



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on January 11, 2016
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Elisabeth Nelson, Municipal Engineer
Brent Blackhall, Acting Director of Finance
Katherine Lesyshen, Planner II
Danica Rice, Planner II
Nikki Lewers, Land Development Technician
Sarah Temple, Finance and Administration Asst.

CALL TO ORDER

Acting Mayor Reay called the meeting to order at 6:01 pm.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

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

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Acting Mayor Reay called the open portion of the Regular Council meeting to order at 7:08 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with the removal of item RA-2: Public Greenspace Maintenance Contract 2016-2018 & Public Trails and Walkways Maintenance Contract 2016-2018 Request to Subcontract

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Special Council meeting held on December 7, 2015 be adopted as circulated.

CARRIED UNANIMOUSLY

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

MOVED and seconded that the minutes of the Special Council meeting held on December 12, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on December 14, 2015 be adopted as circulated.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, Sooke resident, addressed Council and spoke to the RCMP Monthly Mayor Report, and requested the reporting of alcohol and drug related incidents under the "assault" category. Ms. Lewers also spoke regarding the minutes of the December 7, 2015 Committee of the Whole meeting and noted that the minutes did not reflect Council's comments as to Councillor Parkinson contacting the Sooke Lion's Club.

Gail Hall, Sooke resident, addressed Council and spoke regarding the minutes of the December 14, 2015 Regular Council meeting and specifically the Public Hearing for 2182 Church Road – Wadams Way Comprehensive Development Zone. Ms. Hall stated that the minutes did not accurately reflect her comments, as the specifics of her concerns were not included. Ms. Hall stated that she believes by removing the specifics, her statements as to the rezoning were not reflected. Ms. Hall further stated that she did not express an opposition to the rezoning of 2182 Church Road.

Action Item: Ms. Sullivan will ensure that Ms. Hall's concerns are addressed in the December 14, 2015 minutes.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearings – 2017 Idlemore Road

- **Bylaw No. 627, *Official Community Plan Amendment Bylaw (400-8)***
- **Bylaw No. 628, *Zoning Amendment Bylaw (600-21)***

Danica Rice gave a Powerpoint presentation and summary of the rezoning application for 2017 Idlemore Road.

MOVED and seconded that Bylaw No. 627, *Official Community Plan Amendment Bylaw (400-8)* be amended.
CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 628, *Zoning Amendment Bylaw (600-21)* be amended.
CARRIED UNANIMOUSLY

Acting Mayor Reay called the Public Hearings for Bylaw No. 627 and Bylaw No. 628 to order at 7:35 p.m.

Acting Mayor Reay advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Public Submissions:

Paulette Cawley, Sooke Resident and adjacent property owner, addressed Council to express her opposition to the rezoning application and OCP amendment. Ms. Cawley stated that while she has no objection to Mr. Peters using the property as a storage facility, she objects to the rezoning as it would permit subsequent owners to use the property for less-desirable purposes that would detrimentally affect her property value. Ms. Cawley provided a written submission.

Roger Temple, Sooke resident, addressed Council and spoke in support of the rezoning application and OCP amendment. Mr. Temple is a member of both the Sooke Community Choir and the Sooke Rotary Club and stated that Sooke Moving and Storage has provided great assistance to these and other community groups for many years. Mr. Temple stated that storage space in the community is essential and that Mr. Peters provides excellent service.

Mark Layton, Sooke resident, read his public submission in support of the rezoning application and OCP amendment.

Matthew Peters, Sooke resident, read public submissions on behalf of Emmett O'Sullivan and Ray Coffey in support of the rezoning application and OCP amendment.

Kate Armitage, Sooke resident and Office Manager for Sooke Moving and Storage, read public submissions from Hugh and Linda Audet and Larry Lloyd in support of the rezoning application and OCP amendment.

Jane Jowett, Otter Point Resident, read a public submission on behalf of Neil Flynn and Roger Temple of the Rotary Club of Sooke in support of the rezoning application and OCP amendment.

Rob Peters, applicant, addressed Council and stated that the subject property has been used for industrial purposes since 1974. Mr. Peters stated that he believes the proposed changes will enhance the neighbourhood and the community in general, and he looks forward to operating his business on the property long-term, growing with and supporting the community.

Ellen Lewers, Sooke Resident, addressed Council and spoke regarding the proposed C3 zoning and the Technical Industrial OCP designation. Ms. Lewers stated that she feels neither category is a good fit for Mr. Peter's proposed storage facility and she encouraged Council to revisit both the Zoning bylaw and the OCP to create classifications that better represent the intended uses. Ms. Lewers further stated she appreciates Mr. Peter's good citizenry and his willingness to assist with the Sooke Fall Fair.

Gail Hall, Sooke Resident, addressed Council to speak to the history of the rezoning application and OCP amendment. Ms. Hall stated that the application was brought forward as new business at the December 14, 2015 Regular Council meeting and therefore she felt that there was not sufficient time for the public to research questions and receive answers.

Ms. Hall spoke further as to procedural concerns regarding the proposed amendment of Bylaw No. 400 and regarding requirements of the *Local Government Act*, which require Zoning to be consistent with the OCP. Ms. Hall stated that in her opinion, C3 zoning does not fit with a Technical Industrial designation and that such a designation should not be required for Mr. Peters to expand his current business. Ms. Hall stated her concerns that the amenity contributions discussed do not meet legislative requirements. Ms. Hall concluded that she is not opposed to Mr. Peter's expansion of his business and encouraged Council to help him do so, without presenting unnecessary challenges.

Acting Mayor Reay called three times for submissions to the Public Hearings for Bylaw No. 627 and Bylaw No. 628. Hearing none, the public hearing closed at 8:02 pm.

Council Discussion:

- Clarification of rear set-back requirements.
- Discussion of proposed amenity contribution. Clarification that Mr. Peter's first choice was to have streetlights installed in the area, which has recently been ordered by the Engineering department.
- Discussion of various uses for the amenity contribution, including a trail.
- Ms. Sullivan stated that the *Community Amenity Contribution Policy* will be reviewed.

Council consider third reading of Bylaw No. 627 and Bylaw No. 628

MOVED and seconded that Bylaw No. 627, *Official Community Plan Amendment Bylaw (400-8)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 628, *Zoning Amendment Bylaw (600-21)* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded that prior to final adoption of Bylaw No. 627 and 628, the Owner enter into a Section 219 Covenant with the District of Sooke to address an amenity contribution towards the construction of a trail along Idlemore Road;

AND TO authorize the Acting Mayor and Chief Administrative Officer to execute the Section 219 Covenant.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 622, *Zoning Amendment Bylaw (600-19)* – 2182 Church Road – Wadams Way Comprehensive Zone

MOVED and seconded that Bylaw No. 622, *Zoning Amendment Bylaw (600-19)* be read a third time.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 623, *Zoning Amendment Bylaw (600-20)* – 7000 Melrick Place

MOVED and seconded to rescind third reading of Bylaw No. 623, *Zoning Amendment Bylaw (600-20)*.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 623, *Zoning Amendment Bylaw (600-20)* be read a third time.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Residential Strata Title Conversion Application for 2072 Dover Street

MOVED and seconded to provide Approval in Principle for the strata title conversion of a property legally described as Lots 5 and 6, Block 16, Section 14, Sooke District, Plan 217 (2072 Dover Street) to allow for approval of a strata plan following the conversion of an existing two dwelling unit structure into a strata titled duplex, subject to all technical requirements being satisfactorily addressed

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 RCMP Monthly Mayor Report – November 2015

MOVED and seconded to file the RCMP Monthly Mayor Report for November 2015.

CARRIED UNANIMOUSLY

RI-2 Mayor and Council Reports (Verbal)

Councillor Logins reported that a student from EMCS had recently been awarded an opportunity to go to Ottawa to learn about legislation and politics.

Councillor Kasper reported CRD Regional Planning will consider Sooke schools when identifying 25 schools in the region for improved pedestrian access. Councillor Kasper further reported that the first meeting of the new CRD Board of Directors is on January 13th and that the Chair will be announcing Committee duties.

Councillor Pearson reported that he attended the Juan de Fuca Water Commission meeting on January 4 and that the water line extension down Otter Point will be on the next agenda. Councillor Pearson also reported that a large development is planned for the North side of the Trans-Canada Highway, near Bear Mountain. Councillor Pearson attended the Saltwater Salmon Series wind-up dinner along with other Sooke Councillors and reported it was a great event, celebrating three fishing derbies. All of which take place in the fishing off-season, generating economic development in less prosperous seasons.

Councillor Berger reported that she attended South Vancouver Island Regional Economic Development Association. The website is up and running at www.vyiproprosperity.ca. Councillor Berger reported on the Associations progress so far, including recruitment efforts for an industry-led Board of Directors.

REPORT OF IN CAMERA RESOLUTIONS

Acting Mayor Reay announced the appointment of the following members to the Sooke Fire Services Commission:

- Kenneth Ebbs-Canavan
- Cameron MacIntyre
- Murray Lambert

ADJOURNMENT – OPEN PORTION

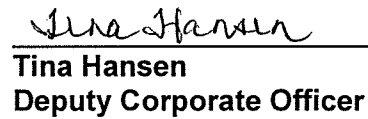
MOVED and seconded to adjourn the open portion of the Regular Council meeting at 8:28 p.m.

CARRIED UNANIMOUSLY

The meeting adjourned at 9:50 p.m.

Certified Correct:



Kerrie Reay
Acting Mayor

Tina Hansen
Deputy Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held January 18, 2016
at 7:00 pm in
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Brent Blackhall, Deputy Director of Finance
Tina Hansen, Corporate Assistant

ABSENT: Mayor Maja Tait

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.

CARRIED

3. **Presentation: Sooke Region Chamber of Commerce Operational Plan 2016**

Kerry Cavers, President Sooke Region Chamber of Commerce provided a powerpoint presentation and overview of the Chamber's Operational Plan for 2016. Ms. Cavers reported that the 2016 Board of Directors is comprised of twelve engaged individuals that have expertise in the areas of real estate, education, architecture, technology, hospitality, tourism, marketing and manufacturing. They believe that Sooke has a lot to offer to its residents and visitors in terms of its natural beauty and its unique character and they want to see the community thrive.

Ms. Cavers overviewed the Sooke Region Chamber of Commerce' 2016 strategies that fall under the following economic development categories:

- Improve efficiency of existing firms
- Improve ability to retain and capture dollars:
- Attract new basic employers
- Encourage business formation
- Increase Provincial and local funding

The strategies include business education, shared services, a loyalty rewards program to the "Better Buy Sooke" campaign, and events such as "Sooke-tastic" and Sooke Sunday Car Lot. Ms. Cavers advised that the Chamber has one Director dedicated to seek out provincial and local funding for Sooke. Ms. Cavers reviewed a number of other planned projects and initiatives advising that it is important to continue to promote the Sooke brand "Wild by Nature" both within the community and elsewhere. The Chamber

looks forward to working with community stakeholders including the District of Sooke with its Operational Plan for 2016.

The Committee took the opportunity to thank Ms. Cavers for her presentation and thanked the Executive members for attending the meeting.

Council discussion:

- The Committee noted the exciting program put together by the Chamber for the upcoming year
- The Committee noted the importance of Sooke's fishing industry and the benefit to holding events such as the Salmon Festival and the Sooke Salt Water Series to bring in tourism dollars in particular during the slow season
- Discussion as to the Chamber working with local business to create/improve store fronts
- Discussion as to the Chamber's Resident Re-location package which provides information on Sooke to help draw people to the community

4. Royal Roads University Developing a Destination Framework Project for Downtown Sooke: Summary Report

Council discussion:

- Discussion as to the importance of the Royal Roads University Summary Report and its contents; well thought-out information and ideas have been provided by the students
- Look at discussing the information in the Report and incorporating some things into Council's Strategic Plan; look at a way of moving forward with some of the ideas
- Look at using the Report and including it as a resource during the review of the District's Official Community Plan
- Having the Chief Administrative Officer review the Royal Roads University Report to see how items in the document could fit in with Council's Strategic Plan

Teresa Sullivan reported that she plans to get the stakeholder community together in the near future in order to broaden the scope and grow momentum as everyone has the interest of the community at heart and wants to see the town core developed. In order to do this we need to engage our stakeholders.

5. Public Input: Current Issues

Ellen Lewers, Sooke resident addressed the Committee and asked Council to remember the Vision and Guiding Principles in the District's *Official Community Plan* and not to lose sight of the Vision when incorporating the information into a plan. Ms. Lewers also advised that the community stakeholders are the residents of Sooke and businesses and we need to include everyone.

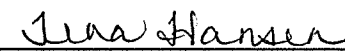
Dr. Steve Grundy, Vice President of Academics Royal Roads University commented as to the Royal Roads University Summary Report. Mr. Grundy advised that Mr. White and the University students are hoping to make the report more solid and are keen on pursuing the project and working with the District to make it real.

6. **Adjournment**

The meeting was adjourned at 7:28 p.m.

Certified Correct:


Kerrie Reay
Acting Mayor


Tina Hansen
Deputy Corporate Officer

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on January 18, 2016 immediately
following the Committee of the Whole Meeting

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer

ABSENT: Mayor Maja Tait

CALL TO ORDER

Acting Mayor Reay called the meeting to order at 7:38 p.m.

APPROVAL OF AGENDA

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(g) litigation or potential litigation affecting the municipality;

AND TO waive the notice requirements under section 127(4) of the *Community Charter* [unanimous vote of all council members].

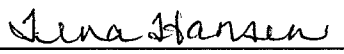
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:25 p.m.
CARRIED UNANIMOUSLY

Certified Correct:


Kerrie Reay
Acting Mayor


Tina Hansen
Deputy Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on January 25, 2016
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Deputy Director of Finance
Bonnie Sprinkling, Corporate Officer
Katherine Lesyshen, Planner II (left at 7:40 pm)
Tina Hansen, Corporate Assistant

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- 90(1)(g) litigation or potential litigation affecting the municipality;
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

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

APPROVAL OF THE AGENDA

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

Item B-2 Supplementary Information - Bylaw No. 629, *Officers and Employees Amendment Bylaw (398-1)* Public Officer and Designated Employee Appointments

1. REVISED STAFF REPORT JANUARY 21, 2016

Remove and Replace Agenda Pages 27-33
CARRIED UNANIMOUSLY

MOVED and seconded to move Agenda Item C-1 Letter dated January 17, 2016 from Mike Hicks, Regional Director, Juan de Fuca Electoral Area to immediately following Minutes for Information.

CARRIED UNANIMOUSLY

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

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on January 11, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on January 18, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on January 18, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

January 25, 2016	Long Term Financial Planning Committee
January 12, 2016	Parks & Trails Advisory Committee

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Letter dated January 17, 2015 from Mike Hicks, Regional Director, Juan de Fuca Electoral Area

Regional Director Mike Hicks addressed Council as to a request from the Capital Regional District to make amendments to the District of Sooke Bylaw No. 59, *Firearms Regulation Bylaw, 2001*. Mr. Hicks advised that there are an estimated 6,000 resident, non-migratory geese within the CRD and it is forecasted that these numbers will grow up to 60,000 over the next 20 years. These geese are devastating to sports fields, parks and lakes and in particular to farmers in the Sooke region. Director Hicks advised that the CRD is asking that rural municipalities consider amendments to their Firearms Bylaws to allow hunting to take place on farms that have obtained a crop damage permit from the Federal Canadian Wildlife Service. Director Hicks advised that this will assist farmers in protecting their crops and will reduce the number of geese damaging crops.

MOVED and seconded to direct staff to provide a report to Council on proposed amendments to the District of Sooke Bylaw No. 59, *Firearms Regulation Bylaw, 2001*:

1. To exempt holders (farmers) of Crop Protection Permits issued by the Canadian Wildlife Service;
2. Those with a current Canadian Wildlife Service Crop Protection Permit may hunt on lands using the Federal Migratory Birds regulations and in possession of a valid federal Migratory Game Bird Hunting Permit.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Ellen Lewers, Sooke resident provided comments as to Regional Director Hicks' presentation and the CRD's request to Council to amend the *Firearms Regulation Bylaw*. Ms. Lewers asked that there be more clarity with the definitions and the wording in the bylaw as she believes the current bylaw to be ambiguous. Ms. Lewers advised that there needs to be input from the public on the amendments.

Anita Wasiuta, representing Sooke Food CH Society advised that Sooke Food CHI supports farmers and the protection of crops and supports the CRD's request to amend the *Firearms Regulation Bylaw*. Ms. Wasiuta advised that these are non-migratory birds and that they are damaging crops and our playgrounds.

BYLAWS

B-1 7000 Melrick Place

Bylaw No. 623, *Zoning Amendment Bylaw (600-20)*

Bylaw No. 624, *Sooke Core Sewer Specified Area Amendment Bylaw (147-25)*

Bylaw No. 625, *7000 Melrick Place Phased Development Agreement Repeal Bylaw, 2015*

MOVED and seconded that Bylaw No. 623, *Zoning Amendment Bylaw (600-23)* be introduced adopted.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 624, *Sooke Core Sewer Specified Area Amendment Bylaw (147-25)* be adopted.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 625, *7000 Melrick Place Phased Development Agreement Repeal Bylaw, 2015* be adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 629, *Officers and Employees Amendment Bylaw (398-1)* Public Officer and Designated Employee Appointments

MOVED and seconded to appoint Teresa Sullivan as Chief Administrative Officer;
AND TO rescind the appointment of Michael Dillabaugh as Director of Finance;

AND TO rescind appointment of Brent Blackhall as Deputy Financial Officer and appoint him Acting Director of Finance;

AND TO rescind the Animal Control Officers appointments for Rob Letts, Rob Helmy, Dean Ridley, Mike Crowe and David Skorzewski;

AND TO appoint Ryan Johnston, Bobby Bains and Andrew Freer as Animal Control Officers.

CARRIED UNANIMOUSLY

MOVED and seconded to introduce and give first reading to Bylaw No. 629, *Officers and Employees Amendment Bylaw (398-1)*.

CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 629, *Officers and Employees Amendment Bylaw (398-1)*.

CARRIED UNANIMOUSLY

MOVED and seconded to give third reading to Bylaw No. 629, *Officers and Employees Amendment Bylaw (398-1)*.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Development Permit Amendment – 6995 Nordin Road – Phase 4 (Heron View Villas)

Katherine Lesyshen gave a powerpoint presentation and summary of the Development Permit Amendment for 6995 Nordin Road.

MOVED and seconded to authorize the issuance of Development Permit Amendment PLN01245 for the purpose of amending the Development Permit for 6995 Nordin Road (Phase 4) with updated elevation drawings, site plan and landscaping.

CARRIED UNANIMOUSLY

RA-2 Subdivision in the Agricultural Land Reserve (Lot Line Adjustment) 6258 Soule Road

Katherine Lesyshen gave a powerpoint presentation and summary of the Lot Line Adjustment at 6258 Soule Road.

MOVED and seconded to forward this request for a lot line adjustment by way of subdivision to the Agricultural Land Commission with a recommendation for approval.

CARRIED UNANIMOUSLY

RA-3 Alternate Council Member Appointment to SEAPARC

MOVED and seconded to appoint Councillor Kerrie Reay to the Sooke and Electoral Area Parks and Recreation Commission as Alternate Council Member.

CARRIED UNANIMOUSLY

RA-4 Sooke Fire Services Commission – Terms of Reference Amendment

MOVED and seconded to approve amendments to the Terms of Reference for the Sooke Fire Services Commission;

AND TO further amend the Sooke Fire Service Commission Terms of Reference in section 4.1 to a two year term.

CARRIED UNANIMOUSLY

RA-5 Hiring Committee – Terms of Reference Amendment

MOVED and seconded to approve amendments to the Terms of Reference for the Hiring Committee.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 RCMP Monthly Mayor Report – December 2015

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

CARRIED UNANIMOUSLY

RI-2 2016 Preliminary Assessment Roll Analysis

MOVED and seconded to receive the 2016 Preliminary Assessments Roll Analysis report for information.

CARRIED UNANIMOUSLY

RI-3 Mayor's Report

Councillor Parkinson reported on attending the Committee Workshop with Don Lidstone, the MOU Working Group meeting at T'Sou-ke Nation and the Sooke Harmony Project for Journey Middle Students to learn how to play strings and drums in a marching band. Councillor Parkinson also attended the Te'mexw Committee Meeting, School District No 62 Transportation meeting and the Sooke Community Association appreciation dinner.

Councillor Kasper reported on attending a number of CRD Board meetings over the past month. Councillor Kasper also attended the School District No. 62 meeting on safe routes to school, and the MOU Working Group meeting at T'Sou-ke Nation.

Acting Mayor Reay reported on attending the School District No. 62 Transportation meeting last week advising that they were provided interesting statistics showing School District No. 62 as one of the fastest growing school districts in the province and that it is expected to increase by over 20 percent over the next number of years.

RI-4 CAO Update

Teresa Sullivan reported that she has conducted over 200 meetings with staff, the business and development community and members of the public since in order to find out what the District is doing well at and what things could be improved. Ms. Sullivan advised that she has been welcomed by the residents of Sooke and took the opportunity to thank everyone for their support.

REPORT OF IN CAMERA RESOLUTIONS

RIC-1 Resolutions from January 11, 2016 Regular Council Meeting – In Camera portion

Sooke Fire Services Commission Appointments

MOVED and seconded that Council appoint:

1. Kenneth R. Ebbs-Canavan
2. Cameron MacIntyre
3. Murray Lambert

to the Sooke Fire Services Commission effective immediately;

AND THAT this resolution be released to the public.

MOVED and seconded that Council approve the honorarium in the amount of \$2,500 for the members of the Sooke Fire Services Commission;


AND THAT this resolution be released to the public.

ADJOURNMENT

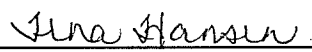
MOVED and seconded to adjourn the meeting at 7:47 p.m.

CARRIED UNANIMOUSLY

Certified Correct:



Kerrie Reay
Acting Mayor



Tina Hansen
Acting Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held January 26, 2016
at 6:00 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Tina Hansen, Corporate Assistant

ABSENT: Mayor Maja Tait, Councillor Brenda Parkinson

1. **Call to Order**

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

2. **Approval of Agenda**

Moved to approve the agenda as circulated.
CARRIED

3. **Presentation: Trade Commissioner Service, Marilyn MacLean Denton, Head of Office & Trade Commissioner**

Marilyn MacLean Denton, Trade Commissioner provided a powerpoint presentation and overview of the Trade Commissioner Service (TCS) and Can-Export. Ms. MacLean Denton reported that the TCS has been around since 1897. They have a network of 900 Trade Commissioners located in 174 cities worldwide and have a client base of over 13,500 per year. The majority of Trade Commissioners are not Canadian, they are hired in country and are locally engaged; they speak the same language and know the culture. The TCS services are free to Canadian companies and it is important for companies to get in touch with the local Trade Commissioner in Canada prior to getting into foreign markets.

Ms. MacLean Denton advised that their clients are small, medium and large companies that are established in Canada and do business abroad. The TSC is there to provide advice to these companies. Companies are expected to have researched their markets and to have a business plan in place. The TCS assists companies to succeed globally and helps lower costs of doing business through four key services:

- Preparation for international market
- Market-potential assessment
- Qualified contacts
- Problem solving

Ms. MacLean Denton explained the continuum or export process. There are a number of things that companies need to do throughout the continuum and it is important, based on what companies are planning to do abroad, to know which TCS Partner services fit with their goals. These steps are important to consider as companies get into their international business development plan.

Information was provided as to the Canadian Technology Accelerator (CTA) which was developed by the TCS to assist technology companies' access global business opportunities. The CTA's focus is on export-ready technology firms; they support the growth of companies through immersion into international markets.

Ms. MacLean Denton overviewed the CanExport Program explaining that there are a number of criteria for becoming eligible for the program including having annual revenue of \$200,000 up to \$50 million dollars. The CanExport Program is a five year program and it is important for companies to have a five year plan. As companies complete the on-line application, it helps in developing a strategic plan and is a good learning tool. Ms. MacLean Denton also noted that in order to meet the criteria; projects must be between \$20,000 and \$200,000 and if approved 50 percent of the expenses incurred may be reimbursed.

Ms. MacLean Denton encourages companies interested in foreign markets to reach out to the TCS by sending an email providing contact information and a profile of the company explaining what the company does. This makes it easy for the TCS to put companies into their database so they can contact sector Officers abroad. Trade Commissioners in other countries will often go to great distances to provide information to help businesses prepare for the global markets.

Committee discussion:

- Discussion as to Agriculture Agri-Food Canada for companies wanting to export food products
- Discussion as to Trade Agreements and whether the TCS assists companies in learning about barriers hampering exporting products
- Clarification as to whether the five year Can-Export Program could be renewed for another five years
- Discussion as to getting and sharing information from the Trade Commissioner Services and getting it out to the business community; the TCS website is a good tool for businesses

Public Input:

Brian Mooney, Sooke resident inquired as to the CanExport Program's entry level minimum criteria of \$ 20,000 for projects in particular to attend trade shows as he believes this amount is well beyond the actual costs that are incurred for trade shows. Ms. MacLean Denton explained that they want companies to think long term and strategically. Ms. MacLean Denton also provided information as to the Agriculture Agri-Marketing program for businesses involved in agriculture.

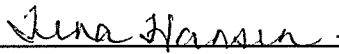
Acting Mayor Reay took opportunity to thank Ms. Denton for her presentation.

4. **Adjournment**

The meeting was adjourned at 6:45 p.m.

Certified Correct:


Kerrie Reay
Acting Mayor


Tina Hansen
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on TUESDAY, February 9, 2016
6:00 p.m., Closed Portion, Meeting Room
7:00 p.m., Open Portion, Council Chamber

COUNCIL PRESENT

Acting Mayor Kerrie Reay
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Kevin Pearson

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Finance
Gabryel Joseph, Director of Corporate Services
Steve Sorensen, Fire Chief
Rob Howat, Director of Development Services
Katherine Lesyshen, Planner II
Tina Hansen, Acting Corporate Officer, recorder

ABSENT: Mayor Maja Tait, Councillor Bev Berger, Councillor Ebony Logins

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

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

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

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

APPROVAL OF THE AGENDA

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

- **Item NB-1 Public Officer and Designated Employee Appointments**
- **Item NB-2 Correspondence received February 5, 2016 from City of Port Coquitlam RE: 2016 FCM Resolution – Building Canada Grant Funding**

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on January 25, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Committee of the Whole meeting held on January 26, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

January 21, 2016	Sooke Community Centre Advisory Committee
January 26, 2016	Emergency Planning Committee
January 27, 2016	Sooke Program for the Arts Committee
January 28, 2016	Climate Change Action Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Sooke Lions Club – “Gateway to Sooke” Proposed Revitalization Project, John Farmer and Godfrey Medhurst

John Farmer and Godfrey Medhurst, Sooke Lion's Club provided an overview of the Gateway to Sooke Revitalization Project at the “Welcome to Sooke” sign. The proposal is for a collaborative project with key community stakeholders including the T'Sou-ke First Nations, District of Sooke, Ministry of Transportation, community groups and schools. A rendition of the proposed project includes solar/led signage, seating, watering station, bike racks and additional parking. The Sooke Lion's Club is asking that Council give consideration to having staff work with them on a strategy for the project and for Council to consider including funds for the project in the District of Sooke's financial plan.

MOVED and seconded to support in principle the Sooke Lion's Club Gateway to Sooke revitalization project,

AND TO direct staff to enter into discussions with the Ministry of Transportation and Infrastructure (MoTI) as to types of uses that would be permitted on the property;

AND FURTHER TO refer the proposed project to the Long Term Financial Planning Committee.

CARRIED UNANIMOUSLY

D-2 Team Sooke/Juan de Fuca Refugee Sponsorship Committee – Sponsorship Request, Sid Jorna, Chair

Sid Jorna, Chair Team Sooke/Juan de Fuca Refugee Sponsorship Committee provided a powerpoint presentation and overview of the Committee's efforts to raise funds to bring a refugee family to Sooke. Mr. Jorna stated that the Committee believes that Sooke is a welcoming and safe community to raise a family. Mr. Jorna overviewed the sponsorship process; sponsorship funds will be used to provide for the refugee family's basic needs for one year as the trained support group helps the family become self sufficient. Mr. Jorna advised that it is important to have the help and involvement of the community in order to

bring a family to Sooke. The Committee is asking for Council's support their grant application for funding to sponsor a refugee family.

Council took the opportunity to thank Mr. Jorna for his presentation.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following public speakers:

1. Ellen Lewers
2. Lorne Christensen

BYLAWS

B-1 Bylaw No. 629, *Officers and Employees Amendment Bylaw (398-1)*

MOVED and seconded that Bylaw No. 629, *Officers and Employees Amendment Bylaw (398-1)* be adopted.

CARRIED UNANIMOUSLY

B-2 2017 Idlemore Road

Bylaw No. 627, *Official Community Plan Amendment Bylaw (400-8)*

Bylaw No. 628, *Zoning Amendment Bylaw (600-21)*

MOVED and seconded that Bylaw No. 627, *Official Community Plan Amendment Bylaw (400-8)* be adopted.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 628, *Zoning Amendment Bylaw (600-21)* be adopted.

CARRIED UNANIMOUSLY

B-3 Sooke Zoning Bylaw Proposed Amendments

Bylaw No. 630, *Zoning Amendment Bylaw (600-22)*

Katherine Lesyshen provided a powerpoint presentation and summary of proposed amendments to Bylaw No. 600, *Sooke Zoning Bylaw, 2013*.

ACTION ITEM: That staff look at including consistency in permitted uses throughout the Commercial Zones (C1-C-4) in the next *Sooke Zoning Bylaw* review.

MOVED and seconded that Bylaw No. 630 *Zoning Amendment Bylaw (600-22)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 630 *Zoning Amendment Bylaw (600-22)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to schedule a Public Hearing for Bylaw No. 630 in accordance with the *Local Government Act* and *Community Charter* Notice requirements.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports (Verbal)

Councillor Pearson reported on attending the Juan de Fuca Water Distribution Commission meeting and provided an update as to the Commission's discussions on the extension of the water line from LaRonde Road to the District of Sooke boundary on Otter Point Road. Councillor Pearson advised that a report will be coming forward to the Commission in the fall providing recommendations to consider on the water line extension as a Development Cost Charges (DCC) project.

Councillor Kasper reported on attending a number of CRD Committee meetings. Councillor Kasper advised that these meetings were to reaffirm each of the Committee's 2016 work plans being mindful of tax dollars. Councillor Kasper provided an update as to the Ministry of Transportation's Planning Committee's recent presentation on the Mackenzie Interchange Project. Councillor Kasper also attended the Local Government Leadership Forum (LGLA) in Richmond.

Acting Mayor Reay also reported on attending the Local Government Leadership Forum advising that the forums are advantageous and bring added value to Council and their work. Acting Mayor Reay read her statement as to the Chief Administrative Officer's review of the operations of the District of Sooke.

Teresa Sullivan reported that her work to date has been to ensure that the District is following good governance practices. Ms. Sullivan advised that implementing the District's Strategic Plan is a priority for Mayor and Council and senior staff. The five pillars of fiscal sustainability, excellence in management and governance, community planning, economic prosperity and enhancing community livability will be the focus over the next four years. Ms. Sullivan took the opportunity to introduce the District of Sooke's corporate leadership team.

NEW BUSINESS

NB-1 Public Officer and Designated Employee Appointments

MOVED and seconded to appoint Brent Blackhall as Financial Officer aka Director of Finance under section 149 of the *Community Charter*.
CARRIED UNANIMOUSLY

NB-2 Correspondence received February 5, 2016 from the City of Port Coquitlam RE: 2016 FCM Resolution – Build Canada Grant Funding

MOVED and seconded to support the City of Port Coquitlam in their 2016 FCM Resolution - Build Canada Grant Funding.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

- C-1 Correspondence dated January 14, 2016 from Westcoast Flyfishers Association RE:**
2016 Fishing Exploratory offered to Journey Middle School students – Request for sponsorship

Jochen Moehr, Volunteer Organizer addressed Council reporting that the Westcoast Flyfishers Association have been providing fly time instruction to Journey Middle School students at least once per year. They have been asked by the principal to provide more instructions and have come up with a program that consists of five fly time sessions for students from April to June. The Westcoast Flyfishers Association is looking for funding towards the purchase of safety equipment for the students in the program.

Acting Mayor Reay asked Mr. Moehr to contact the District of Sooke Director of Finance Brent Blackhall to see if the Westcoast Flyfishers Association would be eligible for funding under the District's Community Grant Program or through sponsorship advertising.

- C-2 Correspondence dated February 1, 2016 from Victoria Chamber of Commerce RE:**
Proclamation Request – Chamber Week February 15-19, 2016

MOVED and seconded to file the Correspondence dated February 1, 2016 from the Victoria Chamber of Commerce.

CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

- RIC-1 Resolutions from January 25, 2016 Regular Council Meeting – In Camera portion:**

- Southern Vancouver Island Regional Economic Development

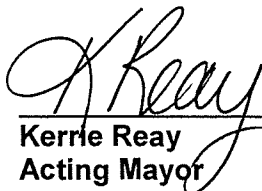
MOVED and seconded to direct the Acting Mayor to inform the Interim Board of Directors that the District of Sooke will not be proceeding with its membership with, and involvement in the initiatives of the South Vancouver Island Regional Economic Development Society.
AND THAT this resolution be released to the public.

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:21 p.m.

