bylaw, 2007* to define unsightly conditions, add safety and health qualifiers and add in section 3 the requirement for an arbourist.

CARRIED UNANIMOUSLY

Bylaw No 303, Noise Control Bylaw, 2007

Paul Steer, DeMamiel Drive, suggested that construction equipment include chainsaws and made comments on "General Prohibitions" and questioned the authorization of construction project and penalties.

Council discussed the need for an appeal process within the bylaw.

MOVED by Councillor Dumont to recommend that staff amend Bylaw No. 303, *Noise Control Bylaw, 2007* as follows:

- “Construction Equipment” to include chainsaws;
- References to “residential area” removed such that the bylaw applies to all properties within the District of Sooke;
- section 4.1 (h) change to “Noise or sound created for the maintenance and operation of public facilities that have been authorized by the District of Sooke.”

CARRIED

The meeting was adjourned at 8:39 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held June 18, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Dave Devana, Director of Finance
Marlaina Elliott, Director of Planning
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Darcey Kohuch, Director of Engineering
Ian Scott, Planning Associate
Lisa Urlacher, Council Clerk

CALL TO ORDER

The meeting was called to order at 7:01p.m.

APPROVAL OF AGENDA

MOVED by Councillor Parkinson, to remove item 9 and 10 from the agenda.
DEFEATED

MOVED by Councillor Beech, to approve the agenda.
CARRIED

1. Primary Health Care Model

Suzanne Maclellan, Advisor, Chronic Disease Management introduced Valerie Nicol, Developer, Primary Health Care Network. Ms. Nicol outlined:

- a) The purpose to increase awareness of the VIHA Primary Health Care and Chronic Disease Management Program and to invite council to participate in the community consultation process.
- b) The background, based on the VIHA wide consultation process that included providers and community members, which developed a new Primary Health Care strategy that identifies Sooke as an underserved community. VIHA has been in consultation since 2003 with local physicians and now needs to consult other providers and community members. VIHA would like to expand on the work of the Community Health Initiative to include the community in the process of creating a model of primary health care that meets the unique needs of the Sooke community.
- c) Request for Commitment from Mayor and council and asked what does council suggest as the best way to engage the community in this process?

Council suggested that the dialogue continue, as well as scheduling open houses and consultation with the CASA Societies, Sooke Family Resource Society and concluding with a Design Charrett.

2. Zoning Application – 1927, 1923, 1919, Maple Avenue South and 6881 Galaxie Drive

Marlaina Elliott provided an overview of the proposed rezoning application and the upgrades and amenities associated with the development.

Council discussed the proposed rezoning and had the following concerns and questions:

- Is there a tot lot provision / park amenity?
- Will there be a sidewalk on Galaxie?
- Has there been consideration of a Bus stop / postal box?
- RM-4 zoning is for the town core - RM-3 suitable for proposed development. High density in RM-4 verses medium density in RM-3
- Sidewalks on both sides of Maple Ave S or cash in lieu for extending down one side of Maple Ave S towards the water.
- Traffic study for traffic light at Maple Ave. S. and West Coast Road
- Is there an Affordable Housing component?

Clive Kitchener, Maple Ave. S., expressed his concerns with the integrity of the Fire Department pressure gauge and the need for a traffic light at Maple Ave. S and West Coast Road.

Dave Mallett, Sooke Road, expressed his support for the Bylaw and sidewalk amenities.

MOVED by Councillor Smith to recommend that Council require a cumulative traffic study from the applicant.

DEFEATED

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No.313, *Zoning Amendment Bylaw (270-16)*.

DEFEATED

MOVED by Councillor Kasper to recommend that Council introduce and give first and second reading to Bylaw No. 313, *Zoning Amendment Bylaw (270-16)* as amended with RM-3 zoning.

CARRIED

MOVED by Councillor Beech to recommend that Council schedule a Public Hearing for Bylaw No.313, *Zoning Amendment Bylaw (270-16)* for July 17th, 2007.

CARRIED

3. Development Permit Application – 7021 Grant Road West

Ian Scott, Associate Planner provided an overview of the application and addressed the challenges of assessing an application covered by CRD Bylaw #377 written in 1977.

Councillor Beech left the meeting at 8:16 p.m.

Councillor Beech returned to the meeting at 8:19 p.m.

MOVED by Councillor Kasper to recommend that Council authorize the issuance of a Development Permit to construct 11 new mobile home spaces at 7021 Grant Road West
CARRIED

4. Development Permit Application – Woodland Creek

Marlaina Elliott provided an overview of the application.

Council discussed the covenant and asked that it be provided at the next Regular Council meeting.

MOVED by Councillor Dumont to recommend that Council issue a Development Permit to construct twenty-three townhouse units at Lot 15, Arranwood Drive (Woodland Creek) Lot 15, Section 26, Sooke District, Plan VIP81709.
CARRIED UNANIMOUSLY

Council recessed the meeting at 8:41 p.m.
Council resumed the meeting at 8:45 p.m.

5. Sooke Program of the Arts

Councillor Parkinson provided an overview of the recommendations of the Sooke Program of the Arts Committee.

MOVED by Councillor Beech to recommend that Council accept the report and accept the recommendations of the Committee to proceed with the following projects:

- Call out to Artists to design and paint the EPCOR pump station - #1;
- Covering of Hydro boxes;
- Call out to artist to design and paint pump station #2;
- Call out to artist to design and paint pump station #3;

AND THAT funding be allocated in advance for the projects;

AND THAT the committee be dissolved after the projects are completed;

AND THAT council direct staff to bring forward a report on alternative models for community arts similar to Golden or Sidney.

CARRIED UNANIMOUSLY

6. OCP Review Update

MOVED by Councillor Armour to recommend that Council establish an Official Community Plan Review Committee;

AND THAT Council direct staff to prepare terms of reference for Council approval.

AND THAT a provision for the Economic Development Strategy and Community Arts Plan be included in the call for expressions.

CARRIED UNANIMOUSLY

7. Regional Context Statement

Ian Scott provided background and explained the Regional Growth Strategy and how it pertains to the Urban Containment Area (UCA) the Urban Growth Area (UGA) and the Regional Urban Containment and Servicing Policy Area (RUCSPA). Mr. Scott also provided an overview of the Forestry / Watershed Area, Capital Green Lands, Renewable Resource Lands, and Unprotected Green Space.

Council discussed the inconsistencies between the District of Sooke's OCP and the Regional Growth Strategy relating to the Regional Urban Containment and Servicing Policy Areas.

Councillor Parkinson left the meeting at 9:52 p.m.

Ellen Lewers, Sooke Road, stated that the Urban Containment Area should be the entire District of Sooke so that the public can decide through the OCP where growth can happen.

Bruce McMillan, Deerlepe Road, stated that the Municipal Boundary would be a tool for the people to decide where the growth could happen through the OCP Committee.

Gail Hall, Sooke River Road, expressed support for the staff recommendation.

