



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

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.

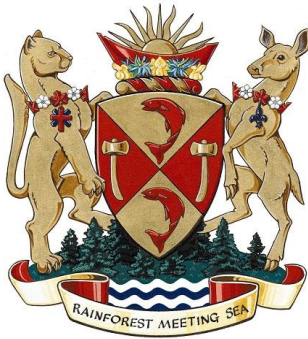
4. **Adjournment**

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

Certified Correct:

Kerrie Reay
Acting Mayor

Tina Hansen
Acting Corporate Officer



DISTRICT OF SOOKE

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
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

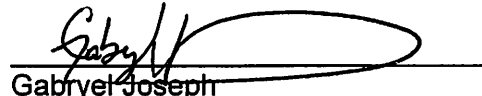
5. **Adjournment**

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



Rick Kasper
Acting Mayor

Certified Correct:



Gabriel Joseph
Acting Corporate Officer



DISTRICT OF SOOKE
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
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.

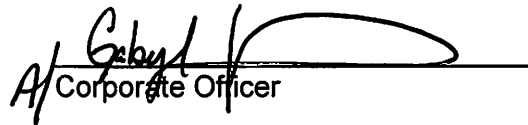
5. **Adjournment**

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

Certified Correct:



Mayor



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
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 asked 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 if 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 Idlemore 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.

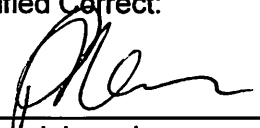
Councillor Parkinson noted that access to water fountains in the parks would be a benefit, as many events that are held bring bottled water in to sell.

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 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



Gabriel 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