CARRIED UNANIMOUSLY

Certified Correct:


Kerrie Reay
Acting Mayor


Tina Hansen
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on February 22, 2016
7:00 p.m., Public Portion, Council Chamber
In-Camera Portion immediately following the public portion
in Meeting Room

COUNCIL PRESENT

K. Reay
B. Berger
R. Kasper
E. Logins
B. Parkinson
K. Pearson

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Finance
Gabryel Joseph, Director of Corporate Services
Steve Sorensen, Fire Chief
Tina Hansen, Acting Corporate Officer
Sarah Temple, recorder

ABSENT: M. Tait

CALL TO ORDER - PUBLIC PORTION

Acting Mayor Reay called Public Portion of the Regular Council meeting to order at 7:01 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to add the following items to the agenda as New Business/Supplementary Information:

- RI-1 Supplemental Information: Sooke Fire Rescue Service Quarterly Report
 - Revised Staff Report
- NB-1 Bylaw No. 630, *Zoning Amendment Bylaw (630-22)*
 - Council to consider amendment at 2nd reading and schedule public hearing

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Regular Council meeting held on February 9, 2016 be adopted as circulated.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

MOVED and seconded that the following minutes be received for information:
February 2, 2016 Parks & Trails Advisory Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Shirley Roodbol and Rob Barry – Soule Road Right of Way

Shirley Roodbol and Rob Barry addressed Council and spoke to the potential sale of the Soule Road Right of Way. Ms. Roodbol and Mr. Barry stated they would like to determine Council's interest in selling the Right of Way.

Council encouraged Ms. Roodbol, Mr. Barry and any other interested parties to make a formal application to the District of Sooke for the purchase of the Soule Road Right of Way, as per Policy 2.2, *Road Closure and Sale Policy*.

MOVED and seconded to forward any future discussion of the sale of the Soule Road Right of Way to a closed meeting, as per section 90 of the *Community Charter*.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following public speakers:

1. Diane Bernard spoke regarding her Request to Appear as a delegation.
2. Jeff Bateman spoke regarding the content of Public and Question Comment period not being recorded in the meeting minutes.

REPORTS REQUIRING ACTION

RA-1 2016 Sponsorships

MOVED and seconded to approve the annual sponsorships for 2016 for the following local non-profit organization or events:

- Sooke Lions Club
- Sooke Fall Fair Society
- Sooke Fine Arts Society
- Sooke Community Choir
- Edward Milne Community School Grads
- Sooke Firefighter's Association
- Sooke Family Resource Society
- Sooke Region Chamber of Commerce
- Westcoast Fly-Fishers Association
- Navy League of Canada, Sooke Branch

CARRIED UNANIMOUSLY

RA-2 Recommendations from Parks & Trails Advisory Committee meeting held January 12, 2016

Mark Ziegler, resident and member of the Parks and Trails Advisory Committee, addressed Council to provide explanation of the recommendation from the Committee.

Mr. Ziegler requested that rather than a statement of budget allowance for the phased improvements to John Phillips Memorial Park, Council put a placeholder in the preliminary 2016-2020 Financial Plan until after the March 1, 2016 Parks and Trails Advisory Committee meeting. The Committee will then come back to Council with a revised request based on prioritized park features.

REPORTS FOR INFORMATION

RI-1 RCMP Monthly Mayor Report – January 2016

MOVED and seconded to receive the RCMP Monthly Mayor Report for January 2016 report for information.

CARRIED UNANIMOUSLY

RI-2 Sooke Fire Rescue Service Quarterly Report

MOVED and seconded to receive the Sooke Fire Rescue Service 2015 4th Quarter Report for information;

AND TO refer the Sooke Fire Rescue Service 2015 4th Quarter Report to the Sooke Fire Services Commission.

CARRIED UNANIMOUSLY

RI-3 Mayor and Council Reports (Verbal)

Councillor Berger reported on the upcoming SEAPARC referendum, which will take place on April 30, 2016, after planned public information sessions in all Sooke and Electoral Area communities. Councillor Berger also reported on the South Vancouver Island Economic Development Association and discussions with other West Shore Communities to collaborate on an alternative solution to regional economic development. Councillor Berger also attended John Muir Elementary School where she spoke with students about Local Government.

Councillor Kasper reported on attending the Capital Regional District Parks Committee where the Nature Trails Society gave a presentation on Regional Trail linkages. Councillor Kasper also reported on his attendance at the Capital Regional District Board meeting and provided an update on ongoing discussions regarding the closure of the Leech River watershed for public use.

Councillor Logins requested further information from Chief Sorensen regarding recent Fire and Rescue calls responded to by the Fire Department. Chief Sorensen provided a verbal overview, stating that it has been a busy month for the Fire Department, including several structure fire calls. Chief Sorensen also reported on progress of the current Recruit Class, who are approximately half way through their training and will be fully trained by April.

Councillor Parkinson reported on the Community Consultation Forum hosted by the Parks and Trails Advisory Committee regarding John Phillips Memorial Park. Councillor Parkinson stated there was an excellent turnout for the vent.

Acting Mayor Reay responded to statements made on social media regarding the hiring of CAO Teresa Sullivan, alleged oversight of municipalities by the BC Public Service Agency, municipal staffing, and the Council Procedures Bylaw.

RI-4 CAO Update (Verbal)

Teresa Sullivan reported on effective public service governance and the importance of role clarity as it relates to Council, the office of the Chief Administrative Officer and staff. Ms. Sullivan also stated the importance of all parties working towards common goals, with an ongoing dialogue to ensure success.

NEW BUSINESS

NB-1 Bylaw No. 630, *Zoning Amendment Bylaw (630-22)*

MOVED and seconded to amend Bylaw No. 630, *Zoning Amendment Bylaw (600-22)* to include the following uses "Micro Brewery" and "Artisan Industry" in the Neighbourhood Commercial (C1) Zone, and add under Conditions of Use that the micro brewery not exceed 500m² and Artisan Industry not exceed 200m²
CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to schedule a Public Hearing in accordance with the *Local Government Act* and *Community Charter* notice requirements.
CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence dated February 13, 2016 from Victoria Epilepsy and Parkinson's Centre RE: Proclamation Request – Purple Day 2016

MOVED and seconded to issue a proclamation in support of Purple Day 2016, as outlined in the correspondence from the Victoria Epilepsy and Parkinson's Centre.
CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Council Reader File – January 2016

MOVED and seconded to file the Council Reader File for January 2016.
CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

RIC-1 Resolutions from February 9, 2016 Regular Council Meeting – In Camera portion
• **Board of Variance – Member Appointment**

MOVED and seconded to appoint Drew Johnston to the Board of Variance for a three year term;
AND THAT this resolution be released to the public.

Council also offered their thanks to Ellen Lewers, who has served on the Board of Variance for the past three years.

ADJOURNMENT

MOVED and seconded to close the Public Portion of the Regular Council meeting at 7:55 p.m.
CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC


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

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

CARRIED UNANIMOUSLY

The meeting adjourned at 8:24 pm.

Certified Correct:



Acting Mayor
Kerrie Reay



Acting Corporate Officer
Tina Hansen

Comments District of Sooke on Social Media
February 22, 2016

I'd like to take a few moments to talk about social media and the comments that have been made over the past couple of months.

There are very few things we can control in our lives, we certainly cannot control world events, economics, and with technology today, we cannot control social media. But my integrity is one of the few things in life that I do have control of. I have worked hard all my life, in my personal life with family and friends, in my professional career as a Probation Officer, Officer of the Court, Peace Officer, and in my role as a Councillor for the people of Sooke. I strive for due process, fairness, kindness, compassion and honesty, and I tell the whole story even if it doesn't go in my favour. I take responsibility for when I make mistakes; I own up to them, I don't try to hide them under the carpet and hope it will go away.

As a Councillor, my role is always to do what the citizens of Sooke want. It's hard to find the balance sometimes between special interest groups and the quiet majority. When there have been decisions that have been high profile in the community, and I have taken a position to not support a motion, I can spend hours crafting my reasons to ensure that the community understands my thinking, what I considered and why I did not support the matter. I believe that this commitment to due process and fairness is why I was elected to a second term, not only re-elected but topping the polls with 56% of the vote. I also believe I am respectful to all of the citizens of Sooke, regardless of whether they support me or not.

So I am at quite a loss that after 4 years of serving as a Councillor that all of a sudden my integrity has been called into question on social media; is it personal? is it political? or is it just because people who post don't actually fully understand the issue? I am taken aback by the meanness and negativity that has transpired on many social media sites, inaccuracy in articles and comments that encourage and promote more innuendo. Posts that don't give the whole story, people being selective of what they post distorting the truth.

Mayor Tait and I have had a number of discussions on this. What does one do? How does one respond? How do you correct the misinformation and things that are incorrect? You worry responding will just create more questions, some you can answer and some you cannot. Some people say "don't say anything" and others, "you have to say something."

So as Mayor Tait once commented, I am going to take a leap of faith. Provide information to hopefully give context, some things I cannot comment about because the law says I cannot.

Firstly, the transparency of the hiring of the CAO. A hiring committee was struck with Councillor Pearson, Councillor Kasper and myself as the Chair. As the Chair my only responsibility was to lead the process and between August and November I would say that I spent at least somewhere between 35 and 40 hours over and above my full time employment and council duties. There is no extra pay for sitting on this committee. The CAO posting was

posted in two career Ad sections, in the Times Colonist and the Vancouver Sun and was also posted on four internet sites, Workopolis, Indeed, Civic Info BC and of course the District of Sooke website.

There are only two pieces of legislation that guides municipalities, the Local Government Act and the Community Charter. So, to be clear, I did not hire the CAO, the hiring committee did not hire the CAO, Council hired the CAO. I am not sure if everyone is aware, given the posts on social media, that the way Council works is one person, one vote. So again, for the record, Council hired Ms Sullivan.

After the hiring of the CAO, social media reported a story on the Standards of Conduct of the BC Public Service Agency which had oversight for municipalities. This is totally incorrect. The BC Public Service Agency is an arm of the Provincial Government to oversee the some 30,000 employees that work for the Provincial Government. This agency has absolutely no role or responsibility with municipal governments.

District of Sooke staffing. There can be no discussion here. In 1993, the Province of BC brought in the Freedom of Information and Protection of Privacy Act which outlines what information can be disclosed and what cannot be disclosed. There has been a huge push on social media demanding that Council or Staff release information that relates to personal information that is clearly protected under this legislation. Section 74.1 outlines the Privacy Protection Offences and under section 74.1 (5) (c) it reads:

- (5) A person who commits an offence under this section is liable
 - (c) in the case of a corporation, to a fine of up to \$500 000.

Should anyone with the District of Sooke, Council or Staff, provide any information to anyone, the District of Sooke faces a \$500,000 penalty – that is \$500,000 of tax payers money. On top of that, the person whose personal information was divulged could sue the District of Sooke as well.

Finally, the District of Sooke Procedural By-law. This procedural by-law was last amended in 2009 (long before I was elected) and stands as the legislation that sets out exactly how the business of Council is to be conducted in its meetings. Social media has been vicious towards me on my positions that 1) speakers must speak to items on the agenda only, including agendas of the Committee of the Whole and 2) vague applications to speak as a delegation require clarity to ensure that the topic is under the jurisdiction of the Council.

Starting with the second one first. It is very clear in the procedural by-law that all matters coming before Council must be within the jurisdiction of the Council. It is incumbent of the Chair of the meeting to ensure that this rule is followed. To not do so is violation of our procedures by-law. For anyone to suggest that Council should continue to allow delegations or individuals to speak because it is best practice, raises two serious concerns 1) best practice is not applied to law, the law is the law, whether we agree with it or not and 2) not following the rules of the District's procedural by-law is not a best practice but a wrong practice. To also

allege that the District does not refuse delegations is also incorrect. As Acting Mayor I signed a letter to an applicant refusing them to appear as a delegation in mid-January. The decision to refuse the delegation came from the Corporate Officer's desk.

Now on the former, that speakers must speak to items on the agenda only, today Lidstone and Company, the District's lawyers, confirmed my position on this to be correct, that individuals can only speak to those items on the agenda of all committees of Council and that includes both Regular Council meetings and Committee of the Whole.

I hope this helps provide better context and clarity to the community of Sooke. As a Council we want to make sure that rules are applied fairly and appropriately.

CAO Comments
February 22, 2016

For any organization to be effective, all of the people involved must understand what they are trying to accomplish as a group, and what they are responsible for as individuals. There is no such thing as one role being more important than any other; there are only different roles that work together. The captain of a ship cannot steer if the mechanic does not have the engines working. When people understand how their roles complement each other, they can be the most effective in accomplishing what needs to be done.

Effective public sector governance, just like any private sector company, is also based on role clarity. Local governance comprises both elected officials and administrative staff, who both have important roles to play in the success of a community.

Members of Council are elected by the community to represent their views and discuss the future of the area. Council's role is to understand the pulse of the community, to approve the policies and bylaws that clearly communicate how a community will be governed, and set the vision for the future. On the other side of the equation, administrative staff are hired for their expertise in particular areas, to carry out the vision that Council has outlined. Staff bring a wealth of experience in engineering, urban planning, and finance, just to name a few. This healthy relationship is based on an ongoing dialogue between Council's understanding of the community and administration's technical expertise. Conversely, staff are expected not to interfere with Council's interaction with the public, nor should Council tell staff how to do their jobs.

All teams need leaders, which the Mayor and Chief Administrative Officer (or CAO) fulfill. The Mayor's role is to lead Council discussions and act as the public face of Council for all public matters, while the CAO's role is to lead and manage administrative staff in their daily duties, while they carry out the formal wishes of Council. The CAO does not set policy, nor does she act in a political manner. As the leader of the administration, she provides unbiased opinions to Council on the workings of the municipality.

While the Mayor leads the governing of a community by building consensus on Council, the Mayor still represents only one vote on Council decisions. Her vote is an equal voice on the direction of a community. As well, it is not the Mayor's role to manage the workings of the municipality. Municipal Council has only one employee, the CAO. Council holds the CAO accountable for the performance of municipal staff and the operations of the municipality.

This healthy separation of roles is crucial for the effective leadership of a community, because when anyone understands their role, they can do it better.



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held February 22, 2016 at 6:00 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Tina Hansen, Acting Corporate Officer
Brent Blackhall, Director of Finance
Sarah Temple, recorder

Absent: Mayor Maja Tait

1. **Call to Order**

The meeting was called to order at 6:01 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **Presentation: Nature Trails Society, Daniel Cammiade, Executive Director**

Daniel Cammiade, Executive Director of the Southern Vancouver Island Nature Trails Society, addressed the Committee and spoke regarding the Society's vision of shared use, natural surfaced trail connections. The Society is looking to secure access and authorization to specific cross-regional trail corridors and connections.

Committee Discussion:

- The Nature Trails Society recently presented to the Capital Regional District Board and the matter was referred to staff for further investigation.
- Discussion of funding arrangements and opportunities. The Nature Trails Society clarified they are not looking for CRD or municipal funding.
- Clarification of ownership of specific parcels of land.

Public Input:

- Ellen Lewers, Sooke resident, addressed the Committee and inquired as to liability for trail construction and trail users.
- Mr. Cammiade provided additional information regarding insurance.

MOVED to recommend that Council direct staff to draft a letter of support for the Southern Vancouver Island Nature Trails Society's vision of shared use, natural surfaced wilderness trail connections in our region.

CARRIED UNANIMOUSLY

4. **Current Issues**

Acting Mayor Reay provided clarification as to Public Input during Committee of the Whole meetings. Public Input must be in relation to items on the Committee of the Whole agenda, as per Bylaw No. 422, *Council Procedure Bylaw*, 2009.

Action: Gabryel Joseph to determine whether minutes attached to an agenda are considered to be meeting agenda items and therefore, eligible for Public Input.

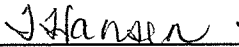
5. **Adjournment**

The meeting was adjourned at 6:16 p.m.

Certified Correct:



Kerrie Reay
Acting Mayor



Tina Hansen
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on Tuesday, February 23, 2016 at 7:00 pm

COUNCIL PRESENT

K. Reay
R. Kasper
E. Logins
K. Pearson
B. Parkinson

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Finance
Gabryel Joseph, Director of Corporate Services
Tina Hansen, Acting Corporate Officer
Sarah Temple, recorder

ABSENT: M. Tait, B. Berger,

CALL TO ORDER

Acting Mayor Reay called the Special Council meeting to order at 7:00 p.m.

APPROVAL OF THE AGENDA

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

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

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

There were no comments from members of the public.

BYLAWS

B-1 Bylaw No. 631, *Five Year Financial Plan Amendment Bylaw (614-1)*

MOVED and seconded to introduce and give first reading to Bylaw No. 631, *Five Year Financial Plan Amendment Bylaw (614-1)*

CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 631, *Five Year Financial Plan Amendment Bylaw (614-1)*

CARRIED UNANIMOUSLY

MOVED and seconded to give third reading to Bylaw No. 631, *Five Year Financial Plan Amendment Bylaw (614-1)*
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the Special Council meeting at 7:04 pm.
CARRIED UNANIMOUSLY

Certified Correct:



Acting Mayor
Kerrie Reay



Acting Corporate Officer
Tina Hansen

DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on February 25, 2016 at 6:30 p.m.

COUNCIL PRESENT

K. Reay
B. Berger
R. Kasper
B. Parkinson
K. Pearson

STAFF PRESENT

Brent Blackhall, Director of Finance
Tina Hansen, Acting Corporate Officer, recorder

ABSENT: M. Tait, E. Logins

CALL TO ORDER

Acting Mayor Reay called the meeting to order at 6:34 p.m.

APPROVAL OF AGENDA

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

PUBLIC QUESTION AND COMMENT PERIOD

There was no input from members of the public.

BYLAWS

B-1 Bylaw No. 631, *Five Year Financial Plan Amendment Bylaw (614-1)*

MOVED and seconded that Bylaw No. 631, *Five Year Financial Plan Amendment Bylaw (614-1)* be adopted.
CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 6:36 p.m.
CARRIED UNANIMOUSLY

Certified Correct:


Kerrie Reay
Acting Mayor


Tina Hansen
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on Monday, March 7, 2016 at 7:00 pm

COUNCIL PRESENT

B. Berger
R. Kasper
E. Logins
B. Parkinson
K. Pearson (arrived at 7:03 pm)
K. Reay

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Steve Sorensen, Fire Chief
Tina Hansen, Acting Corporate Officer
Sarah Temple, recorder

ABSENT: M. Tait

CALL TO ORDER

Acting Mayor Kasper called the Special Council meeting to order at 7:00 p.m.

APPROVAL OF THE AGENDA

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

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following public speakers:

1. Ellen Lewers spoke regarding the Council Procedure Bylaw and the 2016 - 2020 Five Year Financial Plan Development Schedule.

BYLAWS

B-1 Bylaw No. 632, *Revenue Anticipation Borrowing Bylaw, 2016*

MOVED and seconded to introduce and give first reading to Bylaw No. 632, *Revenue Anticipation Borrowing Bylaw, 2016*
CARRIED UNANIMOUSLY

MOVED and seconded to give second reading to Bylaw No. 632, *Revenue Anticipation Borrowing Bylaw, 2016*
CARRIED UNANIMOUSLY

MOVED and seconded to give third reading to Bylaw No. 632, *Revenue Anticipation Borrowing Bylaw, 2016*.
CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 2016-2020 Five Year Financial Plan Development Schedule

MOVED and seconded to approve the 2016-2020 *Five Year Financial Plan* development schedule as presented.
CARRIED UNANIMOUSLY

RA-2 Council Procedure Bylaw Recommendations

MOVED and seconded to direct staff to prepare amendments to Bylaw No. 422, *Council Procedure Bylaw, 2009* as outlined in the March 7, 2016 Council Procedure Bylaw Recommendations report.
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Drainage Issues – Update for Council

MOVED and seconded to receive the report on Drainage Issues – Update for Council for information.
CARRIED UNANIMOUSLY

RI-2 Sooke Fire Services Commission Update

MOVED and seconded to receive the report on the Sooke Fire Services Commission Update for information.
CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal; information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- 90 (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY

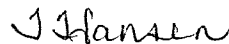
ADJOURNMENT

MOVED and seconded to adjourn the Special Council meeting at 8:59 pm.
CARRIED UNANIMOUSLY

Certified Correct:



Acting Mayor
Rick Kasper



Acting Corporate Officer
Tina Hansen



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on March 14, 2016
7:00 p.m., Public Portion, Council Chamber
In-Camera Portion immediately following the public portion
in Meeting Room

COUNCIL PRESENT

Acting Mayor R. Kasper
E. Logins
B. Parkinson
K. Pearson
K. Reay

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Steve Sorensen, Fire Chief
Tina Hansen, Acting Corporate Officer
Sarah Temple, recorder

ABSENT: M. Tait, B. Berger

CALL TO ORDER

Acting Mayor Kasper called the meeting to order at 7:01 p.m.

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda, with the removal of item RI-1 RCMP
Quarterly Report.
CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on
February 22, 2016 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on February
22, 2016 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on February
23, 2016 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on February 25, 2016 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on March 7, 2016 be adopted as circulated.
CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

February 18, 2016	Sooke Community Centre Advisory Committee
February 24, 2016	Sooke Program for the Arts (SPA) Committee
February 25, 2016	Hiring Committee
March 1, 2016	Parks and Trails Advisory Committee

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Juan de Fuca Parkwatch Society – Category A Community Grant, Bjorn Stavrum

Bjorn Stavrum, representing the Juan de Fuca Parkwatch Society, addressed Council and spoke to their Category A Community Grant. Juan de Fuca Parkwatch had their Category A funding reduced for 2016, from \$5,000 to \$1,000.

MOVED and seconded to extend the five minute time limit allotted to delegation presentations and allow Mr. Stavrum to continue to address Council.

CARRIED UNANIMOUSLY

Discussion:

- Overview of the history of Category A funding to Juan de Fuca Parkwatch Society.
- Value of the Parkwatch program and its effects on economic development.
- Discussion of other funding sources.

MOVED and seconded to increase funding to Juan de Fuca Park Watch Society to \$5,000 for 2016.

CARRIED UNANIMOUSLY

D-2 Juan de Fuca Salmon Restoration Society – Canada 150 Grant application, Elida Peers

Elida Peers, representing the Juan de Fuca Salmon Restoration Society, addressed Council and spoke regarding their Canada 150 Grant application and plans for a Salmon Festival in 2017, in conjunction with T'Sou-ke Nation and other community associations. Ms. Peers outlined plans for the festival, including plans to design street banners and a plan to have Sooke designated as the Smoked Salmon Capital of Canada.

Discussion:

- A schedule of events is to be determined.
- Discussion of possible partners, including the Edward Milne Community School Youth Engagement Team who are planning a Sooke Basin festival.

MOVED and seconded to provide Juan de Fuca Salmon Enhancement Society with an expression of support in principle.

CARRIED UNANIMOUSLY

MOVED and seconded to approve the use of brackets for street banners as an in-kind contribution towards the cost of the Salmon Festival.

CARRIED UNANIMOUSLY

MOVED and seconded to refer to staff the matter of the correct spelling of Sheilds Road.

CARRIED UNANIMOUSLY

D-3 Gail Hall – Council Procedure Bylaw, 2009

Gail Hall addressed Council and spoke regarding the Council Procedure Bylaw. Ms. Hall stated that should Council wish to disallow discussion of previous minutes during the Public Question and Comment period, then any Report of Public Hearing should be separated so misquotes can be corrected. Ms. Hall encouraged Council to allow the discussion of previous minutes at the subsequent Public Question and Comment period. Ms. Hall further stated that she does not favour the proposed changes that would see members of the public speak to agenda items as they arose.

Ms. Hall spoke further regarding the Director of Corporate Services vs. Corporate Officer positions and also regarding the requirement under section 124 of the *Community Charter*, which states that a Procedural Bylaw can not be amended without following section 94 notice requirements.

MOVED and seconded to extend the five minute time limit allotted to delegation presentations and allow Ms. Hall to continue to address Council.

CARRIED UNANIMOUSLY

D-4 Youth for Change – Sidewalks along Edward Milne Road, Nick Gakena

Nick Gakena, Sooke resident, addressed Council and spoke on behalf of Youth for Change, an organization that undertakes projects they believe are in the interest of students. Mr. Gakena requested that Council consider adding approximately 205 metres of sidewalk along Edward Milne Road a project with an estimated cost of \$45,000 - \$60,000.

Discussion:

- Clarification of desired location of the sidewalk.
- Discussion of options for delineating pedestrian areas.

- Discussion of improvements needed to crosswalk at Sooke River Road and Edward Milne Road.

MOVED and seconded to refer the issue of sidewalks along Edward Milne Road to staff, for further consideration during 2016 budget deliberations.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following speakers:

1. David Evans, Sooke resident and business owner, spoke regarding the correspondence from District of Metchosin as to Old Growth Forest protection.
2. Ellen Lewers, Sooke resident spoke regarding the content of minutes and also regarding reporting on the Wadams Way land acquisition.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearing – Zoning Amendment Bylaw

- **Bylaw No. 630, *Zoning Amendment Bylaw (600-22)***

Acting Mayor Kasper called the Public Hearing for Bylaw No. 630 to order at 7:52 p.m.

Acting Mayor Kasper advised that any person who believes that their interest in property is affected by the proposed bylaw would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Katherine Lesyshen gave a Powerpoint presentation and summary of the various text amendments to Bylaw No. 630, *Zoning Amendment Bylaw*.

Public Submissions:

- Ellen Lewers, Sooke resident, addressed Council and inquired as to whether individual property owners will be automatically rezoned as a result of this text amendment and if a loss of revenue would result.
- Diane Bernard, Sooke resident and business owner, addressed Council and expressed concerns that the proposed text amendments may dilute the concentration of businesses in the town centre and result in less vibrancy.
- Gail Hall, Sooke resident, addressed Council and spoke regarding the timing of the Public Hearings. Ms. Hall stated that members of the public should have adequate time and public meetings to have their questions answered before a Public Hearing occurs. Ms. Hall also stated that by not requiring an application fee for rezoning under this text amendment, Council could be perceived as granting assistance to business.

Acting Mayor Kasper called three times for submissions to the Public Hearings for Bylaw No. 630. Hearing none, he closed the public hearing at 8:04 pm.

Council consider third reading of Bylaw No. 630 as amended.

MOVED and seconded to give third reading to Bylaw No. 630, *Zoning Amendment Bylaw (600-22)* as amended.

CARRIED UNANIMOUSLY

Discussion:

- Clarifications that as the proposed text amendments were initiated by the District of Sooke, no application fee was required from affected properties. The amendments were approached as a broad issue across a number of zones. Any properties wishing to develop would still pay a Development Permit Fee, Business License Fee and Building Permit Fee as appropriate.
- Discussion of historical allowance of residential units in industrial and commercial zones.
- Clarification that the intention of the proposed amendments is to revitalize the town core and create opportunities to relocate to Sooke and start a business.

BYLAWS

B-1 Bylaw No. 632, *Revenue Anticipation Borrowing Bylaw, 2016*

MOVED and seconded that Bylaw No. 632, *Revenue Anticipation Borrowing Bylaw, 2016* be adopted.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 634, *Council Procedure Amendment Bylaw (422-1)*

Discussion:

- The Acting Corporate Officer confirmed that Ms. Hall was correct in that section 124 of the *Community Charter* states that a Procedural Bylaw can not be amended without following section 94 notice requirements.

MOVED and seconded to postpone a decision on Bylaw No. 634, *Council Procedure Amendment Bylaw (422-1)*;

AND TO direct staff to advertise for Bylaw No. 634 in accordance with sections 124 and 94 of the *Community Charter*;

AND FURTHER THAT staff bring forward the proposed amendments for Bylaw No. 634 to an upcoming Council meeting in April 2016.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Recommendations from Committee of the Whole February 22, 2016 meeting: Southern Vancouver Island Nature Trails Society – letter of support.

MOVED and seconded to direct staff to draft a letter of support for the Southern Vancouver Island Nature Trails Society's vision of shared use, natural surfaced wilderness trail connections in our region.

CARRIED UNANIMOUSLY

RA-2 Recommendations from Sooke Program for the Arts (SPA) Committee February 24, 2016 meeting: Town Centre Roundabout

MOVED and seconded to invite Drew Johnston, Sooke Program for the Arts (SPA) Committee Chair to address Council and speak to the SPA Committee recommendations.

CARRIED UNANIMOUSLY

MOVED and seconded to landscape the roundabout with low shrubbery, native and colorful, seasonal plantings.

CARRIED UNANIMOUSLY

MOVED and seconded to consider the roundabout for public art in the future, after longer term use of the roundabout has been experienced.

CARRIED UNANIMOUSLY

RA-3 Recommendations from Parks and Trails Advisory Committee March 1, 2016 meeting: John Phillips Memorial Park

MOVED and seconded to invite Ross Reid, Parks and Trails Advisory Committee member to address Council and speak to the Committee recommendation.

CARRIED UNANIMOUSLY

MOVED and seconded to prioritise improvements to John Phillips Memorial Park as follows for 2016 - 2017:

- Public Washrooms
- Loop Trail
- Picnic Tables and Benches

AND TO include discussion of funding these projects in the 2016 budget planning process.

CARRIED UNANIMOUSLY

RA-4 Award of Request for Quote – Galloping Goose Connector – Gravel Multiuse Trail, Sooke River Road Park

MOVED and seconded to approve Jasmine's Excavating as the successful proponent under the request for quotes for the Galloping Goose Connector – Gravel Multiuse Trail, Sooke River Road Park;

AND TO authorise the Acting Mayor and Chief Administrative Officer to sign the contract on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

RA-5 Award of Request for Quote – Galloping Goose Connector – Separated Multiuse Trail, Sooke River Road Park

MOVED and seconded to approve York Excavating as the successful proponent under the request for quotes for the Galloping Goose Connector – Separated Multiuse Trail, Sooke River Road Park;

AND TO authorise the Acting Mayor and Chief Administrative Officer to sign the contract on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

RA-6 Appointment of Municipal Deputy Approving Officer

MOVED and seconded to appoint Nikki Lewers as Deputy Approving Officer for the District of Sooke.

CARRIED UNANIMOUSLY

RA-7 Public Officer and Designated Employee Appointments

MOVED and seconded to appoint Gabryel Joseph as Acting Corporate Officer for the District of Sooke under section 148 of the *Community Charter*.

CARRIED

Councillors Logins and Parkinson opposed the motion

RA-8 Consent of Capital Regional District Bylaw No. 4058, *Capital Regional District Climate Action and Adaptation Service Establishment Bylaw, 2008, Amendment Bylaw No 1. 2016*

MOVED and seconded to give consent to the adoption of Capital Regional District Bylaw No. 4058, *Capital Regional District Climate Action and Adaptation Service Establishment Bylaw, 2008, Amendment Bylaw No 1. 2016* in accordance with section 346 of the Local Government Act.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-2 Mayor and Council Reports (Verbal)

Councillor Parkinson reported on attending the Sooke Program for the Arts Committee meeting and gave an update on the Mural Mosaic project and Communities in Bloom progress. Councillor Parkinson attended several community events and meetings including Pink Shirt Day, Seedy Saturday, the Sooke Region Tourism Association AGM, the Parks and Trails Advisory Committee public consultation on John Phillips Memorial Park, the Sooke Regional Historical Society board meeting, the Regional Housing Trust

Fund Commission meeting and Appetite for Art. Councillor Parkinson further reported on the recent designation of Sheringham Point light house as a Heritage Site and transfer of ownership of the property to a society dedicated to its preservation.

Acting Mayor Kasper reported that the Capital Regional District Board reached an agreement with the T'Sou-ke Nation authorising access to traditional territory in the Leech watershed area. Acting Mayor Kasper further reported on a meeting with the Mayor of Port Angeles and subsequent letters sent on behalf of the District of Sooke and the District of Central Saanich to clarify that sewage treatment facilities do exist in these communities and a travel ban proposed by Washington State to Southern Vancouver Island should not apply to communities who have high sewage treatment standards. Acting Mayor Kasper stated that the Mayor of Sidney has also sent a similar letter. Acting Mayor Kasper spoke in support of encouraging US tourism to the Sooke region.

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence dated March 2, 2016 from the Association for Responsible and Environmentally Sustainable Sewage Treatment Re: Motion to CRD Board

MOVED and seconded to receive the Correspondence dated March 2, 2016 from the Association for Responsible and Environmentally Sustainable Sewage Treatment Re: Motion to CRD Board for information.

CARRIED UNANIMOUSLY

C-2 Correspondence dated February 26, 2016 from the Corporation of the District of Saanich Re: take the Pledge for Parity

MOVED and seconded to take the pledge for parity at www.internationalwomensday.com/pledge to:

- Help women and girls achieve their ambitions
- Challenge conscious and unconscious bias
- Call for gender-balanced leadership
- Value women's and men's contributions equally
- Create inclusive, flexible cultures

CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

I-1 Council Reader file – February 2016

MOVED and seconded to receive and file the Council Reader File for February 2016 for information.

CARRIED UNANIMOUSLY

- I-2 Letter to UBCM dated February 26, 2016 from Minister Shirley Bond
RE: Update regarding ongoing arrival of Syrian Refugees into BC Communities**

MOVED and seconded to receive and file the correspondence from Minister Shirley Bond
RE: Update regarding ongoing arrival of Syrian Refugees into BC Communities.
CARRIED UNANIMOUSLY

- I-3 Correspondence dated February 20, 2016 from Judy Holzhemer
RE: Deer Cull – Whiffin Spit**

MOVED and seconded to receive and file the Correspondence dated February 20, 2016
from Judy Holzhemer RE: Deer Cull – Whiffin Spit
CARRIED UNANIMOUSLY

MOVED and seconded to refer the correspondence dated February 20, 2016 from Judy
Holzhemer back to staff;
AND TO direct staff to bring forward a report on proposed amendments to the District of
Sooke Bylaw No. 59, *Firearms Regulation Bylaw, 2001* to prohibit bow hunting within the
municipality;
AND THAT the report include the requested amendments to Bylaw No. 59 from the
Capital Regional District (CRD) on hunting geese.
CARRIED UNANIMOUSLY

- I-4 Correspondence dated February 24, 2016 from Bonny Gibson
RE: Deer Cull – Whiffin Spit**

MOVED and seconded to receive and file the Correspondence dated February 24, 2016
from Bonny Gibson RE: Deer Cull – Whiffin Spit
CARRIED UNANIMOUSLY

- I-5 Correspondence dated March 10, 2016 from District of Metchosin
RE: AVICC resolution – Protection of Old Growth Forest**

MOVED and seconded to send a letter to the Association of Vancouver Island and Coastal
Communities (AVICC) advising of Council's support for the District of Metchosin;s
resolution "Protection of Old Growth Forests."
CARRIED UNANIMOUSLY

REPORT OF IN CAMERA RESOLUTIONS

**RIC-1 Resolutions from March 7, 2016 Special Council meeting – Soule Road Right
of Way**

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- 90 (2) (a) a request under the *Freedom of Information and Protection of Privacy Act*, if the council is designated as head of the local public body for the purposes of that Act in relation to the matter.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the open portion of the Regular Council meeting at 9:25 p.m.