MOVED by Councillor Beech to proceed past 10:00 p.m.
CARRIED UNANIMOUSLY

MOVED by Councillor Armour to recommend that Council direct staff to develop an Official Community Plan amendment bylaw based on the draft Regional Context Statement for presentation to Council for first and second reading.
AND THAT SilverSpray and Grouse nest be included in the Urban Containment Area.
CARRIED UNANIMOUSLY

8. Amendments to Bylaw No. 270, *Sooke Zoning Bylaw, 2006*

MOVED by Councillor Kasper to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 1 – Town Centre Parking Requirements and present that draft bylaw to Council for first and second reading.
CARRIED UNANIMOUSLY

MOVED by Councillor Kasper to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 2 – Handicap Parking and present that draft bylaw to Council for first and second reading.
CARRIED UNANIMOUSLY

MOVED by Councillor Beech to direct staff to prepare a report to bring back to Council for Modification 3 – Section 946 subdivisions for a relative
CARRIED UNANIMOUSLY

MOVED by Councillor Beech to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 4 – Recession Plane Drawing and present that draft bylaw to Council for first and second reading.
CARRIED UNANIMOUSLY

MOVED by Councillor Beech to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 5 – Sun River Accessory Lot Line Setbacks and present that draft bylaw to Council for first and second reading.
CARRIED UNANIMOUSLY

MOVED by Councillor Beech to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 6 – Riparian Area Regulations and present that draft bylaw to Council for first and second reading.
CARRIED UNANIMOUSLY

MOVED by Councillor Smith to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 7 –Town Centre Commercial Zone CTC-1 Side and Rear Lot Line Setbacks and present that draft bylaw to Council for first and second reading.
CARRIED Councillor Kasper opposed the motion

MOVED by Councillor Beech to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 8 – Decks and present that draft bylaw to Council for first and second reading.
CARRIED

MOVED by Councillor Dumont to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 9 – Small Suites in all Residential Zones and present that draft bylaw to Council for first and second reading.
CARRIED UNANIMOUSLY

MOVED by Councillor Smith to recommend that Council refer Modification 10 – Definition of “HEIGHT” to the Official Community Plan review.
DEFEATED

MOVED by Councillor Armour to refer back to staff for further clarification on height and the measurement of height in Modification 10 – Definition of “HEIGHT”.
CARRIED

Councillor Smith left the meeting at 10:45 p.m.

MOVED by Councillor Beech to recommend that Council direct staff to prepare a draft bylaw to include zoning amendment Modification 11 – Duplex Lot Size within the Sewer Specified Area and present that draft bylaw to Council for first and second reading.
CARRIED Councillor Kasper opposed the motion

MOVED by Councillor Kasper to direct staff to bring back a report on Modification 12 – Definition of a “TOWNHOUSE”.
CARRIED

MOVED by Councillor Dumont to refer Modification 13 – Tent Lot Residential Zone CD-4 Permitted Uses back to staff.
CARRIED

MOVED by Councillor Kasper not to modify Modification 14 – Tent Lot Residential Zone CD-4 Lot Coverage.
CARRIED

MOVED by Councillor Armour to direct staff to bring back a report for the revision of density bonus provisions of Modification 15– Town Centre Commercial Zone CTC-1:

- Downtown Revitalization
- Recreation

CARRIED

The meeting was adjourned at 11:27 p.m.

Certified Correct:

Janet Evans
Mayor

Dave Devana
Acting Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held July 16, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Dave Devana, Director of Finance
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Darcey Kohuch, Director of Engineering
Ian Scott, Associate Planner
Katherine Lesyshen, Associate Planner
Lisa Urlacher, Council Clerk

ABSENT:
Councillor Rick Kasper

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

1. Approval of Agenda

MOVED by Councillor Parkinson to approve the agenda with the deletion of Item 6 – Rezoning Application 6411 / 6419 Sooke Road and the addition of Item NB-1 - New Business – Regional Context Statement.

CARRIED UNANIMOUSLY

2. Focus Group Capital Grant Committee

MOVED by Councillor Dumont to recommend that Council allocate \$50,000 matching-grant funds in the 2008 Budget, from the Casino Reserve Fund, for the Focus Group Capital Grant Committee projects;

AND that Council extend until April 30, 2008 the Focus Group Capital Grant Committee and the member appointments for the Committee as follows:

Councillor Ron Dumont, Chair	Herb Haldane
Maia Tait	Kevin Maycock
Wayne Nowak	Elaine Holmes
Chris Hyde	

AND that Council approve the revised Terms of Reference for the Focus Group Capital Grant committee.

DEFEATED

3. Development Permit Application for The Pointe at Sunriver

Councillor Dumont declared that he had a working association with the Developer and left the meeting at 7:12 p.m.

Ms. Lesyshen gave an overview of the proposed Development Permit application to construct 32 multi-family dwelling units at The Pointe at Sunriver.

Bill Patterson, CITTA Construction, applicant described the townhouse proposal for the development.

Council discussed the proposed application and raised the following questions and concerns:

- Do the sidewalks connect within the development and to existing trails?
- Single level homes, which are two stories?
- Restrictions within Schedule 2 of the Section 219 Covenant and ensuring the deficiencies are completed.
- When will the School site and soccer fields be developed?
- Affordable Housing?

Carole Rossell, Small and Rossell Landscape Architects, provided an overview of the landscape conceptual plan.

MOVED by Councillor Smith to refer the application back to staff for further information in regard to the requirements of the Section 219 covenant for the Sun River development.

CARRIED

Councillor Dumont returned to the meeting at 8:00 p.m.

4. Amendments to Bylaw No. 270, Sooke Zoning Bylaw, 2006

Mr. Scott provided an overview and explanation for the following proposed Amendments to Bylaw No. 270, *Sooke Zoning Bylaw, 2006*:

Modification 1 – Definition of “Height”

MOVED by Councillor Armour to direct staff to prepare a draft bylaw for zoning modification 1 – Definition of “Height” for presentation to Council for first and second as follows:

“HEIGHT means the average vertical distance measured from the finished grade or natural grade, whichever is lower, or surface of the water, at the outermost corners of the building or structure, to the highest point of a roof surface of a flat roof, and to the deck line of a mansard roof (calculated for only the highest roof on a building with multiple roofs), and to the mean level between the eaves and the ridge of a gable, hip, gambrel or other sloping roof (measured from the highest eaves to the highest ridge line for a building with multiple roofs), and to the highest point for a structure without a roof.”

CARRIED

Modification 2 – Office Parking Requirements

MOVED by Councillor Dumont to direct staff to prepare a draft bylaw for zoning modification 2 – Office Parking Requirements for presentation to Council for first and second reading by deleting the first three rows and include only the single row below:

Offices, Town Centre	1 per 40 sq m gross floor area
Offices, Medical	1 per 30 m ² gross floor area
Offices, Single Tenant	1 per 30 m ² gross floor area

Offices 1 per 30 m² gross floor area

CARRIED UNANIMOUSLY

Modification 3 – Parking Requirements Multi-Family

MOVED by Councillor Dumont to direct staff to prepare a draft bylaw for zoning modification 3 – Parking Requirements Multi-Family for presentation to Council for first and second reading by adding “Low Density” in Part Seventeen, Section 17.7 *Parking Requirements*.

CARRIED

Modification 4 – Parking Requirements in the Town Centre

MOVED by Councillor Dumont to direct staff to prepare a draft bylaw for zoning modification 4 – Parking Requirements in the Town Centre for presentation to Council for first and second reading by deleting the following sentence from Part Seventeen, Section 17.7 *Parking Requirements*:

“Notwithstanding the foregoing, lots containing 2,000 m² or greater are subject to full parking requirements despite their location within the designated Town Centre.”

CARRIED

Modification 5 –Town Centre Commercial Zone CTC-1

MOVED by Councillor Beech to r direct staff to prepare a draft bylaw for zoning modification 5 – Town Centre Commercial Zone CTC-1 for presentation to Council for first and second reading by staff by adding a downtown beautification amenity provision and a recreation amenity provision linking to square footage of the proposed buildings.