CARRIED UNANIMOUSLY

MOVED and seconded to adjourn the meeting at 10:32 p.m.

CARRIED UNANIMOUSLY

Certified Correct:



Rick Kasper
Acting Mayor


Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held March 14, 2016
at 6:00 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Acting Mayor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson (arrived 7:18 pm)
Councillor Kerrie Reay

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Brent Blackhall, Director of Financial Services
Rob Howat, Director of Development Services
Steve Sorensen, Fire Chief
Tina Hansen, Acting Corporate Officer
Sarah Temple, recorder

Absent: M. Tait, B. Berger

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **Proposed 2016 – 2020 Five Year Financial Plan**

- The Director of Financial Services gave an overview of the proposed 2016 – 2020 Five Year Financial Plan.
- Changes to the format of the Financial Plan include removing 2% inflation for all years and using 2015 actuals as a base, rather than 2015 budget amounts.
- The Director of Financial Services further provided an overview of how the Financial Plan relates to Council's Strategic Plan.

• **Departmental Financial Plan Presentations**

a) **Financial Services Presentation**

- The Director of Financial Services provided an overview of the Financial Services portion of the proposed 2016 – 2020 Five Year Financial Plan.

b) Corporate Services Presentation

- The Director of Corporate Services provided an overview of the Corporate Services portion of the proposed 2016 – 2020 Five Year Financial Plan.

c) Fire Services Presentation

- The Fire Chief provided an overview of the Fire and Emergency Services portion of the proposed 2016 – 2020 Five Year Financial Plan as well as the planned Capital expenditures for the 2016 – 2020 period.

d) Development Services Presentation

- The Director of Development Services provided an overview of the Development Services portion of the proposed 2016 – 2020 Five Year Financial Plan as well as planned Capital Expenditures for the 2016 – 2020 period.

Sewer Fund:

- The Director of Financial Services provided an overview of the Sewer Fund portion of the proposed 2016 – 2020 Five Year Financial Plan.

Council Discussion:

- Clarification on “proceeds from borrowing” related to land acquisition.
- Discussion of budgeted amount for elections advertising expenses.
- Discussion of budget amount for Boat Launch expense.
- Clarification of Sooke Region Community Health Network MOU amounts and separate amount for the Primary Health Care Services Working Group.
- Discussion of budgeted amount for asset replacement reserve.
- Discussion of Sooke Fire Services Commission budget planning timelines.
- Clarification of Protective Services budget, which includes Fire, Police and Emergency Services.
- Discussion of financial impact of borrowing funds vs. paying for land acquisition with surplus funds.

4. Public Input

Ellen Lewers, Sooke resident, addressed the Committee and spoke regarding:

- Land acquisition on Wadams Way.
- Funding for Sooke River Road Multi-use trail.
- District of Sooke vehicles.
- Search and Rescue services.
- Belvista pump repairs.
- Borrowing rate for land acquisition purchase.

MOVED to extend the two minute time frame allocated for Public Input and allow Ms. Lewers to continue to address the Committee.
CARRIED UNANIMOUSLY

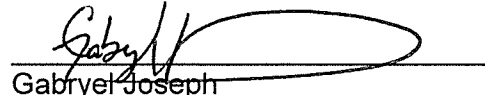
5. **Adjournment**

The meeting was adjourned at 6:54 p.m.



Rick Kasper
Acting Mayor

Certified Correct:



Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on March 21, 2016 at 7:00 p.m.

COUNCIL PRESENT

Acting Mayor R. Kasper
B. Berger
E. Logins
B. Parkinson
K. Pearson
K. Reay

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Finance
Rob Howat, Director of Development Services
Gabryel Joseph, Director of Corporate Services
Sarah Temple, recorder

ABSENT: M. Tait

CALL TO ORDER

Acting Mayor Kasper called the meeting to order at 7:10 p.m.

APPROVAL OF AGENDA

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

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following speakers:

1. Gail Hall, Sooke resident, spoke regarding agenda item RA-a MFA Short Term Borrowing.

BYLAWS

B-1 Bylaw No. 622 *Zoning Amendment Bylaw (600-19)* – 2182 Church Road – Wadams Way Comprehensive Development Zone

MOVED AND SCONDED THAT Bylaw No. 622, *Zoning Amendment Bylaw (600-19)* be adopted.
CARRIED UNANIMOUSLY

B-2 Bylaw No. 630, *Zoning Amendment Bylaw (600-22)* – Sooke Zoning Bylaw Text Amendments

MOVED and seconded that Bylaw No. 630, *Zoning Amendment Bylaw (600-22)* be adopted.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 MFA Short Term Borrowing

MOVED and seconded to authorize a short term borrowing of \$1,420,000 from the Municipal Finance Authority under section 175 of the *Community Charter* over a five year term with no rights of renewal.

CARRIED UNANIMOUSLY

RA-2 Proposed 2016 – 2020 Five Year Financial Plan

General Government Services:

MOVED and seconded to increase Annual Grants to \$72, 788 for the years 2016 – 2020
CARRIED UNANIMOUSLY

MOVED and seconded to approve the General Government Services portion of the 2016 – 2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Protective Services:

- Fire Commission is reviewing Fire Department and Emergency Services, so no need to deliberate this currently.

MOVED and seconded to approve the policing portion of the Protective Services section of the 2016 – 2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Engineering:

MOVED and seconded to increase funding for seasonal adornment from \$5,000 to \$10,000 for 2016.

CARRIED

Councillor Reay and Councillor Logins opposed the motion

MOVED and seconded to increase funding for conference hosting to \$5,000 for 2016 and 2017.

CARRIED UNANIMOUSLY

MOVED and seconded to approve the Engineering section of the 2016 – 2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Fiscal Services:

MOVED and seconded to approve the Fiscal Services section of the 2016 – 2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Capital:

MOVED and seconded to direct staff to amend the 2016 – 2020 Financial Plan to earmark \$400,000 for an all weather playing field at Fred Milne Park from the Playing Fields Reserve Fund and to identify the all weather playing field as a capital project;
AND TO earmark \$300,000 from Gas Tax funds in 2016 as matching funds contingent On \$300,000 funding from the Capital Regional District towards the playing fields;
AND TO direct staff to bring back a report on funding options for the all weather playing field at Fred Milne Park.

MOTION WITHDRAWN

MOVED and seconded to direct staff to identify an all-weather playing field at Fred Milne Park as a capital project for 016 and to earmark \$400,000 towards the project from the Playing Fields Reserve Funds:

AND to direct staff to write a report on funding options for the all-weather playing field.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to allocate \$50,000 from the Casino Fund into Sidewalk Improvements for 2016.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to allocate an additional \$150,00 from the DCC Fund to Goodmere Road improvements in 2016, for a total of \$300,000 allocated in 2016.

CARRIED UNANIMOUSLY

MOVED and seconded to approve the Capital portion of the 2016 – 2020 Five Year Financial Plan.
CARRIED UNANIMOUSLY

Sewer Fund:

ACTION: Staff to bring report to Council on the cost benefit of buying a new centrifuge versus rebuilding the old centrifuge, before a decision is made on the issue.


MOVED and seconded to approve the Sewer Fund portion of the 2016 – 2020 Five Year Financial Plan.
CARRIED UNANIMOUSLY

ADJORNMENT

MOVED and seconded to adjourn the meeting at 9:02 p.m.
CARRIED UNANIMOUSLY

Certified Correct:


Rick Kasper
Acting Mayor


Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on March 23, 2016 at 7:00 p.m.

COUNCIL PRESENT

Acting Mayor R. Kasper
E. Logins
B. Parkinson
K. Reay
K. Pearson

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Finance
Rob Howat, Director of Development Services
Gabryel Joseph, Director of Corporate Services
Sarah Temple, Corporate Services Clerk

ABSENT: M. Tait, B. Berger

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

CALL TO ORDER – OPEN PORTION:

Acting Mayor Kasper called the Open Portion of the Special Council meeting to order at 7:00 pm in the Council Chambers.

APPROVAL OF AGENDA

MOVED and seconded to approve the agenda as circulated.

CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

There were no comments from members of the public.

REPORTS REQUIRING ACTION

RA-1 Proposed 2016-2020 Five Year Financial Plan

The Director of Financial Services provided an overview of amendments to the 2016 – 2020 Five Year Financial Plan.

Discussion:

- Clarification on new line item for sidewalk improvement.
- Clarification of Communities in Bloom funding for 2016.
- Council thanked staff for their work on the Five Year Financial Plan.
- Final approval of the 2016 – 2020 Five Year Financial Plan will take place after review of the Sooke Fire Commission recommendation.

ADJOURNMENT – OPEN PORTION

MOVED and seconded to adjourn the open portion of the Special Council meeting at 7:13 p.m.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and seconded to reconvene the closed meeting under section 90 of the *Community Charter*:

- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY


ADJOURNMENT

MOVED and seconded to adjourn the meeting at 7:53 p.m.
CARRIED UNANIMOUSLY

Certified Correct:



Mayor



A/ Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on March 29, 2016
6:30 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

Acting Mayor R. Kasper
B. Berger
E. Logins
B. Parkinson
K. Pearson (left the meeting at 8:32 pm)
K. Reay

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Staff Sgt. Jeff McArthur
Amanda Irving, Corporate Services Clerk

ABSENT: M. Tait

CALL TO ORDER

Acting Mayor Kasper called the meeting to order at 6:30 pm.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(g) litigation or potential litigation affected the municipality;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Acting Mayor Kasper called the open portion of the Regular Council meeting to order at 7:01 p.m. in the Council Chambers.

INTRODUCTION OF NEW BUSINESS/SUPPLEMENTARY INFORMATION

MOVED and seconded to introduce new business:

NB-1 EPCOR Service Agreement update

CARRIED UNANIMOUSLY

APPROVAL OF THE AGENDA

MOVED and seconded to move agenda item RI-1: RCMP Quarterly Report to immediately follow receipt of draft council and committee minutes .
CARRIED UNANIMOUSLY

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

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on March 14, 2016, be adopted .
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on March 14, 2016, be adopted, with a correction under item D-2, "Salmon Capital of Canada" to be replaced with "Smoked Salmon Capital of Canada".
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Special Council meeting held on March 21, 2016, be adopted .
CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

MOVED and seconded that the following minutes be received for information:
March 8, 2016 – Sooke Fire Services Commission
March 9, 2016 – Sooke Fire Services Commission
March 10, 2016 – Sooke Fire Services Commission
March 15, 2016 – Sooke Fire Services Commission
March 17, 2016 – Sooke Fire Services Commission
March 17, 2016 – Climate Change Action Committee
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 RCMP Quarterly Report

- Staff Sgt. Jeff McArthur Provided an overview of the RCMP Quarterly Report, including annual statistics from 2015.

Discussion:

- Discussion of funding for additional RCMP officer, who will begin work in Sooke in the fall of 2016.

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

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following speakers:

1. Ellen Lewers, Sooke resident
 - EPCOR Service Agreement update
 - Sooke Fire Commission's meeting agendas and minutes.

BYLAWS

B-1 Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* – 7105 Grant Road West

The Planning Department gave a powerpoint presentation and summary of Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* - 7105 Grant Road West.

MOVED and seconded that Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* to rezone the property located at 7105 Grant Road from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3) be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* to rezone the property located at 7105 Grant Road from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3) be read a second time;

AND to direct staff to schedule a Public Hearing for Bylaw No. 633 in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* – 7109 Grant Road West

The Planning Department gave a powerpoint presentation and summary of Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* - 7109 Grant Road West.

MOVED and seconded that Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* to rezone the property located at 7109 Grant Road from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3) be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* to rezone the property located at 7109 Grant Road from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3) be read a second time;

AND to direct staff to schedule a Public Hearing for Bylaw No. 637 in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED UNANIMOUSLY

B-3 Bylaw No. 635, *Sooke Core Sewer Specified Area Amendment Bylaw (147-26)*- Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 7105 and 7109 Grant Road West

The Engineering Department gave a powerpoint presentation and summary of Bylaw No. 635, *Sooke Core Sewer Specified Area Amendment Bylaw (147-26)* - Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 7105 and 7109 Grant Road West

MOVED and seconded that the Petition for Local Area Service for the property located at 7105 Grant Road West (legally described as Lot B, Section 1, Sooke District, Plan VIP58124) and 7109 Grant Road West (legally described as Lot A, Section 1, Sooke District, Plan VIP58124) be received.

CARRIED UNANIMOUSLY

MOVED and seconded that that Bylaw No. 635, *Sooke Core Sewer Specified Area Amendment Bylaw (147-26)* be introduced and read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that that Bylaw No. 635, *Sooke Core Sewer Specified Area Amendment Bylaw (147-26)* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that that Bylaw No. 635, *Sooke Core Sewer Specified Area Amendment Bylaw (147-26)* be read a third time.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Parkland Dedication Requirements for Proposed Subdivision at 6553/6561 Helgesen Road (Lot 27, Section 26, Sooke District, Plan EPP35168)

The Engineering Department gave a powerpoint presentation and summary of Parkland Dedication Requirements for Proposed Subdivision at 6553/6561 Helgesen Road (Lot 27, Section 26, Sooke District, Plan EPP35168).

MOVED and seconded to direct staff to accept approximately 442 m² of park dedication and cash-in-lieu for the remainder of the required 5% parkland dedication requirement as per section 510 of the *Local Government Act* for the proposed subdivision of Lot 27, Section 26, Sooke District, Plan EPP35168 based on the 2016 BC Assessment land value of the parent property.

CARRIED UNANIMOUSLY

RA-2 Covenant Amendment for ALR Buffer – 6978 West Coast Road

The Director of Development Services gave an overview of the written staff report.

MOVED and seconded to direct staff to work with the applicant to modify Covenant CA1877305 for 6978 West Coast Road to eliminate the Agriculture Land Reserve buffer, in accordance with the requirements of the *Community Charter* and *Local Government Act*.

CARRIED UNANIMOUSLY

RA-3 Non-Farm Use in the Agricultural Land Reserve – 6038 Sooke Road

The Director of Development Services gave an overview of the written staff report.

MOVED and seconded to forward the request for non-farm use for a community care facility to the Agricultural Land Commission highlighting the need for childcare in Sooke and the recent growth in District schools.

CARRIED UNANIMOUSLY

RA-4 Recommendations from Climate Change Action Committee March 17, 2016 meeting

Councillor Logins reported on behalf of the Climate Change Action Committee regarding investigating opportunities for local yard waste composting facilities and/or programs.

MOVED and seconded to direct staff to investigate opportunities for local yard waste composting facilities and/or programs.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-2 Mayor and Council Reports (Verbal)

Councillor Berger reported on the upcoming public information sessions regarding SEAPARC's proposed land purchase. There will be information sessions held April 11 to 18, 2016, in various locations throughout Sooke and the Juan de Fuca Electoral Area. The referendum will take place April 30, 2016.

Acting Mayor Kasper reported that the Five Year Financial Plan is nearing completion, pending a report from the Sooke Fire Services Commission. The projected tax increase in 2016 will be 0.8%. On March 30, the CRD will be looking at their annual budget, where a 2.7% increase for Sooke is projected.

RI-3 CAO Update (Verbal)

Chief Administrative Officer, Teresa Sullivan, reported that staff have been instructed to take a look at improving lighting in the municipal hall parking lot and will be investigating various options to make sure both the safety of staff and council are taken into consideration.

NEW BUSINESS

NB-1 EPCOR Service Agreement Update

Councillor Pearson declared a conflict of interest and left the meeting at 8:32 pm.

The Chief Administrative Officer gave an overview of the EPCOR Service Agreement, including contract timelines and background. A written report, outlining cost implications was presented.

Discussion:

- Discussion of Section 3 (g) and (i) which state that "there are no opportunities to tender a Request for Proposals as the District of Sooke must provide non-renewal notice to EPCOR six months in advance of the date (March 29, 2016)" and that "The District of Sooke cannot renew its current contractual arrangement with EPCOR unless we go gain voter approval" which would be costly to the District of Sooke. Clarification of costs to expand sewer in the future, should additional capacity be required.
- Discussion of current sewer capacity and projected future capacity requirements.
- Discussion of ongoing engineering expertise required.
- Clarification of potential cost savings, as presented in the written staff report.

MOVED and seconded to direct staff to:

1. Provide notice to EPCOR that the District of Sooke will not seek renewal of its operational contract for the wastewater system
2. Take the necessary steps to manage the wastewater handback from EPCOR, as outlined in the legal opinion received March 26, 2016
3. Provide monthly progress reports to Council on the handback process until completed.

CARRIED UNANIMOUSLY

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Council Reader File – March 2016

MOVED and seconded to file the correspondence.
CARRIED UNANIMOUSLY

I-2 Correspondence dated March 18, 2016 from Sooke Region Chamber of Commerce
Re: Chamber Supports SEAPARC Land Purchase

MOVED and seconded to file the correspondence.
CARRIED UNANIMOUSLY

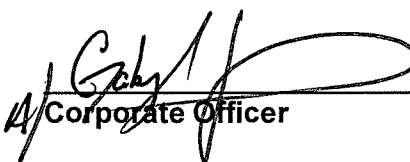
ADJOURNMENT

MOVED and seconded to adjourn the meeting at 8:45pm
CARRIED UNANIMOUSLY

Certified Correct:



Mayor



Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on April 11, 2016

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Steve Sorensen, Fire Chief
Amanda Irving, Corporate Services Clerk

CALL TO ORDER - OPEN PORTION

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

APPROVAL OF THE AGENDA

MOVED and seconded to approve the agenda with item RI-3: Capital Regional District Board – Director Appointment moved to immediately prior to the Public Question and Comment Period.

CARRIED

Councillor Logins opposed the motion.

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Special Council meeting held on March 23, 2016 be adopted.

CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on March 29, 2016 be adopted.

CARRIED UNANIMOUSLY

MINUTES FOR INFORMATION

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

March 17, 2016 – Sooke Community Centre Advisory Committee

March 22, 2016 – Emergency Planning Committee

March 22, 2016 – Sooke Fire Services Commission

March 23, 2016 – Sooke Program for the Arts (SPA) Commission

CARRIED UNANIMOUSLY

DELEGATIONS

D-1 Herb Haldane – Sooke Community Association, Sports Fields

Mr. Haldane outlined a request from the Sooke Community Association and Sooke Soccer Association, who are seeking an additional \$300,000 for all-weather sports fields at Fred Milne Park. This request is in addition to the \$400,000 that has been already been allocated by the District of Sooke.

Andrew Quinn Young (Sooke Soccer President), Laura Lockhart (Sooke Soccer Vice President) and Kelly Hunter (Soccer Academy Coach/Coordinator) provided a PowerPoint presentation outlining costs, money raised, donations in-kind and benefit to the community.

MOVED and seconded to extend the 5 minute time limit.
CARRIED UNANIMOUSLY

Ken Ebbs-Canavan (former coach/president Sooke Soccer) spoke regarding his support the of the artificial turf field.

Tim Satterford (coach Sooke Soccer) spoke regarding the current condition of the field, the maintenance that is required and the benefits of the artificial turf field.

Discussion from Council:

- Recent federal grant application to fund this project was not successful.
- District of Sooke recently allocated \$400,000 towards this project from the Playing Fields Reserve Fund.
- Recognized receipt of the letter from Director Hicks indicating that he has received permission from the CRD Board to allocate \$300,000 of Gas Tax funding if Sooke will contribute the other 75percent, a calculation that is based on population split.
- Discussion of budget implications for 2016. Discussion of future capital investment in a new Community Centre.

MOVED and seconded that staff allocate \$300,000 from the Community Gas Tax Reserve Fund towards the development of an artificial turf field;

AND THAT the artificial turf field project be included in the 2016 – 2020 5 Year Financial Plan;

AND FURTHER THAT staff proactively research any grants that could be applicable and help pay for any further expenditures with regards to the artificial turf fields.

CARRIED UNANIMOUSLY

D-2 Ellen Lewers – Sooke Fall Fair, Canada 150

Ms. Lewers proposed that a wood carved community sign with a digital aspect be installed at Connie Road. Ms. Lewers indicated that a sign would benefit all community organizations and provide public advertising of meetings.

Discussion:

- Concerns regarding the proposed location as it may be a distraction to drivers.
- Council would like to see the sign located in a centralized community location.
- More information is needed with regards to costs, maintenance and ownership.

MOVED and seconded that proposed community sign project to be referred to staff for further discussion.

CARRIED UNANIMOUSLY

RI-2 Regional Capital District Board – Director Appointment

MOVED and seconded that Mayor Tait be re-instated as the District of Sooke representative to the Capital Regional District Board as of September 2016.

CARRIED

Councillor Parkinson opposed the motion.

MOVED and seconded that Mayor Tait be re-instated as the District of Sooke representative to the Capital Regional District Hospital Board as of September 2016.

CARRIED

Councillor Parkinson opposed the motion.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following speakers:

1. Margo Swinburnson, School Trustee, spoke regarding the all-weather sports field.
2. Margarita Dominguez, Sooke resident, spoke regarding the appointment to the CRD Board.
3. Gail Hall, Sooke resident, spoke regarding the Council Procedure Bylaw changes.
4. Loretta Deutscher, Sooke resident, spoke regarding the Council Procedure Bylaw changes.

BYLAWS

B-1 Bylaw No. 634, Council Procedures Amendment Bylaw (422-1)

Discussion:

- Discussion of the proposed changes to the *Council Procedure Bylaw* will require more time.
- The Director of Corporate Services to meet with Council and provide a list of the changes that Council would like to see, to be included in a report to a future Committee of the Whole meeting.

MOVED and seconded that Council move discussion of Bylaw No. 634, *Council Procedures Amendment Bylaw (422-1)* to an upcoming Committee of the Whole meeting.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Sooke Fire Services Commission Recommendations

The Chief Administrative Officer provided an overview of the written staff report.

MOVED and seconded to

1. Approve the Fire Year Financial Plan for the Fire Department as presented in Attachment #1 of the April 11, 2016, Fire Commission Recommendations Report #1.
2. Direct staff to implement the recommendations outlined in the April 11, 2016, Fire Commission Recommendations Report #1.
3. Place all monies that have been reduced will be put into a contingency fund until the audit is complete and capital money would not go into contingency fund but would stay in capital.

CARRIED Councillor Logins and Councillor Parkinson opposed the motion.

RA-2 Sooke Program for the Arts (SPA) Committee Recommendations

Drew Johnston, Chair of the Sooke Program for the Arts Committee, provided an overview of the written committee recommendations.

MOVED and seconded that staff work with the Sooke Program for the Arts Committee to develop a detailed list of requirements for the Communities in Bloom program.

CARRIED UNANIMOUSLY

RA-3 Category A Grant – Police Based Victim’s Services

MOVED and seconded that staff transfer remaining 2015 Category A grant monies of \$4091.13 from the Sooke Residents in Need Society to the Sooke Transition House.

AND TO transfer the Category A grant responsibilities for the Police Based Victim Services program from the Sooke Residents in Need Society to the Sooke Transition House.

CARRIED UNANIMOUSLY

RA-4 Western Canada Mountain Bike Tourism Association - 2015/2016 Annual Partner Fees

MOVED and seconded to terminate the Memorandum of Understanding between the District of Sooke and the Western Canada Mountain Bike Tourism Association.

CARRIED UNANIMOUSLY

MOVED and seconded to move item C-1 Sponsorship Request – Sooke Saltwater Series 2016 prior to Reports for Information.

CARRIED UNANIMOUSLY

C-1 Sponsorship Request – Sooke Saltwater Series 2016

Discussion:

- The grant application for the Sooke Saltwater Series 2016 will be withdrawn.
- The Sooke Saltwater Series will be added to the sponsorship list and will no longer seek a community grant as it fit the criteria of a sponsorship.

MOVED and seconded to provide a \$500 sponsorship to the Sooke Saltwater Series 2016.
CARRIED UNANIMOUSLY

MOVED and seconded to add the Sooke Saltwater Series sponsorship as a line item to the 2017-2021 Five Year Financial Plan.
CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports (Verbal)

Councillor Parkinson

- The Emergency Planning Committee has arranged to have the Quake Cottage come to Sooke May 22, 2016. It is a portable earthquake simulator and will be located in front of the Fire Hall.
- The Canada 150 Mosaic submission deadline is April 15.
- Attended the candle light vigil for Constable Sarah Beckett on April 10th. Over 3000 people were in attendance.

Councillor Logins

- Attended AVICC last week.
- Will be attending Constable Sarah Beckett's memorial service Tuesday April 12.
- Saturday April 16 is the Sooke Chamber of Commerce Business Excellence Awards
- Sunday April 17 is the Sooke Zero Waste Project
- Thursday April 21 is 10,000 Tonight Spring Version and they will be out collecting non-perishable food items.
- Reminder that the census will be starting soon.

Councillor Kasper

- Attended the Capital Regional District Special Task Force with the First Nations working on an exciting project that will assist in concept of reconciliation and the coming together of all elected officials. Additional information will be forthcoming and another board meeting will take place Wednesday.

Councillor Pearson

- Attended the Juan de Fuca Water Commission April 5.
- The designs for the fire water fire flow are all complete.
- A high priority is the Kemp Lake water extension. The grant application will go in at the end of April. It will extend through our boundary and there will be connections for some Sooke properties.

Councillor Reay

- Attended the Vancouver Island Library Board in March. It has reduced its budget increase for this year.
- Attended AVICC which was a very interesting experience watching everyone coming together unanimously. Good sessions were presented and it was good to network.

Councillor Berger

- The last information session regarding the proposed land purchase of 6518 Throup Road will be at SEAPARC on Monday April 18th

Mayor Tait

- Toured the Wild Arc facility last week. Sooke is number three with regards to animals being brought in. It is great facility providing a lot of awareness and education.
- Attended the Fire and Life Safety Expo in Metchosin
- At AVICC, a mayors caucus was formed of island based mayors. The caucus will determine which issues are island based and which will go to UBCM. Items that are to go through to the Province are physician recruitment, RCMP removal of auxiliary and the impact to provide service, marijuana dispensaries, drinking water and water sheds, derelict vessels, homelessness and pushing for an ethics committee to be formed by the Province.
- The Health Summit will take place May 28th from 1 - 4 at the Community Hall. It will highlight the work that the Committee has done but to also present their findings. Members of Council are invited to volunteer to facilitate.
- The Island Region Healthy Communities Forum is coming up April 21- 22 in Parksville. Funding has been obtained for travel through the Community Health Network if anyone would like to attend.

Teresa Sullivan, Chief Administrative Office

- Happy to announce that we have public WIFI in chambers.
- TV screens coming in to chambers and will be helpful to Council, staff and the public allow motions to be produced on the screens
- We are also taking a look at options to improve speakers in Chamber.

RI-2 Alternate Housing Forum (Verbal)

Councillor Kasper presented information with regards to alternative housing and to the possibility of hosting a forum.

MOVED and seconded that staff engage stakeholders to investigate the possibility of Sooke hosting an Alternative Housing Forum in the future.

CARRIED UNANIMOUSLY

CORRESPONDENCE REQUIRING ACTION

C-2 Correspondence received March 22, 2016 from Rupert and Franny Yakelashek – Federal Bill of Environmental Rights

MOVED and seconded to support the Federal Bill of Environmental Rights Resolution at the Federation of Canadian Municipalities Conference.

CARRIED UNANIMOUSLY

CORRESPONDENCE FOR INFORMATION

I-1 Symposium on Land-Based Spill Preparedness and Response in BC

MOVED and seconded that Councillor Kasper attend the workshop.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

MOVED and seconded to close the meeting to the public.


CARRIED UNANIMOUSLY

ADJOURNMENT

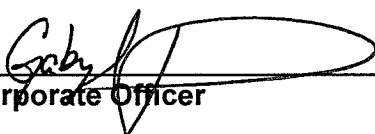
MOVED and seconded to adjourn the meeting at 11:00 pm

CARRIED UNANIMOUSLY

Certified Correct:



Mayor



Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held April 11, 2016
at 6:00 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Brent Blackhall, Director of Financial Services
Steve Sorensen, Fire Chief
Amanda Irving, Corporate Services Clerk

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.
CARRIED UNANIMOUSLY

3. **Presentation – Victoria Foundation, Vital Signs**

Rob Janus, Director of Communications for Victoria Foundation, made a presentation to Council on the 2015 Victoria's Vital Signs Report.

- This is the 10th anniversary of the project in Victoria.
- The report couples citizen opinions with curated research from a variety of national, provincial, and local sources to produce a snapshot of both the perceptions and the facts related to 12 key issue areas in our region.
- 2,009 citizens across the Capital Region contributed to the survey of which 3% were from Sooke.

MOVED to receive the Victoria Foundation Vital Signs report for information.
CARRIED UNANIMOUSLY


4. **Public Input**

No public input

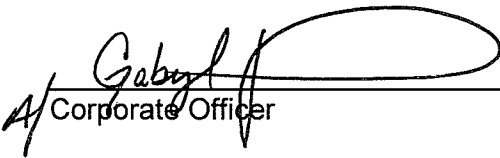
5. **Adjournment**

The meeting was adjourned at 6:13 p.m.

Certified Correct:



Mayor



Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
on April 25, 2016
7:00 p.m.
Council Chamber

COUNCIL PRESENT

M. Tait
B. Berger
R. Kasper
E. Logins
B. Parkinson
K. Pearson
K. Reay

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Steve Sorensen, Fire Chief
Sarah Temple, Corporate Services Clerk

CALL TO ORDER

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

APPROVAL OF THE AGENDA

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

ADOPTION OF MINUTES

MOVED and seconded that the minutes of the Committee of the Whole meeting held on April 11, 2016 be adopted as circulated.
CARRIED UNANIMOUSLY

MOVED and seconded that the minutes of the Regular Council meeting held on April 11, 2016 be adopted as amended.
CARRIED UNANIMOUSLY

DELEGATIONS

D-1 David Babbage – Shadow West Security

David Babbage, representing Shadow West Security, addressed Council regarding his proposal for augmented community security through private residential street patrol. Mr. Babbage provided an overview of his written proposal to Council.

MOVED and seconded to direct staff to explore opportunities to utilise private security firms to augment security in the District.
CARRIED UNANIMOUSLY

D-2 Pivotal IRM, Advanced Gasification of Waste

Graeme Bethell, representing Pivotal IRM, addressed Council regarding opportunities for gasification of municipal waste, including sewage treatment, residential garbage and kitchen scraps.

MOVED and seconded to direct staff to work with Pivotal IRM Inc to explore options for advanced gasification of waste in Sooke, including other options for addressing organic wastes, and provide a report to Council.
CARRIED UNANIMOUSLY

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Gail Hall, Sooke resident, spoke regarding public consultation requirements for the Financial Plan, as well as the Sunriver Playing Fields Agreement.
2. Jeff Bateman, Sooke resident, spoke regarding the Climate Change Action Committee.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearing - 7105 Grant Rd

- **Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* – 7105 Grant Rd**

The Planning department gave a presentation and summary of the rezoning application for 7105 Grant Road.

Mayor Tait called the Public Hearing for Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* – 7105 Grant Rd to order at 7:43 pm.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaw would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Public Submissions:

- Ellen Lewers, Sooke resident, addressed Council regarding challenges with ensuring adequate parking is available in developments where suites are allowed.

Mayor Tait called three times for submissions to the Public Hearings for Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* – 7105 Grant Rd. Hearing none, she closed the public hearing at 7:45 pm.

Council consideration of third reading of Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* - 7105 Grant Rd

MOVED and seconded that Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* to rezone the property located at 7105 Grant Road from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3) be read a third time.

CARRIED UNANIMOUSLY

PH-2 Report of Public Hearing - 7109 Grant Rd

- **Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* – 7109 Grant Rd**

The Planning department gave a presentation and summary of the rezoning application for 7109 Grant Road.

Mayor Tait called the Public Hearing for Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* – 7109 Grant Rd to order at 7:50 pm.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaw would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Public Submissions:

- Ellen Lewers, Sooke resident, addressed Council regarding challenges with ensuring adequate parking is available in developments where suites are allowed. Ms. Lewers further encouraged Council to require additional parking as a condition of use and to revisit allowing suites in every zone.
- John Brohman, applicant, addressed Council and spoke regarding parking availability in the proposed development at both 7105 and 7109 Grant Road. The proposed development is not high density and therefore there will have adequate parking. Mr. Brohman further encouraged Council to consider increasing density allowances in Sooke to compete with Langford's allowance of smaller lots.

Mayor Tait called three times for submissions to the Public Hearings for Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* – 7109 Grant Rd. Hearing none, she closed the public hearing at 7:55 pm.

Council consideration of third reading of Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* – 7109 Grant Rd.

MOVED and seconded that Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* to rezone the property located at 7109 Grant Road from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3) be read a third time.

CARRIED UNANIMOUSLY

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Development Permit and Development Variance Permit Application – 6689 Goodmere Road (Lot 1, Section 10, Sooke District, Plan 26588)

The Planning department gave a presentation and overview of the Development Permit and Development Variance Permit for 6689 Goodmere Road.

Mayor Tait advised that any person who has an interest in the item will have an opportunity to make a submission to Council.

Public Input:

- Eric Phillips, Sooke resident, addressed Council regarding parking challenges in the neighbourhood.
- Ruma Roy, Sooke resident, addressed Council regarding drainage issues in the neighbourhood. Ms. Roy stated that site preparation at 6689 Goodmere, which includes removal of topsoil, has affected drainage onto her property. Ms. Roy further stated that she supports business development, but that development should be done responsibly.
- Richard Phillips, Sooke resident, addressed Council regarding parking challenges in the neighbourhood.
- Gwen Fisher (applicant), addressed Council regarding parking issues. Ms. Fisher stated that she has an existing shared use agreement with the Holy Trinity Church for parking, which she will encourage her staff to utilise. Ms. Fisher suggested that culverts could help to alleviate both drainage and parking issues and further stated that her property has storm water management features that ensure she does not contribute to the neighbourhood's larger drainage issues, which also include underground springs.
- Judith Bridon, Sooke resident and neighbour of 6689 Goodmere Road, addressed Council regarding parking, drainage, and privacy concerns. Ms. Bridon stated that the proposed viewing platform will impinge upon her privacy.
- Cindy Heggelund, Sooke resident, addressed Council regarding parking challenges in the neighbourhood.
- Ed Fisher, applicant, addressed Council regarding the proposed variance and layout requirements for wheelchair and delivery ramps.