CARRIED

5. Rezoning Application – 1924 Maple Avenue South

MOVED by Councillor Beech to table consideration of the rezoning application for 1924 Maple Avenue South pending confirmation that the applicant will accept an RM-3 zone for the property.

CARRIED

Council recessed the meeting at 8:51 p.m.

Council resumed the meeting at 8:57 p.m.

6. Rezoning Application – 2329 Galena Road

Ms. Lesyshen provided an overview of the proposed rezoning from Small lot residential (RS-3) to High Density Multi Family Residential Zone (RM-4).

MOVED by Councillor Parkinson to recommend that Council introduce and give first and second reading to Bylaw No.320, *Zoning Amendment Bylaw (270-21)*;

AND TO schedule a Public Hearing for Bylaw No.320, *Zoning Amendment Bylaw (270-21)* for August 13th, 2007.

CARRIED

7. Rezoning Application – 6527 Sooke Road

Ms. Lesyshen provided an overview of the proposed rezoning from Village Commercial Zone (C-2) to Town Centre Commercial Zone (CTC-1).

Micheal Volk, Skyview Terrace, Island View Construction stated he is a co-applicant and spoke in regards to the proposed development entertaining a medical centre with mixed use.

MOVED by Councillor Dumont to recommend that Council introduce and give first and second reading to Bylaw No.321, *Zoning Amendment Bylaw (270-22)*;

AND TO schedule a Public Hearing for Bylaw No.321, *Zoning Amendment Bylaw (270-22)* for August 7th, 2007.

CARRIED

8. Rezoning Application – 2069 Townsend Rd.

Mr. Scott provided an overview of the proposed rezoning from Village residential 1 – R-1 to Town Centre Commercial – CTC-1 to allow for mixed use development.

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No.322, *Zoning Amendment Bylaw (270-23)*;

AND TO schedule a Public Hearing for Bylaw No 322, *Zoning Amendment Bylaw (270-23)* for August 7th, 2007.

CARRIED

9. Rezoning Application – 6797 Grant Road West

Mr. Scott provided an overview of the proposed rezoning from Village residential 1 – R-1 to Town Centre Commercial – CTC-1 to allow for mixed-use development.

MOVED by Councillor Dumont to recommend that Council introduce and give first and second reading to Bylaw No.323, *Zoning Amendment Bylaw (270-24)*;

AND TO schedule a Public Hearing for Bylaw No. 323, *Zoning Amendment Bylaw (270-24)* for August 7th 2007.
CARRIED

NEW BUSINESS

10. Regional Context Statement

Mr. Scott provided an overview of the proposed revisions to Bylaw No. 314, Official Community Plan Amendment Bylaw (86-22).

MOVED by Councillor Dumont to recommend that Council amend *Bylaw No. 314, Official Community Plan Amendment Bylaw (86-22)* in section 5 as to the *Regional Context Statement*.
CARRIED

The meeting was adjourned at 9:47 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held August 8, 2007 at 6:30 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Kasper
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Brenda Parkinson

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bob Kelsey, Fire Chief
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Dave Devana, Director of Finance
Darcey Kohuch, Director of Engineering
Ian Scott, Associate Planner
Lisa Urlacher, Council Clerk
Staff Sergeant, Roger Plamondon

ABSENT:

Councillor Rick Armour
Councillor Jen Smith

1. The meeting was called to order at 6:31p.m.

2. **Approval of Agenda**

MOVED by Councillor Beech, seconded to approve the agenda with the removal of item 7 being re-scheduled to the September 7, 2007 Committee of the Whole meeting.

CARRIED

3. **Development Permit Application – Shoppers Drug Mart**

Randy Cockrell, Sunstone Realty Advisors, representing Evergreen Centre introduced Barry Weih, Wensley Architects. Mr. Wensley gave a visual presentation of the proposed freestanding retail store, which would provide infill in a vacant portion of the town core and explained the amenities in the proposed development and how they will be utilized in the existing parking lot.

Council discussed the proposed application and raised the following questions and concerns:

- Left turn improvements out of the Evergreen Centre parking lot.
- Improving second access point to the North side of the property.
- Location of Kiosk at Logger's Pole.
- Loading bay situated at the side of the building
- Signage
- Maintenance of landscaping.

Public Input:

Randy Clarkston, Glenidle Road, commented on the property line setback at the rear of the proposed building due to the loitering problem in that area.

MOVED by Councillor Parkinson to recommend that Council issue a development Permit to construct a freestanding retail store at 6638 Sooke Road.
CARRIED UNANIMOUSLY

4. **Sunriver School Site**

MOVED by Councillor Parkinson to postpone the discussion of the Sunriver School Site report until the School Board Trustees have been consulted.
CARRIED

5. **Fire Protection Services Bylaw**

Fire Chief, Bob Kelsey provided an overview of Bylaw No. 292, *Fire Protection Services Bylaw, 2007*.

Council discussed the proposed bylaw and raised the following questions and concerns:

- Limited burning days
- Public education process
- Ticketing and penalties
- Fire members disciplinary appeal
- Weather index restrictions

MOVED by Councillor Kasper to recommend that Council introduce and give first and second reading to Bylaw No. 292, *Fire Protection Services Bylaw, 2007* as amended to reflect an appeal process for disciplinary action under interpretation of "Establishment" on page 3 of 5 of Bylaw No. 292, *Fire Protection Services Bylaw, 2007*.

AND THAT Council approve the following schedule for the public process for Bylaw 292, *Fire Protection Services Bylaw, 2007*:

August 13, 2007	Council consider First and Second Reading of Bylaw and schedule Public Input meeting
August 22 nd , 2007	Public Input Meeting notice placed in Sooke News Mirror
August 27 th , 2007	Public Input Meeting Council consider Third Reading of Bylaw
September 10 th , 2007	Council consider adoption of Bylaw

CARRIED UNANIMOUSLY

6. **Business Licence**

Council discussed the proposed bylaw and raised concerns monitoring the Single Business Licence database and the compatibility with the Municipal Software.

Council discussed proposed Bylaw No. 301, *Business Licence Bylaw, 2007* and commented on the existing inventory of businesses within the area and asked for clarification on non-profit organizations.

Public Input:

Neil Gertsma, Sooke Road, owner of a business in Sooke expressed opposition to the proposed for Bylaw No. 301, *Business Licence Bylaw, 2007* and stated his concerns of administrative costs.

David Mallett, Throup Road, expressed support for proposed for Bylaw No. 301, *Business Licence Bylaw, 2007* and stated that he understands that the business community would welcome licencing.

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No. 301, *Business Licence Bylaw, 2007*; and **AND THAT** Council approve the following schedule for the public process for Bylaw No. 301, *Business Licence Bylaw, 2007*:

August 13, 2007	Council consider First and Second Reading of Bylaw and schedule Public Input meeting
By August 31, 2007	Mail out notices to businesses in the District of Sooke
August 29th and September 5th, 2007	Public Input Meeting notice placed in Sooke News Mirror
September 10, 2007	Public Input Meeting
September 10 th , 2007	Council consider Third Reading of Bylaw
October 9 th , 2007	Council consider adoption of Bylaw

CARRIED

8. **Rezoning Application – 5121 Sooke Road**

Marlaina Elliott provided an overview of the application and the requirements for access from Sooke Road by the Ministry Transportation.