Council Discussion:

- Parking is a challenge in this area and also in other areas throughout the community. I
- Possibility of incentive for employees to bike/walk to work to get staff out of their cars in order to free up parking spaces in the neighbourhood.

- Long-term plans are to connect the east end of Goodmere Rd. to Brownsey Blvd. There will be challenges, but individual developers should not have to bear all the costs.
- Point of clarification - there is no light pollution at night from the proposed greenhouse.
- Council would like to see more study of the neighbourhood and the challenges identified. A subsequent staff report should include discussion of post-development water flows and reference the underground springs.

MOVED and seconded to direct staff to work with the applicant and neighbours of 6689 Goodmere Road to find possible solutions for the parking, drainage, and privacy concerns raised during the April 25, 2016, Public Input and Information Meeting.

CARRIED UNANIMOUSLY

BYLAWS

B-1 Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016*

The Financial Services department gave an overview of the written staff report.

Council Discussion:

- Clarification of public consultation requirements for Financial Plan as stated in the *Community Charter*.

MOVED and seconded that Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* be read a first time.

CARRIED UNANIMOUSLY

Councillor Logins opposed the motion.

MOVED and seconded to amend Section 4 of Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* to add the word "designated" immediately before the word "Councillor".

CARRIED UNANIMOUSLY

MOVED and seconded to amend Schedule A of Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* to include the capital costs of the new sewer centrifuge in the "capital expenditures fund" and remove it from the "other municipal expenditures fund".

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* be read a second time, as amended.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* be read a third time, as amended.

CARRIED UNANIMOUSLY

B-2 Bylaw No. 640, *Property Tax Rate Bylaw, 2016*

The Financial Services department gave an overview of the written staff report.

MOVED and seconded that Bylaw No. 640, *Property Tax Rate Bylaw, 2016* be read a first time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 640, *Property Tax Rate Bylaw, 2016* be read a second time.

CARRIED UNANIMOUSLY

MOVED and seconded that Bylaw No. 640, *Property Tax Rate Bylaw, 2016* be read a third time.

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to advertise fourth reading of both Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* and Bylaw No. 640, *Property Tax Rate Bylaw, 2016*.

CARRIED UNANIMOUSLY

REPORTS REQUIRING ACTION

RA-1 Atherly Close Drainage Replacement – Award of Request for Quote

The Development Services department gave an overview of the written staff report.

MOVED and seconded to approve Wittich Environmental Services as the successful proponent under the request for quotes for the Atherly Close Drainage Replacement project;

AND TO authorise the Mayor and Chief Administrative Officer to sign the contract on behalf of the District of Sooke.

CARRIED UNANIMOUSLY

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports (Verbal)

Councillor Reay reported on attending the CREST finance committee. Councillor Reay further reported on the Vancouver Island Regional Library Board's five-year contract with BCGEU, and also plans to extend facility plans to 15 years, thereby reducing costs to municipalities.

Councillor Berger reported on the SEAPARC Land Purchase Referendum taking place on April 30.

Councillor Kasper reported on the CRD Water Commission's recommendation to implement additional watering restrictions on municipalities, as well as continuing discussions around access to Leech watershed lands. Councillor Kasper also reported on ongoing discussions at the CRD regarding waste handling in the Capital Region. Additionally, Councillor Kasper spoke regarding promoting local conferences similar to one recently held in Port Angeles by the kayaking community, and also regarding a recent delegation at the SEAPARC Board by the local seniors community, who are seeking an interim location for the Sooke Senior's Drop-In Centre.

Councillor Logins reported on ongoing Sooke Community Centre discussions, and specifically about the seniors delegation at SEAPARC. The Sooke Community Centre Advisory Committee plans to attend an upcoming Committee of the Whole meeting for an open dialogue with Council on their next steps. Councillor Logins additionally reported on the Sooke Region Chamber of Commerce awards and the Victoria Family Court and Youth Justice Committee.

Mayor Tait reported that she intends to keep flexible office hours and has notified staff of her upcoming office hours. Mayor Tait encouraged Council to participate in the Sooke Rotary Auction and Spring Fair on Saturday, April 30, as well as the VE Day/Battle of the Atlantic Parade and services at the Legion on Sunday, May 1.

Chief Administrative Officer, Teresa Sullivan, provided an overview of a News Release outlining plans for landscaping the town centre roundabout. Work is planned for early mornings and evenings to avoid traffic disruption.

RI-2 Quarterly Fire Department Report

The Fire Chief gave an overview of the written staff report.

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

RI-3 Park Maintenance Service Agreement (verbal)

The Chief Administrative Officer gave a verbal update on Park Maintenance Service Agreements and indicated a written report would come forward at an upcoming Council meeting.

CORRESPONDENCE FOR INFORMATION

I-1 Information and Correspondence received April 5 – 19, 2016

MOVED and seconded to provide a response to the Request for Letter of Recognition for Retirement of Petty Officer.
CARRIED UNANIMOUSLY

MOVED and seconded to proclaim May as Motorcycle Awareness Month.
CARRIED UNANIMOUSLY

MOVED and seconded to receive the remaining correspondence received April 5 – 19, 2016 for information.
CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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


- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality

CARRIED UNANIMOUSLY


ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:55 p.m.
CARRIED UNANIMOUSLY

Certified Correct:



Mayor



A/ Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held May 9, 2016
at 6:30 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Brent Blackhall, Director of Financial Services
Rob Howat, Director of Development Services
Sarah Temple, Corporate Services Clerk

Absent:

1. Call to Order

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

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

- 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];
- 90 (1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

2. Call to Order – Open Portion

The open portion of the meeting was called to order at 6:30 p.m.

3. Approval of Agenda

MOVED to approve the agenda as circulated.

CARRIED

4. Presentation

Lee Boyko, Chair of the Sooke Community Centre Advisory Committee (SCCAC) addressed Council and provided an overview of the written recommendations included in the agenda and the work of the Committee over the past year. The Committee is looking to Council to provide direction on which steps the Committee should take in the future.

Discussion:

- Discussion of the value of refurbishing the Community Hall.
- Next steps for the Community Hall include having architectural plans completed to allow for grant applications as they arise. The cost for detailed plans will need to be determined.
- A business plan for use of the community hall would need to be considered to determine improved use of the space. The space will not meet all of the needs in the community.
- Discussion of Heritage designations for historical buildings, such as the Community Hall.
- Discussion of the needs of the seniors' community, including potential of SEAPARC and Ayre Manor options.
- The "Getting it Built" document identifies square footage requirements to meet all of the identified needs of community groups. Other locations will need to be considered to meet these needs.
- Community space may be available once plans for the new library land are determined. Public consultation will take place during the planning process and the Sooke Community Centre Advisory Committee should work with Council during this phase.
- Desire to have more ongoing communication between the Committee and Council.

MOVED: Councillor Berger

That staff examine possible grants and funding opportunities for refurbishment of the Community Centre and provide a report to Council.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: Councillor Parkinson

That staff provide a report to Council on the creation of a Heritage Bylaw.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

5. Public Comment and Question Period:

- Nicky Logins, Sooke resident, spoke in support of making simple improvements to existing infrastructure, such as parks and trails. Ms. Logins also encouraged Council to partner with SEAPARC and School District 62 on joint use agreements.
- Ellen Lewers, Sooke resident, spoke about the Age Friendly Community Square illustration and described local elements included in the vision. Ms. Lewers further stated that the Community Hall's original siding is underneath the new siding.

- Mary Brooke, Sooke resident, spoke about census data from Statistics Canada's 2011 census, which may have missed some households.

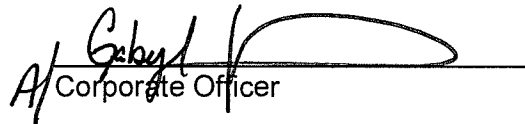
5. **Adjournment**

The meeting was adjourned at 7:07 p.m.

Certified Correct:



Mayor



A/ Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on May 9 , 2016

6:00 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Steve Sorensen, Fire Chief
Sarah Temple, Corporate Services Clerk

ABSENT:

CALL TO ORDER

Mayor Tait called the meeting to order at 7:09 p.m.

APPROVAL OF THE AGENDA

MOVED: Councillor Pearson – Councillor Parkinson

To approve the agenda with the following items to be added as new business:

- NB-1 Alberta Fire Appeal – Express Support and Offer Help
- NB-2 CAO Update (verbal)

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson,
Councillor Pearson, Councillor Reay

ADOPTION OF MINUTES

MOVED: Councillor Parkinson – Councillor Logins

That the minutes of the Regular Council meeting held on April 25, 2016, be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson,
Councillor Pearson, Councillor Reay

MINUTES FOR INFORMATION

MOVED: Councillor Parkinson – Councillor Kasper
That the following minutes be received for information:
April 27, 2016 Sooke Program for the Arts Committee

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

DELEGATIONS

D-1 KPMG – Audited Financial Statement

- Draft Audited Financial Statement

Randy Decksheimer, representing KPMG, addressed Council regarding the Draft Audited Financial Statements for 2015. Mr. Decksheimer stated that all audit opinions are clean and that recommended changes from 2014 were implemented resulting in improvements related to development and GIS processes.

MOVED: Councillor Parkinson – Councillor Logins
That Council receive the DRAFT 2015 Audited Financial Statements for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

D-2 Terrance Martin – Boat Launch Operations Contract

Terrance Martin addressed Council regarding the Boat Launch Operation Contract.

Council Discussion:

- Clarification of relationship between the Boat Launch Operation Contract and Consultants Invitational Fishing Derby.
- Discussion of promotion of the Boat Launch as it relates to promotion of the entire community.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following speakers:

1. Gail Hall, Sooke resident, spoke regarding Appointment of Municipal Deputy Corporate Officer and Bylaw 398, *Officers and Employees Bylaw, 2009*.
2. Loretta Deutscher, Sooke resident, spoke regarding the price of printing full agenda packages.

BYLAWS

B-1 Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* – 7105 Grant Road West

MOVED: Councillor Berger – Councillor Parkinson
That Bylaw No. 633, *Zoning Amendment Bylaw (600-23)* – 7105 Grant Road West be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-2 Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* – 7109 Grant Road West

MOVED: Councillor Berger – Councillor Parkinson
That Bylaw No. 637, *Zoning Amendment Bylaw (600-25)* – 7109 Grant Road West be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-3 Bylaw No. 635, *Sooke Core Area Sewer Specified Area Amendment Bylaw (147-26)* – Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 7105 and 7109 Grant Road West

MOVED: Councillor Kasper – Councillor Pearson
That Bylaw No. 635, *Sooke Core Area Sewer Specified Area Amendment Bylaw (147-26)* be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-4 Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016*

MOVED: Councillor Reay – Councillor Parkinson
That third reading of Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* be rescinded.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: Councillor Kasper – Councillor Pearson
That Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* be amended by reducing the “Property Taxes” and “Other Municipal Purposes” lines by \$25,000 each, in each of the years for 2017 to 2020.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: Councillor Reay – Councillor Kasper

That Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* be read a third time, as amended.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Opposed: Councillor Logins

Bylaw No. 640, Property Tax Rate Bylaw, 2016

MOVED: Councillor Reay – Councillor Pearson

That third reading of Bylaw No. 640, *Property Tax Rate Bylaw, 2016* be rescinded.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: Councillor Kasper – Councillor Pearson

That Bylaw No. 640, *Property Tax Rate Bylaw, 2016* be amended by changing the rates for Row D “Regional Hospital District” as outlined in the May 9, 2016 staff report.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: Councillor Pearson – Councillor Reay

That Bylaw No. 640, *Property Tax Rate Bylaw, 2016* be read a third time, as amended.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS REQUIRING ACTION

RA-1 Development Permit and Development Variance Permit Application for 6689 Goodmere Road (Lot 1, Section 10, Sooke District, Plan 26588)

The Planning Department gave a presentation and overview of the written staff report, which addresses concerns brought forward at the April 25th Public Information meeting.

Public Input:

- Gwen Fisher, applicant, spoke regarding the height of the proposed platform, which was previously misidentified as a viewing platform. The platform is strictly to allow for wheelchair and stroller access at the required 5% grade. Ms. Fisher spoke regarding measures taken to improve the privacy of neighbouring properties and her desire to ensure all stakeholders are satisfied with the plans.
- William Phillips, Sooke resident, spoke regarding parking concerns in the Goodmere Road area.
- Steve Marshall, Sooke resident and neighbour of the applicant spoke in support of the application but stated that parking is a challenge in the area. Mr. Marshall stated that he does not believe this should fall to the applicant to remedy, but that the District should look for solutions.
- Diane Bernard, Sooke resident and business owner, spoke in support of small businesses, the applicant and her business. Ms. Bernard suggested that a solution to parking challenges is to encourage people to get out of their cars.
- Shelby Fisher, Sooke resident and employee of the applicant, suggested that there are solutions to parking if all parties work together.

Council Discussion:

- Discussion of height of platform and privacy implications for neighbouring properties.
- Clarification of height restrictions for fencing. Commercial properties can have a 2.5 m fence.
- Schedule C landscaping plan should outline screening and fencing to ensure that the neighbouring properties privacy is respected.
- Council to look at parking in this area in order to support commercial development, discussions are underway and reports are forthcoming.
- Thank you to applicants for being so collaborative.

MOVED: Councillor Parkinson – Councillor Logins
That a Development Permit be issued for 6689 Goodmere Road.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: Councillor Parkinson – Councillor Logins
That a Development Variance Permit be issued for 6689 Goodmere Road as outlined in the May 9, 2016 staff report.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-2 Rhodonite/Eakin Drainage Replacement – Award Contract

MOVED: Councillor Reay – Councillor Parkinson

To approve Mainroad Island Contracting LP be named as the successful proponent under the Request for Quotes for the Rhodonite/Eakin Drainage Replacement project;
And to authorise the Mayor and Chief Administrative Officer to sign the contract on behalf of the District of Sooke.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-3 CRD Draft Regional Growth Strategy

MOVED: Councillor Logins – Councillor Kasper

That staff be directed to prepare a letter to the Capital Regional District with the key issues identified in the May 9, 2016 staff report, and any other concerns identified by Council, in order to provide feedback on the 2016 Draft Regional Growth Strategy (v.1.5)

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-4 Sooke Program for the Arts Recommendations

Drew Johnston, Chair of the Sooke Program of the Arts Committee spoke regarding the Committee's recommendations.

MOVED: Councillor Kasper – Councillor Pearson

To withdraw from the Canada 150 Mosaic project and that staff send a letter to all who submitted artwork and return their renderings.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: Councillor Reay – Councillor Kasper
That staff bring forward a staff report outlining the proposed changes to the Sooke Program for the Arts Committee Terms of Reference.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-5 Appointment of Deputy Corporate Officer

MOVED: Councillor Kasper – Councillor Reay
To appoint Patti Rear as Deputy Corporate Officer for the District of Sooke to act in the absence of the Corporate Officer under section 148 of the *Community Charter*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports (verbal)

Councillor Parkinson reported on attending the Sooke Program of the Arts Committee meeting, the Communities in Bloom working group, the Chamber of Commerce Collaboration Meeting where a presentation regarding the Canada 150 Salmon Festival was given and discussion included a two day festival planned for October 2016 hosted by the Chamber of Commerce. The Chamber of Commerce has also formed a Promote Sooke taskforce. Councillor Parkinson further reported on attending the Rotary Club Auction and Spring Fair, VE Day/Battle of the Atlantic Ceremony, Sooke Regional Historical Society Board meeting, the Sooke Country Market and the Annual Biker Blessing.

Councillor Logins reported on attending the Rotary Club Auction and Spring Fair and reminded residents to complete their census questionnaire.

Councillor Pearson reported on attending the Rotary Club Auction and Spring Fair.

Councillor Reay reported on attending Executive meetings for the Vancouver Island Regional Library Board and CREST Radio.

Mayor Tait reported on upcoming events, including the 60th anniversary of Sooke's CIBC on May 18 from 11-3pm, the Sooke Horseshoe Club's ribbon cutting event on June 4 at 10:30. June 4 is also the date of the Edward Milne Community School Grad ceremony. The Sooke Region Health Summit will be held on May 28 from 1-4 pm at the Community Hall.

RI-2 Public Boat Launch Community Services Agreement

MOVED: Councillor Kasper – Councillor Reay
To receive the report on the Public Boat Launch Community Services Agreement for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay

Opposed:

Councillor Pearson

NEW BUSINESS

NB-1 Alberta Fire Appeal – Express Support and Offer Help

MOVED: Councillor Parkinson – Councillor Logins
To make a matching donation of funds collected by the municipality to a maximum of \$5,000 to the Fort McMurray Fire Appeal with the funding to come from Council Contingency.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

NB-2 CAO Update (verbal)

The Chief Administrative Officer reported on Murray Road parking concerns and working with stakeholders to find solutions. Additionally, the Chief Administrative Officer reported on discussions with the Vancouver Island Regional Library to move forward with a partnership agreement.

CORRESPONDENCE REQUIRING ACTION

C-1 Information and Correspondence received April 20 – May 4, 2016

- Correspondence on Electrical Vehicle Charging stations has been forwarded to SEAPARC as well.
- Previous letter from Mayor Tait in support of increased fuel tax, conditional on increased transit services for Sooke to be sent to Victoria Regional Transit Commission.

MOVED: Councillor Parkinson – Councillor Logins
To receive the correspondence for information.

CARRIED

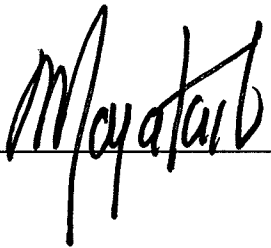
In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson,
Councillor Pearson Councillor Reay

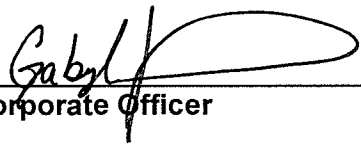
ADJOURNMENT

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

Certified Correct:



Mayor



A/Corporate Officer



DISTRICT OF SOOKE
Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on May 11, 2016 at 6:00 p.m.

COUNCIL PRESENT

Acting Mayor Bev Berger
Councillor Rick Kasper
Councillor Brenda Parkinson
Councillor Kevin Pearson (arrived at 6:02)
Councillor Kerrie Reay

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Sarah Temple, Corporate Services Clerk

ABSENT: Mayor Tait, Councillor Logins

CALL TO ORDER

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

APPROVAL OF AGENDA

MOVED Councillor Parkinson- Councillor Reay
That the agenda be adopted with the following addition.

NB-1 Support for Mackenzie Interchange
Public Question and Comment period

CARRIED

In favour:

Acting Mayor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay

Absent: Councillor Pearson

PUBLIC QUESTION AND COMMENT PERIOD:

- There were no comments from members of the public.

BYLAWS

B-1 Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016*
Bylaw No. 640, *Property Tax Rate Bylaw, 2016*

MOVED Councillor Reay – Councillor Parkinson
That Bylaw No. 639, *Five Year Financial Plan Bylaw, 2016* be adopted
and that Bylaw No. 640, *Property Tax Rate Bylaw, 2016* be adopted.

CARRIED

In favour:

Acting Mayor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay

Absent: Councillor Pearson

NEW BUSINESS

NB-1 Support for McKenzie Interchange

MOVED Councillor Kasper – Councillor Parkinson

That the Mayor, on behalf of Council, send a letter of support to Minister Todd Stone, Minister Peter Fassbender and Minister Dejung regarding the preferred McKenzie Interchange design.

CARRIED

In favour:

Acting Mayor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 6:06 p.m.

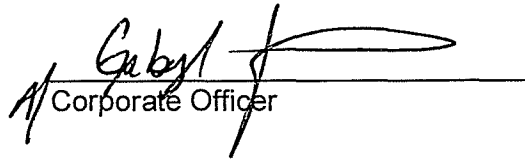
CARRIED UNANIMOUSLY

Certified Correct:

Mayor



Corporate Officer





DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on May 24, 2016
6:00 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Amanda Irving, Corporate Services Clerk

ABSENT:

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (k) negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

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

APPROVAL OF THE AGENDA

MOVED Councillor Pearson – Councillor Kasper
To approve the agenda as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

ADOPTION OF MINUTES

MOVED Councillor Kasper – Councillor Berger
That the minutes of the Committee of the Whole meeting held on May 9, 2016 be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Logins – Councillor Kasper
That the minutes of the Regular Council meeting held on May 9, 2016 be adopted as amended.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Kasper – Councillor Pearson
That the minutes of the Special Council meeting held on May 11, 2016 be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MINUTES FOR INFORMATION

MOVED Councillor Reay – Councillor Parkinson
That the following minutes be received for information as amended:
Community Grant Review Committee - May 11, 2016

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

DELEGATIONS

D-1 Sooke Transition Town Society – Category B Community Grant Application

Jeff Bateman, representing the Sooke Transition Town Society, spoke regarding the Society's application for a Category B Community Grant. At the May 11, 2016, Community Grant Review Committee meeting, the Committee requested additional information regarding the application.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Gail Hall, spoke regarding the Parks Maintenance Contracts.
2. Jeff Bateman, spoke regarding the Canada 150 Community Infrastructure Program.

REPORTS REQUIRING ACTION

RA-1 Residential Strata Title Conversion – Final Strata Plan Approval for 2072 Dover Street

MOVED Councillor Berger – Councillor Logins
To approve Strata Plan EPS3549 for a residential strata title conversion of a two-family dwelling located at 2072 Dover Street.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-2 Community Grant Review Committee – Recommendations to Council

MOVED Councillor Berger – Councillor Reay
To NOT award a Category B Community Grant to Communicate Dialogue and Resolution Services.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Reay – Councillor Parkinson
To award the Harmony Project Society of British Columbia a Category B Grant in the amount of \$7,000.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Reay – Councillor Parkinson

To award the Rotary Club of Sooke a Category B Grant in the amount of \$3,000.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Reay – Councillor Kasper

To award Scouts Canada - Cascadia Council – Camp Barnard a Category B Grant in the amount of \$5,000.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Reay – Councillor Parkinson

To award the Sooke Saltwater Series a Category B Grant in the amount of \$3,500.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Parkinson – Councillor Berger

To award the Sooke Region Community Health Network a Category B Grant in the amount of \$7,000.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Reay – Councillor Berger

To award the Sooke River Bluegrass Festival a Category B Grant in the amount of \$1,930.

Discussion:

- Upon review of the breakdown of the costs, it was recommended that grant be in the amount \$2,650 which supports sanitation costs (port-a-potties), incidentals charged for hydro, chairs rentals and the cost of the site.

AMENDMENT

MOVED Councillor Kasper – Councillor Pearson

To increase the Category B Grant to \$2,650 for the purposes of site expenses.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

AMENDED MOTION

To award the Sooke River Bluegrass Festival a Category B Grant in the amount of \$2,650 for the purposes of site expenses.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Reay – Councillor Kasper

To award the Sooke Transition Town Society a Category B Grant in the amount of \$1,200.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-3 Parks Maintenance Contracts

MOVED Councillor Kasper – Councillor Reay

To direct the Chief Administrative Officer to:

- Provide six months notice to the parks maintenance service contractors, no later than June 30, 2016, that the District of Sooke will no longer require their services
- Establish a plan for bringing the parks maintenance services in-house, beginning January 1, 2017

AND FURTHER

To authorize the Chief Administrative Officer to:

- Hire two additional FTE's and two seasonal employees
- Purchase/lease the required equipment as outlined in the May 24, 2016, staff report, to conduct parks maintenance.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Opposed:

Councillor Parkinson

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports (Verbal)

Councillor Kasper reported:

- The Capital Regional District Water Commission has recommended a solution in regards to access to the Leech River Watershed. The public will be able to apply for access to the land, rather than being prohibited from access entirely. Discussion will be going to the Capital Regional District Board for consideration in June.
- The Ministry of Transportation and Infrastructure is undertaking a new Highway 14. A previous study was done in 1991 which is available in the District of Sooke's library.

Councillor Parkinson reported:

- Attended the Age Friendly committee to speak regarding the Regional Housing Trust Fund Commission.
- Attended the Regional Housing Trust Fund Commission.
- Attended the T'Sou-ke Nation Memorandum of Understanding meeting.
- Attended the Quake Cottage on May 22. Over 500 people went through, the youngest being 3 years old.
- Attended the Emergency Planning Committee meeting.

Councillor Reay reported:

- Attended the CREST meeting where they discussed rolling out a new bandwidth for radios across the south island.
- Will be attending a Library Board Meeting on May 28th in Nanaimo.

Mayor Tait reported:

- The Sooke Region Health Summit is occurring this Saturday at 1 pm at the Community Hall and everyone is welcome to attend.
- Mayor Tait was interviewed as a part of a featurette on Shaw TV where she highlighted exciting developments in the community.
- Regarding the Highway 14 study, there were discussions with the Minister a few years back regarding a sign reporting road conditions to Sooke as at some points there is no cellular connection and this would be a good communication tool, helping commuters plan. With the announcement of the study the CAO and Mayor met with Ministry staff to keep the conversation going now that we are partnering together. The last baseline assessment was 15 years ago, pre-incorporation. The study will be occurring over the next year.

RI-2 CAO Update (Verbal)

The Chief Administrative Officer reported:

- Sooke has received increased media attention with respect to Real Estate.
- Building permit applications are up 70%

CORRESPONDENCE REQUIRING ACTION

C-1 New Casinos for the Capital Regional District

MOVED Councillor Parkinson – Councillor Kasper

That Mayor, on behalf of Council, write a letter to Premier Christy Clark and the Minister responsible for BCLC, Honourable Michael de Jong, expressing our opposition to BCLC plans for a second casino in Greater Victoria.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

C-2 CRD Bylaw No. 4029, *Sooke and Electoral Area Recreation and Facilities Service Establishment Bylaw No. 1, 2016*

MOVED Councillor Kasper – Councillor Berger

To give consent for adoption of CRD Bylaw No. 4029, *Sooke and Electoral Area Recreation and Facilities Service Establishment Bylaw No. 1, 2016*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence and Information – May 12 – 18, 2016

MOVED Councillor Logins – Councillor Parkinson

That the Mayor, on behalf of Council, send a letter to Susan Brice, Chair of the Victoria Regional Transit Commission, advocating support for students and community members who use or want to use BC Transit buses as a safe and accessible transportation system to get to and from school/work.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED Councillor Pearson – Councillor Parkinson

To file the correspondence received May 12 – 18, 2016.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

ADJOURNMENT - OPEN PORTION

MOVED Councillor Reay – Councillor Kasper

To adjourn the open portion of the Regular Council meeting at 8:10 p.m.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED Councillor Reay – Councillor Kasper

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (k) negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

ADJOURNMENT

MOVED


To adjourn the meeting at 9:50 p.m.


CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Certified Correct:



Mayor

A/ Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held June 13, 2016
at 6:00 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Maja Tait
Councillor Bev Berger
Councillor Rick Kasper
Councillor Ebony Logins
Councillor Brenda Parkinson (arrived at 6:40pm)
Councillor Kevin Pearson
Councillor Kerrie Reay

STAFF PRESENT

Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Sarah Temple, Corporate Services Clerk

1. Call to Order

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

2. Approval of Agenda

MOVED to approve the agenda as circulated.
CARRIED

3. Presentation: Capital Region Framework for Integrated Services and Governance Initiative – Dale Wall and George Abbott, Circle Square Solutions

Dale Wall and George Abbott, representing Circle Square Solutions, provided a Powerpoint presentation and spoke regarding the Capital Region Framework for Integrated Services and Governance Initiative. The project is in its first round of consultations with municipalities in the Capital Region and Sooke is the first community with whom they have met.

Discussion:

- Important to ensure a balance between serving our municipal interests and looking at regional interests.
- Service areas where efficiencies may exist for regionalization:
 - Transportation planning
 - Regional policing, including the re-establishment of an Integrated Major Crime Unit
 - Fire Services, existing mutual aid agreements can drain resources.
 - Negotiation of union contracts.
 - Administration, Planning, day-to-day operations of municipalities.
 - CRD regional housing trust fund commission is a positive example of regional cooperation.
- Service areas where regionalization may not work for Sooke:

- A weighted vote at the CRD table can mean that smaller communities do not have an equal voice to the larger centres.
- Sooke is a rural economy, without the rural incentives offered to other communities as we are often categorized as a part of the Capital Region.
- Health Services is one example of how regionalization has hurt Sooke. It is assumed that Sooke residents will travel within the CRD for health services, which is not always practical.
- Sooke has its own sewer system, which is an issue that has dominated conversation, staff time and resources at the CRD table.
- Water services have historically been limited by the CRD in an effort to control density.
- Parks and Environmental decisions made on a regional basis can negatively impact Sooke, for example, access to lands.
- Sub-regions may work to align municipalities with shared/similar concerns, for example, Westshore, Core (Victoria) and Peninsula.
- Important to ensure that economic development isn't lost to the Westshore if the road to Langford is improved. The distance will still be the same, this won't change our identity. Sooke still needs to focus on our own liveability and employment.
- Most representatives at the Capital Regional District Board are appointed by their Council, only the 3 Electoral Area Directors are elected, which means the level of direct voter accountability is low. Perhaps direct election to the CRD Board, such as Saanich does at election time.
- The process of exploring possible service efficiencies on a regional basis is currently very formal. A less formal, exploratory entity may allow for new opportunities.
- First Nations communities should also be consulted when discussing regional effectiveness.
- A written follow-up can be provided to Circle Square Solutions with additional recommendations via an online survey. Staff will be provided with the access information.
- A second round of consultation will take place before a final report is authored by Circle Square Solutions. Discussion of hosting a sub-regional meeting at the District of Sooke for further discussion of opportunities and challenges.

4. **Public Input**

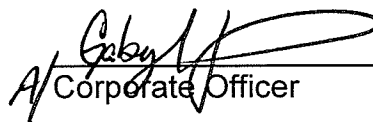
There was no input from members of the public.

5. **Adjournment**

The meeting was adjourned at 6:57 p.m.

Certified Correct:

Mayor

Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on June 13, 2016 at 7:00 p.m.
Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT

Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Katherine Lesyshen, Planner II
Danica Rice, Planner II
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Clerk
Staff Sgt. Jeff McArthur

CALL TO ORDER

Mayor Tait called the meeting to order at 7:04 p.m.

APPROVAL OF THE AGENDA

MOVED

To approve the agenda as circulated, with agenda items RI-1 and RI-2 moved to immediately following receipt of all minutes.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

ADOPTION OF MINUTES

MOVED

That the minutes of the Regular Council meeting held on May 24, 2016 be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MINUTES FOR INFORMATION

MOVED

That the following minutes be received for information:
May 24, 2016 Emergency Planning Committee
May 25, 2016 Sooke Program for the Arts (SPA) Committee

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

DELEGATIONS

D-1 Quinn Yates, Edward Milne Community School Society

Quinn Yates, representing the Edward Milne Community School (EMCS) Society, addressed Council and requested that Commercial Park Use Fees be waived for the use of Ed MacGregor Park. Mr. Yates provided an overview of the Sooke Harbour Festival planned for August 20, 2016.

Councillor Logins declared a conflict of interest and left the room at 7:58 pm.

MOVED B. Parkinson – K. Reay

That the Commercial Park Use Fees associated with the use of Ed MacGregor Park for the Sooke Harbour Festival on August 20, 2016 be waived.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Logins

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

D-2 Britt Santowski, Sooke PocketNews

Britt Santowski, representing the Sooke PocketNews, addressed Council and requested that the Sooke Pocket News be recognized as a viable communication resource for the District of Sooke. Specifically Ms. Santowski requested that the District of Sooke post all media releases in a central repository with equal access to all media sources; and that the District of Sooke consider advertising with the Sooke PocketNews. Ms. Santowski provided an overview of the reach of the Sooke PocketNews and specific examples of achievements.

MOVED B. Parkinson – E. Logins

That Council accept the Sooke PocketNews as a viable communications resource, and that all local media outlets are given equal opportunity.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Berger

Opposed:

Councillor Kasper, Councillor Pearson, Councillor Reay

D-3 Gail Hall – Public Forum/Town Hall meeting

Gail Hall, Sooke resident, spoke regarding the possibility of a Public Forum or Town Hall style meeting where Sooke residents would have an opportunity to speak regarding current issues and ask questions.

Discussion:

- The District of Sooke Strategic Plan includes enhancing communication with our residents.
- Plans for improving communication and dialogue, such as town hall meetings or public forums should be included in the District's communications plan.

MOVED B. Parkinson – E. Logins

To direct staff to schedule a Town Hall meeting for members of the public to address Council as per the District Strategic Plan to increase public engagement.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public.

1. Ellen Lewers, Sooke resident, spoke regarding the success of previous public forums for open discussion, as well as the value of public committees for OCP and Zoning Bylaw reviews.

BYLAWS

B-1 Bylaw No. 604, *Official Community Plan Amendment Bylaw (400-7)* & Bylaw No. 605, *Zoning Amendment Bylaw (600-13)* – Kennedy Closed Road

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

MOVED: E. Logins – R. Kasper

That Bylaw No. 604, *Official Community Plan Amendment Bylaw (400-7)* & Bylaw No. 605, *Zoning Amendment Bylaw (600-13)* be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED: B. Berger – R. Kasper

That Bylaw No. 604, *Official Community Plan Amendment Bylaw (400-7)* & Bylaw No. 605, *Zoning Amendment Bylaw (600-13)* be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Parkinson – K. Pearson

That staff be directed to schedule a Public Hearing for Bylaw No. 604 and Bylaw No. 605 in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-2 Bylaw No. 642, Zoning Amendment Bylaw (600-28) - 7090 Grant Road/ 2105 Firwood Place

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

MOVED B. Berger – B. Parkinson

That Bylaw No. 642, *Zoning Amendment Bylaw (600-28)* be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay

Absent: Councillor Pearson

MOVED B. Berger – R. Kasper

That Bylaw No. 642, *Zoning Amendment Bylaw (600-28)* be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay

Absent: Councillor Pearson

MOVED R. Kasper – E. Logins

That staff be directed to schedule a Public Hearing for Bylaw No. 642, *Zoning Amendment Bylaw (600-28)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-3 Bylaw No. 643, *Zoning Amendment Bylaw (600-29)* - 7135 Grant Road

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

MOVED E. Logins – B. Parkinson

That Bylaw No. 643, *Zoning Amendment Bylaw (600-29)* be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED E. Logins – B. Parkinson

That Bylaw No. 643, *Zoning Amendment Bylaw (600-29)* be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED E. Logins – K. Pearson

That staff be directed to schedule a Public Hearing for Bylaw No. 643, *Zoning Amendment Bylaw (600-29)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-4 Bylaw No. 644, *Zoning Amendment Bylaw (600-30)* – Silver Spray Water Lot Rezoning

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

MOVED K. Pearson – B. Parkinson

That Bylaw No. 644, *Zoning Amendment Bylaw (600-30)* be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED K. Pearson – B. Parkinson

That Bylaw No. 644, *Zoning Amendment Bylaw (600-30)* be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Parkinson – K. Pearson

That staff be directed to schedule a Public Hearing for Bylaw No. 644, *Zoning Amendment Bylaw (600-30)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS REQUIRING ACTION

RA-1 Kennedy Closed Road Sale

The Development Services department provided an overview of the written staff report.

MOVED R. Kasper – K. Reay

To direct staff to publish notice for the proposed sale of the Kennedy Closed Road to Harbour View Centre Ltd. and E.J. Charters Building Ltd. in accordance with sections 26 and 94 of the *Community Charter*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-2 2057 Otter Point Road – Development Permit

The Development Services Department provided a PowerPoint presentation and gave an overview of the written staff report.

MOVED E. Logins – B. Parkinson

To issue Development Permit PLN01268 for the purposes of constructing a commercial building located on Lot A, Section 10, Sooke District, Plan EPP37569, that includes the condition that solid decorative fencing will be included along properties zoned residential.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-3 District of Sooke Annual Report

MOVED B. Berger- K. Pearson

To direct staff to post the *District of Sooke 2015 Annual Report* to the District's website for public inspection as per section 97 of the *Community Charter*,

AND TO schedule consideration by Council and public submission of the *District of Sooke 2015 Annual Report* at the Regular Meeting scheduled for June 27, 2016, as per s. 99 of the *Community Charter*,

AND TO publish notice of this meeting as per s. 99 & 94 of the *Community Charter*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS FOR INFORMATION

RI-1 RCMP Quarterly Report

Staff Sergeant Jeff McArthur provided an overview of the written quarterly report included in the agenda.

MOVED K. Pearson – E. Logins

That the 2016 Q1 Sooke RCMP Detachment report be received for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RI-2 Agricultural Land Commission – Kim Grout and Jennifer Dyson

Kim Grout, CEO of the Agricultural Land Commission (ALC) and Jennifer Dyson, Chair of the Island Panel of the ALC provided a PowerPoint presentation and spoke regarding the Agricultural Land Commission's mandate, purpose, scope, governance/organizational structure, fee changes, budget increases and resulting service improvements, as well as performance targets.

RI-3 Mayor and Council Report (verbal)

Councillor Kasper reported on the following:

- Attending the CRD Forum of Councils, Special Task Force on First Nations Engagement.
- Attending the Federation of Canadian Municipalities (FCM) Conference.
- A formal application process has been set for access to the Leech Watershed.

Councillor Reay reported on the following:

- Vancouver Island Regional Library board meeting where it was announced that Sooke has a partnership in principle for building of new Library.
- Attending the Edward Milne Community School graduation ceremonies and speaking on behalf of Mayor and Council.

Councillor Pearson reported on the following:

- Attending the CRD Forum of Councils, Special Task Force on First Nations Engagement.

Councillor Logins reported on the following:

- Attending the CRD Forum of Councils, Special Task Force on First Nations Engagement. Councillor Logins
- Attending the Edward Milne Community School graduation ceremonies.

Councillor Parkinson reported on the following:

- Attending the May 25 Sooke Program for the Arts (SPA) meeting.
- The Communities in Bloom evaluation date for Sooke is set for July 22, 2016.
- Touring Our Place Society.
- Attending the Sooke Region Health Summit on May 28th.
- Attending the opening of the Sooke Horseshoe Pits.
- Attending the Navy League Cadet Corp and Canadian Sea Cadets where she presented a Citizenship award on behalf of the District of Sooke.
- Attending the June 7th Parks and Trails Advisory Committee meeting.
- Participating in the Heart and Stroke Foundation's Big Bike Ride event.

Councillor Berger reported on the following:

- SEAPARC takes possession of the Demamiel Creek Golf Course on June 14th.
- SEAPARC closed now for annual pool maintenance.
- The Sooke Lions club funded free swimming.

Mayor Tait reported on the following:

- The Sooke Region Health Summit was successful.
- The Primary Health Care Services Working Group is working on setting priorities following the Health Summit.
- Attending the Federation of Canadian Municipalities (FCM) Conference.

CORRESPONDENCE REQUIRING ACTION

C-1 Correspondence received May 19, 2016 – June 6, 2016

MOVED B. Parkinson – K. Reay

That the Commercial Park Use Fees associated with the use of Ed MacGregor Park for the Art in the Park event be waived for the years 2016 and 2017;

AND FURTHER THAT the Commercial Park Use Fees associated with the use of Whiffin Spit Park for the Beach Art event be waived for the years 2016 and 2017.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED E. Logins – R. Kasper

That the Mayor, on behalf of Council write a letter to the Truck Loggers Association, communicating the District's concerns regarding the excessive speed and safety concerns caused by logging trucks travelling through the District of Sooke.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

MOVED B. Berger – E. Logins

To receive and file the correspondence for action dated May 19 – June 6, 2016

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Absent:

Councillor Parkinson

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence received May 19 – June 6, 2016

MOVED B. Berger – K. Pearson

To receive and file the correspondence for information dated May 19 – June 6, 2016

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Absent:

Councillor Parkinson

ADJOURNMENT

MOVED

To adjourn the meeting at 9:36 p.m.


CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Certified Correct:



Mayor

A/ Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on June 27, 2016
5:30 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Katherine Lesyshen, Planner II
Danica Rice, Planner II
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

ABSENT: Councillor Ebony Logins

CALL TO ORDER

Mayor Tait called the meeting to order at 5:34 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations;
- 90(1)(g) litigation or potential litigation affecting the municipality;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

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

Mayor Tait read a statement regarding the District of Sooke's commitment to providing an environment free of bullying and harassment.

APPROVAL OF THE AGENDA

MOVED R. Kasper – K. Pearson

TO approve the agenda as circulated with secondary public hearing packages for PH-1, PH-2 and PH-4 added as Supplemental Information, and with Agenda Item PI-1 moved to immediately following Agenda Item PH-1.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

ADOPTION OF MINUTES

MOVED B. Parkinson – K. Pearson

THAT the minutes of the Committee of the Whole meeting held on June 13, 2016 be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED K. Pearson – K. Reay

THAT the minutes of the Regular Council meeting held on June 13, 2016 be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

DELEGATIONS

D-1 EMCS Student Art Bus Shelter Project – Community Grant Application

Sue Garat, representing the EMCS Student Art Bus Shelter Project spoke regarding their Category B Community Grant application.

MOVED R. Kasper – B. Parkinson

THAT staff provide a report clarifying the current process for Category A & B grants, including recommendations for process improvements

AND THAT all future arts related Community Grant applications be referred to the SPA Committee.

CARRIED

MOVED R. Kasper – B. Berger

THAT the EMCS Student Art Bus Shelter Project be awarded a Category B Community Grant in the amount of \$1,827.63

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

D-2 Welcome to Sooke – Gateway Project

John Farmer provided a PowerPoint presentation and provided an update regarding the Welcome to Sooke Gateway project.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Britt Santowski, Sooke resident, spoke regarding the Statement of Financial Information Report and opportunities for Public Input.
2. Gail Hall, Sooke resident, spoke regarding the report on Shadow West Security.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearings – Kennedy Closed Road

- **Bylaw No. 604, *Official Community Plan Amendment Bylaw (400-7)***
- **Bylaw No. 605, *Zoning Amendment Bylaw (600-13)***

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaws.

Mayor Tait called the Public Hearings for Bylaw No. 604 and Bylaw No. 605 to order at 7:28 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings. The Mayor called for public submissions a first time.

Public Submissions:

- Nafees Aidroos, Sooke resident, spoke regarding her concerns that the proposed zoning is too permissive, which leaves the property open for other uses than unenclosed parking.
- John Stinson, Sooke resident, suggested that Council consider a long-term lease rather than selling the property. Mr. Stinson stated that the adjacent property owner brought in fill in order to use the closed road and has been using it for more than a year. Additionally, Mr. Stinson stated that he would like to see screening or soundproofing fence along the south side of the property.
- Linda Batty, Sooke resident, provided a history of the property and stated that the neighbours have come to Council before regarding their concerns. Ms. Batty stated that the proposed zoning seems too permissive and that if the intention is that the property will be used as a parking lot, it should be zoned as a parking lot.

Ms. Batty questioned whether the proposed zoning would open the door for future development on the property and expressed concerns regarding the loss of viewscales and increased on-street parking as a result of development.

- Gail Hall, Sooke resident, spoke regarding the ability to vary the use of a property once permissive zoning is granted. Ms. Hall suggested a covenant could be placed on the property to make sure that it doesn't become part of an adjacent development that has been proposed, which was rejected by Council as it required more space. Ms. Hall stated that allowing the closed road to be used for additional development may appear as though Council is granting assistance to a business.
- Michael Mackasey, Sooke resident, spoke regarding the state of the adjacent property and suggested that future development may also be derelict. Mr. Mackasey asked Council to consider the future of the neighbourhood.

Mayor Tait called two additional times for submissions to the Public Hearings for Bylaw No. 604 and Bylaw No. 605. Hearing none; she closed the public hearing at 7:43 pm.

Council consider third reading of Bylaw No. 604 and Bylaw No. 605

Council discussion:

- Clarification that language in the draft bylaw restricts use to landscaping and unenclosed parking and that any changes in use would require rezoning and additional public process.
- Discussion of covenants as added restrictions.
- Discussion of derelict property and issue of fill having been brought in. Site clean up could be encouraged through the Development and Building permit processes.
- Adjacent proposed development was stalled due to a need for more parking spaces.
- Road access was purposefully shut off by the Ministry of Transportation prior to the District of Sooke incorporation.
- Sale of the property is at fair market value based on restricted uses.

MOVED R. Kasper – B. Parkinson

THAT Bylaw No. 604, *Official Community Plan Amendment Bylaw (400-7)* & Bylaw No. 605, *Zoning Amendment Bylaw (600-13)* be read a third time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

PH-2 Report of Public Hearings – 7090 Grant Road/ 2105 Firwood Place

- **Bylaw No. 642, *Zoning Amendment Bylaw (600-28)***

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaws.

Mayor Tait called the Public Hearings for Bylaw No. 642 to order at 8:07 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing. The Mayor called for public submissions a first time.

Public Submissions:

- None.

Mayor Tait called two additional times for submissions to the Public Hearing for Bylaw No. 642. Hearing none; she closed the public hearing at 8:09 pm.

Council consider third reading of Bylaw No. 642

MOVED B. Berger – K. Reay

THAT Bylaw No. 642, *Zoning Amendment Bylaw (600-28)* be read a third time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

PH-3 Report of Public Hearings – 7135 Grant Road

- **Bylaw No. 643, *Zoning Amendment Bylaw (600-29)***

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaw.

Mayor Tait called the Public Hearings for Bylaw No. 643 to order at 8:14 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing. The Mayor called for public submissions a first time.

Public Submissions:

- None.

Mayor Tait called two additional times for submissions to the Public Hearing for Bylaw No. 643. Hearing none; she closed the public hearing at 8:17 pm.

Council consider third reading of Bylaw No. 643

MOVED K. Pearson – K. Reay

THAT Bylaw No. 643, *Zoning Amendment Bylaw (600-29)* be read a third time;

AND FURTHER THAT prior to adoption of Bylaw No. 643, staff ensure that a Section 219 Covenant be registered on the property to address amenity contributions towards the proposed development of the site;

AND FURTHER THAT the Mayor and Chief Administrative Officer be authorized to execute the Section 219 Covenant.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

PH-4 Report of Public Hearings – Silver Spray (Sooke Point) Water Lot Rezoning

- **Bylaw No. 644, *Zoning Amendment Bylaw (600-30)***

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaw.

Council discussion:

- Clarification on postponing the Public Hearing vs. postponing third reading of the bylaw.
- Clarification on the history of the Silver Spray (Sooke Point) development.
- Discussion of the implications of the application to the provincial government for a foreshore licence to occupy.

Mayor Tait called the Public Hearings for Bylaw No. 644 to order at 8:30 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing. The Mayor called for public submissions a first time.

Public Submissions:

- Michael Thornton, Sooke resident, gave a history of the application and the zoning of the Silver Spray development. Water access is planned for two areas of the development, a 115 berth marina, which will require a separate rezoning application and this application, which is referred to as “the dock”. Mr. Thornton stated that the dock has always been proposed in this location and that purchasers were aware of the dock as it is specifically mentioned in covenants registered on all properties in the area. Mr. Thornton added that previous zoning permitted the dock in this location, but that changes to the zoning bylaw blanketed the area with W1 zoning.
- Gail Hall, Sooke resident, stated her agreement that the Silver Spray Water Lots' previous zoning was changed with the creation of the new zoning bylaw and that previous, permissive zoning was removed. Ms. Hall also inquired as to the contents of the secondary supplemental information package.
- Jozef Jachniak, speaking on behalf of Krzysztof Kotecki, Sooke resident, spoke regarding the proposed location of the dock, and provided a PowerPoint presentation outlining safety concerns of the proposed location of the dock. Additionally, Mr. Jachniak stated that the adjacent waterfront properties were sold without the owners being told there would be a dock constructed in this location, and that the existing strata plan prohibited construction of docks in front of

residential properties. Mr. Jachniak further stated that the dock is not being constructed in conjunction with the hotel, as it is in the adjacent bay; and that the proposed marina location on the Whiffin Spit side of the development is a safer alternative for water access. Mr. Jachniak played a video depicting high winds and swells in the bay during March 2016, suggesting the site was unsafe for a dock.

- Chris Lott, Lawyer for Mr. Kotecki, stated that he has been retained to make a submission to the Ministry of Lands regarding the License of Occupation for the dock. Mr. Lott stated that Mr. Kotecki and neighbouring properties will likely have lowered property values should the proposed rezoning be successful, which would have a negative economic impact on the District due to lowered property tax revenues. Mr. Lott stated that pollution should also be a consideration when boats are moored in areas with high seas. Mr. Lott spoke to challenges he anticipates in the License of Occupation application, as well as case law regarding riparian rights.

Mayor Tait called a second time for public submissions:

- Michael Thornton, clarified that the dock takes up less than 10% of the bay as it is a 60 foot by 10 foot floating dock, not a large marina. Mr. Thornton stated that the dock is designed with safety, accessibility and functionality in mind and that if the weather is rough, the boats will be moved. Mr. Thornton added that the dock is built off the resort land and is not in front of any other neighbouring property and further that the planned 115 berth marina is no longer owned by the resort, so the dock is the only opportunity for the resort to access the water. Mr. Thornton stated that the application is for a rezoning, it is actually for the incorrect zoning to be removed.
- RJ Wilkens, Langford resident and purchaser at Sooke Point, stated that there are economic and environmental benefits to the dock. Residents and guests will be able to travel to Sooke via water taxi to support local business, rather than potentially losing this business to Langford, which is a nearly equal distance by road. Local whale watching and fishing businesses will also be able to pick up customers at the dock. Mr. Wilkens additionally stated that the onus is on the resort to protect the safety of their guests, and that the reputation of the resort will be at stake if the dock facility is not safe.

Mayor Tait called a third time for public submissions:

- Kyrsyztof Kotecki, Sooke resident, stated that he and his wife moved to the area to enjoy the quiet and to be close to nature. Should the dock be permitted? There will be pollution and noise, often starting very early in the morning. Mr. Kotecki stated that the proposed changes are not what he was told the area would look like when he purchased his property.
- Ricky Welsby, purchaser at Sooke Point, stated that the owners of neighbouring properties should have been aware of the proposed dock as it has always been included in development plans.

Mayor Tait called for public submissions to the Public Hearings for Bylaw No. 644. Hearing none; she closed the public hearing at 9:28 pm.

Council consider third reading of Bylaw No. 644

Council Discussion:

- Clarification as to whether a Council decision is needed in order to further the foreshore license to occupy application?
- Clarification that if the foreshore license to occupy is denied, Council would need to determine if any rezoning and bylaw would be revoked.
- Discussion of the need for upland zoning to be consistent with water lot zoning. The Silver Spray CD-3 Zone allows for rentals, but the W1 water lot zoning does not.
- Discussion of similar applications and the history of water lot zoning in relation to changing Zoning Bylaws 500 and 600.
- Clarification on ability to receive new information from the province after the closing of the Public Hearing. Council is able to hear new information from the province via staff; they are not able to receive new information from the public.
- Staff to determine:
 - Is upland zoning a consideration when issuing a license to occupy?
 - Is there a timeframe for the province to make a decision on the license to occupy application?

MOVED B. Parkinson – R. Kasper

THAT Council postpone third reading of Bylaw No. 644, *Zoning Amendment Bylaw (600-30)* until the July 11, 2016 Regular Meeting of Council.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Kennedy Road Disposition

The Development Services department provided an overview of the written staff report.

Mayor Tait advised that any person who has an interest in the item will have an opportunity to make a submission to Council.

Public Input:

- Michael Mackasey, Sooke resident, stated that he believes development is planned for an adjacent property and that the sale of the Kennedy Closed Road will allow for additional parking for this development. Mr. Mackasey stated that the developer will make money on this building and asked what the community gets out of the transaction.
- Nafees Aidroos, Sooke resident, asked Council to consider a long-term lease, rather than selling the property. Ms. Aidroos stated this would provide a level of comfort to the residents of the neighbourhood and allow for further consideration on the future of the property.

- Linda Batty, Sooke resident, asked if the value of preserving viewsapes was documented in any community plans, or in legislation.
- Gail Hall, Sooke resident, stated that a development proposed for an adjacent property was denied due to lack of space. Ms. Hall stated that she believes selling the Kennedy Closed Road is providing assistance to a business.

MOVED B. Berger – K. Reay

THAT Council approve the Offer to Purchase received from Harbour View Centre Ltd. (Inc. No. BC0795774) and E.J. Charters Buildings Ltd. (Inc. No. BC0175257) for *“That part of Section 14, Sooke District Shown as Closed Road on Plan VIP78310”* also known as Kennedy Closed Road (Closed Road), for a value of \$37,062 for Lot A and \$31,860 for Lot B subject to the conditions of the Offer to Purchase including the rezoning of the Closed Road;

AND TO authorize the Mayor and the CAO to execute the Offer to Purchase agreement in substantially the form attached and all other documents required for the completion of the sale of Kennedy Closed Road;

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

PI-2 District of Sooke 2015 Annual Report

Mayor Tait read a statement advising of the municipality’s requirements to release an Annual Report and advised that any person who has an interest in the item will have an opportunity to make a submission to Council.

Public Input:

- None.

MOVED B. Parkinson – K. Reay

THAT Council approve the District of Sooke 2015 Annual Report.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

PI-3 Agricultural Land Reserve Exclusion Application – 2249 Sooke River Road

Discussion:

- Clarification that an Exclusion Application is required due to the preparation of the land for the artificial turf, which renders the land unusable for farm purposes.

MOVED K. Pearson – R. Kasper

THAT Council forward the ALR Exclusion Application to the Agricultural Land Commission with regard to a portion of Lot 2, Sections 15, Sooke District, Plan 17066, except that Part in Plan 19346 in order to accommodate artificial sports field use on the subject property.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

PI-4 Development Variance Permit – 6250 Sooke Road

The Development Services department provided an overview of the written staff report.

Mayor Tait advised that any person who has an interest in the item will have an opportunity to make a submission to Council.

Public Input:

- Karl Linell, Sooke resident, stated that the septic field for the businesses located at 6250 Sooke Road creates soggy conditions in one corner of the adjacent sports field and that increased gathering places will increase the use of the septic system.

MOVED K. Reay – K. Pearson

TO issue Development Variance Permit No. PLN01262 for an outdoor deck roof shelter located at 6250 Sooke Road as per the Planner's report to Council dated June 27, 2016.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED K. Pearson – R. Kasper

THAT staff provide a report on options to streamline the Development Permit process.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS REQUIRING ACTION

RA-1 Remedial Action - 6978 West Coast Road

The Bylaw Enforcement Officer provided an overview of the written staff report and history of the property.

The owner of the subject property was given an opportunity to be heard and was not present.

MOVED R. Kasper – B. Parkinson

THAT Council direct staff to proceed with remedial action pertaining to the unsightly premises located at 6978 West Coast Road, including entering and coordinating the effective removal of these materials;

AND THAT charges for this work be at the expense of the owner/occupier, and if unpaid on December 31st of this year, shall be added to and form part of the taxes payable in respect of the real property in question, as taxes in arrears.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-2 Shadow West Security

The Chief Administrative Officer provided an overview of the written staff report.

MOVED K. Reay – R. Kasper

THAT Council focus on security patrols for public properties for which the District is responsible, combining options #1 and #2 for a total monthly amount of \$700; subject to staff providing a report outlining an agreed upon Terms of Reference following consultation with the District of Sooke, Shadow Security and the RCMP for community security options.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Opposed:

Councillor Berger

RA-3 2015 Statement of Financial Information

MOVED R. Kasper – K. Reay

THAT Council approve the 2015 Statement of Financial Information and authorize staff to publish it on the District website and forward it to the Ministry of Community, Sport and Cultural Development;

AND TO add the Statement of Financial Information to the July 11, 2016 Regular Council meeting agenda to allow for public question and comment.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Mayor Tait reported on:

- Meeting with UBCM representatives.
- Meeting with representatives from the Vancouver Island Major Crime Unit.

Councillor Reay thanked staff for opening the District office on June 28 and June 30 until 8pm to allow for property tax payments.

Councillor Parkinson reported on:

- Attending the Sooke Food Bank Open House.
- Attending the T'Souke Nation Memorandum of Understanding (MOU) meeting.
- Attending the Sooke Region Chamber of Commerce Mixer.
- Meeting with the Sooke Seniors Drop In Society.
- Attending a meeting on the 50th Anniversary Regional Quilt Project.
- Attending the Capital Regional District Arts Development Services Art Plan Implementation.
- Attending Legion Week.
- Attending the Sooke Region Museum Open House.

Councillor Kasper reported on:

- The Capital Regional Board is meeting on June 29 to discuss results of the informal referral of the Regional Growth Strategy, as well as a session on Regional Governance issues.

RI-2 CAO Update

The Chief Administrative Officer had nothing to report.

CORRESPONDENCE FOR INFORMATION

I-1 Correspondence received June 7 – June 20, 2016

MOVED K. Pearson – B. Berger

To file the correspondence received June 7 – June 20, 2016

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay


ADJOURNMENT

MOVED B. Parkinson – K. Reay
TO adjourn the meeting at 10:50 p.m.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay



Maja Tait
Mayor

Certified Correct:



Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber

at 2225 Otter Point Road, Sooke, BC

on July 11, 2016

6:00 p.m., In-Camera Portion, Municipal Meeting Room

7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

Mayor Maja Tait

Councillor Rick Kasper

Councillor Ebony Logins

Councillor Brenda Parkinson

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer

Brent Blackhall, Director of Financial Services

Gabryel Joseph, Director of Corporate Services

Rob Howat, Director of Development Services

Tara Johnson, Contract Planner

Medea Mills, Bylaw Enforcement Officer

Patti Rear, Deputy Corporate Officer (Recorder)

ABSENT: Councillor Bev Berger
Councillor Kevin Pearson
Councillor Kerrie Reay

CALL TO ORDER

Mayor Tait called the meeting to order at 6:02 p.m.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED E. Logins – B. Parkinson

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

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality.

90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

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

APPROVAL OF THE AGENDA

MOVED B. Parkinson – E. Logins

THAT the agenda for the July 11, 2016 Regular Meeting of Council, be adopted as circulated.

CARRIED.

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

ADOPTION OF MINUTES

MOVED B. Parkinson – R. Kasper

THAT the minutes of the Regular meeting of Council held on June 27, 2016 be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MINUTES FOR INFORMATION

MOVED R. Kasper - B. Parkinson

THAT the following minutes be received for information:

Parks and Trails Advisory Committee - June 7, 2016

Climate Change Action Committee - June 23, 2016

Sooke Program of the Arts - June 29, 2016

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

DELEGATIONS

D-1 A) Homelessness in Sooke & B) Whiffin Spit Dog Park (making it off leash)

Margarita Dominguez, presented a PowerPoint presentation to Council. Ms. Dominguez stated where people could go to obtain food in the district and hoped that a Soup Kitchen could be available for the homeless. She also suggested that more alternative housing be considered for the district. She stated that Sooke has approximately 50 homeless people and also mentioned that many have pets such as dogs or cats that keep them company.

Ms. Dominguez also requested that Council fence part of Whiffin Spit Park to create an off leash area for dogs from 8:00 p.m. to 8:00 a.m. daily.

Mayor Tait thanked Ms. Dominguez for her presentation and mentioned that Council is planning to hold a housing forum in the Fall to investigate the spectrum of housing in our area including alternative housing. The Mayor also mentioned that Whiffin Spit does allow dogs off leash as long as dogs are under control during all times of the day.

D-2 Request for Funding, Sooke Philharmonic Society

Kathleen Campbell acknowledged that the Sooke Philharmonic Society had missed the deadline for the grants application in the Spring. Ms. Campbell provided a summary of the Sooke Philharmonic Society's finances mentioning that costs have increased, including practice at the Chrysler House that has recently been sold and will start charging the organization for use of the facility. She mentioned that there is a drop-box video that Council could view on the organization which also highlights Sooke's community. Ms. Campbell clarified that the request for funds would be for next year's events (2016-17), but that funding would have to be secured by the end of August and that the grant application in September would be too late.

Mayor Tait thanked Ms. Campbell for her presentation and asked her to email the drop-box video to Council using the email address info@sooke.ca

Councillor Kasper mentioned that a motion was passed at the June 27, 2016 meeting, to forward all future arts related Community Grant application requests to the Sooke Program of the Arts (SPA) Committee for decision as they have a separate budget.

(M. Mills joined the meeting at 7:20 p.m.)

Mr. Blackwell explained that the current grants policy does not allow for retroactive funding on events that have already occurred. Application for next year's cost can be received now, but applications are due in April and September for Category B grants.

The Mayor indicated that due to timing constraints for the Sooke Philharmonic Society application could be considered as a sponsorship to be taken from Council contingency.

MOVED R. Kasper and **SECONDED** by Parkinson
THAT Council support funding in the amount of \$5,000 to the Sooke Philharmonic Society, from Council contingency.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Parkinson

Opposed:

Councillor Logins

PUBLIC QUESTION AND COMMENT PERIOD

The Mayor spoke to the direction that Council provided last Council meeting to allow Questions and Comments from the public regarding the **2016 Statement of Financial Information (SOFI)** and asked those that wished to do so regarding this topic, to come forward at this time:

1. Ellen Lewers, Sooke resident:

- Asked about Revenue decrease in property tax due to Sooke River Road property, proposed Library property, Demamiel golf course property and would like to see figures in the report.
- Asked when the decision to not print agenda packages occurred and why that was changed from past practice.

Mr. Blackwell explained that the SOFI report does not include property tax variances and is not a legislative requirement.

Mr. Joseph explained that the decision to not produce agendas was operational, which coincides with best practices of other municipalities that have employed electronic agendas.

Mayor Tait called for a second time for public questions and comments regarding the 2016 Statement of Financial Information and hearing none, opened the floor for General Public Comments and Questions.

Council heard from the following members of the public:

1. Robert Donald Smith, Sooke resident wanted to speak to an item not on the agenda.
2. Carmen Neumann, Sooke resident asked for clarification on approaching Council as a delegation and asking questions at the meeting.
3. Tatyana Danylshyn, Sooke resident spoke regarding the homelessness issue in Sooke.
4. Bonnie Royston, Sooke resident spoke personally to the issue of homelessness.
5. Ellen Lewers, Sooke resident spoke regarding open portions of past meetings for public input and affordable housing in Sooke.
6. Jasmine Guay, Sooke resident expressed an interest in assisting with the alternative housing project.

BYLAWS

B-1 Adoption of Kennedy Road Closed Bylaws: Bylaw No. 604, *Official Community Plan Amendment Bylaw (400-7)* & Bylaw No. 605, *Zoning Amendment Bylaw (600-13)*

Note: Ministry of Transportation and Infrastructure provided approval to Zoning Amendment Bylaw No. 605 on June 30, 2016.

MOVED R. Kasper - E. Logins:

THAT Bylaw No. 604, *Official Community Plan Amendment Bylaw (400-7)* & Bylaw No. 605, *Zoning Amendment Bylaw (600-13)*, be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

B-2 Bylaw No. 636, *Zoning Amendment Bylaw (600-24)*- 7125 Grant Road

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaw. The Public Hearing for this bylaw would occur at the September 12, 2016 Regular Council meeting as there are no Council meetings scheduled until then.

MOVED E. Logins - R. Kasper

THAT Bylaw No. 636, *Zoning Amendment Bylaw (600-24)* to rezone the property located at 7125 Grant Road West from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3), be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED R. Kasper - B. Parkinson

THAT Bylaw No. 636, *Zoning Amendment Bylaw (600-24)* to rezone the property located at 7125 Grant Road West from Rural Residential Zone (RU4) to Small Lot Residential Zone (R3), be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED B. Parkinson - E. Logins

THAT staff be directed to schedule a Public Hearing for *Bylaw No. 636*, in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED E. Logins - R. Kasper

THAT staff be directed prior to adoption of Bylaw No. 636, the owner enter into a Development Agreement by way of a section 219 Covenant with the District of Sooke to secure provision of amenities; AND
THAT Council authorize the Mayor and Chief Administrative Officer to execute the section 219 Covenant.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

B-3 Bylaw No. 645, Sooke Core Sewer Specified Area Amendment Bylaw (147-27) – Proposed Boundary Adjustment for 7125 Grant Road West

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaw, indicating that there was enough room for the eight additional lots to be accommodated by the sewer system.

MOVED B. Parkinson - R. Kasper

THAT the petition for Local Service Area Service for the property located at 7125 Grant Road West (Legally described as Lot 8, Section 1, Sooke District, Plan 13885), be received.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED R. Kasper - E. Logins

THAT Bylaw No. 645, *Sooke Core Sewer Specified Area Amendment Bylaw (147-27)*, be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED R. Kasper - E. Logins
THAT Bylaw No. 645, *Sooke Core Sewer Specified Area Amendment Bylaw (147-27)*, be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED R. Kasper - E. Logins
THAT Bylaw No. 645, *Sooke Core Sewer Specified Area Amendment Bylaw (147-27)*, be read a third time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

B-4 Bylaw No. 642, Zoning Amendment Bylaw (600-28)- 7090 Grant Road/ 2105 Firwood Place

Note: Ministry of Transportation and Infrastructure provided approval to Zoning Amendment Bylaw No. 642 on July 4, 2016.

MOVED R. Kasper - E. Logins
THAT Bylaw No. 642, *Zoning Amendment Bylaw (600-28)*, be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

B-5 Bylaw No. 644, Zoning Amendment Bylaw (600-30) – Silver Spray (Sooke Point) Water Lot Rezoning from W1 to W3 Rezoning.

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaw.

MOVED B. Parkinson - E. Logins
THAT *Bylaw No. 644, Zoning Amendment Bylaw (600-30)*, to rezone a portion of the water near Possession Point legally described as "Unsurveyed Crown foreshore or land covered by water being part of the bed of the Juan de Fuca Strait, Sooke District" from Passive Recreation Zone (W1) to Marina Zone (W3), be read a third time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

B-6 Bylaw No. 646, Zoning Amendment Bylaw (600-31) - A portion of 7021 Grant Road

The Development Services department gave a PowerPoint presentation and summary of the proposed housekeeping bylaw. The Public Hearing for this bylaw would also be scheduled for September 12, 2016.

MOVED R. Kasper - B. Parkinson

THAT Bylaw No. 646, *Zoning Amendment Bylaw (600-31)* to rezone a portion of the property located at 7021 Grant Road West from Large Lot Residential Zone (R1) to Manufactured Home Park (MHP), be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED R. Kasper - B. Parkinson

THAT Bylaw No. 646, *Zoning Amendment Bylaw (600-31)* to rezone a portion of the property located at 7021 Grant Road West from Large Lot Residential Zone (R1) to Manufactured Home Park (MHP), be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED B. Parkinson - R. Kasper

THAT staff be directed to schedule a Public Hearing for *Bylaw No. 646*, in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

B-7 Bylaw No. 647, Zoning Amendment Bylaw (600-32) – A portion of 6038 Sooke Road & Text Amendment to the RU3 Zone

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaw to accommodate a child care facility.

MOVED R. Kasper - E. Logins

THAT Bylaw No. 647, *Zoning Amendment Bylaw (600-32)*, be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED R. Kasper - E. Logins

THAT Bylaw No. 647, *Zoning Amendment Bylaw (600-32)*, be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED B. Parkinson - E. Logins

THAT staff be directed to schedule a Public Hearing for *Bylaw No. 647*, in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

B-8 Bylaw No. 638, Zoning Amendment Bylaw (600-33) – 6816 West Coast Road

The Development Services department gave a PowerPoint presentation and summary of the proposed bylaw.

Questions arose around parking requirement for staff. Ms. Johnson informed Council that all parking issues will be addressed through the business licence and building permit processes.