Justin Wilson, applicant, summarized the proposed application for rezoning to RR-1 to allow the property to be subdivided into two parcels.

Public Input:

Randy Clarkston, Glenidle Road, provided a history of the application for the subject property and the intent to subdivide.

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No. 312, *Zoning Amendment Bylaw (270-15)*;

AND TO schedule a public hearing for Bylaw No. 312, *Zoning Amendment Bylaw (270-15)* for September 10, 2007.

CARRIED UNANIMOUSLY

9. **Rezoning Application –2432 Otter Point Road**

Ian Scott provided an overview of the proposed rezoning located a 2432 Otterpoint Road from Village Residential 1 (R-1) to Mixed Small Lot Residential (RS-2) to allow for a subdivision for single-family dwellings.

Council discussed the applications and raised the following concerns:

- Drainage
- 5% dedication of parkland
- sewer modeling for extension to the Foreman Heights area
- Infrastructure and amenities (Section 219 covenant)

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No.317, *Zoning Amendment Bylaw (270-18)*;

AND THAT Council schedule a Public Hearing for Bylaw No.317, *Zoning Amendment Bylaw (270-18)* for September 6th, 2007

CARRIED UNANIMOUSLY

10. **Rezoning Application –Four Lots behind Village Foods and a the end of Lincroft/ Goodmere**

Ian Scott provided an overview of the proposed rezoning from Village Residential 1 (R-1) and Village Commercial (C-2) to Town Centre Commercial Zone (CTC-1) to allow for the construction of a mixed-use development.

Randy Clarkston, on behalf of the applicant, explained that this application complies with the Official Community Plan and in keeping with the Downtown Revitalization vision of moving the Downtown core towards the water.

Council discussed the applications and raised the following concerns:

- Road upgrades
- Parking requirements
- Sidewalk extending to the Otterpoint and Sooke Road intersection
- Setback requirements from residential lots

Council asked for an update on the Future Road Network plan.

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No.324, *Zoning Amendment Bylaw (270-25)*;

AND THAT Council schedule a Public Hearing for Bylaw No.324, *Zoning Amendment Bylaw (270-25)* for September 6th, 2007.

CARRIED UNANIMOUSLY

11. **Rezoning Application – 2092 Church Road**

Ian Scott provided an overview of the application to rezone the property from Village Residential 1 (R-1) to Town Centre Commercial (CTC-1). Mr. Scott explained the suggested redevelopment to a mixed-use building or buildings near the heart of the Town centre. The new development will provide additional commercial space in the Town Centre as well as residential units. Mr. Scott explained as part of the rezoning the applicant will dedicate and build one-half of a new road right-of-way that will connect Church Road to Anna Marie Road.

Council discussed the Future Road Network Plan and the opportunity for access at the end of Anna Marie Road through to Church Road.

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No.327, *Zoning Amendment Bylaw (270-27)*;

AND THAT Council schedule a Public Hearing for Bylaw No.327, *Zoning Amendment Bylaw (270-27)* for September 6th, 2007.

CARRIED UNANIMOUSLY

12. **Rezoning Application –6882 West Coast Road and 1841 and 1843 Tomlinny Road**

Ian Scott provided an overview of the application rezoning the property at 6882 West Coast Road from Village Residential 1 Zone (R-1) and 1841/1843 Tomlinny Road from Town Centre Residential Zone (RS-1) to a Comprehensive Development Zone to allow a mixed use neighbourhood commercial and residential development.

Denise Kors, Kors Development Services Inc., explained the proposed development being mixed use with retail on the first floor and affordable housing apartments on the three floors above.

Council discussed the traffic safety concerns of the entry on West Coast Road and the amenity of sidewalks extending to Maple Avenue.

MOVED by Councillor Parkinson to recommend that Council introduce and give first and second reading to Bylaw No.328, *Zoning Amendment Bylaw (270-28)*;

AND THAT Council schedule a Public Hearing for Bylaw No.328, *Zoning Amendment Bylaw (270-28)* for September 6th, 2007.

CARRIED UNANIMOUSLY

MOVED by Councillor Kasper to recommend that Council introduce and give first and second reading to Bylaw No. 330, *Official Community plan amendment Bylaw (86-23)*

CARRIED UNANIMOUSLY

13. **Zoning Bylaw Text Amendment – Proposed Bylaw No. 329, “Lodge” Definition**

Marlaina Elliott provided an explanation of the addition of the “lodge” definition, which will clarify the types of tourist accommodation that are permitted in the District of Sooke.

Evan Parliament explained the financing conditions to not limit the investor's accommodation time in the unit for securing a residential mortgaging.

MOVED by Councillor Beech to recommend that Council introduce and give first and second reading to Bylaw No. 329, *Zoning Amendment Bylaw (270-29)*;

AND TO schedule a public hearing for Bylaw No. 329, *Zoning Amendment Bylaw (270-29)* for September 10, 2007.

CARRIED

The meeting was adjourned at 9:36 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held September 17, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Dave Devana, Director of Finance
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Darcey Kohuch, Director of Engineering
Katherine Lesyshen, Planning Associate
Ian Scott, Planning Associate
Lisa Urlacher, Council Clerk

ABSENT:

1. **Call to Order**

The meeting was called to order at 7:06 p.m.

2. **Approval of Agenda**

The agenda was approved with the addition of New Business 1 – Delegation Spirit of BC Community Committee and New Business 2 – Submission re: Item 7.

Liz Johnson, Seabroom Road asked Council for their support in extending a joint invitation to Her Excellency the Right Honourable Michaëlle Jean, C.C., C.M.M., C.O.M., C.D., Governor General and Commander-in-Chief of Canada.

MOVED by Councillor Kasper to recommend that Council send a letter of invitation to the Governor General in a joint package with the T'Souke Nation and the Spirit of BC Communities Committee.

CARRIED

3. **Rezone Application - Common Area of Banner Road Strata**
Bylaw No. 339, *Zoning Amendment Bylaw (270-30)*

Ian Scott provided an overview of the application to rezone the common property for the Banner Road strata for the intention to subdivide the property into two lots.

There were no questions or comments from the public.

MOVED by Councillor Smith to recommend that Council introduce and give first and second reading to Bylaw No.339, *Zoning Amendment Bylaw (270-30)*.

CARRIED

MOVED by Councillor Parkinson to recommend that Council to schedule a Public Hearing for Bylaw No.339, *Zoning Amendment Bylaw (270-30)* for October 30th, 2007.

CARRIED UNANIMOUSLY

4. **Rezoning Application** – 2044 Gatewood Road
Bylaw No. 340, *Zoning Amendment Bylaw (270-31)*
Bylaw No. 341, *Official Community Plan Amendment Bylaw (86-24)*

Katherine Lesyshen provided an overview of the proposed application to rezone the property from Townhouse Zone – RM-2X to High Density Multi Family Residential Zone – RM-4 to allow for higher density multi-family development on site.

Marg Melville, Applicant, commented on the amenities included in the Section 219 covenant.

Herb Haldane, Otter Point Road, expressed, in general the difficulties of developing outside the Town Centre.

MOVED by Councillor Dumont to table the application until the amenities bylaw is introduced.

CARRIED

5. **Rezoning Application** – 2035, 2039 and 2043 Maple Avenue S.
Bylaw No. 342, *Zoning Amendment Bylaw (270-32)*

MOVED by Councillor Armour to table the application.

DEFEATED

MOVED by Councillor Smith to recommend that Council direct staff to bring forward the rezoning application to the Regular Council with a Section 219 covenant including: affordable housing, 18m height restriction, fire protection provision and sidewalks.

CARRIED

6. **Application to Exclude Land from the ALR** – 6518 Throup Road

Ian Scott provided an overview of the application and recommended that Council not exclude the properties from the ALR.

Josh Prowse, agent for the Buntings stated that the intention is to keep the property as a Golf Course or Municipal Facility. Mr. Prowse explained that the property has been tried as a turf farm and was unsuccessful and recommended that Council forward the application.

There were no questions or comments from the public.

MOVED by Councillor Smith to recommend that Council forward this application to the Agricultural Land Commission without a recommendation.

DEFEATED

MOVED by Councillor Parkinson to recommend that Council forward this application to the Agricultural Land Commission with a recommendation not to exclude the properties from the ALR.

CARRIED

Councillor Smith opposed the motion

Councillor Kasper stated he had a family association with the applicant and left the meeting at 8:36 p.m.

7. **Application to Exclude Land from the ALR – 7031 and 7051 Grant Road West**

Mayor Evans read the submission for New Business 2 – letter received from Darryl and Cheryl Randolph and the following submissions received on September 17, 2007:

Steve and Libby Greenwood, 7038 Grant Road West – no objection
Dean and Lindsey Haldane, 7024 Grant Road West – no objection
Dianne Thompson Marshall, 7059 Grant Road West – no objection
Rick Monnington, adjacent landowner – no objection
Bruce Logan, adjacent landowner – no objection

Katherine Lesyshen provided an overview of the application to exclude properties from the Agricultural Land Commission.

Darryl Randolph, Grant Road West, asked Council to support their ALR application should it come forward as a result of relocating their Kennel because of future development.

Lance Lajeunesse, Grant Road West explained that light manufacturing would be an option to consider ensuring that the needs of the community are met.

Dave McClimon, Kirby Road, explained he would like to see what comes out of the Official Community Plan review for that area.

MOVED by Councillor Smith to recommend that Council forward this application to the Agricultural Land Commission without a recommendation.

DEFEATED

MOVED by Councillor Parkinson to recommend that Council forward this application to the Agricultural Land Commission with a recommendation to exclude the properties from the ALR.

CARRIED

Councillor Smith opposed the motion

Councillor Kasper returned to the meeting at 8:40 p.m.

8. **Application to Exclude Land from the ALR – Lot E, Kirby Road**

Katherine Lesyshen provided an overview of the application to exclude properties from the Agricultural Land Commission.

There were no questions or comments from the public.

MOVED by Councillor Smith to recommend that Council forward this application to the Agricultural Land Commission without a recommendation.

DEFEATED

MOVED by Councillor Armour to recommend that Council forward this application to the Agricultural Land Commission with a recommendation not to exclude the properties from the ALR.

CARRIED

Councillor Smith opposed the motion

9. **2007 Statutory Tax Exemptions and 2007 Permissive Tax Exemptions**

Dave Devana explained the legislative requirements under the *Community Charter* and recommended that Council separate the statutory tax exemptions and permissive exemptions into two bylaws.

After Council discussed the policy and bylaws, the following recommendations were made:

MOVED by Councillor Smith to recommend that Council introduce and give first and second reading to Bylaw No. 337, *Property Tax Exception for Church Halls and Church Land Bylaw, 2007*.

CARRIED UNANIMOUSLY

MOVED by Councillor Parkinson to recommend that Council introduce and give first and second reading to Bylaw No. 338, *Permissive Tax Exemption for Public parks and Recreation Grounds, Not for Profit Corporations and Public Authorities Bylaw, 2007* with a 10 year period.

CARRIED

MOVED by Councillor Dumont to recommend that Council direct staff to amend Statutory and Permissive Tax Exemption Policy 5.3.

CARRIED UNANIMOUSLY

10. **Roadside Memorials**

MOVED by Councillor Dumont to recommend that Council direct staff to draft a roadside memorial policy.

CARRIED

MOVED by Councillor Smith that Council reconsider Item No. 4. Rezoning Application – 2044 Gatewood Road

CARRIED UNANIMOUSLY

MOVED by Councillor Dumont to recommend that Council direct staff to bring forward the rezoning application for 2044 Gatewood Road to the Regular Council with a Section 219 covenant.

CARRIED

Councillor Smith supported the motion

The meeting was adjourned at 9:28 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held October 1, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Dave Devana, Director of Finance
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Darcey Kohuch, Director of Engineering
Ian Scott, Associate Planner
Katherine Lesyshen, Associate Planner
Lisa Urlacher, Council Clerk

ABSENT:

1. **Call to Order**

The meeting was called to order at 7:15 p.m.

2. **Approval of Agenda**

The agenda was approved beginning with Item No. 5 – Community Garden at CASA.

3. **Community Garden at CASA**

Phoebe Dunbar, representing Edward Milne Community School Society and the Community Health Initiative asked council for support for a grant application for Community Gardens and the Food Security Initiative.

MOVED by Councillor Parkinson, seconded that Council send a letter of support to Van City – Community Investment Program.

CARRIED UNANIMOUSLY

4. **Community Amenities Policy**

Ian Scott provided a visual overview of the Community Amenities Policy outlining the following:

- Council Request
- Amenity vs Infrastructure
- Managing Growth (Development)
- Development Context
- Development Trends
- Amenity Contribution Tools
- Staff recommendations

Council discussed the Community Amenities Policy and has the following questions and concerns:

- Buffer Zones (Social Issue)
- SMART GROWTH (should be within Town Centre)
- Density Bonus (not able to at the DP stage)
- Floor Area Ratio
- Past zones have not created amenities
- Core Area needs green space
- Building and Development stage to create amenities
- Intermediate zoning
- No amenities with vertical buildings
- Revisiting subdivision standards
- No conditions with current zoning
- Cost to develop a Downtown Plan
- Phased Development Agreements
- Timeline for developing a Downtown Development Standard Bylaw

John Nicholson stated that up zoning in Sooke directly affects affordable housing and development in the Downtown Core.

After the discussion and clarification the Committee agreed to recommend the following motions:

MOVED by Councillor Smith to recommend that Council direct staff to develop a Downtown Development Standards bylaw that would incorporate the *Design Guidelines* from the Downtown Revitalization Committee and will supplement Bylaw No. 65 *Subdivision and Development Standards bylaw*;

AND THAT Council approve the tendering of a Request for Proposals to develop a Downtown Plan (Local Area) and a Downtown Development Standards bylaw funded by \$50,000 allocated in the 2007 budget:

AND THAT Council advertise the Request for Proposal on Civic Net.

CARRIED

MOVED by Councillor Smith to recommend that Council direct staff to develop a more comprehensive density bonus criteria for the Town Centre within Bylaw No. 270, *Sooke Zoning Bylaw, 2006* amending the draft Community Amenities Policy schedule for item 2 and the corresponding text to read:

	Town Centre	Urban Growth Areas	Outside Urban Areas
City Park Fund	0	500	500
Downtown Revitalization Fund	500	250	250
General Amenities Fund	0	250	1000

AND THAT item 3c be deleted.

DEFEATED

MOVED by Councillor Beech to recommend that Council direct staff to initiate consultation with the development community and the public to articulate the rationale for the adoption of the draft Community Amenity Policy.