MOVED B. Parkinson - E. Logins

THAT Bylaw No. 638, *Zoning Amendment Bylaw (600-33)* to rezone the property located at 6816 West Coast Road from Large Lot Residential Zone (R1) to Communities Facilities Zone (P2), be read a first time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED R. Kasper - E. Logins

THAT Bylaw No. 638, *Zoning Amendment Bylaw (600-33)* to rezone the property located at 6816 West Coast Road from Large Lot Residential Zone (R1) to Communities Facilities Zone (P2), be read a second time.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED E. Logins - B. Parkinson

THAT staff be directed to schedule a Public Hearing for *Bylaw No. 638*, in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

MOVED E. Logins - B. Parkinson

THAT staff be directed prior to adoption of Bylaw No. 638, the owner enter into a Development Agreement by way of a section 219 Covenant with the District of Sooke to address infrastructure requirements; AND
THAT Council authorize the Mayor and Chief Administrative Officer to execute the section 219 Covenant.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

REPORTS REQUIRING ACTION

RA-1 Remedial Action - 6543 Sooke Road

The Bylaw Enforcement Officer provided an overview of the written staff report and history of the property.

The owner of the subject property was informed of their right to speak and was given an opportunity to be heard, but was not present.

MOVED R. Kasper - B. Parkinson

THAT Council direct staff to proceed with remedial action pertaining to the unsightly premises located at 6543 Sooke Road, including entering and coordinating the effective removal of these materials to ensure compliance with the Unsightly Premises and Objectionable Situations Bylaw No. 296; AND
THAT charges for this work be at the expense of the owner/occupier, and if unpaid on December 31st of this year, shall be added to and form part of the taxes payable in respect of the real property in question, as taxes in arrears.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

Mayor Tait took this time to welcome Tara Johnson, Contract Planner back to the District.

(Ms. Johnson and Ms. Mills left the meeting at 8:08 p.m.)

RA-2 Recommendations from Parks and Trails Advisory Committee

Mr. Mark Zeigler, Committee member, clarified that shrubs and flowers would still be watered in addition to newly laid grass.

Councillor Logins mentioned that if watering restrictions had to be enforced during this time that we notify residents and organizations that use the facilities.

MOVED E. Logins - B. Parkinson

THAT staff be directed to eliminate watering of park lawns, with the exception of Ed MacGregor Park, during Stage 2 and Stage 3 watering restrictions.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

Mr. Ziegler indicated that there is one structure that is showing signs of age and rust.

MOVED B. Parkinson - E. Logins

THAT staff be directed to investigate the safety of equipment at Broomhill Park and to provide a report to Council.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

Mr. Ziegler indicated that there may be a water drainage issue in that area. Mr. Howat commented that they are aware of the issue and that the Goodmere Road study may capture trail possibilities for the area.

MOVED R. Kasper - B. Parkinson

THAT staff be directed to investigate a pedestrian linkage between Horne Road and Goodmere Road.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

RA-3 Recommendation from Climate Change Action Committee

Mr. Jeff Bateman, Committee Chair, addressed Council stating that CRD residents pay the highest rate for solid waste removal and kitchen scraps, trucking it out of the community at a cost \$110,000+/year. Committee would like to have the material processed in the area and turned in to class A "Made in Sooke" compost.

Councillor Kasper reported that the CRD is embarking on a pilot project for dealing with bio-solids for the area. He also mentioned that yard waste and kitchen scraps (composting) the CRD has been funding an organization to provide an educational component and plan to bring it forward again in the near future.

MOVED E. Logins - B. Parkinson

THAT staff provide an estimate for a feasibility study for a municipally-run, commercial compost facility utilizing bio-solids and yard waste.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

RA-4 Award of Request for Quote – Grant Road Shoulder Widening

Mr. Howat provided an overview of the project and process for the RFP. Widening will be conducted on the south side of the road from Otter Point Road to Maple Avenue South including an elevated sidewalk.

MOVED R. Kasper - B. Parkinson

THAT *Wittich Environmental Services* be awarded the contract for the Grant Road Shoulder Widening project in the amount of \$95,500.00 + GST; AND THAT the Mayor and Chief Administrative Officer be authorized to sign the contract on behalf of the District of Sooke.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Mayor Tait reported on:

- Primary Health Services working group is finalizing the report which will highlight accomplishments from Health Summit. The Mayor pointed out that Sooke is the

biggest municipality in BC that doesn't have a hospital. Analog equipment (x-ray machine) is not currently operating in Sooke.

- Met with the Fire Chief regarding emergency protocol and process in an event of a major incident. She reported that Sooke is still in a drought situation and asked that residents be cautious.
- Will be away July 18 to August 3rd and noted that Councillor Logins will be Acting Mayor in her absence.

Councillor Parkinson reported on:

- Attended the opening of the Demamiel Golf course
- Communities in Bloom contest will conclude next week with judges on tour July 21st.

Councillor Logins reported on:

- Sooke Connector Trail grand opening was today.
- Health Services will be provided in the SD#62 school system at Belmont, Royal Bay and Edward Milne Community School (EMCS) starting a pilot program this school year including a doctor on site for ½ day each week at EMCS.
- Participated in a Victoria tourism working group and they have decided to commit to regular meetings to network ideas on tourism for the area.

Councillor Kasper reported on:

- CRD Growth Strategy discussed provision of water services in our area and classification on community designations will be eliminated, with more emphasize on community plans.

The CAO reported that in the Fall:

- Ms. Sullivan informed Council that there will be a series of community engagement events with respect to economic development, the Official Community Plan (OCP) refresh and budget discussions. She has deemed October, "Talk-tober" and more information will be provided in September.

CORRESPONDENCE FOR INFORMATION

I-1 Correspondence received June 7 – June 20, 2016

The Mayor mentioned there was correspondence from Trans Mountain and informed Council that she would send an email to them requesting updates on the Trans Mountain Expansion Project (TMEP) and Tanker Traffic and Marine Safety.

MOVED E. Logins - R. Kasper

To file the correspondence received June 21 – July 5, 2016

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson

Rise and Report – The Mayor reported that parking along Hwy 14 is not permitted and parking tickets will start to be issued. The Prestige, Sooke Harbour Marina, and Job Stop will be notified that they will need to seek parking alternatives in cases of large events.

ADJOURNMENT

MOVED B. Parkinson - E. Logins
THAT the meeting be adjourned at 8:59 p.m.

CARRIED

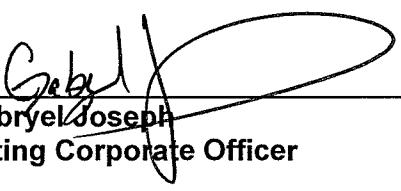
In favour:

Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson



Maja Tait
Mayor

Certified Correct:



Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on August 3, 2016 at 6:00 p.m.

COUNCIL PRESENT

Mayor Maja Tait
Councillor Rick Kasper
Councillor Kevin Pearson
Councillor Kerrie Reay

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Acting Corporate Officer
Brent Blackhall, Director of Financial Services
Rob Howat, Director of Development Services
Sarah Temple, Corporate Services Assistant

ABSENT: Councillor Bev Berger, Councillor Brenda Parkinson, Councillor Logins

CALL TO ORDER

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

APPROVAL OF AGENDA

MOVED R. Kasper – K. Pearson
To approve the agenda as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Pearson, Councillor Reay

REPORT FOR ACTION

RA-1 Appointment of Interim Fire Chief

The Chief Administrative Officer gave an overview of the written staff report.

MOVED R. Kasper – K. Pearson

TO ratify the appointment of Russ Cameron as the Interim Head of the Fire Department ("Fire Chief") for the District of Sooke for a three-month period effective August 8, 2016;

AND TO rescind the appointment of Steve Sorensen as Fire Chief;

AND FURTHER THAT a letter be forwarded to Steve Sorensen thanking him for his leadership and support to the Sooke Fire Department during his 36 years as a member of the department.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Pearson, Councillor Reay

MOVED K. Pearson – K. Reay

THAT staff investigate and prepare a formal ceremony format for the official retirement ceremony of Fire Chief Sorensen;

AND include a formal recognition reflective of his service e.g. a “Key to the District”, a street name, etc.

CARRIED

In favour:

Mayor Tait, Councillor Kasper, Councillor Pearson, Councillor Reay

ADJOURNMENT

MOVED K. Reay – R. Kasper

TO adjourn the meeting at 6:19 p.m.

CARRIED

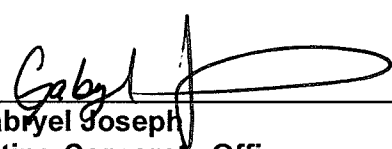
In favour:

Mayor Tait, Councillor Kasper, Councillor Pearson, Councillor Reay

Certified Correct:



Maja Tait
Mayor



Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on August 29, 2016 at 7:00 p.m.

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Acting Corporate Officer
Brent Blackhall, Director of Financial Services
Rob Howat, Director of Development Services
Tara Johnson, Planner II
Sarah Temple, Corporate Services Assistant
Jennifer Royer-Collard, Corporate Services Asst.

CALL TO ORDER

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

APPROVAL OF AGENDA

MOVED E. Logins – B. Berger

THAT the agenda be adopted with the deletion of items PH-1: Report of Public Hearing – 6038 Sooke Road and RA-2: BC Communities in Bloom Awards & Conference Attendance.

CARRIED

In favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

DELEGATIONS

D-1 Sooke Family Resources, Nicky Logins.

Nicky Logins, Executive Director of Sooke Family Resource Society, addressed Council requesting sponsorship for the Fun Run & Ride to be held on September 24th, 2016 at John Phillips Memorial Park Loop Trail. She would like to include the official opening of the trail with the event, including a ribbon cutting by the Mayor.

MOVED R. Kasper – K. Reay

THAT Sooke Family Resources be awarded a sponsorship in the amount of \$300.00 for the Fun Run & Ride to be held at John Phillips Memorial Park Loop Trail on September 24, 2016.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Funding allocation was addressed, noting that the sponsorship amount would come from the Marketing & Advertising budget.

The event is planned to be held annually moving forward.

D-2 Regulation of Medical Marijuana Dispensaries, Ekaterina Karashev.

Ekaterina Karashev presented to Council requesting implementation of regulations for Medical Marijuana Dispensaries in Sooke.

Council thanked the presenter for the information provided. They noted that at UBCM's Annual meeting, to be held at the end of September, this topic is being addressed and hoped some insight would be provided into the next steps of regulation and licensing.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following member of the public:

1. Gail Hall, Sooke Resident, spoke to the use of a Special Council Meeting and to Bylaw No. 468, *Development Permit Delegation Bylaw*.
2. Ellen Lewers, Sooke Resident, spoke to Bylaw No. 468, *Development Permit Delegation Bylaw*, and the Interim Fire Chief.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearing – 6038 Sooke Road

- ***Bylaw No. 647, Zoning Amendment (600-32) – 6038 Sooke Road***

Deleted from the Agenda.

PH-2 Report of Public Hearing – 6816 West Coast Road

- ***Bylaw No. 638, Zoning Amendment (600-33) – 6816 West Coast Road***

The Planning department presented a summary of the rezoning application for 6816 West Coast Road.

Mayor Tait called the Public Hearing for Bylaw No. 638, *Zoning Amendment Bylaw (600-33) – 6816 West Coast Road* to order at 7:33 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaw would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Public Submissions:

- Janice Hill, Sooke Resident: Inquired as to whether the Green Houses on the affected property would be removed, as she felt they are dangerous.
- Dwayne Ward, Applicant: One of two Green Houses has been removed and the other will remain standing. The one standing has been inspected, will be cleaned up, privacy fence installed and used for clients at the location.
- Ellen Lewers, Sooke Resident: Concerned about the lack of a proper sidewalk, access, to and from this location.

Mayor Tait called for a second and third time for submissions to the Public Hearing for *Bylaw No. 638, Zoning Amendment Bylaw (600-33)* and hearing none, she closed the public hearing at 7:37 p.m.

Council consider third reading of Bylaw No. 638

MOVED B. Parkinson – R. Kasper

THAT *Bylaw No. 638, Zoning Amendment (600-33)*, be read a third time.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

It was noted that the adoption of the bylaw is scheduled for the September 12, 2016, Regular Council Meeting.

BYLAWS

B-1 Bylaw No. 648, *Development Permit Delegation Bylaw, 2016*

The Director of Development Services presented a summary of the current procedure of Development Permits and outlined a more streamlined approval process, as per the proposed Bylaw No. 468. The practice to delegate approval of development permits to the head of a Development Services department is a common practice in BC municipal governance.

Council discussed the proposed Bylaw No. 468, *Development Permit Delegation Bylaw, 2016*, and provided feedback and suggestions for further streamlining the Development Permit application process. It was important to council that public input and Council oversight be part of the process.

Staff were asked to review the report and provide alternative options to Council at a future meeting.

Tara Johnson, Planner II, left the meeting at 8:15 p.m.

REPORTS REQUIRING ACTION

RA-1 Municipal Insurance Association Service Provider Agreement – Morwenna Holdings

The Director of Financial Services provided a verbal summary of the report. Mr. Blackhall explained that the deductible amounts associated with the agreement are approximately \$100.00 - \$200.00 per year, and will be prorated for the remaining duration of this year.

MOVED K. Pearson – K. Reay

THAT Council approve the Service Provider Agreement between the District of Sooke and Morwenna Holdings Ltd. dated August 8, 2016.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

RA-2 BC Communities in Bloom Conference & Awards

Deleted from Agenda.

REPORTS FOR INFORMATION

RI-1 Delinquent Property Taxes on Mobile Homes

The Director of Financial Services presented a summary of the total outstanding property taxes owing on Mobile Homes. Mr. Blackhall informed Council that mobile home parks cannot be taken to tax sales for homes inside the Park. Several remedial alternatives were discussed.

The Director of Financial Services noted that the report total of final outstanding taxes for Mobile Homes had changed to \$48,952.00, as per the List of Delinquent Property Taxes.

MOVED K. Pearson – K. Reay

THAT Council receive the report entitled "Delinquent Property Taxes on Mobile Homes" from the Director of Financial Services, for information;

AND THAT staff provide specific follow up to council on each file item, at a later date, on how to proceed with Delinquent Property Taxes on Mobile Homes.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

RI-2 CRD Update

Councillor Kasper provided a verbal update regarding the following items within the Capital Regional District:

- Mayor Tait will resume the CRD Chair for the District on September 1st, 2016;
- Provided a summary of meetings he has attended with the CRD;
- Would like to see the District of Sooke recognize at the beginning of meetings, that they are being held on 1st Nation Territorial land, as the CRD does;
- Pilot projects regarding Bio-Solids and Kitchen Scraps recycling.

MOVED B. Berger – E. Logins

THAT Councillor Kasper be re-appointed as the District of Sooke alternate director to the Capital Regional District Board and the Capital Regional District Hospital Board, for the duration of the term, effective September 1, 2016.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Staff were directed to provide a letter to the CRD to inform them of the change.

RI-3 Mayor and Council Reports

Councillor Logins Reported on:

- Community Hall Revitalization;
- Youth Run Events:
 - Harbour Festival
 - Trevor Purdy 3-on-3 Basketball

ADJOURNMENT

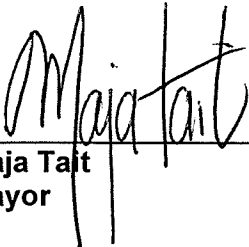
MOVED B. Berger – E. Logins

THAT the meeting be adjourned at 8:38 p.m.

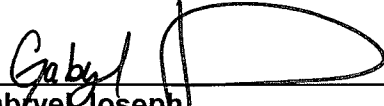
CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.


Maja Tait
Mayor

Certified Correct:


Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held September 12, 2016
at 6:00 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Maja Tait
Councillor Bev Berger
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Kevin Pearson

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Acting Corporate Officer
Rob Howat, Director of Development Services
Brent Blackhall, Director of Finance
Nikki Lewers, Land Development Technician
Katherine Lesyshen, Planner II
Tara Johnson, Planner II
Patti Rear, Deputy Corporate Officer
Jennifer Royer-Collard, Corporate Services Asst.

Absent: Councillor Kasper, Councillor Reay

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.

CARRIED

3. **Presentation: Zero Waste Sooke**

Wendy O'Conner, ZWS Organization Team Member, addressed Council and provided an overview of the Zero Waste Sooke Open Space Symposium. Which was held on April 17, 2016, at the Sooke Community Hall. A PowerPoint presentation was provided as well as a report on the events topics, workshops and proposed potential implementations that could assist Sooke in becoming a Zero Waste Community.

Topics of the presentation:

- Upcycling opportunities;
- Waste reductions options;
- Other communities in BC who are practicing Zero Waste;
- Desire for the District to embrace, legislate and practice Zero Waste;
- Energy Efficiencies;
- Recommendations: Drinking fountains in high traffic areas, ban on plastic bags in the District,

(Patti Rear joined the meeting at 6:25 p.m.)

Members of Council and members of the Zero Waste Sooke organization participated in an open discussion:

- Mayor Tait suggested the PowerPoint presentation be forwarded to staff as input for the Official Community Plan review.
- Councillor Logins ask if there were conversations with local businesses regarding banning plastic bags and what type of feedback was received? Joan Phillips answered: both grocery stores would support a ban of single use plastic bags, although they were hesitant to be the first and would support the District a ban was imposed. Ms. Phillips plans to visit other stores in future conversations.
- Zero Waste Sooke confirmed they would be willing to participate with the District on other future initiatives.
- Councillor Parkinson would like to have Buddy Boyd present to Council and learn from what his previous accomplishments in this field.
- It was Discussed that the District could put a garbage bylaw into place to restrict garbage receptacles being placed out the night before pick up. In addition, would it be possible for the District to implement a garbage fee or tax in the future.
- Councillor Pearson was concerned about the issue of plastic packaging and garbage, identifying that the consumer may need to be educated and that manufacturers of goods need to assume responsibility.
- Mayor Tait would like a drop off location for hazardous waste/ chemicals to be safely disposed of, and a bag drop off area. She enquired whether there are options for shoreline or off-shore water clean up uses.

4. Public Input

- Geoff Bateman. The two Sooke grocery stores have agreed to place signage at the front of their store, stating BYOB (Bring Your Own Bag). The former Idemore waste transfer station may not be a suitable location for a resource recovery center as the qualifications may not fit into the M2 or M3 zoning.
- Ralph Hall: You care or you don't, education on recycling required and would like to see Sooke be a leader in this area.

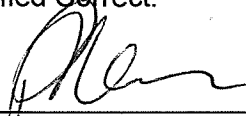
Councillor Parkinson noted that access to water fountains in the parks would be a benefit, as many events that are held bring bottled water in to sell.

5. Adjournment

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


Maja Tait
Mayor

Certified Correct:


Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on September 12, 2016
7:00 p.m., Public Portion, Council Chamber
to follow, In-Camera Portion, Meeting Room

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Patti Rear, Deputy Corporate Officer
Nikki Lewers, Land Development Technician
Tara Johnson, Planner II
Katherine Lesyshen, Planner II
Jennifer Royer-Collard, Corporate Services Asst.

CALL TO ORDER

Mayor Tait called the meeting to order at 7:01 p.m.

APPROVAL OF THE AGENDA

MOVED B. Parkinson - K. Pearson

THAT the agenda for the September 12th, 2016, Regular Meeting of Council, be adopted with the amendment of moving Item RA-1 *Parks and Trails Advisory Committee Recommendations* to immediately follow receipt of *Minutes for Information*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

SPECIAL PRESENTATION

P-1 Presentation from the Royal Canadian Sea Cadet Corps

1st Class Petty Officers Kristofer Richardson, Brandon Muttitt and Sam Laroque presented the Mayor and Council with a hand carved, hand painted canoe paddle. The colours on the paddle are representative of the following:

- Red and white represent the District of Sooke and the colours of its flag
- Blue and green represent the District' main industries, logging and fishing

Mayor Tait thanked the artist and Petty Officer for his creativity and work entailed in producing such a beautiful craft.

ADOPTION OF MINUTES

MOVED B. Parkinson - K. Pearson

THAT the minutes of the following meetings be adopted as circulated:

- July 11, 2016, Regular Meeting of Council
- August 3 & 29, 2016, Special Meetings of Council

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MINUTES FOR INFORMATION

MOVED Parkinson – E. Logins

THAT the following minutes be received for information:

- July 27 & August 31, 2016, SPA Committee Meeting
- September 6, 2016, Parks & Trails Advisory Committee Meeting

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

DELEGATIONS

D-1 Victoria Pet Food Bank & Feral Cat Rehabilitation Society - Margarita Dominguez.

Ms. Dominguez requested that Council waive the fees for two special events planned for off-leash dog events potentially scheduled for the fall and next spring.

Council advised Ms. Dominguez that if the first event was not satisfactory in regards to clean up of the event facility/park, then the second event would not be approved for waiver of fees by default of the facility use agreement.

MOVED E. Logins – R. Kasper

THAT Council direct staff to waive the event fee for the Victoria Pet Food Bank for their next two events in 2016 and 2017.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Opposed: Councillor Parkinson,

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Britt Santowski – enquired about In-Camera resolutions procedure
2. Margarita Dominguez – enquired about the meeting date for the housing spectrum workshop.

3. Ian Thomas – Spoke to the Road Closure on Maple Park Terrace.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Report of Public Hearing – 7125 Grant Road

- **Bylaw No. 636, Zoning Amendment Bylaw (600-24) - 7125 Grant Road**

Mayor Tait called the Public Hearing for Bylaw No. 636 to order at 7:49 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Tara Johnson provided a PowerPoint presentation and summary of the rezoning application for 7125 Grant Road.

Public Submissions:

Mayor Tait called three times for submissions to the Public Hearing for Bylaw No. 636 and hearing none, closed the public hearing at 7:53 pm.

Council consideration of third reading of Bylaw No. 636

MOVED R. Kasper – K. Pearson

THAT Council grant Third Reading to Bylaw No. 636, Zoning Amendment Bylaw (600-24) to rezone the property located at 7125 Grant Road from 'Rural Residential' (RU4) to 'Manufactured 'Small Lot Residential' (R3).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

PH-2 Report of Public Hearing – 7021 Grant Road

- **Bylaw No. 646, Zoning Amendment Bylaw (600-31) - 7021 Grant Road W.**

Councillor Logins declared a conflict of interest and excused herself from the meeting at 7:54 p.m.

Mayor Tait called the Public Hearing for Bylaw No. 646 to order at 7:54 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearing.

Katherine Lesyshen provided a PowerPoint presentation and summary of the rezoning application for 7021 Grant Road.

Public Submissions:

Mayor Tait called three times for submissions to the Public Hearing for Bylaw No. 646 and Hearing none, closed the public hearing at 7:58 pm.

Council consideration of third reading of Bylaw No. 636

MOVED K. Pearson – B. Parkinson

THAT Council grant Third Reading to Bylaw No. 646, Zoning Amendment Bylaw (600-31) to rezone a portion of the property located at 7021 Grant Road from 'Large Lot Residential' (R1) to 'Manufactured Home Park' (MHP).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Councillor Logins returned to the meeting at 7:59 p.m.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

None.

BYLAWS

B-1 Bylaw No. 643, Zoning Amendment Bylaw (600-29) – 7135 Grant Road.

Nikki Lewers provided a PowerPoint presentation and summary of the rezoning application for 7135 Grant Road.

MOVED R. Kasper – B. Berger

THAT Council adopt Bylaw No. 643, Zoning Amendment Bylaw (600-29) to rezone the property located at 7135 Grant Road from 'Large Lot Residential' (R1) to 'Medium Lot Residential' (R2).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-2 Bylaw Nos. 649 and 650, Sooke Core Sewer Specified Area Amendment Bylaws (147-28) and (147-29) – 7047 and 7049 Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed bylaw amendment, indicating that there is enough room for the two additional strata lots to be accommodated by the District's sewer system.

MOVED K. Reay – B. Parkinson

THAT Council receive the Petition for Local Area Service for the properties located at 7047 Maple Park Terrace (legally described Strata Lot B Section 21 Sooke District Strata

Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V) and 7049 Maple Park Terrace (legally described as Strata Lot A, Section 21 Sooke District Strata Plan VIS5537 together with an interest in the Common Property in proportion to the unit entitlement of the strata lot as shown on Form V).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED K. Reay – B. Parkinson

THAT Council grant First Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Parkinson – E. Logins

THAT Council grant Second Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Parkinson – K. Pearson

THAT Council grant Third Reading to *Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED R. Kasper – E. Logins

THAT Council grant First Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED R. Kasper – E. Logins

THAT Council grant Second Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Parkinson – R. Kasper

THAT Council grant Third Reading to *Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-3 Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30) – 7048 Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed bylaw amendment, informing Council that the application was for one additional strata lot to be accommodated by the District's sewer system.

MOVED B. Berger – K. Reay

THAT Council receive the Petition for Local Area Service for the property located at 7048 Maple Park Terrace (legally described as Lot 6 Section 21 Sooke District Plan VIP70196).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Berger – B. Parkinson

THAT Council grant First Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Parkinson - K. Pearson

THAT Council grant Second Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED K. Pearson - B. Parkinson

THAT Council grant Third Reading to *Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-4 Bylaw No. 652, Zoning Amendment Bylaw (600-34) - 6557 Clairview Road.

Tara Johnson provided a PowerPoint presentation and summary of the rezoning application for 6557 Clairview Road.

MOVED K. Pearson – K. Reay

THAT Council grant First Reading to *Bylaw No. 652, Zoning Amendment Bylaw (600- 34)* to rezone the property located at 6557 Clairview Road from Large Lot Residential Zone (R1) to Low Density Multi-Family 1 Zone (RM1).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Berger – R. Kasper

THAT Council grant Second Reading to *Bylaw No. 652, Zoning Amendment Bylaw (600- 34)* to rezone the property located at 6557 Clairview Road from Large Lot Residential Zone (R1) to Low Density Multi-Family 1 Zone (RM1)

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED B. Berger – K. Reay

THAT Council direct staff to schedule a Public Hearing for Bylaw No. 652 in accordance with the requirements of section 464 of the Local Government Act.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED E. Logins - B. Parkinson

THAT prior to final adoption of Bylaw No. 652, the owner enters into a Section 219 Covenant with the District of Sooke to address Geotechnical requirements; AND authorize the Mayor and Chief Administrative Officer to execute the Section 219 Covenant.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED R. Kasper - K. Pearson

THAT staff prepare bylaw amendments to the Official Community Plan to exempt a development permit requirement for housing of four units or less.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS REQUIRING ACTION

RA-1 Parks and Trails Advisory Committee Recommendations.

John Boquist, Chair of the Committee spoke to Council in regards to the following three recommendations from the Committee's September 6th, 2016 meeting:

MOVED K. Pearson – B. Parkinson

1. THAT Council allocate funds in the 2017 – 2021 Financial Plan to conduct a feasibility study for a pedestrian bridge crossing from Sunriver's Demaniel Creek Trail to the School District land or to the newly acquired SEAPARC land next to Journey Middle School; AND
2. THAT Council direct staff to investigate costs associated with pedestrian improvements on Sooke River Road; AND
3. THAT Council direct staff to investigate connectivity in the downtown core.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-2 Sooke Program of the Arts (SPA) Committee Recommendations.

Council enquired as to the costs of the projects and discussed from where funding would be allocated. Mr. Joseph reported that a cost estimate had been obtained for 148 pieces at a cost of \$1,500 to \$3,000.

MOVED R. Kasper – K. Pearson

THAT Council direct staff to digitize the District of Sooke public art collection, according to a professional standard, to a maximum of \$3,000, with funding to come from Council Contingency.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-3 Development Permit - 2435 Phillips Road.

Councillor Berger declared a conflict of interest and left the meeting at 8:32 p.m.

Tara Johnson provided a PowerPoint presentation and summary on the development permit application.

The Mayor suggested that accessibility be a priority for the project and Ms. Johnson reported that that could be accommodated.

MOVED K. Reay – B. Parkinson

THAT Council approve Development Permit PLN01281 for the purpose of constructing a clubhouse for use by residents of a future seniors strata development at 2435 Philips Road.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Councillor Berger returned to the meeting at 8:36 p.m.

RA-4 Development Permit – 6800 Grant Road.

Tara Johnson provided a PowerPoint presentation and summary on the development permit application.

MOVED E. Logins – R. Kasper

THAT Council approve Development Permit Amendment PLN01253 for the purpose of amending Development Permit 2007-0291 for 6800 Grant Road to allow for the construction of smaller one-storey units for the remainder of the property development.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-5 Proposed Road Closure and Disposition of Soule Road Right of Way.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed Road Closure.

Discussion ensued around the expense of a potential road on the property and the use of the land over the past 100 years. It was also mentioned that in future if there is a use for access, the District would have to purchase adjacent land to provide this to the residents.

MOVED K. Pearson – B. Berger

THAT Council direct staff to proceed with the preparation of a bylaw to close and remove the highway dedication and dispose of the undeveloped Soule Road right of way adjacent to 6290 and 6283 Soule Road.

CARRIED.

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Ms. Lesyshen and Ms. Johnston left the meeting at 8:51 p.m.

RA-6 Proposed Road Closure and Sale of Excess Road Right of Way – Maple Park Terrace.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed Road Closure.

The Mayor asked about a comment made during the *Public Question and Comment* section. The area in question is actually private property and therefore not usable for recreational purposes.

MOVED K. Pearson – K. Reay

THAT Council direct staff to proceed with the:

1. Preparation of a bylaw to close and remove the road dedication and dispose of portions of undeveloped Maple Park Terrace; AND
2. Road closure and sale process as per Council Policy No. 2.2.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-7 Parkland Dedication Requirements for Proposed Subdivision at 2105 Firwood Place.

Nikki Lewers provided a PowerPoint presentation and summary of the proposed parkland dedication.

MOVED E. Logins – B. Parkinson

THAT Council direct staff to accept cash-in-lieu of the 5% parkland dedication requirement as per section 510 of the Local Government Act for the proposed subdivision of Lot A, Section 21, Sooke District, Plan 14805 based on the BC Assessment land value of the parent property.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS FOR INFORMATION

RI-1 Mayor and Council Reports

Councillor Kasper reported on the transition of the sewer operations from EPCOR.

Councillor Pearson declared a conflict of interest and left the meeting at 8:58 p.m.

Councillor Kasper informed provided a brief summary of the transition reporting that is on schedule, set to occur in 3 weeks and that the project was also on budget.

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

The Mayor suggested that the District consider providing an educational component once the transition was complete including "What to Flush" information.

Councillor Berger reported that the ice is now installed along with new LED lighting at SEAPARC. The new curricular activity programs are filling up fast, especially the hockey academies.

Councillor Kasper enquired whether the District would investigate reduction of electricity options and a discussion ensued.

Mayor Tait reported on the Kinder Morgan Trans Mountain pipeline review she attended at a recent roundtable. More information will become available in the new year including a report. Mayor Tait thanked the first responders for their dedication, especially given this past summer's emergency incidents.

RI-2 CAO Report

Teresa Sullivan took the opportunity to thank Councillor Kasper, Rob Howat and Dan Skidmore for their time spent toward the EPCOR transition. There has been considerable cost savings in regards to plant equipment and budget is on target for the project. There will also be opportunity for the District to use the facility as a training centre in the field of sewage treatment.

NEW BUSINESS

None.

CORRESPONDENCE REQUIRING ACTION

C-1 Looking for Canada 150 Community Leaders.

Email received September 7, 2016 from the Federation of Canadian Municipalities.

MOVED R. Kasper – K. Reay

THAT the Mayor be designated as the Canada 150 Community Leader for the District of Sooke.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1, I-2, I-3 & I-4

MOVED K. Reay – E. Logins

THAT the following correspondence, be received for information:

- July 6th, 2016, to July 19th, 2016;
- July 20th, 2016, to August 2nd, 2016;
- August 3rd, 2016, to August 22nd, 2016 AND
- August 23rd, 2016, to September 7th, 2016.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

The following correspondence was discussed separately:

CI-1 page 185

Email dated July 17, 2016 from Nelson Verhallen regarding the Cairns Family Park.

Councillor Reay inquired as to the status of the overgrowth on the trail affecting the Cairns family dedication plaque. Mr. Howat reported that there was a change in contractors for the work and upon receiving the letter from the Cairns family, the contractors addressed the issue.

CI-3 page 250

Email dated August 5, 2016 from Chamber of Commerce President Kerry Cavers regarding Cancellation of Community Services Agreement.

Since the Chamber of Commerce has cancelled their contract with the municipality, the Santa Parade and Salmon Festival have also been cancelled as a result. Councillor Reay enquired if there were any plans or if anyone has come forward to take over the Santa Parade since the planning for the holiday season should begin soon. Discussion ensued around providing an honourarium for an organization that will take on the task.

MOVED K. Pearson – K. Reay

THAT Council direct staff to contact community organizations to call for interest to plan the Santa Parade for December 2016, and indicate an honourarium will be offered.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

The Chief Administrative Officer will provide estimated cost information for the parade to Council in an email. Ms. Sullivan has also obtained quotes from manufacturers for extra Christmas lighting for the town centre and a decision will be made shortly and reported on at a future meeting.

MOVED B. Parkinson – K. Pearson

THAT Council direct staff to trim and prepare the "Christmas tree" on District property at the Legion for Christmas.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

CI-3 p. 295

Email dated August 19, 2016 from BC Hydro regarding Beautification Fund application.

Councillor Reay enquired about applying for a beautification project application. Application forms are due October 1st, 2016.

Councillor Kasper enquired about the federal funding application for energy efficient projects for the municipal building.

NOTICES OF MOTION

None.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED B. Berger – K. Reay

THAT the meeting be closed to the public under section 90(1)(c),(d),(i),and (k) of the *Community Charter* as it pertains to labour, land, legal and negotiation matters.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

The meeting was closed to the public at 9:25 p.m.

The meeting was re-opened to the public at 9:54 p.m.