DEFEATED

MOVED by Councillor Dumont to recommend that Council **not** direct staff to develop more comprehensive density bonus criteria for the Town Centre within Bylaw No. 270, *Sooke Zoning Bylaw, 2006*.

CARRIED

MOVED by Councillor Smith to recommend that Council direct staff to bring back a report on Community Amenities for Council consideration.

CARRIED

5. **Affordable Housing and Social Housing Policy**

Katherine Lesyshen provided a visual overview of the following:

1. The Need for Affordable & Social Housing
2. Key Terms
3. Issues and Priorities
4. Goals
5. Strategies
6. Conclusion

MOVED by Councillor Armour to recommend that Council adopt the Affordable Housing and Social Policy;

AND THAT Council direct staff to prepare amendments to the Sooke Zoning Bylaw, 2006 and the Official Community Plan to incorporate the recommendations outlined in the Affordable Housing and Social Housing Policy.

CARRIED UNANIMOUSLY

The meeting was adjourned at 9:46 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held October 15, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bob Kelsey, Fire Chief
Dave Devana, Director of Finance
Darcey Kohuch, Director of Engineering
Lisa Urlacher, Council Clerk

1. Call to Order

The meeting was called to order at 7:12 p.m.

2. Approval of Agenda

The agenda was approved as circulated.

3. Grant in Aid - Applications

(a) Stage West Players Society

Caryl Wilford, president, outlined the mandate of the Stage West Players Society to provide and promote a source of appreciation and enjoyment of amateur theatrical arts for society members and the general public in Sooke. Ms. Wilford described the project in which they are applying for the \$1200 grant as a production of a Dinner Theatre Murder Mystery Evening in Sooke.

(b) Sooke Fine Arts Society

Beverly Petrow, Vice President, gave a background of the "Show Cycle" and described the mandate as establishing the Sooke Fine arts Show as the highest professional quality juried art show in B.C. Ms Petrow asked Council for \$4000 funding for fire retardant cloth and display walls.

(c) Sooke Folk Music Society

Christine McGuinness, provided an overview of their Grant in Aid application describing their mission to provide the community with an inexpensive venue for musicians and entertainers. The Sooke Folk Music Society asked Council for \$5000 to purchase a professional stage and cover.

(d) **Maritime Program (Edward Milne Community School Society)**

Phoebe Dunbar, EMCS Director, Judy Gilligan, EMCS Director and Roberta MacDonald, EMCS Coordinator presented Council with a replica model of a flagship boat. Ms. Dunbar provided an overview of the programs mandate and the mission to install pride and capacity building among students, family and seniors in Sooke. Ms Dunbar asked Council for \$3000 to refurbish/refit one longboat sail replacement and cover.

(e) **Football Program (Edward Milne Community School Society)**

Matt Mortenson and Constable Rob Daily, RCMP stated that the purpose of the project is to engage the youth in a productive and healthy activity. Constable Daily defined resiliency and stated that Sooke was ranked the worst amongst the cities surveyed for Youth Resiliency. Mr. Mortenson asked Council for funding in the amount of \$4000 to establish a football program at Edward Milne Community School.

(f) **Canadian Cerebral Palsy Society**

Judy Hoffman, president, of the local chapter, described the organization mandate as strengthening and supporting individuals and families faced with the extraordinarily circumstances that come from living with a disability. Ms. Hoffman asked Council for funding for recreational equipment for persons with disabilities.

MOVED by Councillor Armour to recommend that Council distribute the Grant in Aid funds of \$12,500 equally amongst the six applicants, each receiving \$2083.33.

DEFEATED

MOVED by Councillor Parkinson to recommend that Council distribute the funds as follows:

Stage West Players Society	\$1200
Sooke Fine Arts Society	\$ 0
Sooke Folk Music Society	\$3200
Maritime Program (Edward Milne Community School Society)	\$3000
Football Program (Edward Milne Community School Society)	\$3000
Canadian Cerebral Palsy Society	\$2100

CARRIED

4. Grant in Aid – Final Reports

MOVED by Councillor Smith to recommend that Council accept the final reports from the Musical Theatre Program (EMC Society / Journey Middle School) and Steps to the Future Child Care Society as submitted.

CARRIED UNANIMOUSLY

5. Grouse Nest Rezoning Application

Marlaina Elliott provided an overview of the rezoning application to rezone the 87-acre Grouse Nest property to Comprehensive Development Zone to allow for a mixed-use resort, marina, village commercial and residential development.

Frank Limshue, Planning Consultant introduced the team and presented a visual presentation of the development process; open houses, Tech Reviews, Development Planning Principles and Development Land Use Plans and Guidelines.

Tom Moore, Moore Paterson Architect Inc., provided an overview of the design philosophy and conceptual vision of the development.

The Committee discussed the proposal and made the following recommendations:

MOVED by Councillor Smith to recommend that Council table the rezoning application for Grouse Nest.

DEFEATED

Councillor Smith Supported the motion

MOVED by Councillor Parkinson to recommend that Council forward the Grouse Nest rezoning application to the Official Community Plan Review Committee for discussion and a recommendation to Council.

CARRIED

MOVED by Councillor Beech to recommend that Council direct staff to prepare a zoning bylaw amendment, design guidelines and Official Community Plan policy amendments with recommendations from the Official Community Plan review committee for the Grouse Nest proposal.

DEFEATED

6. Development Permit Application – Lot 1 and 6995 Nordin Road

Marlaina Elliott provided an overview of the Development Permit for Multi family areas to address form and character of multi-family and intensive residential developments and to protect the natural environment from damage that can occur to ecosystems, natural habitats, and associated fish and wildlife.

Mr. Sutherland, the applicant, stated the he is proposing to construct 91 multi family dwelling units, a tennis court and accessory buildings including four detached garages, and an amenity building with a pool.

MOVED by Councillor Parkinson to extend the meeting past 10:00 p.m.

CARRIED UNANIMOUSLY

MOVED by Councillor Beech to recommend that Council authorize issuance of a Development Permit to construct multi-family units on Lot 1 and 6995 Nordin Road.
CARRIED UNANIMOUSLY

7. Budget Opportunities and Challenges

Dave Devana provided an informational power point presentation outlining the following: Guiding Principles, Cost Drivers, Growth in Tax Base, Capital Fund and Priorities.

Council asked to have a copy of the presentation.

The meeting was adjourned at 10:35 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held November 5, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Councillor Rick Armour, Chair
Mayor Janet Evans
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bob Kelsey, Fire Chief
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Dave Devana, Director of Finance
Darcey Kohuch, Director of Engineering
Media Mills, Bylaw Enforcement Officer
Lisa Urlacher, Council Clerk
Staff Sergeant, Roger Plamondon

1. Call to Order

The meeting was called to order at 6:59 p.m.

2. Approval of Agenda

MOVED by Councillor Parkinson to approve the agenda as circulated.
CARRIED UNANIMOUSLY

3. Land Clearing Machine Built Fires

Evan Parliament, Chief Administrative Officer, gave an executive summary of the imposed moratorium on the issuance of "Class A" fire permits. Mr Parliament asked Council for direction on the issuance of permits.

Bob Kelsey, Fire Chief, explained the intent of the bylaw; to restrict burning to the first weekend of the month from October to April in order to reduce smoke, particulates and greenhouse gases. The Fire Chief expressed, that to allow "Class A" permits to be issued outside that window would affect the residents who comply with the bylaw.