REPORT OF IN CAMERA RESOLUTIONS

The following items were released from the In-Camera meeting for public information:

Meeting Date:	Subject:	Resolution to be released:
Apr 25-16	Kennedy Road Update	TO authorise the sale of the property of the former Kennedy Road to Ron Shambrook for \$37,062 and Ian Liang for \$31,860 respectively.
May 24-16	Otter Point Road Update	THAT the CAO enter into negotiations for a lease on the land off of Otter Point Road.
June 27-16	Chamber Training Centre	THAT staff work with the Sooke Program of the Arts Committee to digitize the current artwork in Chamber and other contributions, and develop suggestions on alternative ways to display the artwork digitally in the Municipal building. "

ADJOURNMENT

MOVED

To adjourn the meeting at 9:55 p.m.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay


Maja Tait
Mayor

Certified Correct:


Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Special Meeting of Council
held September 22, 2016, at 7:00 p.m.
in the Council Meeting Room
at 2225 Otter Point Road, Sooke, B.C.

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Russ Cameron, Interim Fire Chief
Brent Blackhall, Director of Financial Services

ABSENT: Councillor Rick Kasper, Councillor Kevin Pearson

CALL TO ORDER

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

ADOPTION OF AGENDA

MOVED and seconded to approve the agenda as circulated.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

90(1)(c) labour relations or other employee relations;

90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

ADJOURNMENT

MOVED and seconded to adjourn the meeting at 10:35 p.m.

CARRIED UNANIMOUSLY



Maja Tait
Mayor

Certified Correct:



Gabryel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber

at 2225 Otter Point Road, Sooke, BC

on October 11, 2016

6:00 p.m., In-Camera Portion, Council Chamber

7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

Mayor Maja Tait

Councillor Bev Berger

Councillor Ebony Logins

Councillor Brenda Parkinson

Councillor Kevin Pearson

Councillor Kerrie Reay

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer

Brent Blackhall, Director of Financial Services

Gabryel Joseph, Director of Corporate Services

Rob Howat, Director of Development Services

Tara Johnson, Planner

Jennifer Royer-Collard, Corporate Services Asst.

ABSENT: Councillor Rick Kasper

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

90(1)(c) labour relations or other employee relations;

90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public

CARRIED UNANIMOUSLY

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Meeting of Council to order at 7:05 p.m., in the Council Chamber.

APPROVAL OF THE AGENDA

MOVED B. Parkinson – E. Logins

THAT the agenda for the October 11th, 2016 Regular Meeting of Council be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

ADOPTION OF MINUTES

MOVED K. Pearson – B. Parkinson

THAT the minutes of the September 12th, 2016, Committee of the Whole meeting and the the September 12th, 2016, Regular Meeting of Council be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

RECEIPT OF DRAFT COUNCIL COMMITTEE MINUTES FOR INFORMATION

MOVED K. Pearson – E. Logins

THAT the Annual Municipal Tax Sale minutes held on September 26, 2016, the Annual Municipal Tax Sale minutes held on September 27, 2016, and the Sooke Program of the Arts (SPA) Committee minutes be held on September 28, 2016, be received for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Gail Hall, Sooke resident, spoke to an more detail being included in the motions.
2. Margarita Dominguez, Sooke resident, spoke to items being approved in the minutes.
3. Kevin Wenstob, Sooke Business Owner, wished to industrial mill rates. Mayor Tait advised that item was not on the agenda, and suggested he attend upcoming public events.
4. Margarita Dominguez, enquired as to whether there would be an agenda for the Mayor's Open House or Talktober events.

PUBLIC HEARINGS AND RELATED BYLAWS

PH-1 Bylaw No. 652, *Zoning Amendment Bylaw (600-34)* - 6557 Clairview Road

Mayor Tait called the Public Hearing for Bylaw No. 652 to order at 7:14 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

The Development Services department gave a PowerPoint presentation and summary of the proposed rezoning application for Clairview Road and addressed the content contained in the Public Hearing Package #2.

Councillor Reay enquired about:

1. The possibility of the hammerhead on the road butting up against the walkway. Ms. Johnson assured that the walkway would not be blocked in the design.
2. Erosion between walkway of the property in question and adjacent property caused from storm-water run-off. Mr. Howat explained that a requirement of the re-zoning included obtaining an engineer's report for a storm-water plan.

Public Submissions:

Mayor Tait called a first time for public submissions to the Public Hearing for Bylaw No. 652.

- John Nicolson, lives next to the adjacent property and only commented that Council consider what he had wrote in his letter, which is part of the Public Hearing Package #2.
- Ellen Lewers, inquired about:
 - Whether suites would be allowed in the four-plex proposed; they would not be allowed.
 - That the number of total parking spots be set to six. She expressed concern about zoning allowing for 1.5 parking spaces per dwellings unit.
 - Storm water run-off. It was clarified that this would be managed through the engineering plans.

Mayor Tait called for a second time for public submissions to the Public Hearing for Bylaw No. 652.

- John Nicolson, also feels that 1.5 parking spaces per dwellings unit is not adequate. He questioned the proposed zoning for the existing property seeking clarification on the amount of parking; It was explained that the proposed unit is a four-plex, not two duplexes. Therefore, requirements for parking under this zoning is set for 1.5 spaces/dwelling unit.

Mayor called a third time for public submissions to the Public Hearing for Bylaw No. 652.

- Ellen Lewers, inquired about existing zoning for any four-plexes. The four-plex is considered a townhouse under the zoning bylaw. Therefore, requirements for parking under this zoning is set for 1.5 spaces/dwelling unit.

Mayor Tait called a final time for submissions to the Public Hearing for Bylaw No. 652 and hearing none, closed the public hearing at 7:36 pm.

Council consideration of third reading of Bylaw No. 652

Councillors Parkinson and Logins support the development including the parking as outlined in the Zoning Bylaw, but did admit it might be something to re-consider in the future, as development becomes in the core of Sooke becomes more condensed.

MOVED K. Reay – B. Berger

THAT Council grant Third Reading to Bylaw No. 652, Zoning Amendment Bylaw (600-34) to rezone the property located at 6557 Clairview Road from 'Large Lot Residential Zone' (R1) to Low Density Multi-Family 1 Zone' (RM1).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

BYLAWS

B-1 Bylaw No. 646, *Zoning Amendment Bylaw (600-31)* – 7021 Grant Road West

Report provided to Council recommending the adoption of Bylaw No. 646, *Zoning Amendment Bylaw (600-31)*.

MOVED K. Pearson – K. Reay

THAT Council adopt Bylaw No. 646, Zoning Amendment Bylaw (600-31) to change the zoning on a portion of the property located 7021 Grant Road West, from Large Lot Residential (R1) to Manufactured Home Park (MHP).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

B-2 Bylaw No. 638, *Zoning Amendment Bylaw (600-33)* – 6816 West Coast Road

Report provided to Council recommending the adoption of Bylaw No. 638, *Zoning Amendment Bylaw 638 (600-33)*.

MOVED K. Pearson – B. Parkinson

THAT Council adopt Bylaw No. 638, *Zoning Amendment Bylaw (600-33)* to rezone the property located at 6816 West Coast Road, from Large Lot Residential (R1) to Communities Facilities Zone (P2).

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

B-3 Bylaw No. 649, Sooke Core Sewer Specified Area Amendment Bylaw (147-28) – 7047 Maple Park Terrace

Report provided to Council recommending the adoption of Bylaw No. 649, *Zoning Amendment Bylaw 649 (147-28)*.

MOVED B. Parkinson – K. Reay

THAT Council adopt Bylaw No. 649, *Sooke Core Sewer Specified Area Amendment Bylaw (147-28)* to rezone the property located at 7047 Maple Park Terrace.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

B-4 Bylaw No. 650, Sooke Core Sewer Specified Area Amendment Bylaw (147-29) – 7049 Maple Park Terrace

Report provided to Council recommending the adoption of Bylaw No. 650, *Zoning Amendment Bylaw 650 (147-29)*.

MOVED B. Parkinson – K. Pearson

THAT Council adopt Bylaw No. 650, *Sooke Core Sewer Specified Area Amendment Bylaw (147-29)* to rezone the property located at 7049 Maple Park Terrace.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper

B-5 Bylaw No. 651, Sooke Core Sewer Specified Area Amendment Bylaw (147-30) – 7048 Maple Park Terrace

Report provided to Council recommending the adoption of Bylaw No. 651, *Zoning Amendment Bylaw 651 (147-30)*.

MOVED K. Pearson – K. Reay

THAT Council adopt Bylaw No. 651, *Sooke Core Sewer Specified Area Amendment Bylaw (147-30)* to rezone the property located at 7048 Maple Park Terrace.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

Tara Johnson left the meeting at 7:41 p.m.

B-6 Bylaw No. 653, Future Policing Costs Reserve

The Director of Finance provide a summary of the report provided to Council for review. The District, with a population of less than 15,000, currently pays for 70% of actual policing costs, while the remaining 30% is covered by the federal government, as per the cost-share ratio threshold. Once the District exceeds a population of 15,000, the District will be responsible for 90% of policing costs. Creating the reserve will help phase the impact of the future costs.

Mayor Tait questioned whether the District was part of the Vancouver Island Major Crime Unit as costs could be incurred for investigations if we are not. Mr. Blackhall reported that he would confirm with Sergeant McArthur and the could be an amendment to the bylaw reflecting usage of the reserve monies for that purpose, if required.

MOVED K. Pearson – K. Reay

THAT Council grant First Reading to the District of Sooke *Future Policing Costs Reserve Bylaw No. 653*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

MOVED K. Pearson – E. Logins

THAT Council grant Second Reading to the District of Sooke *Future Policing Costs Reserve Bylaw No. 653*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

MOVED K. Reay – K. Pearson

THAT Council grant Third Reading to the District of Sooke Future Policing Costs Reserve Bylaw No. 653.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

B-7 Bylaw No. 654, *Permissive Tax Exemption Amendment Bylaw (338-5)*

Report provided to Council for consideration of first, second and third reading of Bylaw No. 654.

MOVED B. Parkinson – E. Logins

THAT Council grant First Reading to *Bylaw No. 654, Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment (338-5)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

MOVED E. Logins – B. Parkinson

THAT Council grant Second Reading to *Bylaw No. 654, Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment (338-5)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

MOVED E. Logins – B. Parkinson

THAT Council grant Third Reading to *Bylaw No. 654, Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds, Not for Profit Corporations and Public Authority Amendment (338-5)*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

MOVED B. Parkinson – K. Pearson

AND THAT Council direct staff to publish notice as to Bylaw No. 654 in accordance with sections 227 and 94 of the *Community Charter*.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

REPORTS REQUIRING ACTION

RA-1 Equipment Purchase for Fire Department

The Interim Fire Chief provided a summary of the report provided to Council. The Director of Finance confirmed that the Fire Equipment Reserve had sufficient funds to pay for the equipment proposed for purchase.

The Director of Finance also indicated that the Financial Plan will need to be amended to reflect this change in the reserve, in addition to other costs implemented by Council over the past few months.

MOVED B. Parkinson – K. Pearson

THAT Council approve the purchase of critical fire department replacement equipment in the amount of \$70,400.00, with funding to come from the *Fire Equipment Reserve*.

And THAT Council direct staff to prepare an amendment to the 2016-2020 Financial Plan Bylaw.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

CORRESPONDENCE FOR INFORMATION

I-1 Correspondence received September 8 – October 3, 2016

MOVED K. Reay – E. Logins

THAT the correspondence dated September 8th, 2016, to October 3rd, 2016, be received for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.

ADJOURNMENT

The meeting of Regular Council was adjourned at 8:02 p.m.

MOVED K. Reay – E. Logins

THAT the meeting of Regular Council be adjourned;
AND THAT the In-Camera portion be reconvened.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay.

Absent:

Councillor Kasper.


Maja Tait
Mayor

Certified Correct:


Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE
Minutes of the Committee of the Whole meeting
held October 24, 2016
at 6:30 pm
Council Chamber, 2225 Otter Point Road
Sooke, B.C.

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

Absent:

1. **Call to Order**

The meeting was called to order at 6:33 p.m.

2. **Approval of Agenda**

MOVED K. Pearson

To approve the agenda as circulated.

CARRIED

In Favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

3. **Geological Survey of Canada: Earthquakes of Coast BC**

Alison Bird, Earthquake Seismologist, gave a PowerPoint presentation and overview of earthquakes in Coastal BC and specifically to Sooke and the Capital Region. Ms. Bird provided information on earthquakes, tsunamis, and emergency preparedness, including:

- A reminder to participate in the "Great Shakeout" each October to practice earthquake safety.
- Geological factors that influence the damage sustained to buildings during earthquakes.
- Tsunamis can last for an extended period of time and come in multiple large waves.
- In Sooke and the CRD, an earthquake is the warning sign of a potential tsunami. Tsunami alerts and warnings may not be processed in time to alert people to stay

away from the water. A tsunami may occur in this region approximately 15 minutes after an earthquake.

- A reminder to prepare an emergency kits and ensure you have all the supplies your family will need, including industrial rated duct masks.
- After a major disaster, do not use your telephone to make calls. Text messaging is a better option to ensure emergency responders are able to use their telecommunications devices.

Ms. Bird stated that she would provide a copy of her presentation to place on the District of Sooke website.

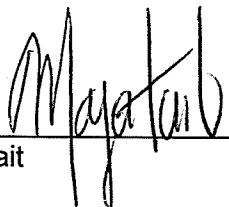
4. **Public Input:**

There were no comments from members of the public.

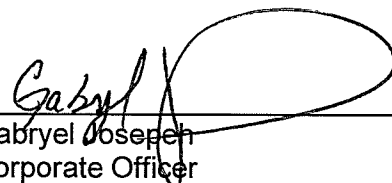
5. **Adjournment**

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

Certified Correct:



Maja Tait
Mayor



Gabryel Joseph
Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on October 24, 2016
6:00 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

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

STAFF PRESENT (Open Portion)

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED to close the meeting to the public under section 90(1) (c) and (k) of the *Community Charter* as it pertains to labour and negotiation matters.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

CALL TO ORDER - OPEN PORTION

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

APPROVAL OF THE AGENDA

MOVED K. Pearson - K. Reay

TO approve the agenda, with the addition of replacement pages 57-58.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

ADOPTION OF MINUTES

MOVED K. Pearson - K. Reay

THAT the minutes of the Regular Council meeting held on October 11, 2016 be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Council Discussion:

- Clarification of items found in the October 11, 2016, Regular Council meeting minutes. An application for waiver of park use fees was brought to Council, and as such, was the only detail regarding the event that was recorded in the minutes.
- Clarification that when In-Camera resolutions are reported on in an open meeting, the only information released is the resolution itself.

MINUTES FOR INFORMATION

MOVED K. Pearson – E. Logins

THAT the following minutes be received for information:

- Climate Change Action Committee – October 13, 2016

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Council Discussion:

- Councillor Logins to forward information to Mayor Tait regarding potential grant opportunities for an Electric Vehicle charging station.

DELEGATIONS

D-1 Communities in Bloom Presentation

Bruce Hobin, Communities in Bloom judge, presented Council with a banner and certificate to recognize the award of “5 Blooms” for 2016. Mr. Hobin also presented Council with the 2015 final evaluation report and noted that special mention was made to the Sunriver Community Gardens.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Loretta Deutscher expressed thanks to staff for making sure that community meetings were accessible by elevator.

- Mark Whiteson spoke to the appointment of the Corporate Officer, staffing levels, staff benefits and contract negotiations.
- Ellen Lewers spoke to the report on consolidation of reserve funds.

BYLAWS

B-1 Bylaw No. 636, *Zoning Amendment Bylaw (600-24)* - 7125 Grant Road West

MOVED K. Pearson – B. Parkinson

THAT Bylaw No. 636, *Zoning Amendment Bylaw (600-24)* - 7125 Grant Road West, be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-2 Bylaw No. 645, *Sooke Core Sewer Specified Area Amendment Bylaw (147-27)* - 7125 Grant Road West

MOVED B. Parkinson – K. Pearson

THAT Bylaw No. 645, *Sooke Core Sewer Specified Area Amendment Bylaw (147-27)* - 7125 Grant Road West, be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

B-3 Bylaw No. 654, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds Not for Profit Corporations and Public Authority Amendment (338-5)*

MOVED B. Berger – E. Logins

THAT Bylaw No. 654, *Permissive Tax Exemption Bylaw for Public Parks and Recreation Grounds Not for Profit Corporations and Public Authority Amendment (338-5)*, be adopted.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS REQUIRING ACTION

RA-1 Information Handling and Privacy Policy

The Corporate Services department provided an overview of the written staff report.

Council Discussion:

- Discussion of routinely releasing information to the public.
- Clarification of "Rise and Report" on current in-camera issues, as well as releasing older in-camera resolutions.
- Discussion of having a "Freedom of Information Day" where the public could make requests for information, without application forms or fees.

MOVED R. Kasper – K. Pearson

THAT *District of Sooke Information Handling and Privacy Policy*, as presented in the attached report dated October 24, 2016, be approved.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOVED R. Kasper – B. Parkinson

THAT staff be directed to examine opportunities to provide greater opportunities for the public to access District information and provide a report to Council.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Opposed:

Councillor Logins

RA-2 Class 5 Tax Ratio

The Financial Services department provided an overview of the written staff report.

MOVED R. Kasper – K. Pearson

THAT staff be directed to provide additional information on the assessed values of industrial and commercial taxes from neighbouring areas.

Amendment to the motion:

MOVED K. Reay – R. Kasper

That the motion be changed to read, "THAT staff be directed to provide additional information on the assessed values all tax categories from neighbouring areas."

AMENDMENT CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Vote on amended motion:

THAT staff be directed to provide additional information on the assessed values all tax categories from neighbouring areas.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-3 Consolidation of Reserves

The Financial Services department provided an overview of the written staff report.

Council Discussion:

- Clarification of reserve accounts being consolidated.
- Reserve accounts that have a specific legislative requirement, or a unique purpose will not be combined.
- A footnote in the budget will show where accounts have been combined.
- Newly combined accounts should not have too broad a purpose. For example, capital asset replacement funds within a specific area (road, sewer etc.) can be combined.

MOVED B. Parkinson – K. Pearson

THAT staff be directed to proceed with consolidating reserves, where appropriate;
AND provide a summary of the changes at the future Council meeting.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

RA-4 Appointment of Municipal Corporate Officer

The Chief Administrative Officer provided an overview of the written staff report.

Council Discussion:

- Discussion of timeline of employment. Clarification of hiring dates, probationary period and contract vs. permanent position.
- Clarification of position title, "Director of Corporate Services and Corporate Officer."

MOVED R. Kasper – K. Reay

THAT Gabryel Joseph be appointed as the Corporate Officer for the District of Sooke.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Opposed:

Councillor Parkinson

RA-5 Board of Variance - Member Resignation

The Corporate Services department provided an overview of the written staff report.

MOVED B. Berger – B. Parkinson

THAT Robert Irwin's appointment as a member of the Board of Variance be rescinded;
AND THAT staff be directed to advertise a call for application for a new member to the Board of Variance.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

REPORTS FOR INFORMATION

RI-1 Mayor and Council Updates (verbal)

Councillor Parkinson reported on:

- Attending Sooke Region Historical Society meetings where a Christmas night market was announced for December 9 and 10, 2016.
- Attending the Mayor's Open House, Talktober, and the Sooke Firefighter's Annual Banquet.

Councillor Logins reported on:

- Attending Talktober and the Sooke Firefighter's Annual Banquet.
- Attending the October Sooke Community Centre Advisory Committee meeting, where the Committee discussed moving their mandate forward with a big ask at an upcoming Council meeting.
- Attending the Edward Milne Community School's 20th anniversary.

Councillor Kasper reported on:

- Attending CRD Regional Water Commission meetings where the 2017 budget was approved. Councillor Kasper reported that he advocated for reduced water rates, but that the rates will remain the same.

Councillor Pearson reported on:

- Attending Juan de Fuca Water Distribution meetings where the Annual budget was approved, including water rates remaining the same for 2017.
- Extension of municipal water to Otter Point has not yet come forward for discussion, but Councillor Pearson is meeting with the Chair and CAO of the CRD Water Commission next week to discuss.
- Participating in the Saltwater Series Fishing Derby in October, where Councillor Kasper caught the 9th largest Coho salmon.

Councillor Reay reported on:

- Attending a Vancouver Island Regional Library board meeting in Nanaimo.

- Attending the Mayor's Open House and the Sooke Firefighter's Annual Banquet, which was a great opportunity to recognize firefighters and ESS volunteers.

Councillor Berger reported on:

- SEAPARC is reviewing their service plan and proposing updates to reflect operation of the golf course. The golf course will be open May – October in 2017.
- A new major capital project is the addition of a fitness facility, which will be constructed in 2017-2018.
- A slight tax increase is projected for 2017, but has not been finalised.

Mayor Tait reported on:

- The Wadams Way Fun Run and Rise to open the new trails in John Philips Memorial Park.
- The Primary Health Care Services Working Group completing a 2016 report and setting priorities for 2017.
- Attending UBCM, the Mayor's Caucus and various Minister's meetings.
- Restating Sooke's position on increased tanker traffic, as determined by the 2014 plebiscite.
- Being elected as third Vice-President to UCBM, and appointed to the President's Committee and Healthy Communities Committee.
- CRD Regional Transportation Service.
- CRD Parks Committee's approved Parks Plan, which will see the Sea to Sea Regional Park officially open, with camping permitted.
- CRD Water discussion of extension of municipal water to Anderson Cove in East Sooke and possibility of extending water line to North Sooke.
- Two opportunities for engagement between Council, Staff, and the public in the past week with the Mayor's Open House and Talktober. In the future, such engagement events will be spread out over a longer period.
- Two events coming up where the public can meet the Mayor, including the Chamber of Commerce breakfast on Nov 29 and the Mayor's Levee on New Years Day.
- Councillor Logins greeted Tour de Rock riders when they arrived in Sooke.
- Attending the Sooke Firefighter's Annual Banquet.

RI-2 CAO Update (verbal)

The Chief Administrative Officer reported on:

- A substantial year end report will be brought forward to Council in December.

CORRESPONDENCE REQUIRING ACTION

C-1 Email dated October 6, 2016 from PEDAW re: Call for BC Landmarks to light up purple for Eating Disorders

MOVED B. Berger – K. Reay

THAT the correspondence dated October 6, 2016 from PEDAW re: Call for BC Landmarks to light up purple for Eating Disorders, be received for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

C-2 Email dated October 14, 2016 from Andrew Farris regarding "Our historical walking tour app is coming to Sooke, do you want to take part?"

MOVED K. Pearson – E. Logins

THAT the correspondence dated October 14, 2016 from Andrew Farris regarding "Our historical walking tour app is coming to Sooke, do you want to take part?", be received for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence received September 27, 2016 – October 17, 2016

MOVED B. Parkinson – K. Pearson

THAT the correspondence received September 27, 2016 – to October 17, 2016, be received for information.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED E. Logins – K. Reay

TO close the meeting to the public under section 90(1) (c) and (k) of the *Community Charter* as it pertains to labour and negotiation matters, at 8:32 p.m.

CARRIED

In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

The meeting was re-opened to the public at 9:55 p.m.

MOVED


TO adjourn the meeting at 9:55 p.m.

CARRIED

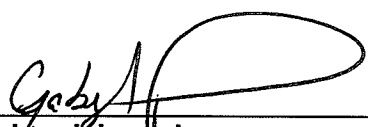
In favour:

Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson,
Councillor Pearson, Councillor Reay

Certified Correct:



Maja Tait
Mayor



Gabriel Joseph
Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on November 14, 2016
6:00 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT

Mayor M. Tait
Councillor E. Logins
Councillor B. Parkinson
Councillor K. Pearson
Councillor K. Reay

STAFF PRESENT (Open Portion)

G. Joseph, Director of Corporate Services
B. Blackhall, Director of Financial Services
R. Howat, Director of Development Services
R. Cameron, Interim Fire Chief
K. Lesyshen, Planner
T. Johnson, Planner
J. Royer-Collard, Corporate Services Assistant

ABSENT: Councillor B. Berger, Councillor R. Kasper

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

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

90(1)(c) labour relations or other employee relations;

90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

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

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:05 p.m. in the Council Chamber.

NEW BUSINESS/ SUPPLEMENTARY INFORMATION

Item C-9: Additional Correspondence for Action from the Honorable Stephanie Cadieux, regarding Adoption Awareness Month (November 2016).

Item B-1: Supplemental information for 2016-2020 Financial Plan Bylaw Amendment.

APPROVAL OF THE AGENDA

MOVED E. Logins – K. Pearson

THAT the agenda for the November 14th, 2016 Regular Meeting of Council be with the following changes:

- Items B-1: *Supplementary Information for 2016-2020 Financial Plan Bylaw Amendments*, and C-9: Additional Correspondence for Action from the Honourable Stephanie Cadieux, regarding Adoption Awareness Month, be added to the agenda.
- Item RA-4: Community Grant Committee Review presentations to immediately follow public question and comment period.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

ADOPTION OF MINUTES

MOVED K. Pearson – E. Logins

THAT the minutes of the September 22, 2016, Special Council Meeting be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Pearson – E. Logins

THAT the minutes of the October 24, 2016, Committee of the Whole Meeting be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED E. Logins – K. Pearson

THAT the minutes of the October 24, 2016, Regular Council Meeting be adopted as circulated.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MINUTES FOR INFORMATION

MOVED E. Logins – B. Parkinson

THAT the following minutes be received for information:

- Parks & Trails Advisory Committee - October 4, 2016
- Parks & Trails Advisory Committee - November 1, 2016
- Community Centre Advisory Committee - October 20, 2016
- Sooke Program of the Arts Committee - October 26, 2016
- Community Grant Review Committee - November 7, 2016

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

Minute Corrections:

Community Grant Review Committee meeting minutes, page 31 of the agenda package, Council resolution dated July 11, 2016 should be June 27, 2016.

DELEGATIONS

D-1 Wind Mobile

Jeff Bray, representative for WIND, presented to Council on what WIND can offer Sooke. How they would implement service, the area(s) of coverage and stated that the priorities and future needs of Sooke can come from elected officials, which is the reason for presenting to Council.

D-2 Poll Surveying Road Closures & Detours

Britt Santowski, Sooke Pocket News, presented to Council the findings of a public poll ran online through the Sooke Pocket News website. The information collected from Sooke residents was in regards to awareness of road closures.

D-3 Sooke Wishing Pond Legacy

Paul Unwin, Local Artist, presented to Council on an art project that he felt would benefit Sooke as a tourist icon. He outlined that numerous Sooke businesses have indicated they would contribute to or support this project. This project could leave a legacy for generations to come.

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ellen Candlish, Sooke Resident, spoke to in favor of Item RA-6 Parks and Trails Advisory Recommendations of trail connection between Horne Road and Goodmere Road.
- Ellen Lewers, Sooke Resident, spoke in opposition to Item B-1 Financial Plan Amendment Bylaw.
- Gail Hall, Sooke Resident, spoke in opposition to Item B-1 Financial Plan Amendment Bylaw.
- Margarita Dominguez, Sooke Resident, spoke in favor of Item RA-6 Parks and Trails Advisory Recommendations regarding the Off-lease dog park.
- Doug Dalquist, Sooke Resident, spoke in favor of Item RA-6 Parks and Trails Advisory Recommendations of trail connection between Horne Road and Goodmere Road.
- Jeff Bateman, Sooke Resident, spoke to advising current committees of upcoming changes and to Bylaw No. 652.
- Margarita Dominguez spoke to the minutes of the Regular Council Meeting held on October 24, 2016.

REPORTS Requiring Action

RA-4 Community Grant Committee Review

MOVED E. Logins – K. Reay

THAT Council hear remaining Community Grant Application presentations and then deliberate on all the grant individually.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

Applicant Presentation:

- Sooke Community Choir Society
Requested \$1050.00 for Piano items.
- Sooke Harbour Players
Requested \$6250.00 to purchase new technical equipment.

- Sooke River Bluegrass Festival
Requested \$5000.00 towards the purchase a large tent for the festival, instead of renting.
- Sooke Food Bank
Requested \$5000.00 in additional monies for Sooke Christmas Bureau.

PUBLIC HEARING

PH-1 Bylaw No. 647, *Zoning Amendment Bylaw (600-32)* – 6038 Sooke Road

Development Services staff provided a presentation and summary of the proposed Bylaw.

Mayor Tait called the Public Hearing for Bylaw No. 647 to order at 8:03 p.m.

Mayor Tait advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

The Mayor called for public submissions to the Public Hearing for Bylaw No. 647 a first, second and third time. Hearing none; she closed the public hearing at 8:07 p.m.

Council considered third reading of Bylaw No. 647.

MOVED K. Pearson – B. Parkinson

THAT Bylaw No. 647, *Zoning Amendment Bylaw (600-32)* – 6038 Sooke Road, be read for a third time.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

BYLAWS

B-1 Bylaw No. 658, *Financial Plan Amendment Bylaw (639-1)*

The Director of Finance spoke to the report and Bylaw, clarifying that this is an amendment to the current year's budget.

Council Discussed:

- The reasoning for the preparation of the report and what purpose it serves;
- If this would be suited for a discussion at a Committee of the Whole meeting;
- Requirements for approval;
- Changes between the prior budget and this amendment;
- Clarification in contingency funds.

MOVED B. Parkinson – E. Logins

THAT the 2016 - 2020 Fire Year Financial Plan Amendment report be brought to a future Committee of the Whole meeting where further discussion can occur.

DEFEATED

In favour: Councillor Parkinson

Opposed:

Mayor Tait, Councillor Logins, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED E. Logins – K. Reay

THAT Council give first reading to Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw (639-1)*.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Pearson, Councillor Reay

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – K. Pearson

AND THAT Council give second reading to Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw (639-1)*.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Pearson, Councillor Reay

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – K. Pearson

AND THAT Council give third reading to Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw (639-1)*.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Pearson, Councillor Reay

Opposed:
Councillor Parkinson

Absent:
Councillor Berger, Councillor Kasper

MOVED E. Logins – K. Reay
THAT staff be directed to schedule a public input session at the next regular meeting of Council where Bylaw No. 658 will be considered for adoption.

CARRIED

In favour:
Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:
Councillor Berger, Councillor Kasper

B-3 Bylaw No. 652, *Zoning Amendment Bylaw (600-34)* – 6557 Clairview Road

MOVED K. Reay – K. Pearson
THAT Council adopt Bylaw No. 652, *Zoning Amendment Bylaw (600-34)* for the purpose of amending the zoning on the property located at 6557 Clairview Rd from Large Lot Residential (R1) to Low Density Multi-Family 1 Zone (RW1).

CARRIED

In favour:
Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:
Councillor Berger, Councillor Kasper

REPORTS REQUIRING ACTION

RA-1 Declaration of Fire Service Level

Interim Fire Chief, R. Cameron, presented highlights of the staff report to Council.

MOVED E. Logins - B. Parkinson
THAT Council adopt the structural fire service level standard described as "Full Service Operational Level", as defined in the British Columbia Fire Service minimum training standards "playbook", issued by the Office of the Fire Commissioner and pursuant to paragraph 3(3)(b) of the Fire Services Act of British Columbia.

CARRIED

In favour:
Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:
Councillor Berger, Councillor Kasper

MOVED K. Reay – B. Parkinson

THAT the training budget funds of \$18,000.00 previously placed in abeyance be moved back to the Fire Department's 2017 budget.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

RA-2 Development Variance Permit – 7126 Grant Road

Councillor Pearson left the room at 8:45 p.m.

Development Services staff provided a presentation to Council regarding the Development Variance Permit.

MOVED B. Parkinson – E. Logins

THAT Council issue a Development Variance Permit, PLN01283, to vary section 104.7 of Bylaw 600, *Sooke Zoning Bylaw, 2013*, to allow for a reduced easterly side lot line setback from 3m to 1.2m for a proposed addition to the single-family dwelling located at 7126 Grant Road West.

CARRIED

Councillor Pearson returned at 8:48 p.m.

In favour:

Mayor Tait, Councillor Logins, Councillor Pearson, Councillor Parkinson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

RA-3 Contract Extension for Interim Fire Chief Position

MOVED B. Parkinson – K. Pearson

THAT Council re-appoint Russ Cameron, of Morwenna Holdings Ltd., as the Interim Head of the Fire Department ("Fire Chief") for the District of Sooke for an extended three-month period, or until such time as a new Chief is appointed, effective October 29, 2016.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

RA-4 Community Grant Committee Review

Council discussed:

- Details regarding the amounts allocated and whom would be receiving them was provided;
- Suggestion that limits be placed on how often applicants can apply for grants;
- Possibility of adding items to the budget for societies who receive regular grants;

MOVED B. Parkinson – K. Pearson

THAT Council award a Category B Grant in the amount of \$7,000.00 to the Sooke Christmas Bureau for 2016 Christmas Food Hampers.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED B. Parkinson – E. Logins

THAT Council introduce an annual seasonal line item to the *2014-2021 Five Year Financial Plan* for Sooke Christmas Bureau Food Hampers, to a maximum of \$15,000.00.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor R. Kasper

MOVED B. Parkinson – K. Reay

THAT Council award a Category B Grant in the amount of \$4,100.00 to the Sooke Food Bank for phones, storage totes, and signs.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – E. Logins

THAT Council award a Category B Grant in the amount of \$3,600.00 to the Team Sooke/ Juan de Fuca: Refugee Sponsorship Committee for the provision of bus passes, provided the passes are not accessible through the Community Social Planning Council.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED B. Parkinson – K. Pearson

THAT Council award a Category B Grant in the amount of \$1050.00 to the Sooke Community Choir.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

Councillor E. Logins, declared a conflict, and left Council Chamber at 9:14 pm

MOVED K. Reay- B. Parkinson

THAT Council award a Category B Grant in the amount of \$3500.00 to the Sooke Harbour Players for Lighting, Sound and Audio Visual.