Clive Kitchener, Maple Avenue South, expressed his concerns on the restrictions of Bylaw No. 292, *Fire Protection Services Bylaw, 2007*, in regards to homeowners and developers. Mr. Kitchener suggested Council look at how the City of Duncan restricts burning.

Ramsey Milne, Silverspray developer, described the proper way to burn "Class A" fires and expressed that when fires burn hot, and the venting index is appropriate there is less smoke in the air.

John Patterson, Maple Avenue South, expressed concerns regarding the public input process and asked Council if a study had been completed for all concerns including health and alternatives to burning.

Don Smith, Kaltasin Road, stated he had 25 years experience in the field of land clearing machine built fires and does not see a problem with burning when it is done properly.

Victor Weymann, Andover Road, expressed concerns with the danger of brush remaining in the woods if developers are unable to burn and asked that machine built fires be allowed in rural areas.

Ellen Lewers, Sooke Road, read and submitted her concerns in regards to restrictive burning and asked council to allow burning on properties over ½ acre.

John Martin, Sooke River Road, provided a history of burning and stated that banning burning prohibits progress.

Mike Simms, 5161 Sooke Road, expressed concerns with restricting burning to once a month.

Micheal Thorton, Silverspray, expressed that as a developer he was unaware of the ban and has several "Class A" fires waiting to be burnt within his development. Mr. Thorton asked Council to amend the bylaw to allow machine built fires and place a restriction within the building permits. Mr. Thorton submitted an article referring to carbon credits and reducing greenhouse-gas emissions.

Ted Litster, Rocky Point Road, read and submitted his concerns and solutions to the "Class A" burning.

Brian Rumsby, Sooke resident, expressed concerns with the machine built fire ban and asked Council to issue permits for "Class A" fires when the venting index allows.

John Brohman, Manutu Road, expressed concerns of cost implications to residents because of the restrictions of the bylaw and referred to the 2006 windstorm.

John Patterson, expressed concerns with using stump grinders as an alternative, because they are not neighbourhood friendly.

Ed Shaw, West Coast Road, asked council to help kept the air clean by allowing fires during suitable conditions according to the venting index.

Dave McClimon, Sooke River Road, read and submitted his concerns regarding the banning of "Class A" fires and asked Council to revisit the bylaw.

Gary Coles, Meota Drive, expressed concerns being an owner of large property in regards to the windstorm clean up and the restrictions of the bylaw.

John Patterson, questions contradictions within the bylaw.

Carol Mallet submitted a statement supporting the burning restrictions in Bylaw No. 292, *Fire Protection Services Bylaw, 2007*.

Council recessed the meeting at 8:00 p.m.

The meeting resumed at 8:02 p.m.

Council discussed the “Class A” burning issues and made the following recommendation:

MOVED by Mayor Evans to recommend that Council direct staff to bring forward suggested amendments to Bylaw No. 292, *Fire Protection Services Bylaw, 2007* at the November 19th Committee of the Whole meeting.

CARRIED UNANIMOUSLY

MOVED by Councillor Smith to recommend that Council direct staff to lift the moratorium on “Class A” permits.

A collective decision was made to withdraw the motion and authorize staff to lift the moratorium on “Class A” permits immediately.

4. Consultant for Enhanced Medical Services Facility (DOS/VIHA Initiative)

Jonathan Huggett, P. Eng., provided an overview of the Draft Development of Sooke Professional and Community Services Centre, Request for Proposal process.

Mr. Huggett submitted a draft copy of the Development of Sooke Professional and Community Services Centre, Request for Proposal and a statement of Qualifications.

MOVED by Mayor Evans to recommend that Council direct the Mayor and Chief Administrative Officer execute a contract for consultant services with J.R. Huggett Co. for the Enhanced Medical Services Facility (DOS/VIHA initiative), the funding to be the responsibility of the successful proponent of the project.

AND THAT the recovery of the consultant fees for service be written within the Request for Proposal.

CARRIED

5. Revitalization Tax Exemption Bylaw

Dave Devana, Director of Finance, provided an overview of the development of the Tax Exemption Bylaw.

Mike Hicks, Manzer Road, read and submitted his letter opposing the Bylaw to allow for tax exemptions for a new hotel.

Council discussed the bylaw and expressed the following concerns:

- not limiting the exemption to a defined area in the Town Centre.
- commercial taxes
- exemption period

MOVED by Councillor Kasper to recommend that Council introduce and give first and second reading to Bylaw No. 348, *Revitalization Tax Exemption Bylaw, 2008*.

CARRIED

Council recessed the meeting at 9:31 p.m.
The meeting resumed at 9:34 p.m.

6. Bylaw Enforcement

Mr. Parliament provided an overview of some of the issues raised by residents and business owners in regards to enforcement of District of Sooke Bylaws.

Media Mills, Bylaw Enforcement Officer, expressed that to effectively enforce the bylaws, it is necessary to inform and educate the community. A public enforcement program will help to educate the community and alleviate future issues.

Council discussed the enforcement issues and noted that information regarding Bylaws should be made available in quarterly newsletter as a way to educate the public; and that Bylaw Enforcement should be included in the District of Sooke information nights.

MOVED by Mayor Evans to recommend that Council direct staff to develop a Bylaw Enforcement education and public awareness program and to carry on with existing enforcement.

CARRIED

MOVED by Mayor Evans, seconded that the meeting be extended past 10:00 p.m.

CARRIED UNANIMOUSLY

7. Rezoning Application and OCP Amendment – 2044 Gatewood Road

MOVED by Councillor Kasper to recommend that Council table this application until an amenities bylaw is introduced.

CARRIED

8. Rezoning Application – 2035, 2039, 2043 Maple Avenue South

Marlaina Elliott provided an overview of the application to rezone the property from Village Residential 1 Zone (R-1) to Medium Density Multi Family Residential Zone (RM-3) to allow for multi-family residential development.

MOVED by Mayor Evan to recommend that Council introduce and give first and second reading to Bylaw No. 342, *Zoning Amendment Bylaw (270-32)*;

AND TO schedule a Public Hearing for Bylaw No.342, *Zoning Amendment Bylaw (270-32)* for December 4th, 2007.

CARRIED

9. Rezoning Application and OCP Amendment – 7081 Grant Road

Marlaina Elliott provided an overview of the application to rezone from Village Residential 1 Zone R-1 to Community Facility Zone P-2 to allow for the continued operation of a daycare (community care) facility, with the intent of constructing an accessory dwelling unit on the lot. The applicant may also wish to subdivide the property and create an additional community care facility in the future. The application also requires an Official Community Plan amendment from the existing “Community Residential” designation to “Institutional”.

Micheal Barnett, applicant, explained the current daycare and the need to expand.

MOVED by Mayor Evans to recommend that Council introduce and give first and second reading to Bylaw No.343, *Zoning Amendment Bylaw (270-33)* and Bylaw No.344; **AND TO** recommend to Council to introduce and give first and second reading to Bylaw No.344, *Official Community Plan Amendment Bylaw (86-25)*; **AND TO** schedule a Public Hearing for Bylaw No.343, *Zoning Amendment Bylaw (270-33)* and Bylaw No.344, *Official Community Plan Amendment Bylaw (86-25)* for December 3rd, 2007.

CARRIED UNANIMOUSLY

10. Rezoning Application – Zoning Bylaw 270 (CD4) Tent Lot

Mr. Parliament provided an overview of the proposed changes and advised Council that Staff is recommending that the *Tent Lot Residential – CD-4* be deleted from Bylaw No. 270, *Sooke Zoning Bylaw, 2006* as it is inappropriately designated as a comprehensive development zone. The properties currently zoned CD-4 would be reclassified under the proposed new *Tent Lot Zone – RS-4*. The new tent lot zone would allow single-family dwellings and duplexes as permitted primary uses.

David Mallett, Westview Terrace expressed the need for affordable housing and supports the staffs recommendation of the proposed new zone.

Neil Gertsma, Sooke Road, stated that he attended the meetings during the review process for Bylaw 270 and he understood the intent within the CD4 zone to be able to build a duplex, this being a way to build affordable housing.

Shaun Welters, Solent Street, expressed to Council that duplexes have been built on tent lots surrounding his property and with changing the permitted use to half a duplex he would not be able to do the same, and that it would double the cost of his development.

John Nicholson, Solent Street, expressed support for allowing one single family dwelling unit per tent lot.

A discussion ensued and Council made the following recommendation:

MOVED by Mayor Evans to recommend that Council direct staff to include in the modified *Tent Lot Residential Zone* – CD- 4 as a Zoning Bylaw Amendment with the following changes:

- Include 14.4.3 from the existing bylaw with the appropriate numbering changes
- the addition of 4.5 m within the table of building setbacks under Highway 14 Lot Line

CARRIED

The meeting was adjourned at 11:17 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held December 3, 2007 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

Mayor Janet Evans
Councillor Rick Armour
Councillor Sheila Beech
Councillor Ron Dumont
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Jen Smith

Evan Parliament, Chief Administrative Officer
Marlaina Elliott, Director of Planning
Bob Kelsey, Fire Chief
Bonnie Sprinkling, Corporate Services
Manager/Deputy Clerk
Dave Devana, Director of Finance
Darcey Kohuch, Director of Engineering
Lisa Urlacher, Council Clerk

ABSENT:

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED by Councillor Parkinson to approve the agenda with Item 7 – Land Clearing Machine Built Fires being first.

CARRIED UNANIMOUSLY

7. **Land Clearing Machine Built Fires**

Fire Chief, Bob Kelsey, provided an overview of the intent of the Bylaw No. 292, *Fire Protection Services Bylaw, 2007* to reduce the amount of particulate in the air and also a step to reduce the amount of green house gases released into the atmosphere. Mr. Kelsey asked Council for direction.

Roger Girouard, Sunriver Way, expressed health concerns with the five large fires near Sunriver Estates and stated that the fire regulations are inadequate for a residential area.

Chris Rumsby, West Coast Road, expressed opposition to restrictive burning and stated that residents with larger properties require a firebreak and the restrictions do not accommodate rural areas. Mr. Rumsby stated that the indexing is only good once a month, which is problematic.

Sherida Fox, Sunriver Way, expressed concerns for persons with respiratory problems and asked council to ban class A burns in urban areas.

John Melvin, Sunriver Way, expressed concerns for health and the amount of airborne debris.

Jeffrey Hopkins, Demamiel Drive, stated that the regulations for 100m distance away from schools and daycares is not sufficient and that there should be no burning in residential areas.

Paul Steer, Demamiel Drive, expressed health and nuisance concerns with burning and asked Council to ban burning. Mr. Steer stated that the large fires are still smoking.

Shaun Welters, Solent Street, stated that the Sunriver fires were excessive and that a well-managed burn should not create ash or smoke.

John Martin, Sooke River Road, asked Council to consider the owners of larger properties and the need for hand built fires.

Fire Chief, Bob Kelsey stated that if the Sunriver fires are still burning the Fire Department will extinguish them.

Chris Rumbsy, West Coast Road, stated that the rain over the last few days would have already extinguished the Sunriver fires.

Jefferey Hopkins, Demamiel Drive, expressed concerns with the amount of smoke that the Sunriver fires generated in the residential area.

Sandra Harper, Demamiel Drive, expressed concerns for her health due to the amount of smoke in the residential area.

John Patterson, Maple Avenue North, commented on the regulations for Class A burning and stated that if developers are unable to burn the alternative costs would be passed down to purchaser.

Sandra Harper, Demamiel Drive, commented on the smell of smoke that permeated their families clothing.

Sherida Fox, Sunriver Way, reiterated concerns for health.

MOVED by Councillor Parkinson to recommend that Council direct staff to draft a bylaw amendment for Bylaw No. 292, *Fire Protection Services Bylaw, 2007* to prohibit the burning of Class "A " fires within the District of Sooke.

CARRIED

Council discussed amending the bylaw and asked staff to bring back a report addressing the following concerns:

- venting index restrictions
- restriction of one fire per location
- incinerator burning
- allowance for larger hand built fires on rural property
- costs analysis on alternatives to burning

Council directed staff to not issue any Class A Fire Permits until a decision has been made regarding the above concerns.

Council recessed the meeting at 8:22 p.m.
Council resumed the meeting at 8:24 p.m.

3. **Quality of Life and Financial Plan in the District of Sooke Survey**

Dave Devana provided a summary of the Ipsos Reid Public Affair survey highlighting the objectives and methodology.

MOVED by Councillor Dumont to recommend that Council receive the report.
CARRIED

Council discussed their views and understanding of the survey and commented on the valuable information.

John Nicholson, Solent Street, stated that the Official Community Plan Review Committee is in the process of creating a survey and asked if another meeting could be arranged for the Committee to discuss the results of the Ipsos survey.

Mayor Evans advised Mr. Nicholson to contact staff to make arrangements.

Lois Gardner, Kennedy Street North, stated the accuracy of the survey as she was called and unfortunately was ineligible to continue due to the demographics.

Paul Steer, Demamiel Drive, stated he was also surveyed and was not able to continue because of demographics.

4. **Draft Tree Preservation Bylaw, 2007**

MOVED by Councillor Dumont to recommend that Council accept this staff report and draft Tree Preservation Bylaw for information purposes.
DEFEATED

Council discussed the financial impact of staffing, the definition of diseased trees and District of Sooke exemptions.

Chris Rumsby, West Coast Road, expressed his opposition to a Tree Preservation Bylaw.

Lois Gardner, Kennedy Street, expressed support for a Tree Preservation Bylaw.

MOVED by Councillor Kasper to recommend to Council to schedule a Public Input Meeting to present the Draft Tree Preservation Bylaw.
CARRIED UNANIMOUSLY

5. **Proposed Strata Conversion 2059 Kennedy Street N.**

MOVED by Councillor Parkinson to recommend that Council to authorize the strata conversion of Parcel C (DD EP104795) Block 11, Section 14, Sooke District, Plan 217 subject to all technical requirements being satisfactorily addressed.

CARRIED UNANIMOUSLY

6. **Strata Title Conversion Reduction in Fees**

MOVED by Councillor Beech to recommend that Council direct staff to prepare an amendment to Bylaw No. 65, *Subdivision and Development Standards Bylaw, 2003*, to add a \$700.00 application fee for Strata Title Conversion applications.

AND THAT Council to direct staff to provide a refund equal to the difference between the fees adopted on April 13, 2006 and the new application fee for the three applications processed since the April 13, 2006 fee structure came into effect.

CARRIED

The meeting was adjourned at 9:34 p.m.

Certified Correct:

Janet Evans
Mayor

Evan Parliament
Chief Administrative Officer