CARRIED

In favour:

Mayor Tait, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

Councillor E. Logins returned to Council Chamber at 9:20 pm

MOVED B. Parkinson – E. Logins

THAT Council award a Category B Grant in the amount of \$5000.00 to the Sooke River Bluegrass Festival.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson

Opposed:

Councillor Reay, Councillor Pearson

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – K. Pearson

THAT Council award an additional amount of \$5000.00 to fund the Sooke Food Bank.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger, Councillor Kasper

MOVED K. Pearson – K. Reay

THAT Council fund the remaining grants not reviewed by the Community Grants Committee, as outlined in the November 14, 2016 staff report, from Council Contingency.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

RA-5 Sooke Program of the Arts Recommendations

MOVED K. Reay – K. Pearson

THAT staff provide a report on participating in the 2017 Communities in Bloom, including providing funding and support staff.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – K. Pearson

THAT the Sooke Arts Policy Amendments be reviewed in early 2017, after the new Council Structure has been implemented.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger, Councillor Kasper

RA-6 Parks and Trails Advisory Recommendations

MOVED K. Pearson – E. Logins

THAT Council refer to the following items to the Community Development Committee:

- Develop a public consultation to examine locations for an off-leash dog park,
- Develop a Policy that outlines a process to follow when naming parks and trails, and provide a report to Council.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Pearson – B. Parkinson

THAT Council direct staff to proceed with construction of trail connection between Horne Road and Goodmere Road, utilizing volunteer assistance for labour.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

REPORTS FOR INFORMATION

RI-1 Sooke Core Specified Area Proposed Boundary Adjustment for 7181 Minnie Rd & 7057 West Coast Road

Development Services staff presented information to Council, and answered questions, regarding these properties.

MOVED B. Parkinson – K. Pearson

THAT 7181 Minnie Road and 7057 West Coast Road be included in the *Sooke Core Sewer Specified Area Amendment Bylaw (147-18)* subject to the servicing Bylaw.

WITHDRAWN

With the unanimous consent of Council, Councillor Parkinson withdrew her motion.

MOVED B. Parkinson – K. Pearson

THAT Council adopt Bylaw No. 560, *Sooke Core Sewer Specified Area Amendment Bylaw (147-18)*.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Pearson – K. Reay

THAT staff provide a report to Council on the impacts of future areas being adopted into the Sewer Specified Area.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

RI-2 Mayor and Council Updates (verbal)

1. Mayor Tait reported on:

- CRD Forum – Regarding Climate Action Plan: Saturday, November 19th, 2016;
- UBCM - Appointed to Healthy Communities Committee;
- Mayors Open House Comments – need to add to website shortly;
- Transit Commission – Awaiting official induction.

2. Councillor Pearson reported on:

- Juan de Fuca Water Commission – Grant for Anderson Cove waterline extension approved;
- Upgrades to Waterlines, Fire flow project, are completed.

Councillor B. Parkinson left at 10:18 p.m.

3. Councillor Reay reported on:

- Attended the Sooke Remembrance Day ceremony;
- Attended a CREST Finance meeting.

RI-3 CAO Update (verbal)

None.

CORRESPONDENCE REQUIRING ACTION

C-1 Letter from Communities in Bloom regarding Congratulatory letter and 2017 Application form. Received October 24, 2016.

MOVED E. Logins - K. Reay

THAT Council receive the letter and application from the Communities and Bloom.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

Councillor Parkinson returned at 10:21 p.m.

- C-2 Letter from the Capital Regional District regarding Request for Motion of Support to Establish a Regional Transportation Service. Received October 27, 2016.**

MOVED E. Logins – B. Parkinson

THAT Council direct staff to invite a representative from the CRD Transportation Select Committee to make a presentation at a future meeting.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

- C-3 Email from Business for the Arts regarding Community Needs Assessment Survey – Sponsorship Training for Arts Organization. Received November 2, 2016.**

MOVED E. Logins – B. Parkinson

THAT Council direct staff to complete the Community Needs Assessment Survey, in the allotted time if possible.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

- C-4 Email from SEAPARC regarding BC Children's Hospital 8th Annual Festival of Trees – Sooke Sponsorship Package. Received November 4, 2016.**

MOVED K. Pearson – B. Parkinson

THAT Council direct staff to register the District as a Tree Sponsor for the Festival of Trees at SEAPARC;

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

- C-5 Letter from Vancouver Island Regional Library (VIRL) Board regarding 2017 Appointments. Received November 7, 2016.**

MOVED K. Pearson – B. Parkinson

THAT Council appoint Councillor Reay to the VIRL Board of Trustees and direct staff to complete the necessary forms.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – K. Pearson

AND THAT Council appoint Councillor Logins as the alternate to the VIRL Board of Trustees.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

- C-6 Letter from Association of Vancouver Island and Coastal Communities (AVICC) regarding a Call for Resolutions Submissions, Nominations for Executive Committee, and Presentations. Received November 7, 2016.**

MOVED E. Logins – B. Parkinson

THAT Council receive the letter and application from the AVICC.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

- C-7 Letter from Clear Seas regarding a Request for Meeting with Council. Received November 8, 2016.**

MOVED K. Pearson – E. Logins

THAT Council receive the letter from the Clear Seas director.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

- C-8 Email from Minister of Jobs, Tourism & Skills Training regarding Medal of Good Citizenship- Call for Nominations. Received November 8, 2016.**

MOVED K. Reay – E. Logins

THAT Council receive the email from the from the Minister of Jobs, Tourism & Skills Training.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

C-9 Email from the Honorable Stephanie Cadieux regarding Adoption Awareness Month received November 3, 2016.

MOVED K. Pearson – K. Reay

THAT Council receive the email from the Honourable Stephanie Cadieux.

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 through I-15

MOVED E. Logins – K. Pearson

THAT the correspondences listed as I1 – I15 to be received for information;

CARRIED

In favour:

Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

ADJOURNMENT

MOVED K. Pearson – E. Logins

TO adjourn the meeting at 10:43 p.m.

CARRIED

In favour:

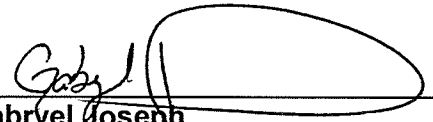
Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent:

Councillor Berger, Councillor Kasper

Certified Correct:



Maja Tait
Mayor

Gabryel Joseph
Corporate Officer



DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held November 28, 2016
at 6:30 pm
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

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

STAFF PRESENT

Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Brent Blackhall, Director of Financial Services
Rob Howat, Director of Development Services
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

Absent: Councillor Logins, Councillor Pearson

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **Establishment of a Regional Transportation System**

Kevin Lorette, Signe Bagh and John Hicks, representing the Capital Regional District, presented to the Committee of the Whole regarding the establishment of a Regional Transportation System.

Ms. Bagh provided a PowerPoint presentation outlining some of the current transportation challenges in the region and proposed solutions that may be offered by a regional transportation service. Ms. Bagh provided an overview of some frequently asked questions and the draft bylaw, which are included as part of the agenda package.

Committee Discussion:

- Concerns as to adding an additional level of bureaucracy to transportation planning.
- Discussion as to the cost of operating a regional transportation service.
- Concerns regarding the Capital Regional District's governance model and weighted vote system. Sooke's voice may be lost when larger, core municipalities are at the table.
- Core municipalities share concerns over key thoroughfares and transportation routes.

- Sooke could focus efforts on lobbying the provincial government for improvements to Highway 14, its main transportation corridor. Other municipalities don't share the same concerns.
- Collaborating with other municipalities could strengthen lobbying efforts and access federal infrastructure funding.
- Discussion regarding Sooke residents' need to travel to other municipalities for services such as universities and hospitals.

Public Input:

- Ellen Lewers, Sooke resident, spoke regarding Light Rail Transit as an option for improving regional transportation.

4. **Adjournment**

MOVED B. Parkinson

To adjourn the meeting at 7:13 p.m.

CARRIED

In favour:

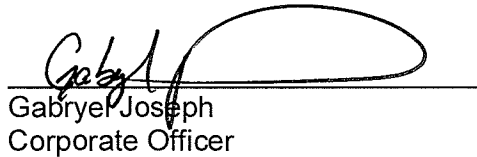
Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Certified Correct:

Maja Tait
Mayor



Gabryel Joseph
Corporate Officer





DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on November 28, 2016
6:00 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT:

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

STAFF PRESENT:

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Patti Rear, Deputy Corporate Officer
Jeff McArthur, RCMP Staff Sergeant
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Councillor Kevin Pearson

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED K. Reay – B. Berger

THAT this meeting be closed to the public under section 90(1)(g) of the *Community Charter* as it pertains to litigation or potential litigation affecting the municipality.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:18 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED R.Kasper – K. Reay

THAT the agenda for the November 28, 2016 Regular Council meeting be approved as circulated, with:

- Item RA-1 RCMP Quarterly Report moved to immediately following adoption of Council and COW minutes.
- Deletion of PI-1 Bylaw No. 658, *Five Year Financial Plan Bylaw*

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

ADOPTION OF MINUTES

MOVED K. Reay – B. Berger

THAT the minutes of the Regular Council meeting held on November 28, 2016 be adopted as amended.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

DELEGATIONS

D-1 Wild Wise Sooke - Debbie Read

Debbie Read, representing Wild Wise Sooke, provided a PowerPoint Presentation outlining the goals and history of the program. Wild Wise's general approach to reducing wildlife conflict is to educate residents on managing attractants, including fruit trees and garbage. Ms. Read shared statistics on bear and cougar related calls to the Conservation Officer, as well as the numbers of animals who have had to be destroyed over the past few years.

Council discussion:

- Statistics show the program is working, as conflicts are reduced and the number of animals destroyed is decreasing.

D-2 Transition Sooke – Jeff Bateman

- Waste Management Bylaw

Jeff Bateman, representing Transition Sooke, provided a PowerPoint presentation and outlined a proposal for a waste management bylaw that would restrict residents to putting their waste receptacles at the curb no earlier than 5:00 am on collection days.

Council discussion:

- Possibility of working with private sector to manage quicker pick up times.
- Discussion of ways to deal with enforcement and education.

MOVED B. Parkinson - R. Kasper

THAT staff provide a report to the Protective Services & Community Safety Committee outlining a draft Waste Management Bylaw for recommendation to Council.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

D-3 Zoning at 6545 Sooke Rd - Ron Fedosenko

Ron Fedosenko addressed Council and spoke regarding issues with commercial businesses operating at 6545 Sooke Road. A previous Council motion supported the issuing of a business license despite non-conforming use, but it was linked to a specific business. Mr. Fedosenko would like to seek a more permanent solution, rather than having to ask for an exception every time a new business would like to operate.

MOVED K. Reay - R. Kasper

THAT staff provide a report regarding the issuance of business licenses at 6545 Sooke Road.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

D-4 Friends of Goodmere - Les Poltak

- Update on Goodmere Road
- Rainwater Management Plan

Les Poltak, representing the Friends of Goodmere, addressed Council and requested updated information on Council's plans for re-alignment of Goodmere Road. Mr. Poltak spoke regarding the history of the area, including private development plans that have been stalled, and requested improved communication with residents and investors regarding plans for Goodmere Road.

Council discussion:

- Building a Town Centre that is vibrant and accessible is a strategic priority. A staff report outlining timelines and budget should be available shortly.
- Clarification regarding history of Goodmere Road and payment of re-alignment using Development Cost Charge funds.

UNFINISHED BUSINESS

U-1 Request for Motion of Support to Establish a Regional Transportation Service

Council discussion:

- The CRD governance model is a concern as weighted votes can work against Sooke.
- The pressures on Highway 14 are not felt on a regional level. Lobbying the provincial government on behalf of Sooke may be more effective.
- A collective, regional voice may have more impact when seeking federal infrastructure funding.
- Clarification of cost to the District of Sooke, at planning phase and at subsequent phases.

MOVED R. Kasper – B. Parkinson

THAT the District of Sooke support the establishment of a regional transportation service throughout the Capital Regional District.

DEFEATED

In Favour:

Councillor Kasper, Mayor Tait

Opposed:

Councillor Berger, Councillor Reay, Councillor Parkinson

Absent:

Councillor Logins, Councillor Pearson

MOVED K. Reay – B. Parkinson

THAT the District of Sooke send a letter to Capital Regional District Board indicating non-support for establishment of a regional transportation service throughout the Capital Regional District.

CARRIED

In Favour:

Councillor Berger, Councillor Reay, Councillor Parkinson

Opposed:

Councillor Kasper, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ellen Lewers, Sooke resident, spoke regarding the proposed Firearms and Bow Use Bylaw.
- Kevin Wenstob, Sooke resident, spoke regarding the Class 5 Tax Ratio.
- Margarita Dominquez, Sooke resident, spoke regarding the delegation from Wild Wise Sooke.

BYLAWS

B-1 **Bylaw No. 647, *Zoning Amendment Bylaw (600-32) - 6038 Sooke Road***

MOVED B. Parkinson – K. Reay

THAT Bylaw No. 647, Zoning Amendment Bylaw (600-32) – 6038 Sooke Road, be adopted.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

B-2 **Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016***

The Corporate Services department presented an initial draft of the Firearms and Bow Use Bylaw for Council feedback.

Council discussion:

- Based on public feedback, staff to add “air rifle” to definitions in bylaw.
- Discussion regarding provincial hunting laws, specifically regarding properties north of the powerlines, properties in the ALR and farms.
- Updated draft of the Firearms and Bow Use Bylaw to be brought back the December 12th Regular Council meeting.

REPORTS REQUIRING ACTION

RA-1 **RCMP Quarterly Report**

Staff Sergeant Jeff McArthur provided a verbal overview of the Sooke RCMP detachment, including current member strength and 2016 case files to date. The detachment is still

waiting to fill an additional Constable position, as federal letters of approval have delayed the process.

Staff Sergeant McArthur also spoke regarding Sooke's Victim's Services program and the need for additional municipal funding to cover operating costs. Costs are to be shared 50/50 between municipal and provincial bodies, with Juan de Fuca Regional District responsible for approximately 37% of the municipal portion. A formal written request for additional funds will be sent shortly from the Sooke Transition House as they administer funds for the program.

Council Discussion:

- Clarification of amount of municipal funding that will be requested.
- Discussion of the operating costs of the program.

MOVED K. Reay - B. Parkinson

THAT the Mayor write a letter to RCMP Chief Superintendent Ray Bernoties, Island District Commander, outlining the District of Sooke's concerns regarding the 18-month wait to fill the new Constable position.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

RA-2 Class 5 Tax Ratio

The Director of Financial Services provided an overview of the written staff report.

Council Discussion:

- Clarification that the intention of the change was not to shift tax burden onto residential property owners.
- Discussion as to balancing a desire to attract business and light industry, while still maintaining affordable taxation rates and revenue to develop necessary infrastructure for a growing community.

MOVED B. Parkinson – K. Reay

THAT staff provide a report reviewing Policy 5.5, *Revenue, Tax and Budget Policy, 2008*.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

RA-3 2017 Council Appointments to Regional Board Committees and Commissions

MOVED R. Kasper – B. Berger

That Council appoint Councillor Parkinson as Council Member and Councillor Reay as Alternate to the Capital Regional District, Regional Housing Trust Fund Commission for the years 2017 and 2018.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

MOVED K. Reay – B. Berger

THAT Council appoint Councillor Berger as Council Member and Councillor Reay as Alternate to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for the year 2017.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

RA-4 Appointment of Board of Variance Member

MOVED B. Parkinson – K. Reay

THAT staff be directed to continue advertising on the District's website for member applications regarding the Board of Variance appointment, until a qualified application has been received.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

REPORTS FOR INFORMATION

RI-1 Development Cost Charges Update January - November 2016

MOVED B. Parkinson – K. Reay

THAT the November 28, 2016 Development Cost Charges Update report, be received for information.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

RI-2 Mayor and Council Reports (verbal)

Councillor Reay reported on attending:

- Screening of "A Changed Mind" presented by the Cridge Centre at Government House.
- Strategic Planning workshop for CREST.
- Retirement function for former Sooke Staff Sergeant Steve Wright.
- Royal Roads University presentation at the Prestige Hotel.

Councillor Parkinson reported on attending:

- Juan de Fuca Salmon Restoration Society event.
- Te'mexw Treaty meeting.
- MOU working group meeting with T'Sou-ke Nation.
- Royal Roads University presentation at the Prestige Hotel.
- Sooke Christmas Bureau Food Drive.
- Sooke Salmon Enhancement Centre event.

Mayor Tait reported on:

- Attending the UBCM Executive meetings in Vancouver.
- Transit Commission orientation to take place in December, followed by the first Commission meeting on December 13.
- Chamber of Commerce breakfast series event on November 29.
- Attending the Capital Regional District Board meetings. The first round of the Regional Sustainability Strategy will be coming forward for Council feedback shortly.
- The Sooke Santa Parade which will be held on Sunday, December 4.

CORRESPONDENCE REQUIRING ACTION

C-1 Letter received November 15, 2016 from CRD re: 2003 Regional Growth Strategy (RGS) Amendment Bylaw 4124 – Referral for Municipal Acceptance

MOVED B. Parkinson – R. Kasper

THAT the District of Sooke accept the Capital Regional District 2003 RGS Amendment Bylaw 4124.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

C-2 Letter received November 16, 2016 – Loretta Rose Deutscher Re: Council Chamber Public Elevator

MOVED B. Parkinson – R. Kasper

THAT staff to write a report on the cost of a replacement elevator to service the Council Chamber, for consideration in 2017 budget planning.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

MOVED K. Reay - B. Parkinson

THAT staff provide a report on the servicing of elevators in Council Chamber and the Sooke Community Centre.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

C-3 Letter received November 16, 2016 – Royal Canadian Mounted Police Re: Corporate Management and Comptrollership Branch (CMCB) Availability for Presentations

MOVED K. Reay – R. Kasper

THAT staff be directed to invite representatives from the RCMP Corporate Management and Comptrollership Branch (CMCB) to present to Council at an upcoming meeting regarding RCMP financing.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

C-4 Letter received November 16, 2016 – Cathy Peters Re: Human Trafficking/Sexual Exploitation, Youth and Child Exploitation, Youth Porn Use/Addiction In BC

MOVED K. Reay – B. Parkinson

THAT the correspondence from Cathy Peters re: Human Trafficking/Sexual Exploitation, Youth and Child Exploitation, Youth Porn Use and Addiction in BC, be received for information.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

Staff were asked to send a letter to Ms. Peters and include the resolution from Council regarding receipt of her letter dated November 16, 2016.

C-5 Email received November 17, 2016 – BC Guide to Arts & Culture Re: Call for Advertisements for The Definitive Guide for the Arts & Cultural Traveler 16th Edition (deadline December 9, 2016)

MOVED B. Parkinson – K. Reay

THAT the correspondence from BC's Guide to Art and Culture, be received for information.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

C-6 Email received November 22, 2016– Small Business BC Awards Re: Four Local Businesses in Sooke Nominated for 14th Annual Small BC Business Awards

MOVED

THAT staff be directed to issue a Press Release recognizing the four local businesses nominated for the Small Business BC Awards.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence received November 14 - 28, 2016

MOVED B. Parkinson – K. Reay

THAT the correspondence received November 14 – 23, 2016, (listed as agenda items I-1 – I-6), be received for information.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

REPORT OF IN CAMERA RESOLUTIONS

RIC-1 Items for Release from In-Camera Minutes held on November 14, 2016

The following resolutions from the November 14, 2016 In-Camera meeting, are released to the public:

1. THAT Council approve a moratorium on business licenses for marijuana-related dispensaries for the District of Sooke, effective immediately;
AND maintain status-quo on the regulation of medical marijuana-related storefronts until federal legislation is implemented.
2. THAT Council support the formation of the new Council Standing Committees for 2017.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED B. Berger – K. Reay

THAT this meeting be closed to the public under section 90(1)(g) of the *Community Charter* as it pertains to litigation or potential litigation affecting the municipality.

CARRIED

In Favour:

Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

ADJOURNMENT

MOVED

To adjourn the meeting at 10:47 p.m.

CARRIED

In Favour:

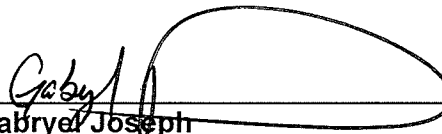
Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay, Mayor Tait

Absent:

Councillor Logins, Councillor Pearson

Certified Correct:



Maja Tait
Mayor

Gabriela Joseph
Corporate Officer



DISTRICT OF SOOKE

Minutes of the Regular Meeting of Council
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on December 12, 2016
6:00 p.m., In-Camera Portion, Meeting Room
7:00 p.m., Public Portion, Council Chamber

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Ebony Logins (open portion only)
Councillor Brenda Parkinson
Councillor Kevin Pearson
Councillor Kerrie Reay

STAFF PRESENT:

Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Rob Howat, Director of Development Services
Tara Johnson, Planner II
Katherine Lesyshen, Planner II
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Bev Berger
Councillor Rick Kasper

CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED B. Parkinson – K. Pearson

THAT this meeting be closed to the public under section 90(1)(i) and/or (l) of the *Community Charter* as it pertains to legal matters and preparation of the annual municipal report.

CARRIED

In Favour:

Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper, Councillor Logins

CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:01 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

MOVED K. Pearson – K. Reay

THAT the agenda for the December 12, 2016 Regular Council meeting be approved as circulated, with the following amendments:

- Addition of item RA-8 Police-Based Victims Services
- Deletion of D-1 Victoria Pet Food Bank and Feral Cat Rehabilitation Society.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

ADOPTION OF MINUTES

MOVED B. Parkinson – K. Reay

THAT the minutes of the Regular Council meeting held on November 28, 2016, be adopted as circulated.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED B. Parkinson – K. Pearson

THAT the minutes of the Committee of the Whole meeting held on November 28, 2016, be adopted as circulated.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MINUTES FOR INFORMATION

MOVED B. Parkinson – K. Reay

THAT the minutes of the Sooke Program of the Arts (SPA) meeting held on November 30, 2016, be adopted as circulated.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Margaret Critchlow, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Jane Birbeck, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Bob Stamp, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Peter Kennedy, Vancouver resident and son of Marion Kennedy, a Sooke resident, spoke against the existing street parking arrangement on Horne Road. Would like to have 'no parking' signs erected opposite his mother's home.
- Aline Burlone, Vancouver resident and daughter-in-law of Marion Kennedy, spoke against the existing street parking arrangement on Horne Road.
- Ian Thomas, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Ellen Candlish, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Ann Clement, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road.
- Ralph Hull, Sooke resident, spoke in support of the existing street parking arrangement on Horne Road. Mr. Hull submitted speaking notes which will form part of the minutes record.

PUBLIC INPUT MEETINGS AND RELATED REPORTS

PI-1 Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw, 2016*

The Director of Financial Services provided an overview of the written staff report. The Corporate Officer provided additional clarification regarding *Community Charter* legislation related to Financial Plan Amendment Bylaws.

Mayor Tait stated that public input meetings are held to allow the public to make a submission to Council on this particular agenda item.

Council heard from the following members of the public:

- Britt Santowski, Sooke resident, spoke regarding the "Corporate Services Contingency" budget overage.

- Gail Hall, Sooke resident, spoke regarding the expenditures approved since the original bylaw was adopted.

Staff left the meeting at 7:28 p.m.

Staff returned to the meeting at 7:30 p.m.

Council discussion:

- Municipal financial statements are audited by professional, independent auditors who provide feedback and advise to staff. Staff is providing information to Council so that financial decisions are better understood. While this hasn't been done by the District of Sooke in recent years, many municipalities in BC amend their financial plans.
- The Director of Financial Services provided clarification to Ms. Sanotwski's questions. He indicated that contingencies were used when direction as to where funding would come from was not part of the recommendation from Council and advised Council that this would be rectified going forward and that policies related to spending would also be reviewed in the new year.

MOVED K. Reay – E. Logins

THAT Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw, 2016*, be adopted.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

BYLAWS

B-1 Bylaw No. 641, *Zoning Amendment Bylaw, 2016 (600-27)* - 2110/2120 Church Road

The Development Services department provided a powerpoint presentation and overview of the written staff report. The purpose of the bylaw is to amend the CD11 Knox Centre Zone to add 'apartment building' as a permitted use in the Area A category. The applicant intends to construct a 40-unit residential/mixed use building.

MOVED K. Reay - B. Parkinson

THAT Bylaw No. 641, *Zoning Amendment Bylaw, 2016 (600-27)*, be read a first time.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED B. Parkinson – E. Logins

THAT Bylaw No. 641, *Zoning Amendment Bylaw, 2016* (600-27), be read a second time;

AND THAT staff be directed to schedule a Public Hearing for Bylaw No. 641, *Zoning Amendment Bylaw, 2016* (600-27).

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

B-2 Bylaw No. 653, *Future Policing Costs Reserve, 2016*

MOVED K. Reay - B. Parkinson

THAT third reading of Bylaw No. 653, *Future Policing Costs Reserve, 2016*, be rescinded.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – K. Pearson

THAT sections 2, 4(c) and 5 of Bylaw No. 653, *Future Policing Costs Reserve, 2016* be amended as outlined in the November 14, 2016 staff report titled "Future Policing Costs Reserve".

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED E. Logins - B. Parkinson

THAT Bylaw No. 653, *Future Policing Costs Reserve, 2016*, be read a third time, as amended.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

B-3 Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*

The Corporate Services department provided a PowerPoint presentation and overview of the written staff report. The proposed bylaw will still prohibit firearms in addition to bows and specifies criteria regarding the exceptions contained in the bylaw.

Council discussion:

- Discussion regarding the history of firearms bylaws in the District of Sooke and the intention of current amendments.

MOVED E. Logins – K. Reay

THAT Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*, be read a first time.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – E. Logins

THAT Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*, be read a second time.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay – E. Logins

THAT Bylaw No. 659, *Firearms and Bow Use Bylaw, 2016*, be read a third time.

CARRIED

In Favour:

Councillor Logins, Councillor Pearson, Councillor Reay, Mayor Tait

Opposed:

Councillor Parkinson

Absent:

Councillor Berger, Councillor Kasper

REPORTS REQUIRING ACTION

RA-1 Development Permit and Development Variance Permit – 6557 Clairview Rd

The Development Services staff provided a PowerPoint presentation and overview of the written staff report.

Council Discussion:

- Along the east side of the property there is a public right of way that can be used by pedestrians for access to the waterfront. Development of this property should not impede public access through this right of way.

MOVED K. Pearson - B. Parkinson

THAT Council authorize the issuance of Development Variance Permit PLN01286 to vary the following from Bylaw No. 600, *Sooke Zoning Bylaw, 2013*:

- a) To vary section 302.9 to allow a reduced side lot line setback from 3m to 2m for the principal building;
- b) To vary section 302.9 to allow the unenclosed stairwells for the two residential units on the second floor to be located 0.2m from the side lot lines;
- c) To vary section 302.9 to allow a reduced front lot line setback from 7.5m to 3m for an accessory building; and
- d) To vary section 4.6(m) to allow one (1) parking space to be located 0.5m from the side property line.

AND THAT Council authorize the issuance of Development Permit PLN01285 for the purposes of constructing a four-unit townhouse located on Lot 1, Section 72, Sooke District, Plan VIP67570 that includes the following condition:

1. Landscaping or solid decorative fencing will be included along properties zoned residential.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-2 Appointment of Fire Chief

MOVED K. Reay – K. Pearson

TO appoint Kenn Mount as Fire Chief for the District of Sooke Fire Department effective December 19, 2016

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-3 MIABC Associate Member coverage - Morwenna Holdings Ltd.

MOVED K. Reay – K. Pearson

THAT Council approve the Service Provider Agreement between the District of Sooke and Morwenna Holdings Ltd. dated December 12, 2016.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-4 MIABC Associate Member coverage - Sooke Region Community Health Network

MOVED K. Reay – E. Logins

THAT Council approve the Service Provider Agreement between the District of Sooke and the Sooke Region Communities Health Network Cooperative, commencing January 1, 2017.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-5 CRD Animal Control Contract – Three Month Extension

The Director of Corporate Services provided an overview of the written staff report and indicated that staff is recommending a three month extension to allow for a comprehensive review and analysis of the existing contract.

MOVED B. Parkinson – E. Logins

THAT Council approve the Amendment of the Animal Control Services Agreement with the Capital Regional District for 2016;

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

AND TO appoint Steve McKellar, Lance Hurrell, Rick Illi and Jordan Carrie AND re-appoint Andrew Freer, Ryan Johnston and Bobbi Bains as Animal Control Officers.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-6 Regular Council Meeting Schedule 2017

MOVED B. Parkinson – E. Logins

THAT Council approve the 2017 Regular Council Meeting schedule as follows:

January 9, 2017	June 12, 2017
January 23, 2017	June 26, 2017
February 14, 2017 (Tuesday)	July 10, 2017
February 27, 2017	September 11, 2017
March 13, 2017	October 10, 2017 (Tuesday)
March 27, 2017	October 23, 2017
April 10, 2017	November 14, 2017 (Tuesday)
April 24, 2017	November 27, 2017
May 8, 2017	December 11, 2017
May 23, 2017 (Tuesday)	

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-7 Acting Mayor Appointments 2017

MOVED E. Logins – B. Parkinson

THAT members of Council be appointed as Acting Mayor for the year 2017, as follows:

Period	Appointment
January-February	Councillor Rick Kasper
March-April	Councillor Kerrie Reay
May - June	Councillor Bev Berger
July - August	Councillor Ebony Logins
September - October	Councillor Brenda Parkinson
November - December	Councillor Kevin Pearson

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RA-8 Police Based Victims Services

MOVED K. Reay – B. Parkinson

THAT Council approve moving the Police Based Victim Services category A grant to a separate line item within the Policing Services budget area for the 2017 to 2021 Five-Year Financial Plan.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

REPORTS FOR INFORMATION

RI-1 Interim Values Non-Market Change Assessment Roll for 2017

The Financial Services department provided an overview of the written staff report.

MOVED E. Logins – K. Pearson

THAT Council receive the report "Interim Values Non-Market Change Assessment Roll for 2017" dated December 12, 2016, for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

RI-2 Mayor and Council Reports (verbal)

Councillor Parkinson reported on:

- Assisting the Fire Department with their "Fill A Fire Truck" food drive for the Sooke Christmas Bureau.
- Attending the Christmas Night Market at the Sooke Museum.

Councillor Reay reported on:

- Attending the School District #62 Growth Strategy meeting on November 29. Sooke is reported as the third fastest growing school district in the province, behind Surrey and Langley.

Councillor Pearson reported on:

- Juan de Fuca Water Commission meeting was cancelled this month.

- Participating in the Christmas Parade. Thank you to Teresa Sullivan, Lorne Christensen and the Sooke Lion's Club, and the Edward Milne Community School Leadership Team for a great event.
- Thank you also to the staff who worked to have the roundabout decorated in time for the parade.

MOVED K. Pearson- K. Reay

THAT staff prepare a letter of thanks from Mayor and Council to the Sooke Lions Club and the Edward Milne Community School Leadership Team for organizing the Christmas Parade.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

Councillor Logins reported on:

- Participating in the Christmas Parade.
- Assisting the Fire Department with their "Fill A Fire Truck" food drive for the Sooke Christmas Bureau.
- Attending the School District #62 Board of Education meeting on Capital Projects.
- Attending the All Councils Forum for Climate Change, which is a CRD initiative, on November 19.
- Involvement with HASTE BC at Journey and Poirier schools. Survey results indicate that local students use 30 different roads to travel to school. Sidewalks are essential to allow for safe pedestrian access.

Mayor Tait reported on:

- Attending the CRD Board meetings, where elections for 2017 were held. Committee appointments will be announced shortly.
- Attending the Transit Commission orientation and planning to attend the upcoming Transit Commission meeting.
- Presenting to the Sooke Region Chamber of Commerce.
- Participating in the Christmas Parade. Thank you to everyone who worked on seasonal beautification efforts and parade organization.

CORRESPONDENCE REQUIRING ACTION

C-1 Email received November 25, 2016 from Guy Caron, Member of Parliament re: Request for support on Bill C-274: Transfer of small business, family farm and fishing operation

MOVED K. Reay – K. Pearson

THAT the email received November 25, 2016, from Guy Caron, Member of Parliament regarding request for support on Bill C-274: Transfer of small business, family farm and fishing operation, be received for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

**C-2 Email received November 25, 2016 from the Heart and Stroke Foundation re:
Proclamation Request for February 2017**

Council Discussion:

- Mayor Tait will proclaim February 2017 as Heart Month in the District of Sooke.

MOVED K. Reay – E. Logins

THAT the email received November 25, 2016 from the Heart and Stroke Foundation
regarding Proclamation Request for February 2017, be received for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

**C-3 Email received November 29, 2016 from Tourism Vancouver Island re: Bid on
hosting of the 2018 Tourism Vancouver Island Conference and AGM**

MOVED K. Reay – K. Pearson

THAT staff provide a report regarding costs associated with hosting the 2018 Tourism
Vancouver Island Conference and AGM.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

**C-4 Email received December 1, 2016 from Bill Wilson regarding Sewer placement for
6625 Sooke Road**

MOVED K. Reay – K. Pearson

THAT staff provide a report on sewer placement at 6625 Sooke Road.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

C-5 Horne Road Parking

- Email received December 1, 2016 from Aline Burlone and Peter Kennedy
- Email received December 6, 2016 from residents of Horne Road

Council Discussion:

- Discussion of history of parking on Horne Road.
- Parking, property access and property egress need to be carefully considered as development occurs.

MOVED E. Logins – K. Reay

THAT the correspondence from Aline Burlone and Peter Kennedy, and the correspondence from residents of Horne Road, be received for information.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOVED K. Reay - E. Logins

THAT staff be directed to leave the current parking signs, at the current location, along Horne Road.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay,
Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

CORRESPONDENCE AND COUNCIL REPORTS FOR INFORMATION

I-1 Correspondence received November 25 - December 6 2016

Council Discussion:

- Discussion of CRD Regional Growth Strategy Bylaw.
- A report with staff feedback and recommendations for Council consideration will come forward to a January Council meeting.

- Extension of water lines to all District of Sooke boundaries must be included in the Regional Growth Strategy.

MOVED K. Reay – E. Logins

THAT the correspondence received November 25 - December 6 2016, be received and filed accordingly for the record.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED K. Reay – E. Logins

THAT this meeting be closed to the public under section 90(1)(i) and/or (l) of the *Community Charter* as it pertains to legal matters and preparation of the annual municipal report.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Absent:

Councillor Berger, Councillor Kasper

ADJOURNMENT

MOVED

To adjourn the meeting at 10:47 p.m.

CARRIED

In Favour:

Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait


Absent:

Councillor Berger, Councillor Kasper



Maja Tait
Mayor

Certified Correct:



Gabryel Joseph
Corporate Officer